



***Patient Information***

Name \_\_\_\_\_ Patient date of birth \_\_\_ / \_\_\_ / \_\_\_  
Previous name(s) \_\_\_\_\_  
Home address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_  
Cellular Phone \_\_\_\_\_ Okay leave message? Yes No  
Home phone \_\_\_\_\_ Okay leave message? Yes No  
Work Phone \_\_\_\_\_ Okay to leave message? Yes No  
E-mail address (optional) \_\_\_\_\_ Gender \_\_\_\_\_  
Employer \_\_\_\_\_ Occupation \_\_\_\_\_  
Relationship Status (please circle): single married widowed divorced separated partnered

***Primary Insurance***

Primary Insurance Company \_\_\_\_\_ Phone \_\_\_\_\_  
Ins Claims Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Policy/Member ID \_\_\_\_\_ Group/Account # \_\_\_\_\_

**Policy Holder Information:** (if the patient is not the employee/policy holder)

Last name \_\_\_\_\_ First name \_\_\_\_\_ Initial \_\_\_\_\_ Date of Birth \_\_\_ / \_\_\_ / \_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Relationship \_\_\_\_\_ Employer \_\_\_\_\_

***Secondary Insurance***

Secondary Insurance Company \_\_\_\_\_ Phone \_\_\_\_\_  
Ins Claims Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Policy/Member ID \_\_\_\_\_ Group/Account # \_\_\_\_\_

**Policy Holder Information:** (if the patient is not the employee/policy holder)

Last name \_\_\_\_\_ First name \_\_\_\_\_ Initial \_\_\_\_\_ Date of Birth \_\_\_ / \_\_\_ / \_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Relationship \_\_\_\_\_ Employer \_\_\_\_\_

***Responsible Party (Where should the patient's portion of the bill be sent, (if not to the patient?))***

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_

***Assignment and Release***

I, the undersigned, certify that I (or my dependent) have insurance coverage as noted above and assign directly to the healthcare provider listed at the top of this form all insurance benefits, if any, otherwise payable to me for services rendered. I understand that I am financially responsible for all charges whether or not paid by insurance. I hereby authorize the healthcare provider to release all information necessary secure the payment of benefits and to mail patient statements. I authorize the use of this signature on all insurance submissions.

\_\_\_\_\_  
Responsible Party Signature Relationship Date