

**WELCOME** Please complete **BOTH SIDES** of this form, **READ & SIGN** page 3 and return it to the front desk.

Date of Service: \_\_\_\_\_

Patient's Name: \_\_\_\_\_ Patient SSN: \_\_\_\_\_ DOB: \_\_\_\_\_ Age: \_\_\_\_\_  
(First) (Last)

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home / Cell Phone: \_\_\_\_\_ Text Messaging? Y / N Email: \_\_\_\_\_

Sex: M / F Marital Status: Single / Married / Other Occupation: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

## **INSURANCE:**

### **VISION Insurance**

Name of Company: \_\_\_\_\_ ID#: \_\_\_\_\_

Name of Policy Holder: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Policy Holder's DOB: \_\_\_\_\_ Policy Holder's SSN: \_\_\_\_\_

Policy Holder's Address if Different From Patient: \_\_\_\_\_

### **MEDICAL Insurance**

Name of Company: \_\_\_\_\_ ID#: \_\_\_\_\_

Name of Policy Holder: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Policy Holder's DOB: \_\_\_\_\_ Policy Holder's SSN: \_\_\_\_\_

Policy Holder's Address if Different From Patient: \_\_\_\_\_

Is this a job related injury? Y / N If NO, continue to next page. If YES, please complete the following:

Date of injury/accident: \_\_\_\_\_

Did you report this to your EMPLOYER? Y / N

Employer: \_\_\_\_\_

Workman's Comp Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Work Compensation Carrier: \_\_\_\_\_ Phone #: \_\_\_\_\_ Claim #: \_\_\_\_\_

OVER

**MEDICAL HISTORY**

Last eye exam: \_\_\_\_\_

Do you wear glasses? Y / N

Do you wear contact lenses? Y / N

Any eye surgeries? Y / N List: \_\_\_\_\_ Any eye injuries? Y / N List: \_\_\_\_\_

Have you ever been diagnosed with cataracts, glaucoma, macular degeneration, or any other conditions? Y / N List: \_\_\_\_\_

Have any of your family members been diagnosed with glaucoma, macular degeneration, or any other conditions? Y / N List: \_\_\_\_\_

**REVIEW OF SYSTEMS**

Please CIRCLE all that apply or CHECK None

**Eyes** None \_\_\_\_  
Distance vision blur  
Near vision blur  
Double vision  
Distorted vision (halos)  
Dryness  
Itching  
Burning  
Sandy/Gritty  
Mucous discharge  
Excess tearing  
Glare/light sensitivity  
Eye pain  
Flashes of light  
Loss of vision  
Floaters

**Genitourinary** None \_\_\_\_  
UTI  
Kidney disease  
STD: viral, herpetic, chlamydia  
**Musculoskeletal** None \_\_\_\_  
Arthritis  
Fibromyalgia  
Osteoarthritis  
Ankylosing spondylitis  
Gout  
**Integumentary** None \_\_\_\_  
Eczema  
Rosacea  
Psoriasis  
Herpes Simplex/Zoster

**Psychiatric** None \_\_\_\_  
Depression  
Bipolar  
ADD/ADHD  
Anxiety  
**Constitutional** None \_\_\_\_  
Weight loss  
Weight gain  
Fever  
**Endocrine** None \_\_\_\_  
Diabetes Type I  
Diabetes Type II  
Thyroid dysfunction

**Respiratory** None \_\_\_\_  
Asthma  
Bronchitis  
Emphysema  
COPD  
Sleep apnea

**Allergic/Immunologic** None \_\_\_\_  
Drug allergy  
Rheumatoid arthritis  
Lupus  
Sjogren's syndrome  
HIV

**ENT** None \_\_\_\_  
Upper respiratory infection  
Sinus congestion  
Hay fever  
**Cardiovascular** None \_\_\_\_  
Heart disease  
High blood pressure  
Stroke  
High cholesterol

**Gastrointestinal** None \_\_\_\_  
Crohn's disease  
Colitis  
Ulcer

**Neurological** None \_\_\_\_  
Multiple sclerosis  
Seizures  
Migraines

**Hematologic** None \_\_\_\_  
Anemia  
Leukemia

**If Female:** pregnant or nursing? Y / N

**Cancer/Other:** \_\_\_\_\_

List **MEDICATIONS** you take (including oral contraceptions, aspirin, and over-the-counter medications):

\_\_\_\_\_  
\_\_\_\_\_

List **MEDICATION ALLERGIES:**

\_\_\_\_\_  
\_\_\_\_\_

**SOCIAL HISTORY**

Do you smoke? Y / N

Do you drink? Y / N

Do you use illegal drugs? Y / N

Pharmacy \_\_\_\_\_

**Acknowledgement of Notice of Privacy Practices**

**OFFICE POLICY**

I acknowledge that payment is due at the time of treatment, unless otherwise noted. I agree that parents, guardians or personal representatives are responsible for all fees and services rendered for treatment of a minor/child. I accept full financial responsibility for all charges for services provided to me, to the minor/child or to the patient for whom I have legal responsibility. I understand that filing a claim with my insurance company does not relieve me from my responsibility. Please note: VISION insurance plans cover ROUTINE vision (i.e. glasses and/or contact lens) exams only. Any condition requiring medical treatment or services, other than corrective lenses, may be covered by your MEDICAL insurance. ALL non-covered services must be paid in full.

**INSURANCE ASSIGNMENT AND RELEASE**

I certify that I, and/or my dependent(s), have insurance coverage with \_\_\_\_\_  
(Name of Insurance Company)

and assign directly to Louisiana Eye Care all insurance benefits, if any, otherwise payable to me for services rendered. I understand that I am financially responsible for all charges whether or not paid by insurance. I authorize the use of my signature on all insurance submissions. Louisiana Eye Care may use my health care information and may disclose such information to the above-named insurance company(ies) and their agents for the purpose of obtaining payment for services and determining insurance benefits payable for related services. This assignment will remain in effect until revoked in writing.

Your signature below verifies that you:

- Understand our policy regarding insurance assignment and release
- Consent to allow us to call you at any number listed above and leave messages when you do not answer
- Consent to mail information regarding scheduled or recommended appointments or services
- Consent to the treatment and management of your eye condition or referral to the appropriate specialty, if necessary
- Consent to the release of medical information to any specialties that we may refer you to

The law requires that Louisiana Eye Care, A.P.C. make every effort to inform you of your rights related to your personal health information. By signing below, you are also acknowledging that you were given the opportunity to read, have read, or had the Louisiana Eye Care, A.P.C.'s Notice of Privacy Practices explained to you prior to any services offered.

I authorize Louisiana Eye Care, A.P.C. to release my personal health & financial information to the following individuals:  
(Please list the relation to the patient)

\_\_\_\_\_

I have read and understand this form, and I am signing this form voluntarily.

**Please note:** If you are signing as a personal representative of the patient, please indicate your relationship. If you are signing for a minor, by signing below, you attest that you have legal authority to make medical decisions for the minor.

\_\_\_\_\_  
Signature of Patient, Parent, Guardian or Personal Representative with Relation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Patient, Parent, Guardian or Personal Representative with Relation

\_\_\_\_\_  
Relationship to Patient



Dr. Cynthia Baker, O.D. • Dr. Celeste DiCarlo, O.D. • Dr. Meagan Fazzio, O.D. • Dr. Megan Fisher, O.D.

## **Routine Exam vs. Medical Exam & Refraction**

**ROUTINE EXAM-** A routine exam, by definition, is an exam for people who have no eye disease or symptoms of disease. Your eyes will be examined for any needed correction (glasses or contact lenses) and any potential indicators of eye disease. If our doctor finds anything abnormal during your vision exam, billing your medical insurance is required. If further testing is needed, it is required that your medical insurance will be used for this as well.

Routine eye examinations through most vision discount plans require prior authorizations. You must provide us with your vision policy information prior to services.

**MEDICAL EXAM-** Exam for evaluation of a medical-related complaint or follow-up of an existing medical condition. Examples that will necessitate your visit being submitted to your medical insurance include eye infections, headache, eye irritation, dry eyes, floaters, diabetes, glaucoma, cataract(s), double vision, macular degeneration, high risk medications, etc.

**REFRACTION-** A necessary test that measures the eyes' need for corrective lenses, and also assists in monitoring medical conditions of the eye. This test, however, will not provide sufficient information to write a prescription for contact lenses, which requires a corneal evaluation and contact lens fitting.

Insurance companies separate the components of an eye exam, one being the comprehensive exam and the other being the refraction. Typically, vision plans cover both the exam and the refraction, while most medical policies cover only the exam. Medicare enforces the policy of requiring eye doctors to separately charge and collect for refractions. As many private insurance carriers adopt the policies of the federal government, many of our contracts with private insurance carriers now require us to separately collect for this non-covered service also.

We hope that this information will help you understand how your visit will be submitted to your insurance policy for today's visit and future visits. If you are uncertain about your vision/medical benefits, please contact your insurance carrier.

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Patient/ Responsible Party Signature

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Date