



Jean Ly, MD

Hugh H. Windom, MD

Jennifer Fergeson

PATIENT REGISTRATION

PATIENT INFORMATION	Today's Date: _____
Last Name: _____ First Name: _____ MI: _____ Mailing Address: _____ _____ City: _____ State: _____ Zip: _____ Home Phone: _____ Cell Phone: _____ Work Phone: _____ Primary Care Physician: _____ Address/Phone: _____	Date of Birth: _____ Sex: _____ Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Legally Separated <input type="checkbox"/> Single <input type="checkbox"/> Widowed (Check One) <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Disabled <input type="checkbox"/> Self Employed <input type="checkbox"/> Unemployed <input type="checkbox"/> Full-Time Student <input type="checkbox"/> Part-Time Student Race: <input type="checkbox"/> White/Caucasian <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Native American <input type="checkbox"/> Other _____ Language: <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Other: _____
RESPONSIBLE PARTY/PARENT	EMERGENCY CONTACT
Last Name: _____ First Name: _____ MI: _____ Relationship to Patient: <input type="checkbox"/> Self <input type="checkbox"/> Other: _____ Address: <input type="checkbox"/> Check here if same as patient _____ City: _____ State: _____ Zip: _____ Phone Number: _____	Last Name: _____ First Name: _____ MI: _____ Relationship to Patient: _____ Address: <input type="checkbox"/> Check here if same as patient _____ City: _____ State: _____ Zip: _____ Phone Number: _____
PRIMARY INSURANCE INFORMATION <small>(Please provide your insurance card to the front desk at check-in)</small>	SECONDARY INSURANCE INFORMATION <small>(Please provide your insurance card to the front desk at check-in)</small>
Insurance Company: _____ Policyholder's Name: _____ Relationship to Patient: <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Parent Policyholder's Birthdate: _____ Policyholder's Phone Number: _____	Insurance Company: _____ Policyholder's Name: _____ Relationship to Patient: <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Parent Policyholder's Birthdate: _____ Policyholder's Phone Number: _____



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ALTERNATE/NORTHERN ADDRESS

Street Address: _____

City: _____ State: _____ Zip: _____

PREFERRED PHARMACY

Pharmacy Name: _____

Address: _____ City/State: _____ Zip: _____

HOW DID YOU HEAR ABOUT US?

Referred by doctor Word of mouth-family, friend, etc. Insurance company Internet Old patient Other

PLEASE READ THE FOLLOWING INFORMATION

Our Policy Regarding Patient Financial Responsibility

Insurance. Windom Allergy, Asthma & Sinus files insurance claims for insurance plans with which we participate. We accept payment for covered services from these insurance plans in accordance with our contract. Our patients are responsible for applicable co-insurance and deductible amounts. Our patients are also responsible for any and all payments for services that are not covered by insurance. The patient is responsible for payment of amounts they owe at the time of the service.

Medicare. Windom Allergy, Asthma & Sinus files insurance claims for Medicare on assignment. We accept Medicare allowable amounts as payment and the patient is responsible for charges applied to their deductible, any co-insurance and non-covered charges.

Self-Pay. All services are required to be paid in full at time of service.

Diagnostic Testing. Allergy skin testing, breathing tests, and/or fiberoptic nasopharyngeal examinations, if recommended by the doctor, will be an additional charge separate from your office visit. These and all charges are due at the time of service. Ultimately it is your responsibility to know the benefits of your insurance plan. We are happy to provide you with an estimate of your total out of pocket cost.

Cancellations. Windom Allergy, Asthma & Sinus asks that you notify us if you are unable to keep your appointment. This courtesy will allow us to schedule another patient who needs to be seen. Patients who consistently fail to show for their appointments and/or fail to notify us may be asked to find another physician outside Windom Allergy, Asthma & Sinus.

I have read and understand the office policy stated above and agree to accept the responsibility described. I hereby authorize the assignment of benefits (payments) directly to **Windom Allergy, Asthma & Sinus** for all my insurance claims related to services received. I agree to pay any and all charges that exceed, or are not covered by my insurance. I understand that co-pays, deductibles and non-covered services are due at the time of service.

I authorize the release of any medical information necessary for the purpose of processing claims with my insurance company. I permit a copy of this authorization to be used in place of the original.

Patient Signature: _____ Date: _____

Responsible Party Signature: _____ Date: _____
(if different than patient)

Responsible Party Name (Please Print): _____