

Village Internal Medicine Group

Lisa E. Medwedeff, M.D. • John Wills, M.D. • Howard McKay, N.P.

Physical Exam History: FEMALE

Today's Date: _____

Name: _____

Date of Birth: _____

Age: _____ years

Insurance: _____

Email: _____

Social History: (circle answers and/or write comments)

Occupation/Profession: _____ How Long? _____ yrs

Hrs/week: _____

Marital Status: *single, married, widowed, divorced, separated, engaged, domestic partner* Comment? _____

() Never smoked

() Smoked _____ packs/day for _____ years.

I quit smoking _____ years ago.

I have or have not tried to quit. If yes, what method? _____

Cigars? Yes/No **Chewing Tobacco** Yes/No **E-Cig** Yes/No

Alcohol: *none / rarely / occasional / everyday* # _____ drinks/week?

Weight change in last 6 months: *no change / gained / lost*

pounds? _____. Is the reason for this change obvious to you? Yes / No

Comments? _____

Exercise: *none / rarely / intermittently / regularly* _____ days/ wk or mo

Aerobic _____ min/day. Walk _____ min/day

Weights _____ min/day. Other _____

Are you on a special **Diet**? Yes / No

Type: _____

How many children? _____

Their ages: boys _____ girls _____

I've had _____ Miscarriages _____ Abortions

When? _____

Sexually active? Yes / No **History > one partner?** Yes / No

Do you practice safe sex? Yes / No

Sexual Orientation: Heterosexual / Homosexual

Do you want HIV/AIDS screening? Yes / No

Immunizations: **UTD** (up to date) **Month/Year**

Tetanus (Tdap) Yes/No _____

Pneumonia Yes/No _____

Shingle (Zostervax) Yes/No _____

Influenza Yes/No _____

Hepatitis A Yes/No _____

Hepatitis B Yes/No _____

PPD (TB Skin Test) Yes/No _____

Gardasil Yes/No _____

HPV Yes/No _____

Family History: Please state person's current age or age at death, any significant disease suffered currently or at death (i.e. Diabetes, high blood pressure, Cancer, heart disease, Stroke, etc...) Circle either (A-alive, D-deceased)

Father - _____ A D

Mother - _____ A D

Brother - _____ A D

Sister - _____ A D

Grandparents- _____ A D

Previous Physical Exams: (circle answers and/or write comments)

Last **Annual Physical:** date _____ Was exam: *abnormal / normal*
Comment? _____

Last **PAP smear:** date _____ Was: *abnormal / normal*

Have you ever had an abnormal PAP smear? Yes / No When? _____

Ob Gyn/ PCP Name _____

Comment on treatment _____

Last **Mammogram:** date _____ Was: *abnormal / normal*

Have you ever had an abnormal Mammogram? Yes / No When? _____

Have you ever had a **Breast Ultrasound**? Yes/ No When? _____

Breast Implants? Yes/No When? _____

Last **full blood work:** date _____ Was anything abnormal? Yes / No

Comment _____

Last **chest x-ray:** date _____ Was anything abnormal? Yes / No

Comment _____

Last **EKG:** date _____ Was: *abnormal / normal*

Last **Heart Stress Test:** date _____ Was: *abnormal / normal*

Coronary Calcium Score date _____ Score _____

Last **Colon Screening** test: date: _____

Perform by (Physician) _____

Type: *stool card / sigmoidoscopy / colonoscopy*

Was: *abnormal / normal*

Finding (*polyps*?) _____ Repeat in _____ years

Last **Bone Density:** date _____ Was: *abnormal / normal*

Osteopenia/ Osteoporosis Facility performed at? _____

MRI/CT scan of? _____ When? _____ Was: _____

abnormal / normal

Last **Foot** Exam?: date _____

Last **Eye** Exam?: date _____

Last **Sonogram** of: _____

(**example** Thyroid, Abdominal, Carotid, Venous Doppler etc.)

date _____

Other Tests: type _____, when? _____

Do you **use sunscreen**? Yes / No

Past Medical History: Have you ever had the following? (Circle all that applies.)

ADD
 AIDS/HIV
 Alcoholism
 Allergies/ Hay fever
 Anemia
 Anorexia
 Anxiety
 Asthma
 Back pain, chronic
 Breast Cancer
 Other Cancer: _____
 Depression
 Diabetes Type I
 Diabetes Type II
 Diabetes, gestational
 Diverticular disease
 Eczema/ Hives
 Emphysema
 Endometriosis
 Fibromyalgia
 Gallbladder/Stones
 Genital herpes
 Glaucoma
 Heart Attack

Heart disease
 Hemorrhoids
 Hepatitis
 Hernia
 High cholesterol
 High blood pressure
 Irritable bowel
 Kidney stones/disease
 Liver Disease
 Menopausal
 Migraine
 Mitral valve prolapse
 Obesity
 Osteoporosis/ Osteopenia
 Pneumonia
 Reflux
 Rheumatic Fever
 Rheumatoid Arthritis
 Seizure Disorder Sleep
 Apnea
 Stroke
 Thyroid Disease
 Tobacco use
 Tuberculosis
 Ulcer
 Venereal Disease

Menstrual Cycle: (circle answers and/ or write comments)

First day of Last Period (date): _____

Are you pregnant? _____ *Unsure / No / Yes*

If Yes, how long? _____

Do you have extreme pain with periods? _____ *Yes / No*

Periods are: _____ *regular / sometimes irregular / always irregular*

Bleeding is overall: _____ *mild / moderate / severe*

Bleeding between periods? _____ *Yes / No*

Have you been anemic in past? _____ *Yes / No*

If Yes, when? _____

Your menstrual cycles began at ? _____ **Age** _____

Circle if you ever had an **Ablation/ Tubal Ligation?**

If Yes, Date? _____

Circle if you have had: **Total Hysterectomy / Partial**

Date? _____ **Other female surgery or comments?** _____

Health Problems in Last 6 Months: (circle and/or write comments) Y N

Problems with urinary tract (kidney, ureters, bladder)?

Y N **Have had previous Bladder Infections?** _____ Y N

Loss of control of your bladder? Date began? _____

Y N **Pain or burning with urination? Currently? Yes / No**

Y N **Frequent urination? Currently? Yes / No Date began** _____

Y N **Nipple discharge or Breast Pain or Breast Lump** (circle)
 Date found or began? _____. Addressed by a doctor? Y/N

Y N **Vaginal discharge? Worrisome volume or odor? Yes / No**

Y N **Pain with intercourse? If currently, Date began** _____

Y N **Previous history of sexual transmitted disease?**
 Type? _____. When discovered _____. Treated? Y/N

Menopause? Yes / No **Age** _____

Hormone Replacements? Yes / No **Start date?** _____

Oral Contraceptives? Yes / No **Start date?** _____

IUD Yes/ No **Insert date?** _____

Y N **Rectal Pain or Rectal Bleeding? Currently? Yes / No Has this been addressed by a doctor? Yes / No**

Y N **Hemorrhoids? Currently? Yes/ No Has this been addressed by a doctor? Yes / No**

Please give your reason(s) for coming in today or health concerns that you want addressed:

Medical Problems / (Past Diagnosis) :

(Asthma, Diabetes, High Blood Pressure, Reflux, High Cholesterol, Allergies, Arthritis, etc...)

1. _____ date began _____
2. _____ date began _____
3. _____ date began _____
4. _____ date began _____
5. _____ date began _____
6. _____ date began _____
7. _____ date began _____
8. _____ date began _____
9. _____ date began _____

Operations: (gallbladder, hysterectomy, appendix, hernia, vasectomy, mastectomy, polypectomy, etc...)

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

Current Medications: (Name, Dosage, How often)

(ex. Benicar HCT 40mg- 12.5mg 1 pill twice daily)

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

Allergies to Medication: (give name of medication and type of reaction, for example, upset stomach, rash, respiratory distress)

(ex. Penicillin – hives, swelling and joint pain)

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

Review of Systems:

Circle all that apply to you, include onset date, current status, and severity

- **General:**
Sense of well-being: Good / Poor
Energy Level: Good / Poor
Any: Fever – Chills – Night Sweats – Swollen Glands –
Weight Loss – Weight Gain – Change in Sleep
- **Skin:**
Acne – Moles – Lumps – Rashes – Eczema –
Psoriasis – Hives – Pigment Changes
- **Eyes:**
Blurred/Double Vision – Spots – Holes-
Blank Areas – Pain – Swelling
- **Ears:**
Buzzing – Ringing – Drainage – Change in Hearing –
Hearing Aids
- **Nose:**
Bleeding – Polyps – Deviated Septum – Sinus – Allergies
- **Throat/Mouth:**
Fever Blisters – Canker Sores – Tongue Problems – Dentures –
Last Dental Exam _____
- **Pulmonary:**
Wheezing – Short of Breath – Cough – Emphysema –
Coughing up Blood – Pleurisy – Pneumonia – Bronchitis
- **Heart:**
Chest Pain – Rapid / Irregular / Skipped Heartbeats – Decreased ability to exercise – Swollen
Ankles – Leg pain when walking – Phlebitis – Varicose Veins – Cold Feet
- **GI:**
Trouble chewing or swallowing – Nausea – Indigestion – Vomiting – Diarrhea – Cramps
– Constipation – Hemorrhoids – Change in Appetite –
Increased Gas / Bloating – Bloody / Black Stools – Chalky Stools – Abdominal Pain
– Jaundice – Mucous in Stools
- **GU:**
Urine Burns – Frequent Infections – Bloody Urine – Difficulty Starting / Stopping Stream –
Leakage – Excessive Night Urination (# times/night _____) – Genital Lesions –
Discharge – Sexual Dysfunction
- **Endocrine/Hematology:**
Heat / Cold Intolerance – Excessive Thirst – Easy Bruising / Bleeding – Clotting Disorder
– Excessive Urination – Excessive Dry / Oily Skin –
Excessive Hair Growth / Loss
- **Neuro/Psych:** Headaches (# per month _____)
Difficulty with: Balance – Memory – Fainting – Dizziness – Speech – Smell – Taste
– Coordination – Tremors – Jerking – Feeling Helpless / Hopeless – Anxious – Irritable
– Emotional – Depressed – Thoughts of Suicide or Death
- **Musculo-Skeletal:**
Muscle or Joint: Pain – Swelling – Tenderness – Weakness – Heat – Ache – Stiffness
– Decreased range of motion

Do you have other Physicians/ other Providers (please name)

Allergist: _____ Neurologist: _____ Psychiatrist: _____

Cardiologist: _____ ENT: _____ Pulmonologist: _____

Chiropractor: _____ OB/GYN: _____ Rheumatologist: _____

Dermatologist: _____ Ophthalmologist: _____ General Surgeon: _____

Dentist: _____ Orthopedic Surgeon: _____ Urologist: _____

Endocrinologist: _____ Pain Management: _____ Other: _____

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EXPLANATION OF COMPLETE PHYSICAL EXAM

A physical exam is a critical part of your healthcare provided by Village IMG. The frequency of the exam is determined by Village IMG, based on your age and overall health.

Insurance plans, as determined by your policy or your employer, have vastly different benefits for routine exams. In some cases, insurance will not cover routine care at all (or "well patient" or "preventative care" office visits.)

Prior to your visit, we encourage you to contact your insurance company to see what benefits are included for a routine physical exam (to include lab work, mammogram, chest x-ray, EKG, PFT, stress test.) Benefits may be different if performed at another location.

_____ (initial here) ***If you are scheduled for a routine physical and wish to address issues outside of routine care, insurance may or may not cover charges for additional consultation and non-covered charges will be billed to you. In some cases, insurance companies would rather you return on another day to discuss your on-going health concerns.***

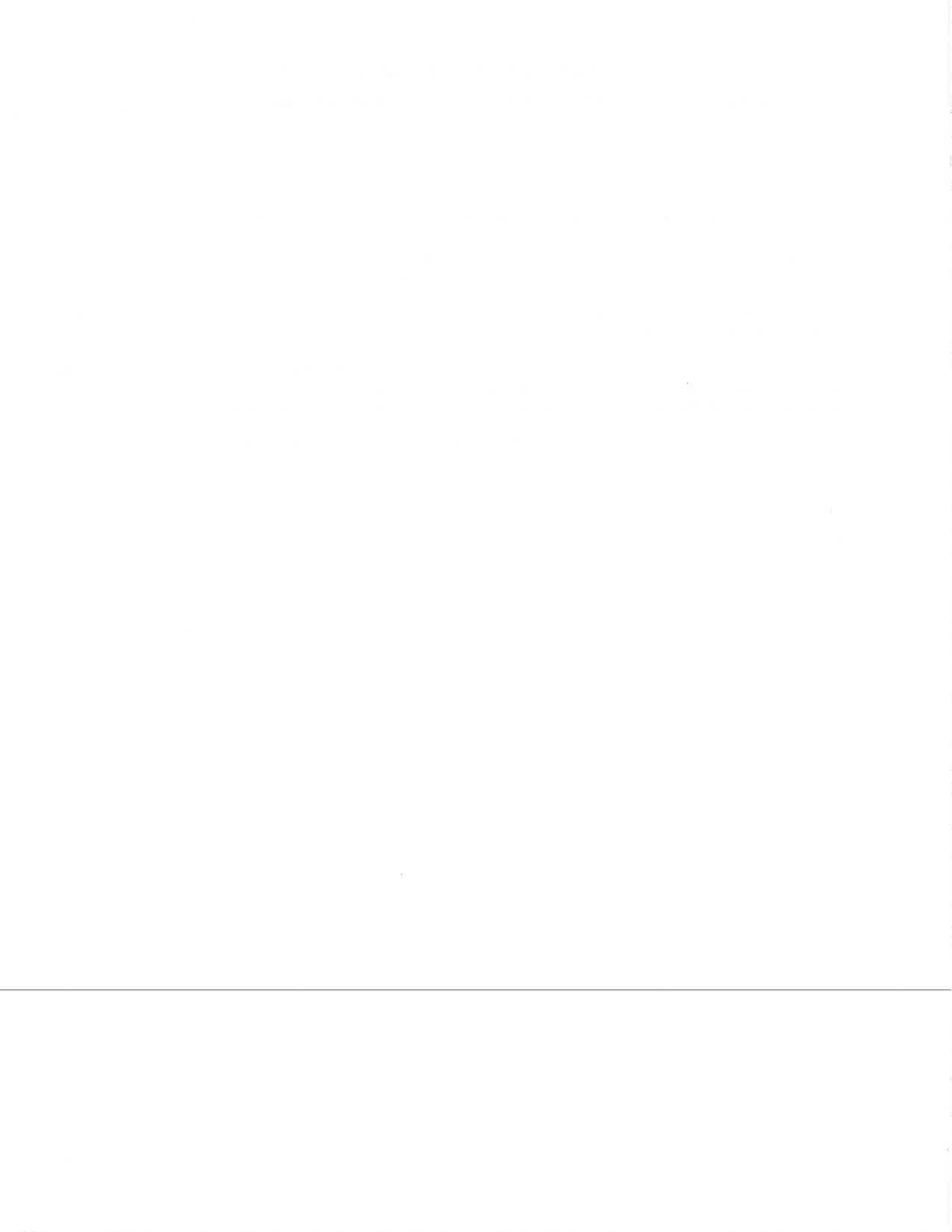
These are the directives of insurance companies, not our office. We simply want you to be informed and know your potential financial exposure for non-covered benefits as well as make you aware of the possible need for multiple appointments.

PLEASE SIGN THE WAIVER BELOW FOR POSSIBLE NON-COVERAGE OF SERVICES.

I understand my insurance company may or may not fully cover routine/preventative care services performed in and outside of our office, as ordered by Dr. Medwedeff, as part of my complete physical exam. I acknowledge this and understand it is my responsibility to understand the application of my benefits in this situation. I understand that I am responsible for a charges not covered by my insurance company.

Signature of Patient

Date



PATIENT INFORMATION AND NOTIFICATION

I would like to ask you to take a few minutes to read over the policies and procedures I have chosen to operate my practice. Please help me by understanding there are many unique considerations and aspects of the solo primary care medical practice. We need to implement guidelines in order to continue to provide quality patient care and protect the ability to continue as a solo practice. By working together, we can establish strong patient relationships that can remain autonomous while meeting patients' needs with the highest degree of excellence. Without some basic standards of operation, we will certainly be taken under by a healthcare system that is working against us. By reading and signing below, you are stating that you have been provided and understand our office policies and procedures put in place to ensure our ability to provide the best levels of service and care for our patients.

Thank you in advance for your understanding and cooperation.

APPROVED HIPAA CONTACTS

Disclosure of Protected Health Information

Keeping patient information private is important to us. Our policy is to only disclose patient information (billing and medical condition), to the patient or legal guardian. This includes a spouse or adult child who you might want Village IMG to discuss medical findings with or involve in your treatment plan. If there are additional people whom you would like to have access to this information, please fill out the form provided in this packet.

WRITTEN CORRESPONDENCE

We can only provide written correspondence in three ways: via the patient portal, US Mail, or in person. We cannot provide statements, test results, or other medical information through e-mail.

INSURANCE

Even though this information is stored in our computer system, insurance changes frequently and we need to be absolutely sure we have your latest coverage updated and that we file correctly. Please be prepared to show us your insurance information on each visit.

Healthcare Insurance can be confusing. Keep in mind the following:

- We are only contracted with select insurance plans. Contact your insurance carrier to confirm Village IMG is a "preferred provider" or "in network."
- We will contact your insurance carrier for benefits; however, it is your responsibility to know your benefits and coverage.
- We will submit your insurance claims on your behalf.
- After filing with your insurance there are several possible outcomes:
 - The claim will be paid and you will receive a statement for the portion your contract allows but does not pay in full.
 - All or part of the claim may be applied to your deductible and you will be responsible for the balance.
 - They may deny the claim. If this happens: You will need to contact your insurance carrier (not our office) for the denial reason and what, if anything, can be done to get the claim paid. Once you do this, let us know, and we will resubmit the claim. If it is still denied, you will be responsible for all allowed charges.

Texas law now requires commercial insurance carriers to pay medical claims within 45 days. If they do not, it will then be your responsibility to pay the professional services in full. Should we receive a subsequent payment from your insurance carrier, we will provide a refund by check or a refund your credit card.

SCHEDULING

Excellent medical care takes time to diagnose and treat. Sometimes our schedule is delayed when patients require more attention than originally anticipated. We ask for your patience in waiting, realizing that you will receive the same high level of care.

ANNUAL PHYSICALS / GYN EXAMS

If you advise that you're coming in for a physical or a Gynecological (GYN) exam, we will bill the office visit and lab as "routine wellness". If your plan does not cover these services, you will have to pay in full. If you require services beyond "routine wellness" at the same time, an additional office visit charge will be added.

LATE ARRIVALS/NO SHOW

- The first appointment in the morning and afternoon are reserved for individuals who have tight schedules and need to be seen promptly. We have a zero tolerance for late arrivals for these choice times.
- All appointments need to be rescheduled if you're running more than 15 minutes late unless we have had a cancellation and can accommodate your visit into our schedule.
- Patients more than 20 minutes late will be considered a no-show and an appropriate charge will be assessed.
- If you "no show" for three appointments, written notice will be sent to you terminating you as a patient.

CANCELLATIONS

Please provide us with 24 hours advance notice if you need to reschedule an appointment. This can be done via phone or patient portal. Failure to do so will incur the following charges based on the amount of time previously reserved:

- 15 – 25 minute appointments \$25.00
- Physical/GYN exam \$50.00
- Procedure visit such as minor surgery or diagnostic testing \$75.00

LAB

Our electronic health records (EHR) are interfaced with Clinical Pathology Laboratory (CPL) and Quest. For this reason, these are the preferred laboratories.

PATIENT PORTAL

You have partial access to your medical records via the secure patient portal. You can review all documented diagnosis, medications, medication allergies, and most test results. Messages can be sent and will be addressed within 48 hours (during regular business hours.) All non-emergency communication should take place via the patient portal as opposed to email or phone calls

STATEMENTS

- Statements are due upon receipt.
- Late fees (1.5% total due) may be added if payment has not been received within 30 days from the date of the statement.
- Payments due for more than 90 days are subject to collection.
- Payments may be made at any time via phone with Visa or MasterCard.

ADDITIONAL ITEMS:

- Health forms to be completed (outside of office visits) will have a charge of \$25.00 per page.
- Letters requested of Dr. Medwedeff will be charged based on complexity and time, starting at \$40.00.
- Copies of medical records are charged according to the Texas Medical Examiners fee schedule which is \$25 for the first 20 pages and \$0.50 per page thereafter.
- Letters mailed at patient's request are \$1.00.

I have read and understand the above policy and procedure:

Patient Signature

Today's Date

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PATIENT CONSENT AND ACKNOWLEDGEMENT OF RECEIPT OF PRIVACY NOTICE

I understand that as part of the provision of healthcare services, Village IMG creates and maintains health records describing among other things my health history, symptoms, examination, test results, diagnoses, treatment, and any plans for future care or treatment.

I have been provided with a Notice of Privacy Practices that provides a more complete description of the uses and disclosures of certain health information. I understand that I have the right to review the notice prior to signing this consent. I understand that the organization reserves the right to change their Notice and practices and prior to implementation will mail a copy of any revised notice to the address I have provided. I understand that I have the right to object the use of my health information for directory purposes. I understand that I have the right to request restrictions as to how my health information may be used or disclosed to carry out treatment, payment, or healthcare operations (quality assessment and improvement activities, underwriting, premium rating, conducting or arranging medical review, legal services, auditing functions, etc.) and that the organization is not required to agree to the restrictions requested.

By signing this form, I consent to the use and disclosure of protected health information about me for the purposes of treatment, payment, and healthcare operations. I have listed below the names of others that may have access to my personal health information. I have the right to revoke this consent, in writing, except where disclosures have already been made in reliance on my prior consent.

This consent is given freely with the understanding that:

1. Any and all records, whether written, oral, or electronic format, are confidential and cannot be disclosed for reasons outside of treatment, payment, or healthcare operations without prior written authorization, except as otherwise provided by the law.
2. A photocopy or fax of this consent is as valid as the original.
3. I have the right to request that the use of my Protected Health Information, which is used or disclosed for the purposes of treatment, payment, or healthcare operations be restricted. I also understand that the Practice and I must agree to any restriction in writing that I request on the use and disclosure of my Protected Health Information and agree to terminate any restrictions in writing on the use and disclosure of my Protected Health Information which have been previously agreed upon.

PRIVACY DISCLOSURE OF MEDICAL INFORMATION (circle YES or NO)

I approve the receipt of a FAX with medical information: YES or NO

I approve the receipt of an E-MAIL with medical information: YES or NO

I approve the receipt of a TEXT MESSAGE with medical information: YES or NO

I approve the receipt of a VOICEMAIL with medical information: YES or NO

Printed Name of Patient

Date of Birth

Patient Signature

Date

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AUTHORIZATION FOR DISCLOSURE OF PROTECTED HEALTH INFORMATION

Patient Name

Date of Birth

I, the above mentioned, release that the following medical information be sent from Village IMG.

_____ All medical records

_____ All billing records

Information can be released and sent to the following people authorized to receive information:

Name

Relationship

Name

Relationship

Name

Relationship

I, the above mentioned, release Village IMG and staff, from any liability concerning my medical records.

Patient Signature

Date