



Millennium Physicians Rheumatology

Dear Patient,

Welcome to Millennium Physicians!

Our goal here at Millennium Physicians is to provide you with the highest level of care and get you back to living life to the fullest.

We want to make your first appointment an easy and pleasant experience. Here are a few reminders about your first appointment:

- Please bring the following items to your new patient appointment:
 - Medical insurance card
 - Driver's license or state id
 - Medical records, we will request your medical records but need authorization. Bring all records you have in your possession as well.
 - Current medication list
 - Allergy list
 - Completed new patient forms
- Please plan to arrive to your appointment 30 minutes prior to your scheduled appointment time, this will allow you complete the new patient paperwork if you have not completed beforehand. The new patient paperwork is located on our website at www.millenniumphysicians.com.
- Please be prepared to spend up to two hours at your first appointment; your first appointment will be a comprehensive visit including a physical exam and review of your medical history. We also want to allow enough time for you to communicate any questions or concerns you may have.
- Be prepared with a list of questions for your physician; this will allow you to effectively communicate all your questions during your appointment.
- We will verify your insurance and obtain any required referrals/authorizations prior to your appointment. In the event we encounter any issues in verifying or obtaining referral/authorization we will contact you prior to the appointment.
- Your copay or patient responsibility will be due at the time of service
- If you have any questions regarding your new patient appointment, please contact our new patient coordinators at 1-866-DOCS-MPA(1-866-362-7672)

We look forward to meeting you at your first appointment and taking care of your healthcare needs.

Sincerely,
Millennium Physicians Team

Patient Copy To Keep



Millennium Physicians Rheumatology

PATIENT RIGHTS AND RESPONSIBILITIES

At the Millennium Physicians we respect your rights as a patient and recognize that you are an individual with unique healthcare needs. We want you to know what your rights are as a patient, as well as what your obligations are to yourself, to other patients, and to your physician.

We encourage a partnership between you and your healthcare team. Your role as a member of this team is to exercise your rights and to take responsibility by asking for clarification of things you do not understand, by following your physician's recommendations and to promptly report any side effects that may occur.

As a patient you have the right ...

- ❖ To be informed of your rights and responsibility as a patient of Millennium Physicians Association, PLLC.
- ❖ To be informed of all rules, regulations, and services provided by the clinic, including the days and hours of service and what to do in an emergency, and clinic telephonenumber numbers.
- ❖ To receive care in a safe setting that is free of abuse, neglect, and harassment by physicians and clinic employees.
- ❖ To receive considerate and respectful care. We respect your right to:
 - Expect quality treatment within the scope of our mission.
 - Be treated with dignity without discrimination. Your care will not be affected by race, religion, beliefs, cultural values, sex, or age.
 - Choose your own physician.
 - Ask all personnel involved in your care to introduce them-selves, state their role in your care and explain what they are going to do for you.
- ❖ To be informed about your treatment and healthcare. Your healthcare team will describe your proposed treatment to you. You can expect the team to explain:
 - A description of our condition and diagnosis.
 - Treatment plan.
 - The alternatives of treatment.
 - The prognosis and any problems related to treatment.
 - Recuperation.
 - The benefit and risks of each treatment option and alternatives.
 - The explanation of risks faced if treatment is not pursued.
- ❖ The right to make an informed consent.
- ❖ The right to make treatment choices and the right to refuse treatment.

Patient Copy To Keep



Millennium Physicians Rheumatology

PATIENT RIGHTS AND RESPONSIBILITIES

- ❖ To be informed of any experimental, investigation, or research activities that involve your treatment. Your healthcare team will:
 - Ask you if you wish to participate in these activities. You have the right to refuse to participate in these activities or withdraw your previous consent.
- ❖ To receive a reasonable estimate of charges for medical care and a payment schedule prior to receiving treatment.
- ❖ To have privacy and confidentiality respected. Your healthcare team and clinic staff will:
 - Respect your privacy related to your medical care.
 - Provide confidential treatment of your condition, medical care, medical records, and financial information
- ❖ To have access to your personal medical records and obtain copies upon written request.
- ❖ To complain or file a grievance with the Clinic Administrator without fear of retaliation or discrimination.

As a patient you have the responsibility to ...

- ❖ Give the physician and your healthcare team accurate information about present complaints, past illnesses, hospitalizations, medications, and any other information about your healthcare.
- ❖ Report unexpected changes in your condition to your physician or nurse.
- ❖ Inform your physician or nurse of any discomfort/pain and changes in pain.
- ❖ Participate in the development of your plan of care, advance directives, and living will.
- ❖ Follow the treatment plan and medical directions recommended by your physician and healthcare team.
- ❖ Attend all appointments and when unable to do so contact the office 24 hours prior to your appointment to reschedule.
- ❖ Follow facility conduct rules, demonstrate good behavior, and assist in maintaining a safe/peaceful environment.
- ❖ Report new or changed insurance information, address changes, telephone number changes, email changes, and any other demographic changes to the front desk staff.
- ❖ Make sure financial responsibilities are carried out and pay copays/patient responsibility at the time of service.

You have a right to file a formal grievance/complaint against a nurse or physician at the following agencies:

Nurse: Texas Board of Nursing, 333 Guadalupe Street, Suite 3-460, Austin, Texas 78701, (512) 305-6838
Physician: Texas Medical Board, PO Box 2018, Austin, Texas 78768-2018, (800) 201-9353

Patient Copy To Keep



Your Information. Your Rights. Our Responsibilities.

This notice describes how medical information about you may be used and disclosed and how you can get access to this information.
Please review it carefully.

Your Rights

When it comes to your health information, you have certain rights. This section explains your rights and some of our responsibilities to help you.

Get an electronic or paper copy of your medical record

- You can ask to see or get an electronic or paper copy of your medical record and other health information we have about you. Ask us how to do this.
- We will provide a copy or a summary of your health information, usually within 30 days of your request. We may charge a reasonable, cost-based fee.

Ask us to correct your medical record

- You can ask us to correct health information about you that you think is incorrect or incomplete. Ask us how to do this.
- We may say “no” to your request, but we’ll tell you why in writing within 60 days.

Request confidential communications

- You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address.
- We will say “yes” to all reasonable requests.

Continued next page

Your Rights *continued*

Ask us to limit what we use or share

- You can ask us **not** to use or share certain health information for treatment, payment, or our operations.
 - We are not required to agree to your request, and we may say “no” if it would affect your care.
- If you pay for a service or health care item out-of-pocket in full, you can ask us not to share that information for the purpose of payment or our operations with your health insurer.
 - We will say “yes” unless a law requires us to share that information.

Get a list of those with whom we’ve shared information

- You can ask for a list (accounting) of the times we’ve shared your health information for six years prior to the date you ask, who we shared it with, and why.
- We will include all the disclosures except for those about treatment, payment, and health care operations, and certain other disclosures (such as any you asked us to make). We’ll provide one accounting a year for free but will charge a reasonable, cost-based fee if you ask for another one within 12 months.

Get a copy of this privacy notice

- You can ask for a paper copy of this notice at any time, even if you have agreed to receive the notice electronically. We will provide you with a paper copy promptly.

Choose someone to act for you

- If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information.
- We will make sure the person has this authority and can act for you before we take any action.

File a complaint if you feel your rights are violated

- You can complain if you feel we have violated your rights by contacting us using the information on page 1.
- You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/.
- We will not retaliate against you for filing a complaint.

Your Choices

For certain health information, you can tell us your choices about what we share. If you have a clear preference for how we share your information in the situations described below, talk to us. Tell us what you want us to do, and we will follow your instructions.

In these cases, you have both the right and choice to tell us to:

- Share information with your family, close friends, or others involved in your care
- Share information in a disaster relief situation
- Include your information in a hospital directory
- Contact you for fundraising efforts

If you are not able to tell us your preference, for example if you are unconscious, we may go ahead and share your information if we believe it is in your best interest. We may also share your information when needed to lessen a serious and imminent threat to health or safety.

In these cases, we *never* share your information unless you give us written permission:

- Marketing purposes
- Sale of your information
- Most sharing of psychotherapy notes

In the case of fundraising:

- We may contact you for fundraising efforts, but you can tell us not to contact you again.

Our Uses and Disclosures

How do we typically use or share your health information? We typically use or share your health information in the following ways.

Treat you

- We can use your health information and share it with other professionals who are treating you.

Example: A doctor treating you for an injury asks another doctor about your overall health condition.

Run our organization

- We can use and share your health information to run our practice, improve your care, and contact you when necessary.

Example: We use health information about you to manage your treatment and services.

Bill for your services

- We can use and share your health information to bill and get payment from health plans or other entities.

Example: We give information about you to your health insurance plan so it will pay for your services.

continued next page

How else can we use or share your health information? We are allowed or required to share your information in other ways – usually in ways that contribute to the public good, such as public health and research. We must meet many conditions in the law before we can share your information for these purposes. For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html.

- **For Treatment.** We may use or disclose health information about you to provide you with medical treatment. We may disclose health information about you to doctors, nurses, therapists or other Facility personnel who are involved in taking care of you at a Facility. Different departments of a Facility also may share health information about you in order to coordinate your care and provide you medication, lab work and x-rays. We may also disclose health information about you to people outside the Facility who may be involved in your medical care after you leave a Facility, such as through a referral.
- **For Payment.** We may use and disclose health information about you so that the treatment and services you receive at a Facility may be billed to you, an insurance company or a third party. For example, in order to be paid, we may need to share information with your health plan about services provided to you. We may also tell your health plan about a treatment you are going to receive to obtain prior approval or to determine whether your plan will cover the treatment.
- **For Health Care Operations.** We may use and disclose health information about you for our day-to-day health care operations. This is necessary to ensure that all patients receive quality care. For example, we may use health information for quality assessment and improvement activities and for developing and evaluating clinical protocols. We may also combine health information about many patients to help determine what additional services should offer, what services should be discontinued, and whether certain new treatments are effective. Health information about you may be used by our corporate office for business development and planning, cost management analyses, insurance claims management, compliance/risk management activities, and in developing and testing information systems and programs. We may also use and disclose information for professional review, performance evaluation, and for training programs. Other aspects of health care operations that may require use and disclosure of your health information include accreditation, certification, licensing and credentialing activities, review and auditing, including compliance reviews, medical reviews, legal services and compliance programs. Your health information may be used and disclosed for the business management and general activities of the Facility including resolution of internal grievances, customer service and due diligence in connection with a sale or transfer of the Facility. In limited circumstances, we may disclose your health information to another entity subject to HIPAA for its own health care operations. We may remove information that identifies you so that the health information may be used to study health care and health care delivery without learning the identities of patients.

OTHER ALLOWABLE USES OF YOUR HEALTH INFORMATION

- **Business Associates.** There are some services provided in our Facility through contracts with business associates. Examples include medical directors; outside attorneys and a copy service we use when making copies of your health record. When these services are contracted, we may disclose your health information so that they can perform the job we've asked them to do and bill you or your third-party payer for services rendered. To protect your health information, however, we require the business associate to appropriately safeguard your information.
- **Providers.** Many services provided to you, as part of your care at our Facility, are offered by participants in one of our organized healthcare arrangements. These participants include a variety of providers such as physicians (e.g., MD, etc.), therapists (e.g., Radiation Therapists, etc.), portable radiology units, clinical labs, hospice caregivers, pharmacies, financial counselor's, etc.
- **Treatment Alternatives.** We may use and disclose health information to tell you about possible treatment options or alternatives that may be of interest to you.
- **Health-Related Benefits and Services and Reminders.** We may contact you to provide appointment reminders or information about treatment alternatives or other health-related benefits and services that may be of interest to you.
- **Individuals Involved in Your Care or Payment for Your Care.** Unless you object, we may disclose health information about you to a friend or family member who is involved in your care. We may also give information to someone who helps pay for your care. In addition, we may disclose health information about you to an entity assisting in a disaster relief effort so that your family can be notified about your condition, status and location.
- **As Required by Law.** We will disclose health information about you when required to do so by federal, state or local law and obtain the proper authorizations to use and disclose information.

- **To Avert a Serious Threat to Health or Safety.** We may use and disclose health information about you to prevent a serious threat to your health and safety or the health and safety of the public or another person. We would do this only to help prevent the threat.
- **Organ and Tissue Donation.** If you are an organ donor, we may disclose health information to organizations that handle organ procurement to facilitate donation and transplantation.
- **Military and Veterans.** If you are a member of the armed forces, we may disclose health information about you as required by military authorities. We may also disclose health information about foreign military personnel to the appropriate foreign military authority.
- **Research.** Under certain circumstances, we may use and disclose health information about you for research purposes. For example, a research project may involve comparing the health and recovery of all patients who received one medication to those who received another, for the same condition. All research projects, however, are subject to a special approval process. This process evaluates a proposed research project and its use of health information, trying to balance the research needs with patients' need for privacy of their health information. Before we use or disclose health information for research, the project will have been approved through this research approval process. We may, however, disclose health information about you to people preparing to conduct a research project so long as the health information they review does not leave a Facility.
- **Workers' Compensation.** We may disclose health information about you for workers' compensation or similar programs. These programs provide benefits for work-related injuries or illness.
- **Reporting.** Federal and state laws may require or permit the Facility to disclose certain health information related to the following:
 - *Public Health Risks.* We may disclose health information about you for public health purposes, including:
 - Prevention or control of disease, injury or disability
 - Reporting births and deaths;
 - Reporting child abuse or neglect;
 - Reporting reactions to medications or problems with products;
 - Notifying people of recalls of products;
 - Notifying a person who may have been exposed to a disease or may be at risk for contracting or spreading a disease;
 - Notifying the appropriate government authority if we believe a resident has been the victim of abuse, neglect or domestic violence. We will only make this disclosure if you agree or when required or authorized by law.
 - *Health Oversight Activities.* We may disclose health information to a health oversight agency for activities authorized by law. These oversight activities may include audits, investigations, inspections, and licensure. These activities are necessary for the government to monitor the health care system, government programs, and compliance with civil rights laws.
 - *Judicial and Administrative Proceedings:* If you are involved in a lawsuit or a dispute, we may disclose health information about you in response to a court or administrative order. We may also disclose health information about you in response to a subpoena, discovery request, or other lawful process by someone else involved in the dispute, but only if efforts have been made to tell you about the request or to obtain an order protecting the information requested.
 - *Reporting Abuse, Neglect or Domestic Violence:* Notifying the appropriate government agency if we believe a resident has been the victim of abuse, neglect or domestic violence.
- **Law Enforcement.** We may disclose health information when requested by a law enforcement official:
 - In response to a court order, subpoena, warrant, summons or similar process;
 - To identify or locate a suspect, fugitive, material witness, or missing person;

- About you, the victim of a crime if, under certain limited circumstances, we are unable to obtain your agreement;
 - About a death we believe may be the result of criminal conduct;
 - About criminal conduct at the Facility; and
 - In emergency circumstances to report a crime; the location of the crime or victims; or the identity, description or location of the person who committed the crime.
- **Coroners, Medical Examiners and Funeral Directors.** We may disclose medical information to a coroner or medical examiner. This may be necessary to identify a deceased person or determine the cause of death. We may also disclose medical information to funeral directors as necessary to carry out their duties.
 - **National Security and Intelligence Activities.** We may disclose health information about you to authorized federal officials for intelligence, counterintelligence, and other national security activities authorized by law.
- **Correctional Institution.** Should you be an inmate of a correctional institution; we may disclose to the institution or its agent's health information necessary for your health and the health and safety of others.

OTHER USES OF HEALTH INFORMATION

Other uses and disclosures of health information not covered by this Notice or the laws that apply to us will be made only with your written permission. If you provide us permission to use or disclose health information about you, you may revoke that permission, in writing, at any time. If you revoke your permission, we will no longer use or disclose health information about you for the reasons covered by your written authorization. You understand that we are unable to take back any disclosures we have already made with your permission, and that we are required to retain our records of the care that we provided to you

Our Responsibilities

- We are required by law to maintain the privacy and security of your protected health information and give you a copy of it.
- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- We will not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

CHANGES TO THIS NOTICE

We reserve the right to change this Notice. We reserve the right to make the revised or changed Notice effective for health information we already have about you as well as any information we receive in the future. We will post a copy of the current Notice in the Facility and on the website. The Notice will specify the effective date on the first page, in the top right-hand corner. In addition, if material changes are made to this Notice, the Notice will contain an effective date for the revisions and copies can be obtained by contacting the facility. This Notice of Privacy Practices applies to the following organizations: Millennium Physicians Associations, PLLC, Millennium Oncology, Millennium Radiation, Millennium PET/CT, Millennium Primary Care, Millennium Pulmonary Care, and any other service within Millennium Physicians.

COMPLAINTS

If you believe your privacy rights have been violated, you may file a complaint with the Facility or with the Secretary of the Department of Health and Human Services. To file a formal grievance/complaint against a nurse or physician, please contact the following agencies **(Nurse):** Texas Board of Nursing, 333 Guadalupe Street, Suite 3-460, Austin, Texas 78701, (512) 305-6838. **(Physician):** Texas Medical Board, PO Box 2018, Austin, Texas 78768-2018, (800) 201-0353. All complaints must be submitted in writing. **You will not be penalized for filing a complaint.**

Millennium Physicians Chief Compliance Officer Tomeshia S. Beckett - contact: (281) 359-9935 ext. 2128.



Millennium Physicians Rheumatology

ADVANCE DIRECTIVES INFORMATION SHEET

An **advance directive** is a legal document that tells your family, friends and healthcare professionals the care you would like to have if you become unable to make medical decisions. Through advance directives, you can make legally valid decisions about your future medical treatment.

You do not need a lawyer to complete your advance directives. However, you should be aware that each state has its own laws for creating advance directives.

There are three advance directives recognized in Texas:

- The **Texas Medical Power of Attorney** appoints someone to speak for you any time you are unable to make your own medical decisions, not only at the end of life. Your attending physician must certify in writing that you are unable to make health care decisions and file the certification in your medical record. If you would like more information and a copy of the Texas Medical Power of Attorney form please ask the front desk staff.
- A **living will**, officially known in Texas as the Directive to Physicians and Family or Surrogates, describes the kind of medical treatments or life-sustaining treatments you would want if you were seriously or terminally ill. A living will should be signed, dated and witnessed by two people, preferably individuals who know you well but are not related to you and are not your potential heirs or your health care providers. If you would like more information and a copy of the Directive to Physicians and Family Members form please ask the front desk staff.
- The **Out-of-Hospital Do Not Resuscitate (DNR) order** provides you with the right to withhold or withdraw cardiopulmonary resuscitation (CPR) or other treatments such as defibrillation and artificial ventilation. If you would like more information and a copy of the Texas Department of Health Services Standard Out of Hospital Do Not Resuscitate form please ask the front desk staff.

By creating an advance directive, you are making your preferences about medical care known before you're faced with a serious injury or illness. This will spare your loved ones the stress of making decisions about your care while you are sick. Any person 18 years of age or older can prepare an advance directive.

In order to make your directive legally binding, you must sign it, or direct another to sign it, in the presence of two witnesses who must also sign the document.

It is our responsibility to inform all competent adult patients about Advance Healthcare Directives and ask whether they have one in place. The staff is instructed to know the different types of advance directives. All staff members know where to direct patients who have questions or want more information about advance directives. If a patient provides an advance directive to Millennium Physicians, the physicians and staff should know the patients decisions related to treatment.

Patient Copy To Keep



Millennium Physicians Rheumatology

ADVANCE DIRECTIVES CONFIRMATION FORM

Under Texas law you have the right to make decisions concerning your healthcare. The rights include the right to accept or refuse medical treatment and the right to create advance directives to make preferences about your medical care. In the state of Texas any person age 18 years or old who is legally competent has the right to make these decisions in advance.

Advance directives recognized in Texas are the Texas Durable Medical Power of Attorney, a Living Will, and an Out of Hospital Do Not Resuscitate. No patient can be discriminated against for exercising their right to elect and create advance directives.

Advance Healthcare Directives Confirmation:

YES, I have an Advance Healthcare Directives (*select which advance directive you have below*).

Texas Durable Medical Power of Attorney

Living Will, officially known as the Directive to Physicians and Family or Surrogates

Out of Hospital Do Not Resuscitate (DNR)

If you have selected YES, please provide a copy of your advance directive to the front office staff.

NO, I do not have Advance Healthcare Directives (*select which advance directive you have below*). I understand that I can request more information about advance directives.

I have received the information sheet about advance directives.

I would like additional information about the three advance directives recognized in Texas.

Patient Name (Print)

Patient Signature

Date

For Millennium Physicians Use Only

Complete this section, if this form is not signed and dated by the patient

Patient refused to sign

Patient unable to sign

Employee Name

Date



Millennium Physicians Rheumatology

PATIENT ONLINE PORTAL

Millennium Physicians has a Patient Portal you can access online, portal access is free to all Millennium Physician patients.

The Patient Portal is an online tool you can use to easily view and update some of your health/clinical information

Over the next few months we will be rolling out additional access on the portal that you can utilize such as:

- Appointment Requests
- Reminders
- Prescription Refill Requests
- Communicating Non-Emergent Questions

The Patient Portal should not be used for emergency questions, concerns, or anything that needs a same day response; for all those inquires please contact the office you are seen at.

To gain access to the Patient Portal your email address is required to enroll you; if you would like access, please complete the bottom section of this form.

Please check one selection:

I would like to be enrolled with Millennium Physicians Patient Portal.
My email address is _____ (please print)

I wish **NOT** to enroll for the Millennium Physicians Patient Portal because:

I don't have an email address.

or

I decline enrollment and do not want to provide my email address.

Patient Signature

Print Name

Date



Millennium Physicians Rheumatology

NEW PATIENT MEDICAL QUESTIONNAIRE – RHEUMATOLOGY

Please complete this questionnaire by answering each question as accurately as possible.

GENERAL INFORMATION

Patient Name: _____ Date of Birth: _____ Social Security: _____ - _____ - _____

Phone #: (____) _____ - _____ Cell #: (____) _____ - _____ Address: _____

Primary Care Physician: _____ Referring Physician: _____

Marital Status: Married Single Divorced Widow Other _____

Employer: _____ Occupation: _____ Emergency contact: _____

Relation: _____

CHIEF COMPLAINT/REASON FOR VISIT

What is the reason for your visit today? _____

Are you experiencing any pain? (circle one) **YES** **NO**, if yes where is the pain location _____

if you marked yes, please indicate on the scale of 1 to 10 with 10 being the highest, what is your level of pain: _____

MEDICATIONS

Please list all prescriptions and over-the-counter medication you take on a regular basis. (If you have a list readily available, please give copy to the front desk)

Medication Name	Dose (ex. 50mg)	Frequency (ex. once a day)	Reason for Taking

ALLERGIES

Are you allergic to any medications? **YES** **NO** If yes please list medications _____

Are you allergic to intravenous contrast? **YES** **NO** Any If yes please list your reaction _____

other allergies? Incl. Latex **YES** **NO** If yes please list _____



Millennium Physicians
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NEW PATIENT MEDICAL QUESTIONNAIRE – RHEUMATOLOGY

PHARMACY INFORMATION

NAME AND NUMBER OF LOCAL PHARMACY: _____

NAME AND NUMBER OF MAIL ORDER PHARMACY: _____



Millennium Physicians Rheumatology

NEW PATIENT MEDICAL QUESTIONNAIRE – RHEUMATOLOGY

PERSONAL HEALTH HISTORY

1) Do you or have you EVER used tobacco products? (circle one) YES or NO, if yes please complete 1A – 1B, in no skipto 2.

1A. Select All That Apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Current smoker, every day | <input type="checkbox"/> Current smoker, some days | <input type="checkbox"/> Smoker, status unknown |
| <input type="checkbox"/> Light tobacco smoker | <input type="checkbox"/> Heavy tobacco smoker | <input type="checkbox"/> Former Smoker |

1B. Select All That Apply:

- | | | | |
|-------------------------------------|-----------------------|---------------------------------|-----------------------|
| <input type="checkbox"/> Cigarettes | Amount: _____ per day | <input type="checkbox"/> Cigars | Amount: _____ per day |
| <input type="checkbox"/> Smokeless | Amount: _____ per day | <input type="checkbox"/> Pipes | Amount: _____ per day |

2) Have you had exposure to second hand smoke? YES NO

3) Do you drink alcoholic beverages? YES NO, if yes how often _____

FAMILY MEDICAL HISTORY

Please list if any of your family members below have or had any of the following diseases or medical conditions: **Bleeding/Clotting Disorders, Cancer (list type if known), Diabetes, Heart Disease, Hypertension, Leukemia, Lymphoma, Heart Attack, or stroke.**

- | | | | | |
|--------------|-----------------------------------|-----------------------------------|------------|--------------------------|
| Mother: | <input type="checkbox"/> Alive | <input type="checkbox"/> Deceased | Age: _____ | Medical Condition: _____ |
| Father: | <input type="checkbox"/> Alive | <input type="checkbox"/> Deceased | Age: _____ | Medical Condition: _____ |
| Sister(s): | <input type="checkbox"/> Alive | <input type="checkbox"/> Deceased | Age: _____ | Medical Condition: _____ |
| Brother(s): | <input type="checkbox"/> Alive | <input type="checkbox"/> Deceased | Age: _____ | Medical Condition: _____ |
| Grandmother: | <input type="checkbox"/> Maternal | <input type="checkbox"/> Paternal | Age: _____ | Medical Condition: _____ |
| Grandfather: | <input type="checkbox"/> Maternal | <input type="checkbox"/> Paternal | Age: _____ | Medical Condition: _____ |
| Aunts: | <input type="checkbox"/> Maternal | <input type="checkbox"/> Paternal | Age: _____ | Medical Condition: _____ |
| Uncles: | <input type="checkbox"/> Maternal | <input type="checkbox"/> Paternal | Age: _____ | Medical Condition: _____ |



Millennium Physicians Rheumatology

NEW PATIENT MEDICAL QUESTIONNAIRE – RHEUMATOLOGY

<ul style="list-style-type: none"><input type="radio"/> Anemia<input type="radio"/> Anxiety<input type="radio"/> Arthritis<input type="radio"/> Asthma<input type="radio"/> Bleeding Disorder<input type="radio"/> Blood clot/DVT<input type="radio"/> Blood transfusion<input type="radio"/> Bone Marrow problems<input type="radio"/> Cancer (Type:_____)<input type="radio"/> Cataracts<input type="radio"/> COPD	<ul style="list-style-type: none"><input type="radio"/> Depression<input type="radio"/> Diabetes<input type="radio"/> Emphysema<input type="radio"/> Glaucoma<input type="radio"/> Heartburn/reflux<input type="radio"/> Heart Disease<input type="radio"/> Heart attack/MI<input type="radio"/> Hepatitis (Type:_____)	<ul style="list-style-type: none"><input type="radio"/> High Cholesterol<input type="radio"/> Irregular Heartbeat<input type="radio"/> Kidney Disease<input type="radio"/> Liver Disease<input type="radio"/> High Blood Pressure<input type="radio"/> Migraine Headaches<input type="radio"/> Multiple Sclerosis<input type="radio"/> Osteoporosis	<ul style="list-style-type: none"><input type="radio"/> Pacemaker<input type="radio"/> Steroid Use in eyes<input type="radio"/> Stomach Ulcer<input type="radio"/> Stroke<input type="radio"/> Thyroid Problems<input type="radio"/> Tuberculosis
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Circle all the conditions you have or have had in the past



Millennium Physicians Rheumatology

NEW PATIENT MEDICAL QUESTIONNAIRE – RHEUMATOLOGY

REVIEW OF SYSTEMS

Check the symptoms you currently have or have had in the past year. Please check all that apply.

<p style="text-align: center;"><u>GENERAL</u></p> <p>___ Fever ___ Chills ___ Fatigue ___ Weight Loss ___ Weight Gain</p>	<p style="text-align: center;"><u>GASTROINTESTINAL</u></p> <p>___ Heartburn ___ Abdominal Pain ___ Nausea ___ Vomiting ___ Diarrhea / Loose Stools ___ Constipation ___ Blood in Stool ___ Trouble Swallowing</p>	<p style="text-align: center;"><u>SKIN</u></p> <p>___ Color changes to the fingertips ___ New or changing skin lesions ___ Photosensitivity ___ Rashes ___ Edema</p>
<p style="text-align: center;"><u>EYE, EAR, NOSE & THROAT</u></p> <p>___ Visual Changes ___ Eye Pain or Redness ___ Eye Discharge ___ Dry eyes ___ Dry mouth ___ Oral Ulcers ___ Enlarged neck glands</p>	<p style="text-align: center;"><u>URINARY</u></p> <p>___ Increased urinary frequency ___ Loss of bladder control ___ Pain with Urination</p>	<p style="text-align: center;"><u>NEURO/PSYCH</u></p> <p>___ Headaches ___ Numbness ___ Tingling ___ Dizziness ___ Fainting ___ Seizures ___ Anxiety ___ Depression ___ Sleep Problems</p>
<p style="text-align: center;"><u>CARDIOVASCULAR/PULMONARY</u></p> <p>___ Chest Pain ___ Chest Tightness ___ Palpitations ___ Cough ___ Shortness of Breath ___ Wheezing</p>	<p style="text-align: center;"><u>MUSCULOSKELETAL</u></p> <p>___ Weakness ___ Muscle Pain ___ Neck Pain ___ Back Pain ___ Joint Pain ___ Joint Swelling</p>	<p style="text-align: center;"><u>ENDOCRINE</u></p> <p>___ Heat Intolerance ___ Cold Intolerance ___ Night-time sweating</p>



Millennium Physicians Rheumatology

DEPRESSION SCREENING:

Over the last 2 weeks , how often have you been bothered by the following problems:	0 Not at all	1 Several Days	2 More than half the days	3 Nearly everyday
Little interest or pleasure in doing things				
Feeling down, depressed, or hopeless				

PAST MEDICAL HISTORY

- 1) Have you been hospitalized in the last 6 months? YES NO
If YES, when _____ and reason for hospitalization _____
- 2) Please list any additional information about your medical history that the physician should know:

Please list any other information about your medical history that the physician should know:

SIGNATURES

To the best of my knowledge, the above information is complete and correct. I understand it is my responsibility to inform my doctor if I ever have a change in health.

Signature of Patient or Personal Representative

Date

Print Name of Patient or Personal Representative

Relationship to Patient



Millennium Physicians Rheumatology

GENERAL CONSENT FOR TREATMENT AND ACKNOWLEDGEMENT

MEDICAL CONSENT: I consent to all medical care, treatment, laboratory, imaging and other medical procedures performed or prescribed by a physician of Millennium Physicians and his/her designees as directed in his/her judgement.

RIGHT TO REFUSE TREATMENT: I understand that I have the right to make informed decisions regarding all my care and treatments, and that I should ask my health care professional to further clarify or explain anything I do not understand. This right includes the right to refuse any treatments that I do not want.

ACKNOWLEDGEMENT OF RECEIPT OF PATIENT RIGHTS & NOTICE OF PRIVACY PRACTICES: I acknowledge that I have received both notices, Notice of Patient Rights/Responsibilities and Notice of Privacy Practices.

ADVANCE DIRECTIVES: I understand that I have an opportunity to make known my wishes, in writing regarding my health care and/or end of life decisions. This directive is in the form of a living will and/or durable power of attorney for health care.

RELEASE OF MEDICAL INFORMATION: I authorize Millennium Physicians Association, PLLC to release any information necessary to facilitate healthcare processing of claims, and audit of payments relative to my care/treatment with Millennium Physicians. I also consent to the release of any information as needed for my care to other facilities, agencies, or healthcare providers as I direct or as required by law. This order will remain in effect until revoked by me in writing.

FINANCIAL AGREEMENT: I certify that the insurance information that I have provided is accurate, complete and current and that no other coverage or insurance exists. I understand I am financially responsible to Millennium Physicians for charges not paid under this agreement. I am responsible for all charges for services provided to me which are not covered by my Health Insurance Plan or for which I am responsible for payment under my Health Insurance Plan. Millennium Physicians will make every attempt to notify me in advance if a service is not covered. I agree to pay all applicable co-payments, deductibles, and co-insurance. I am responsible to pay all copays, deductibles, and patient responsibility at the time of service unless other arrangements have been made in advance.

ASSIGNMENT OF INSURANCE BENEFITS: I hereby assign all medical benefits, to include major medical benefits to which I am entitled. I hereby authorize and direct my insurance carrier(s), including Medicare, Medigap, Medicare Replacement, private insurance and any other health / medical plan, to issue payment check(s) directly to **Millennium Physicians Association, PLLC** for medical services rendered to myself. I understand that I am responsible for any amount not covered by insurance.

MEDICARE CERTIFICATION: I certify that the information given by me in applying for payment under Title XVIII of the Social Security Act is correct. I authorized any holder of medical or other information about me to release to the Social Security Administration, or its intermediaries or carriers, any information needed for this or a related Medicare claim. I request that payment of authorized benefits be made on my behalf. (Consent applies only when applicable.)

By signing below, I acknowledge that I have read, understand, and agree to the terms and conditions of this form and that I am authorized as the patient or the Patient's Legal Representative to sign this document.

Patient /Legal Representative Name (Print)

Patient/Legal Representative Signature

Date

For Millennium Physicians Use Only

Complete this section, if this form is not signed and dated by the patient or patient's legal representative.

I have made a good faith effort to obtain a written acknowledgement of receipt of Millennium Physicians Notice of Privacy Practices but was unable to do so for the following reason:

Patient refused to sign Patient unable to sign Other Reason (Describe): _____

Employee Name

Date



Millennium Physicians Rheumatology

PATIENT AUTHORIZATION

TO COMMUNICATE AND DISCLOSE PROTECTED HEALTH INFORMATION

In general, the HIPAA privacy rule gives individuals the right to request a restriction on use and disclosure of their protected health information (PHI). The individual is also provided the right to request confidential communication or that a communication of PHI be made by alternative means or communicated to authorized designated parties including family members.

I wish to be contacted in the following manner *(Check All That Apply)*:

Home Telephone
 Leave message with detailed information.
 Only leave message with call back details.

Cell Telephone
 Leave message with detailed information.
 Only leave message with call back details.

Work Telephone
 Leave message with detailed information.
 Only leave message with call back details.

Written Correspondence
 Mail to my home address on file.
 Mail to my work/office address:

I hereby authorize one or all of the designated parties below to request, discuss, and receive any protected health information regarding my healthcare and treatment. This PHI includes my treatment information, billing, payments, or any information in my medical records. I understand that the identity of designees must be verified before release of PHI.

Authorized Designees:

Name: _____ Relationship: _____ Telephone: (____) ____ - _____

Name: _____ Relationship: _____ Telephone: (____) ____ - _____

Name: _____ Relationship: _____ Telephone: (____) ____ - _____

Name: _____ Relationship: _____ Telephone: (____) ____ - _____

This authorization shall remain in effect from the date signed below until revoked.

You have the right to revoke this authorization in writing.

- I understand I have the right to revoke this authorization at any time and that I have the right to inspect or copy the protected health information to be disclosed.*
- I understand information disclosed to any above designees is no longer protected by federal or state law and may be subject to redisclosure by the above designee.*

Patient/Legal Representative Print Name

Patient/Legal Representative Signature

Date

REVOKE/CANCEL THIS AUTHORIZATION

Patient/Legal Representative Signature

Date



Millennium Physicians Rheumatology

RHEUMATOLOGY NO SHOW AND CANCELLATION POLICY

Cancellation of an Appointment

If you are unable to make your appointment, we ask that you please call promptly to cancel as soon as possible so that we are able to meet medical needs of our community.

Once cancelled, your appointment time will then be offered to another patient who is in urgent need of treatment. If it is necessary to cancel your scheduled appointment, we require a 24-hour business hour notice in advance of the appointment time.

As an example, if your appointment is scheduled on Tuesday at 3 PM, please call prior to 3 PM on Monday. Monday appointments should be cancelled by Friday if possible. Appointments are in high demand, so it is very helpful to use every appointment time for a patient in need.

Our physicians appreciate your help to make this possible.

How to cancel your appointment

To cancel your appointment,

DR. URSANI patients please call (346) 345-2400

DR. WARRIER patients please call (936) 571-0508

DR. PEREZ-MASUELLI patients please call (281) 315- 8130

DR. WILSON patients please call (281) 315- 8130

DR. HATTI patients please call (281) 315- 8130

ANAY VALLEJO, PA-C patients please call (281) 315- 8130

ELIZABETH STAPPER, PA-C patients please call (281) 315-8130

Late Cancellations

Same day cancellations are considered as a “No Show” appointment

No Show

A “No Show” is a patient who misses an appointment without cancelling it 24 business hours in advance of the scheduled appointment. Failure to be present at the time of scheduled appointment, or to call 24 hours in advance to cancel, will be recorded in your chart as “No Show”. A fee of \$50 will be applied to your account as follows:

\$50.00 1st no-show

\$75.00 Subsequent occurrences

These fees cover the administrative tasks associated with your appointment, which still incur even when you have not seen the doctor. Payment in full of this fee is required before scheduling any further appointments. A patient with a third no show in a 12-month period will be considered for discharge from the practice.

Patient Signature: _____ Date: _____



Millennium Physicians Rheumatology

PATIENT AUTHORIZATION FOR RELEASE OF MEDICAL INFORMATION

Patient Name: _____ Date of Birth: _____

Address: _____ Telephone: (____) ____ - ____

I hereby authorize:

Name of Provider/Hospital/Physician Provider/Hospital/Physician Address Telephone Number

To release the following information from my health record covering the period of From _____
to _____, if I do not specify a period I am authorizing the release of records for entire duration of care with the
provider. *(check all that apply below)*

Complete Medical Record (includes information regarding insurance, demographic, referral documents, and medical
Records). ***If this box is checked, do not check any additional boxes.***

- | | | |
|--|--|---|
| <input type="checkbox"/> Progress/Office Visit Notes | <input type="checkbox"/> Radiology/Imaging Reports | <input type="checkbox"/> Chemotherapy/Radiation Records |
| <input type="checkbox"/> Lab Reports | <input type="checkbox"/> Pathology Reports | <input type="checkbox"/> Billing/Payment Records |

Information is to be released to:

Millennium Physicians - Rheumatology

Address: _____

Telephone: _____ Fax : _____

The information is being released for the following purposes:

- | | | | |
|---|-------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Continued Care/Treatment | <input type="checkbox"/> Disability | <input type="checkbox"/> Attorney/Litigation | <input type="checkbox"/> Other _____ |
|---|-------------------------------------|--|--------------------------------------|

I understand that this authorization will remain in effect until I revoke it in writing.

I understand that according to applicable state and or/federal laws (Texas Medical Practice Act or Health Insurance
Portability and Accountability Act), a re-disclosure could be made of records received from another physician or other
health care provider involved in my care or treatment

Patient/Legal Representative Print Name

Patient/Legal Representative Signature

Date

REVOKE/CANCEL THIS AUTHORIZATION

Patient/Legal Representative Signature

Date