



ENT & FACIAL PLASTIC
SURGERY SPECIALISTS
OF SHADY GROVE

PATIENT'S NAME (PLEASE PRINT) First, Middle, Last		SOCIAL SECURITY NUMBER		MARITAL STATUS	SEX	DATE OF BIRTH	AGE
HOME ADDRESS CITY, STATE, ZIP CODE				HOME PHONE			
EMPLOYER: _____				BUSINESS			
				CELL PHONE			
RACE: American/Alaska Native Indian () Black-African American () Hispanic () White () Asian () Other ()		ETHNICITY: Hispanic or Latin () Not Hispanic ()		LANGUAGE: English () Spanish () Other ()			
EMERGENCY CONTACT		RELATIONSHIP	HOME PHONE	CELL PHONE	BUSINESS PHONE		
REFERRING PHYSICIAN				PRIMARY PHYSICIAN			
PHARMACY NAME AND LOCATION							
PATIENT EMAIL ADDRESS:							
PRIMARY INSURANCE		POLICY ID NUMBER		GROUP NUMBER		EFFECTIVE DATE	
POLICYHOLDER'S NAME		RELATIONSHIP TO PATIENT	SOCIAL SECURITY NUMBER	DATE OF BIRTH			
EMPLOYER		OCCUPATION	BUSINESS PHONE	EXT			
SECONDARY INSURANCE		POLICY ID NUMBER		GROUP NUMBER		EFFECTIVE DATE	
POLICYHOLDER'S NAME		RELATIONSHIP TO PATIENT	SOCIAL SECURITY NUMBER	DATE OF BIRTH			
EMPLOYER		OCCUPATION	BUSINESS PHONE	EXT			
WERE YOU INJURED ON THE JOB? <input type="checkbox"/> YES <input type="checkbox"/> NO		DATE OF INJURY	WORKMAN'S COMP CLAIM #	NAME, ADDRESS & PHONE OF LIABILITY INS.			
ACCIDENT? YES <input type="checkbox"/> NO <input type="checkbox"/>	AUTO ACCIDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO	STATE	DATE OF ACCIDENT	NAME, ADDRESS, & PHONE OF ATTORNEY			

How did you hear about us?

- () Providers or Referral
- () Friends or Family
- () Internet
- () Mail
- () Other _____

INSURANCE AUTHORIZATION, ASSIGNMENT & OFFICE POLICIES

I request that payment of authorized insurance benefits be made on my behalf directly to ENT & Allergy Specialists of Shady Grove and I authorize them to release to that company any information necessary to determine benefits for services rendered. I understand that I am responsible for charges not covered by this authorization. I permit a copy of this authorization to be used in place of the original.

AND/OR I request that payment of authorized Medicare benefits be made on my behalf directly to ENT & Allergy Specialists of Shady Grove and authorize them to release to the Health Care Financing Administration and its agents any information necessary to determine benefits for services rendered. I understand that I am responsible for charges not covered by this authorization.

I understand that I may be charged \$50.00 for not keeping a scheduled appointment or failing to give a 24 hour notice. I understand that there is a charge of \$35.00 for returned checks.

I understand that if my Insurance requires me to have a referral, I am responsible for providing a referral at the time of my appointment. If I do not provide a referral, I understand that I will be responsible for all charges billed.

I understand that if I have not met my deductible and co-insurance, I will be responsible for payment of any charges for my visit at the fee schedule rate of my insurance at the time of my visit.

This information is accurate and true to the best of my knowledge. I understand that I am ultimately responsible to pay for services rendered. I understand that I am responsible for charges not covered by this authorization, including reasonable attorney's fees and costs of collection in the event of default.

As a courtesy, we want to remind you that your insurance policy may have a separate deductible and/or coinsurance for certain in-office procedures which may be listed as surgery on your explanation of benefits (EOB), or hearing related testing. I understand that if this applies to my insurance policy I will be responsible for these charges.

By signing below, I am acknowledging that I have reviewed and updated all personal an insurance information. I understand that this review is required annually.

X _____

SIGNATURE OF PATIENT OR LEGAL GUARDIAN

DATE