TARANTOLA DERMATOLOGY
THE SKIN SPECIALISTS

Date: _____

Re: An upcoming appointment with Cristina I. Tarantola, MD.

For: ☐ Skin Exam ☐ Surgery Consult ☐ Mohs Surgery

Location: ☐ 9400 University Pkwy. Suite 306; Pensacola, FL 32514

☐ 411 N. Section St. Suite 301; Fairhope, AL 36532
Please note: Our Fairhope office is not open until 7:30AM. Therefore, plan to arrive no earlier than 7:30AM.

Dear _____,

Welcome! We look forward to seeing you on _____ at _____.

If you are unable to keep this appointment, please notify our office within 24 hours to reschedule or a charge may be incurred.

It is important that you complete the enclosed information and mail it back to us in the return envelope. It must reach us prior to your appointment. Please bring the following:

- All current insurance card(s)
- Photo ID
- A list of all current medications

Please arrive 15 minutes early for your appointment.

Insurance co-pays, deductibles, and co-insurance are due at the time of service. If you have any questions regarding the terms of your policy (HMO, PPO, deductible, co-insurance, or co-pay amount), please contact your insurance provider prior to your scheduled appointment. Feel free to call our office to speak to a billing specialist.

Should you need further assistance, please contact us at 850-439-5394 between the hours of 8am and 5pm, Monday-Thursday.

IT IS VERY IMPORTANT TO REVIEW THE FRONT AND BACK OF EACH OF THE FOLLOWING PAGES.

We look forward to seeing you.

Thank you,

Dr. Tarantola & Staff

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PATIENT REGISTRATION **APPOINTMENT DATE:**

Name: _____ Date of Birth: _____

Male or Female SS# _____ Age: _____ Marital Status: (Circle One) S M W D Sep

Language: _____ Race: _____ Ethnicity: (Circle One) Hispanic/Not Hispanic

Street: _____

City: _____ State: _____ Zip: _____

Phone: (H) _____ (W)_____ (Cell) _____

e-mail: _____

Patient's Occupation/Employer: _____

Spouse's Name: _____ Phone: _____

Emergency Contact (other than spouse): _____ Phone: _____

Primary Physician: _____ Referred by: _____

INSURANCE AND BILLING INFORMATION

PRIMARY INSURANCE

Subscriber: _____ Relation: _____ DOB: _____

Insurance Company: _____

Contract Number/Member ID/Policy Number: _____

Group Number: _____

Name of Employer, if group insurance: _____

SECONDARY INSURANCE

Subscriber: _____ Relation: _____ DOB: _____

Insurance Company: _____

Contract Number/Member ID/Policy Number: _____

Group Number: _____

Name of Employer, if group insurance: _____

**** Photo ID and ALL health insurance cards are required at each visit. ****

(OVER)

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Name: _____ Date of Birth: _____

PAYMENT POLICY

This practice is a participating provider for AETNA, Alabama Blue Shield, Cigna, Cigna Healthspring, Florida Blue Shield, Humana, Humana Gold Choice, Tricare, United Healthcare, Wellcare and other insurance companies. Some insurance policies require a referral and/or authorization. It is the patient's responsibility to make sure the practice has a current referral and/or authorization on file. Patients are responsible for all deductibles, co-insurances and co-pays as required by the participating plan.

If you do not have one of the above plans, all charges are payable at the time services are rendered. We will file an insurance claim for your reimbursement or provide you with a copy to file.

For surgical fees, please consult with the front office regarding payment.

ASSIGNMENT OF INSURANCE BENEFITS

I hereby authorize direct payment of surgical/medical benefits to Cristina I. Tarantola, MD for services rendered in person or under their supervision. I understand that I am financially responsible for any balance not covered by my insurance.

Signature: _____ Date: _____

AUTHORIZATION TO RELEASE INFORMATION INCLUDING ELECTRONIC TRANSFER

I hereby authorize Cristina I. Tarantola, MD to release any medical information that may be necessary for either medical care or in processing applications for insurance benefits. I also authorize the release of any medical information that may be necessary for treatment, diagnosis and/or coordination of care between Tarantola Dermatology Inc., any physician taking call for TDI, a referral physician and to include e-prescription and/or electronic transfer of information to patient's referring physician, primary care provider or referral physician.

Signature: _____ Date: _____

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FINANCIAL POLICY

Our Financial Policy: We would like to thank you for choosing Tarantola Dermatology Inc. for your dermatologic medical needs. Our goal is to provide you with exceptional health care services and make every visit a positive experience. We have written this to keep you informed of our current financial policies. We realize this information may not always address your specific situation and encourage you to contact our office whenever you have any questions or concerns regarding your account.

Credit Card Policy: We accept MasterCard, Discover and Visa for your charges.

Insurance Usual and Customary: We are a provider for many insurance companies; therefore, we adjust our charges to their allowed amount.

Our Policy: Our policy requires payment of co-payments, co-insurance, and any deductibles at the time of service. If there is any patient balance owed after all insurance companies have made their payments, we will bill you for that amount. All insurance information must be given to the office prior to your appointment or you could be responsible for the entire amount for the office visit and/or procedures.

Patient Responsibilities: 1) I understand that my insurance coverage is based on a legal contract between me and my insurance company. 2) I understand that I (as "Patient") am responsible for understanding and reading the conditions, coverage, terms, and limitations of my insurance policy. 3) I understand that the legal contract of my insurance policy requires me to be responsible for payment of valid and legitimate fees and charges as follows: All outstanding deductibles, co-payments, non-covered procedures and services that are performed, and outstanding valid charges and fees after insurance companies have made their payments and we have made contractual adjustments.

HMO and PPO Members: If you are a member of an HMO or PPO in which we participate, your co-payments, co-insurance, or deductible is required at the time of service. You are also responsible to see that we have a current referral on hand if your insurance carrier requires one. If we do not have this referral at the time of your visit, your appointment will be rescheduled. *Obtaining referrals and OV authorizations for **ANY** insurance company is the sole responsibility of **THE PATIENT**.*

_____ _____

Patient Name (printed) DOB

_____ _____

Patient Signature Date

(OVER)

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PATIENT CONSENT FOR USE AND DISCLOSURE OF PROTECTED HEALTH INFORMATION

With my consent, **Dr. Cristina I. Tarantola and staff** may use and disclose my protected health information **(PHI)** to carry out Treatment, Payment, and Healthcare Operations **(TPO)**. Please refer to Tarantola Dermatology Inc**. NOTICE OF PRIVACY PRACTICES** for a more complete description of such uses and disclosures.

I have the right to review the NOTICE OF PRIVACY PRACTICES prior to signing this consent. Tarantola Dermatology Inc. (the practice) reserves the right to revise the Notice of Privacy Practices at any time. A revised copy may be obtained from the Tarantola Dermatology Inc. Practice Manager.

With my consent, the above-mentioned doctor and staff may call my home or other designated location and leave a message on voice mail regarding any items that assist the Practice in carrying out TPO, such as appointment reminders, insurance items, account balances, and any call pertaining to my healthcare.

☐ Yes ☐ No

With my consent, the Practice may mail or email to my home or other designated location/s any items that assist the practice in carrying out TPO, such as appointment reminder cards, patient statements, and other healthcare information including electronic prescriptions to designated pharmacies.

☐ Yes ☐ No

I have the right to request the Practice restrict how it uses or discloses my PHI; however, the Practice is not required to agree to my requested restrictions.

By signing this form, I am consenting to Tarantola Dermatology Inc. and staff using and disclosing my PROTECTED HEALTH INFORMATION to carry out TPO. I may revoke my consent in writing except to the extent that the Practice has already made disclosures per my prior consent. This consent remains valid until revoked in writing by me.

If I do not sign this consent, I may be declined treatment.

Please allow the following person(s) to obtain my personal healthcare information. (If none, please write NONE)

_____ _____
Name Relationship

_____ _____
Name Relationship

Do you have a Medical Power of Attorney? This is someone who makes medical decisions for you.

☐ Yes ☐ No

If YES, Name _____ . Bring these legal documents with you. We need to view them before evaluation and treatment can be provided.

_____ _____
Signature of Patient OR Legal Guardian Date

_____ _____
Printed Name DOB

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PATIENT MEDICAL HISTORY

Name: _____ **DOB:** _____ **Date:** _____

Primary Care Physician: _____ **Dermatologist:** _____

Race: _____ **Ethnicity:** Hispanic **OR** Non-Hispanic/Latino **Language:** _____

Height: _____ **Weight:** _____

Pharmacy:

Name: _____

Address: _____

Street: _____City: _____ State: _____

Phone #: _____

MEDICAL HISTORY

List any prior medical illness:

CIRCLE any of the following that are presently applicable:

HIV/AIDS	Hepatitis B/C	Constipation
Irregular heart rate/ AFIB	Stents in your heart	High Blood Pressure
Heart Disease	Heart Attack	Stroke/TIA
Shortness of breath	COPD/Emphysema/Asthma	Seizures
Organ Transplant	Leukemia/Lymphoma	Cancer (other than skin)
Liver Disease	Diabetes I/II	Bleeding tendencies
Vision Changes	**Pacemaker/Defibrillator**	Staph Infection/MRSA
Healing problems/Keloids	Enlarged lymph nodes/glands	Unexplained weight loss
Thyroid Problems	Immunosuppression	Sore Throat
Abdominal Pain	Join Pain	Muscle Weakness
Anxiety	Depression	

Do you need antibiotics before dental work or during procedures? ☐ No ☐ Yes

Do you have artificial joints or are you scheduled for a joint replacement in the next 4 weeks? ☐ No ☐ Yes

Female only: Could you be pregnant? Are you breastfeeding? ☐ No ☐ Yes

List all prior surgeries:

Recent hospitalizations (within last 12 months):

(OVER)

9400 University Pkwy., Suite 306
Pensacola, FL 32514
Phone: 850-439-5394 Fax: 850-696-2613
tarantoladerm.com

SKIN DISEASE HISTORY

Do you have a history of:			
	Melanoma	No	Yes
	Basal Cell Carcinoma	No	Yes
	Squamous Cell Carcinoma	No	Yes
	Acne	No	Yes
	Actinic Keratosis/Precancers	No	Yes
	Eczema	No	Yes
	Psoriasis	No	Yes
	Flaking/Itching Scalp	No	Yes
	Precancerous Moles	No	Yes

Has any first-degree relative had any of the above conditions? No Yes

If YES, Which Relative: _____ Condition: _____

Which Relative: _____ Condition: _____

Which Relative: _____ Condition: _____

LIST ALL CURRENT MEDICATIONS (INCLUDING SUPPLEMENTS/VITAMINS/HERBAL MEDICINES)

NAME OF MED. **Ex: Tylenol**	**STRENGTH** **500 mg**	**ROUTE** **Orally**	**FREQUENCY** **Every 4-6 hours, as needed**

Are you currently taking any blood thinners (Plavix, Pradaxa, Warfarin, Coumadin, Aggrenox, Xarelto, aspirin, fish oil, Vitamin E, garlic, gingko, ginger, ginseng)

☐ No ☐ Yes (please circle)

MEDICATION ALLERGIES: ☐ No ☐ Yes (please list name and reaction)

SOCIAL HISTORY

Occupation: _____ Retired (year): _____

Smoke: ☐ No Year Quit: _____ ☐ Yes How many packs a day? _____

Alcohol: ☐ No ☐ Yes ☐ Occasional