

## Patient Intake

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Appointment Date: \_\_\_\_\_

Who is your primary care physician (not group/practice please)? \_\_\_\_\_

Did he/she refer you to us?  Yes  No If no, who did? \_\_\_\_\_

Who are your other physicians? \_\_\_\_\_

### GENERAL MEDICAL INFORMATION

***What is the purpose of today's visit?*** \_\_\_\_\_

Patient's Weight (lbs): \_\_\_\_\_ Height: \_\_\_\_\_

List ALL Current Medical Conditions (treated and untreated): \_\_\_\_\_  
\_\_\_\_\_List ALL Surgeries (include year):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_List ALL Hospitalizations (include year):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_List ALL Medications & Doses (include over the counter):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_List ALL Allergies (drugs, food, environmental):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_**FAMILY HISTORY: Please ✓ if there is a history of the following:**Mother  Heart Disease  Lung Disease  Cancer  Bleeding Disorder  Anesthesia ComplicationsFather  Heart Disease  Lung Disease  Cancer  Bleeding Disorder  Anesthesia ComplicationsSiblings  Heart Disease  Lung Disease  Cancer  Bleeding Disorder  Anesthesia Complications

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Appointment Date: \_\_\_\_\_

## SOCIAL HISTORY

 Do or did you ever smoke/chew/cigars/pipe?  Yes  No When did you quit? \_\_\_\_\_

 Did you ever take recreational/street drugs?  Yes  No What, how much & when? \_\_\_\_\_

 Do you drink alcohol?  Yes  No Ounces per day: \_\_\_\_\_

Caffeine intake (coffee, tea, ice tea, chocolate) per day: \_\_\_\_\_

What kind of work do you do? \_\_\_\_\_

 FOR CHILDREN: Is your child up to date with immunizations?  Yes  No

## REVIEW OF SYMPTOMS

Please CHECK 'YES' for any of the following diseases or symptoms you have experienced RECENTLY:

 CONSTITUTIONAL: Fevers  Yes  No

 CVS: Chest Pain  Yes  No

 PULM: Cough  Yes  No

 GI: Heartburn  Yes  No

 MSK: Neck Pain  Yes  No

 PSY: Anxiety  Yes  No

 DERM: Hives  Yes  No

 ENDO: Thyroid Problems  Yes  No

 NEUR: Neurologic Disorder  Yes  No

 ID: Immune Disorder  Yes  No

 HEME: Bleeding/Bruising  Yes  No

 Weight Loss  Yes  No

 Shortness of Breath  Yes  No

 Depression  Yes  No

 Skin Cancer  Yes  No

 Thyroid Cancer  Yes  No

 For females: are you currently pregnant?  Yes  No

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Financial Policy

Patient: \_\_\_\_\_ DOB: \_\_\_\_\_

Thank you for choosing us as your health care provider. The following is our Financial Policy. Our main concern is that you receive the proper and optimal treatments needed to restore your health. Therefore, if you have any questions or concerns about our payment policies, please do not hesitate to contact our billing office at 610-902-6092.

We ask that all patients read and sign our Financial Policy and HIPAA form as well as complete our Patient Intake form. Medicare patients may also be required to sign an ABN (Advanced Beneficiary Notice), should we believe that Medicare won't cover your services.

In order to accurately diagnose and treat your medical symptoms, your physician may recommend a procedure that is not included in the fee for your office visit. We will submit all claims to the insurance company on your behalf; however, you will be billed for any non-covered services, deductibles, co-pays and/or co-insurance. Some of these services include:

- Audiology (hearing) testing
- Earwax removal (impacted)
- Laryngoscopy (examination of the back of the throat and vocal cords)
- Nasal endoscopy (examination of the nasal passages and sinus openings)
- Biopsy or excision of lesion
- Foreign body removal
- Incision and drainage of abscess
- Fine needle aspiration (biopsy with a needle)
- Nasal cautery or packing (to control nasal bleeding)
- Myringotomy (incision of ear drum)

For your convenience we accept Visa, MasterCard, Cash, Check or Money Order. There will be a charge of \$20.00 for returned checks.

It is the responsibility of the patient to ensure any referrals, precertification or authorizations have been obtained prior to your appointment. In the event your plan procedures are not followed prior to your appointment, your appointment may be rescheduled.

Delinquent accounts will be turned over to a collection agency without notice. Accounts will be considered delinquent if unpaid after 60 days. In the event your account is turned over for collection, you will be responsible for all reasonable collection costs at the time the account is considered delinquent.

Thank you for choosing us as your health care provider. We appreciate the opportunity to serve you.

\_\_\_\_\_  
Patient Name (Printed)

\_\_\_\_\_  
DOB

\_\_\_\_\_  
Patient Signature (or Responsible Party)

\_\_\_\_\_  
Date

### Assignment of Benefits

I hereby guarantee payment of all charges incurred at the office of Pinnacle ENT Associates, LLC. I hereby assign and direct to pay any and all benefits of medical services under this claim directly to Pinnacle ENT Alliance, LLC. I hereby authorize the release of any medical information requested by the insurance companies.

\_\_\_\_\_  
Patient's Signature

\_\_\_\_\_  
Date

## ACKNOWLEDGEMENT OF RECEIPT OF NOTICE

I acknowledge that I received the NOTICE OF PRIVACY PRACTICES for

**PINNACLE ENT ASSOCIATES, LLC**  
**CHESTER COUNTY OTOLARYNGOLOGY & ALLERGY ASSOCIATES DIVISION**

Name of Patient: \_\_\_\_\_ DOB: \_\_\_\_\_

Date of Receipt: \_\_\_\_\_ Signature of Patient: \_\_\_\_\_  
*(or patient's personal representative, parent or guardian)*

Personal representative, parent or guardian information (if applicable):

Name: \_\_\_\_\_

Relationship to Patient (or other authority): \_\_\_\_\_

**I hereby authorize you to discuss or release any of my information to the following:**

*(such as spouse, parent, family member)*

<b>Name</b>	<b>Relationship</b>
_____	_____
_____	_____
_____	_____

Signature of Patient or Personal Representative \_\_\_\_\_ Date \_\_\_\_\_

### **PENN MEDICINE AFFILIATION NOTICE**

#### **PATIENT DISCLAIMER AND ACKNOWLEDGEMENT**

Pinnacle ENT Alliance, LLC, through its practice, ***Chester County Otolaryngology & Allergy Associates***, is pleased to be affiliated with Penn Medicine and to participate in the Penn ENT Specialty Network. As part of the network, Pinnacle ENT Alliance, LLC is working with Penn Medicine to improve the quality of care provided to its patients.

Pinnacle ENT alliance, LLC, through its practice, ***Chester County Otolaryngology & Allergy Associates***, is an independent physician practice group and is not owned by or a part of the University of Pennsylvania Health System. Neither the University of Pennsylvania Health System nor the Hospital of the University of Pennsylvania dictates or directs the manner in which care is provided by Chester County Otolaryngology & Allergy Associates. Each physician affiliated with ***Chester County Otolaryngology & Allergy Associates*** exercises independent medical judgement in the care of his or her patients.

If you have any questions about the relationship that Pinnacle ENT alliance, LLC or ***Chester County Otolaryngology & Allergy Associates*** has with Penn Medicine, please ask your physician.

Please sign below to indicate that you have read this acknowledgement and have had an opportunity to ask questions.

Signature of Patient or Personal Representative \_\_\_\_\_ Date \_\_\_\_\_