

Optic Gallery

Date _____ Please Print _____ First Visit (Y/N) _____
Patient's Name _____ Sex (M/F) _____ Age _____ Date of Birth ____/____/____
Preferred Name _____ Social Security # _____ Email Address _____
If Married, Spouse's Name _____ Spouse's S.S # _____ - _____ - _____ Spouse's D.O.B ____/____/____
If Child, Parent's Name _____ Parent's S.S # _____ - _____ - _____ Parent's D.O.B ____/____/____
Address _____ City _____ State _____ Zip _____
Phone _____ Cell _____ Business Phone _____
Place of Employment/School _____ Occupation _____
Does your work require special vision needs? _____ If yes, please explain _____
Primary Insurance _____ Primary Insurance # _____ Vision Care Plan _____
Date of Last Exam _____ Where _____ Doctor _____
Do you wear contact lenses? Yes No Type _____ Are you interested in wearing contact lenses? Yes No
Reason for Today's Visit _____
List Activities/Hobbies _____
How were you referred to our office? _____

MEDICAL HISTORY:

Medical Doctor _____ Last Visit _____
Do you have? **I Have No Medical Conditions** Do you: Smoke Drink Use Drugs
 Heart Disease Asthma Major Illness **Medications:** None _____
 Diabetes Lung Disease Pregnant/Nursing _____
 High Blood Pressure Cancer Surgery _____
 High Cholesterol Kidney Disease **Allergies:** None _____
 Thyroid Problems Sinus Problems Other _____
 Headaches Allergies _____
Does Anyone in Your Family Have? **I Have No Family History of Medical Conditions**
 Diabetes Cancer High Blood Pressure
 Heart Disease Lung Disease Other _____

OCULAR HISTORY:

Do you have? **I Have No Ocular Conditions**
 Glaucoma Blurred Vision Eye Itching Color Blindness
 Cataracts Double Vision Eye Watering Eye Turn or Lazy Eye
 Macular Degen. Flashes Eye Redness Eye Surgery (LASIK, PRK, etc.) _____
 Blindness Floaters Eye Fatigue Other Eye Disease _____
Does Anyone in Your Family Have? **I Have No Family History of Ocular Conditions**
 Glaucoma Blindness Macular Degen. Eye Disease Other _____

In the event that it becomes necessary for us to release your records to or request your records from another healthcare professional, I authorize Optic Gallery, Dr. Jordan, Dr. Radtke, or any of their associates to release and/or request these records. If applicable, I request that payment of authorized Medicare or other insurance be made either to me or on my behalf to Optic Gallery, Dr. Jordan, Dr. Radtke or any of their associates for any services rendered to me. I authorize pertinent medical information about me to determine insurance benefits and billing to be released to the health care financing or other insurance agencies. Provider reserves the right to charge a collection fee of 25% of the principal balance at the time of write off or dismissal to a third-party collection agency.

I UNDERSTAND I AM RESPONSIBLE FOR ANY CHARGES NOT COVERED BY MY INSURANCE COMPANY.

It is the policy of this office to require:

- 1) Payment in full or at least one-half before the order can be placed.
- 2) The balance of the fee must be paid at the time the order is dispensed.
- 3) All orders are final when placed.

SIGNATURE (Patient or Guardian): _____ **DATE** _____

WE THANK YOU FOR TAKING THE TIME TO COMPLETE THIS FORM AND FOR CHOOSING OPTIC GALLERY FOR YOUR VISION CARE.

Optic Gallery

Patient's Name _____

Date _____

Acknowledgement Notice of Privacy Practices

Signing in this section signifies that you have received a copy of our *Notice of Privacy Practices*

In the course of providing service to you, we create, receive, and store health information that identifies you. It is often necessary to use and disclose this health information in order to treat you, to obtain payment for these services, and to conduct healthcare operations involving our offices. The *Notice of Privacy Practices* you have been given describes these uses and disclosures in detail.

Record Retention Policy

We are informing you that our office will keep your records for 5 years from the date of this examination. If signing for a minor, please be aware that our office will only keep your child's records for 5 years from the date of this examination.

Signature (Patient or Guardian) _____

Date _____
