CAPITAL REGION OTOLARYNGOLOGY Head & Neck Group, LLP

Patients must complete all necessary paperwork prior to being seen by the provider*

Date: _____ **Social Security Number:** _____-_____-_____

PATIENT NAME: _____ **Date of Birth** _____/_____/_____ **Age:** _____

Previous Last Name: _____

Sex: Male / Female **Marital Status:**(circle one) Never Married Married Separated Widowed Divorced

Address: _____

Street Address City State Zip Code

Email address: _____@_____

Home Phone: (_____)_____-_____ **Work Phone:** (_____)_____-_____ **Cell Phone:** (_____)_____-_____

Preferred Contact Method:

Office Calls:(check one) ☐ Home Phone ☐ Work Phone ☐ Cell Phone ☐ Portal

Appointment Reminders:(check all preferences) Call: ☐ Home **or** ☐ Cell ☐ Email ☐ Text Message

Government Requested Questions:

Race: (check one): ( ) White ( ) Black/African American ( ) American Indian/Alaska native
( ) Asian ( ) Hawaiian/Pacific Island ( ) Declined/unknown

Ethnicity:(check one) ( ) **NOT** Spanish/Hispanic origin ( ) Spanish/Hispanic origin ( ) Declined/Unknown

Language: Primary: _____ (Country) _____ Secondary: _____ (Country) _____

Pharmacy & Doctors:

Pharmacy Name & Phone #: _____

Mail Order Pharmacy: _____

Primary Care Physician: _____

Address: _____ Phone: _____ Fax: _____

Name of Physician who referred you today: _____

Address_____ Phone: _____ Fax: _____

Other Medical Providers you are currently seeing that would be relevant to your care:

_____

Name (Specialty) Address Phone # Fax #

_____

Name (Specialty) Address Phone # Fax #

Employer:

Employer Name: _____ Address: _____

Occupation: _____

Spouse's Name_____ Phone: _____

Spouse's Employer & Address: _____

Occupation: _____

Emergency Contact:

Name: _____

Relationship: _____ Cell Phone: (_____) _____-_____

Home Phone: (_____) _____-_____ Work Phone: (_____) _____-_____

Continue

Complete for Child:

Parent 1 Name: _____ SSN: _____-_____-_____

Address: _____
Street Address City State Zip Code

Date of Birth_____ Home #: (_____)_____ Cell #: (_____)_____ Work #: (_____)_____

Employer: _____ Address: _____

Occupation: _____

Is Father responsible for the child's bills? (Circle one) Yes / No

Parent 2 Name: _____ SSN: _____ - _____-_____

Address: _____
Street Address City State Zip Code

Date of Birth_____ Home #: (_____)_____ Cell #: (____)_____ Work #: (____)_____

Employer: _____ Address: _____

Occupation:_____

Is Mother responsible for the child's bills? (Circle one) Yes / No

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Insurance Information:

IS THIS A WORKERS COMPENSATION CASE OR NO FAULT CLAIM? (Circle one) **YES / NO**

Are you currently covered by insurance? (Circle one) Yes / No

Does your primary insurance have a deductible? (Circle one) Yes / No
If yes, has the deductible been met for the current year? (Circle one) Yes / No

PRIMARY INSURANCE INFORMATION:

Plan Name: _____ I.D. Number: _____

Address: _____ Group Number: _____ Co-pay:_____

Policy Holder: _____ Effective Date: _____

Policy Holder's Social Security Number: _____-_____-_____ DOB: _____

Policy Holder's Employer: _____ Address:_____

SECONDARY INSURANCE INFORMATION:

Plan Name: _____ I.D. Number: _____

Address: _____ Group Number: _____ Co-pay:_____

Policy Holder: _____ Effective Date: _____

Policy Holder's Social Security Number: _____-_____-_____ DOB: _____

Policy Holder's Employer:_____ Address:_____

If no insurance, Driver's License Number:_____