



## HISTORY AND INTAKE FORM

**Past Medical History:** (please check all that apply)

<b>NONE</b>
Anxiety
Asthma
Bone Marrow Transplantation

Depression
Diabetes
GERD
Hearing Loss

Hepatitis
Leukemia
Radiation Treatment
Seizures

Other: \_\_\_\_\_

**Past Surgical History:** (please check all that apply)

<b>NONE</b>
Ear Tubes
Hernia

Skin Biopsy
Skin Surgery
Tonsils

Tonsils and Adenoids

Other: \_\_\_\_\_

**Skin Disease History:** (please check all that apply)

<b>NONE</b>
Acne
Blistering Sunburns

Dry Skin
Eczema
Hay Fever/Allergies

Poison Ivy
Precancerous Moles
Psoriasis

Other: \_\_\_\_\_

Do you wear Sunscreen?	Yes	No
If yes, what SPF? _____		
Do you tan in a tanning salon?	Yes	No

Do you have a family history of Melanoma skin cancer?	Yes	No
If yes, which relative(s)? _____		

**Medications:** (Please list all current medications or attach a current medication list)

Name	Strength	How many?	How often?
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

**FOR OFFICE USE ONLY:** Medications reviewed by \_\_\_\_\_

**Patient Last Name, First Name:**

**DOB:**

**Allergies:** (please list all allergies)

1. \_\_\_\_\_

4. \_\_\_\_\_

2. \_\_\_\_\_

5. \_\_\_\_\_

3. \_\_\_\_\_

6. \_\_\_\_\_

**Tobacco Use:** (tobacco in all its forms, including vaping and smokeless tobacco)

<input type="checkbox"/>	Never Used Tobacco
<input type="checkbox"/>	Quit: Former Tobacco User
<input type="checkbox"/>	Uses Tobacco Less Than Daily
<input type="checkbox"/>	Uses Tobacco Daily

**Flu Vaccination:**

Date of most recent influenza immunization: \_\_\_\_\_

**Family History:** (please select all that apply)

	Mother	Father	Sister(s)	Brother(s)	Grand-mother	Grand-father			
Autoimmune disorder									
Malignant melanoma									
Malignant neoplasm (Basal or Squamous Cell)									
Skin disease									
Other:									

**Alerts:** Do you have any of the following? (please check yes or no)

Alert	Yes	No
Allergy to latex		
Allergy to adhesive		
Allergy to lidocaine		
Allergy to topical antibiotic ointments		
Artificial or damaged heart valve		
Artificial joints within past two years		
Blood thinners		
MRSA		
Pacemaker		
Premedication prior to procedures		
Rapid heart beat with epinephrine		
Pregnancy or planning a pregnancy		

Patient Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Date: \_\_\_\_\_

**INSURANCE INFORMATION** (If you are “SELF PAY” check here and skip this section)

Primary Insurance		Secondary Insurance	
Policy or ID Number		Policy or ID Number	
Subscriber's Name	Relationship to Patient	Subscriber's Name	Relationship to Patient
Subscriber's Social Security #	Subscriber's Date of Birth	Subscriber's Social Security #	Subscriber's Date of Birth
Subscriber's Employer		Subscriber's Employer	

**FINANCIAL POLICY** (Please Read Carefully)

Ada West Dermatology is committed to providing quality medical services at reasonable cost. In order to ensure effective communication between you and our practice, we have adopted the following financial policy. If you have any questions concerning this policy, please discuss them with our billing department.

Patients *with insurance coverage* are ultimately responsible to understand the specifics of their individual insurance policies. The patient retains ultimate responsibility for financial charges. Please contact your insurance company at the phone number provided on the back of your insurance card for your policy details.

Patients *without insurance coverage* are ultimately responsible for financial charges. We request payment of services prior to visit/procedure.

We may provide services in our facility, such as blood work or pathology that is sent to outside sources. If your insurance requires specific providers of service to be used, or if you have any questions regarding the cost of service, please notify a staff member before services are rendered.

We request payment of co-payment, deductibles and co-insurances at time of visit and/or procedure upon check-out. If this is not possible please discuss with our billing department before services are rendered. If you are unable to make your payment at check-in, you may be asked to reschedule your appointment.

I understand and agree that I am responsible for payment of all charges including those not paid by my insurance in a reasonable time. Small balance credits of less than \$1.00 will be written off of my account. Unpaid balances over 30 days will accrue 1.5% interest monthly.

Please have a current copy of your insurance card. If proof of insurance is not provided, you will be expected to make payment in full.

If there are any questions or concerns of cost of services, please ask to speak with a member of our billing department. If you are unable to make your payment at check-in, you may be asked to reschedule your appointment.

We are disclosing this policy to you now to avoid a misunderstanding in the future.

We are very sensitive to your individual financial constraints. If necessary, we encourage patients to contact our billing department to arrange an acceptable payment schedule.

PLEASE NOTE: An outstanding balance of 90 days will be sent to to an outside agency for collections.

**\*\*I have read and understand this policy and my questions have been answered to my satisfaction.\*\***

Patient/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# *Ada West* **DERMATOLOGY**

*Diseases of the Skin, Hair, Nails, & Skin Cancer Treatment*

## **CONSENT TO TREAT UNACCOMPANIED MINOR (Optional)**

I, \_\_\_\_\_, as the parent/legal guardian  
Print Full Name of Parent or Legal Guardian

of \_\_\_\_\_, with a birth date of  
Print Full Name of Minor Patient

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_, hereby grant Ada West Dermatology and its medical personnel permission to treat the minor listed above in my absence.\*

**\*I understand that as the patient's parent/legal guardian, I must accompany them to their first visit, as well as to any additional visits where the minor listed above presents with a new medical concern.**

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date