



Arizona Community Physicians

Ellen M. Eichler M.D.
Internal Medicine

Welcome to Dr. Eichler's practice.

I am pleased you have placed your trust in me for your medical care and I am committed to providing you with the best care possible. The staff is expected to treat you courteously and with respect at all times. In turn, I expect you as my patient to treat the staff with the same courtesy and respect.

Please arrive 15 minutes prior to your appointment to check-in and complete any paperwork that may be necessary for your visit that day. If you are late for your appointment, you may not be seen and have to reschedule.

Patient Responsibility

This office will file your claim to your insurance company. However, it is your responsibility to ensure we have the most current and correct information on file. Please notify the front desk if any of your personal or insurance information has changed since your last visit.

Please be prepared to show your insurance card and pay your co-pay at every visit. If you do not bring your insurance card and we are unable to verify your insurance, we will allow you through the end of the day to fax your insurance card to 547-5715. If we do not receive your insurance card by the end of the day, your account will be considered self-pay and you will be responsible for all charges.

Cancellation/ No Show Policy

No Show – Failure to show for a scheduled appointment may result in a \$30.00 no show fee for each occurrence.

Late Cancel – If you cancel your scheduled appointment with less than 24 hours notice you may be charged a \$30.00 late cancel fee.

If you no show or late cancel multiple times you may be dismissed from the practice.

Name (Please Print)

Signature

Date

Arizona Community Physicians

Patient Information

FIRST NAME	MIDDLE	LAST NAME	ADDRESS	CITY	STATE	ZIP
HOME PHONE		CELL PHONE	EMERGENCY PHONE#	EMERGENCY CONTACT NAME / RELATION		
DOB	SEX	MARITAL STATUS	PAGER	RACE (optional)		
PRIMARY CARE PHYSICIAN			STUDENT? FT OR PT	PREVIOUS NAME		
EMPLOYER NAME		EMPLOYER ADDRESS	EMPLOYER PHONE			

Billing Information

(If different than patient)

FIRST NAME	MI	LAST NAME	ADDRESS	CITY	STATE/ZIP	PHONE
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Primary Insurance Information

INSURANCE NAME	EFFECTIVE DATE	MEDICAL CLAIMS ADDRESS			
GROUP ID#	POLICY ID#	SELF	SPOUSE	CHILD	OTHER
SUBSCRIBER NAME (POLICY HOLDER)		SUBSCRIBER ADDRESS (if different than patient)		SUBSCRIBER PHONE (if different than patient)	
SUBSCRIBER DATE OF BIRTH	SUBSCRIBER SEX	SUBSCRIBER SSN#	CO-PAY AMOUNT		
SUBSCRIBER EMPLOYER		EMPLOYER ADDRESS	EMPLOYER PHONE#		

Secondary Insurance Information

INSURANCE NAME	EFFECTIVE DATE	MEDICAL CLAIMS ADDRESS			
GROUP ID#	POLICY ID#	SELF	SPOUSE	CHILD	OTHER
SUBSCRIBER NAME (POLICY HOLDER)		SUBSCRIBER ADDRESS (if different than patient)		SUBSCRIBER PHONE (if different than patient)	
SUBSCRIBER DATE OF BIRTH	SUBSCRIBER SEX	SUBSCRIBER SSN#	CO-PAY AMOUNT		
SUBSCRIBER EMPLOYER		EMPLOYER ADDRESS	EMPLOYER PHONE#		

By signing this form, I am consenting to Arizona Community Physicians' use and disclosure of my Protected Health Care Information, including information related to psychiatric care, drug and alcohol abuse and HIV/AIDS for the purpose of carrying out treatment, payment and healthcare operations. I have been provided or offered a copy of Arizona Community Physicians' Privacy Statement. I assign all medical and/or surgical benefits including major medical benefits to Arizona Community Physicians for services rendered. By signing this form I am confirming that the above demographic and insurance information is current and correct. If the information is not correct I understand I will be held responsible for all charges incurred in today's visit.

The effective period of this authorization is from today's date to a future date, when I am no longer a patient of the Arizona Community Physicians, P.C. group or am deceased.

PERSON GIVING CONSENT	RELATIONSHIP IF NOT THE PATIENT	DATE
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**ARIZONA COMMUNITY PHYSICIANS
REGISTRATION ADDENDUM**

Patient Name: _____

Account Number: _____

Due to a governmental mandate that all healthcare is provided fairly, without regard to race or ethnicity, we have added new fields to our patient registration form. This information will be kept confidential.

Race (check one)

- Black, African American (01)
- Asian (02)
- Caucasian (White) (03)
- American Indian, Alaskan Native (08)
- Native Hawaiian (09)
- Unknown (98)
- Declined (99)

Ethnicity (check one)

- Hispanic
- Non- Hispanic
- Unknown

E-mail (optional)

Patient Signature

Preferred Language (check one)

- English (EN)
- Spanish (ES)
- Arabic (AR)
- Chinese (all types) (ZH)
- French (FR)
- German (DE)
- Greek (EL)
- Italian (IT)
- Japanese (JA)
- Korean (KO)
- Navajo (NV)
- Polish (PL)
- Russian (RU)
- Tagalog' (TL)
- Ukrainian (UK)
- Vietnamese (VI)
- Other _____
(Specify)

Patient declined filing out the form
Staff signature required

ELLEN M. EICHLER, M.D.
6367 E. Tanque Verde Rd., Suite 110
Tucson, AZ 85715
520-298-3000

NAME: _____ TODAY'S DATE: _____

DATE OF BIRTH: _____ AGE: _____

ADDRESS: _____

PLEASE COMPLETE THIS QUESTIONNAIRE. IF YOU ARE UNSURE OF ANY OF THE QUESTIONS, PLEASE LEAVE IT BLANK. THANK YOU.

PAST MEDICAL HISTORY:

	NO	YES	IF YES, DATE
HEART DISEASE	_____	_____	_____
HEART ATTACK	_____	_____	_____
HYPERTENSION	_____	_____	_____
HIGH CHOLESTEROL	_____	_____	_____
DIABETES	_____	_____	_____
ASTHMA	_____	_____	_____
LUNG DISEASE	_____	_____	_____
STROKE	_____	_____	_____
THYROID DISEASE	_____	_____	_____
LIVER DISEASE	_____	_____	_____
HEPATITIS	_____	_____	_____
BLOOD TRANSFUSION	_____	_____	_____
KIDNEY DISEASE	_____	_____	_____
GASTRIC OR DUODENAL ULCERS	_____	_____	_____
COLON OR BOWEL	_____	_____	_____
CANCER (TYPE)	_____	_____	_____
OTHER	_____	_____	_____

NAME:

SOCIAL HISTORY:

MARITAL STATUS:

OCCUPATION:

CHILDREN:

DO YOU SMOKE?
DO YOU DRINK ALCOHOL?
DRUG USE?

IF YES, HOW MANY PACKS A DAY?
IF YES, HOW MANY DRINKS PER WEEK?
IF YES, INTRAVENOUS DRUGS?

FAMILY HISTORY:

	NO	YES	IF YES, WHO?
HEART DISEASE	_____	_____	_____
HIGH CHOLESTEROL	_____	_____	_____
DIABETES	_____	_____	_____
DEPRESSION	_____	_____	_____
CANCER (TYPE)	_____	_____	_____

HEALTH CARE MAINTENANCE:

	DATE		DATE
MAMMOGRAM	_____	PSA (PROSTATE)	_____
PAP SMEAR	_____	EYE EXAM	_____
BONE DENSITY	_____	CHEST XRAY	_____
COLONOSCOPY	_____	EKG	_____
ANNUAL BLOOD TEST	_____		

NAME:

PAST SURGICAL HISTORY:

	NO	YES	IF YES, DATE
GALLBLADDER	_____	_____	_____
HYSTERECTOMY	_____	_____	_____
APPENDIX	_____	_____	_____
COLON OR STOMACH	_____	_____	_____
HEART	_____	_____	_____
TONSILS	_____	_____	_____
CATARACT	_____	_____	_____
ORTHOPEDIC	_____	_____	_____
OTHER	_____	_____	_____

CURRENT MEDICATIONS: (PLEASE LIST WITH DOSE AND FREQUENCY)

- | | |
|----------|-----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |

ALLERGIES AND REACTIONS TO MEDICINES:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |

IMMUNIZATIONS/VACCINES:

	DATE		DATE
HEPATITIS A	_____	MMR	_____
HEPATITIS B	_____	CHICKEN POX (VARICELLA)	_____
INFLUENZA (FLU)	_____	GARDASIL (HPV)	_____
PNEUMOVAX	_____	ZOSTAVAX (SHINGLES)	_____
TETANUS	_____		

ARIZONA COMMUNITY PHYSICIANS, P.C.
AUTHORIZATION TO DISCLOSE MEDICAL INFORMATION

PATIENT INFORMATION

Patient Name _____ Account # _____
Former Name (If any) _____
Daytime Telephone _____ Birth Date _____

INFORMATION TO BE RELEASED FROM

I hereby authorize (name of organization) _____
To release the following medical information contained in patient's medical record.

INFORMATION TO BE RELEASED TO

Name of Physician/Organization _____ **ELLEN M. EICHLER, MD**
Street Address _____ **6367 E. TANQUE VERDE, STE 110**
City/State/Zip _____ **TUCSON, ARIZONA 85715**
Phone # _____ **(520)-298-3000 FAX (520)-547-5715**

PURPOSE FOR THE REQUEST

(Please check a box)

- Moving Treatment or consultation Dissatisfaction Change of Insurance Plans At patients request
 Other (specify) _____

TYPE OF INFORMATION TO BE RELEASED (No information will be released unless a box is checked)

General Release

DATES OF TREATMENT

Medical Records/Excluding Protected Records
(This will be limited to 1 year of information including Lab, x-ray reports unless otherwise stated)

From _____ To _____

Other Records (specify) _____

From _____ To _____

Information Protected by State/Federal Law

All of my records including:
AIDS/HIV and Other Communicable Disease Information,
Behavioral Health Care/Psychiatric Care, Alcohol and/or Drug Abuse Treatment

From _____ To _____

THIS AUTHORIZATION WILL AUTOMATICALLY EXPIRE AFTER ONE YEAR (or 60 days for drug and alcohol abuse records) from the date of signing. The undersigned may revoke this authorization at any time by providing written notice of revocation.

With respect to drug and alcohol abuse treatment, information or records regarding communicable disease-related information, the recipient of this information understands that it is prohibited from making any disclosure of this information unless further disclosure is expressly permitted by written consent of the undersigned or otherwise permitted by applicable law.

Signature of Patient or Personal Representative Who May request Disclosure

I understand that Arizona Community Physicians may not condition my treatment on whether I sign this authorization form unless specified above under Purpose for Request. I can inspect or receive a copy of the protected health information to be used or disclosed. I authorize Arizona Community Physicians to use and disclose the protected health information specified above

Signature of Patient OR Legal Representative

Date

Please Print Name of signing party

Patient Requesting Medical Record Copies
The charge for copying medical records from a paper chart will be \$2.00 for the first page and .25 for each additional page. For offices using our Electronic Health Record system, patients may request a copy of their chart on a "CD" for \$10.00

Ellen M. Eichler
6367 E. Tanque Verde Rd, Ste 110
Tucson, AZ 85715

Release of Test Information

I, _____ hereby give my consent for my physician's office to provide lab, radiological testing or any other imperative information to:

- Myself by: _____
 Home Phone Answering Machine Work Other

- Spouse _____ Phone # _____

- Child _____ Phone # _____

- Parent _____ Phone # _____

- Other _____ Phone # _____

Please list any information that you would NOT like to be released and to whom:

The following information will assist the office in contacting you with any diagnostic test or procedure result. We will maintain this form in your medical record. It will remain effective until you further notify us of any changes.

Patient Name

Patient Signature

Date