

Medical Oncology and Hematology

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**Welcome to Oncology San Antonio.** We pride ourselves on offering comprehensive, individualized medical care for patients with cancer and with blood disorders. We also are one of the few groups in San Antonio providing integrative oncology and a comprehensive breast program.

We welcome patients referred by their medical care provider or patients who refer themselves and it is an honor and privilege to have been selected to work with you.

We will create a plan of care that is individualized to your needs. We will go to great lengths to help you understand your condition and the available clinical research so that you can make an informed decision regarding your treatment plan.

Our goal is to make your experience as pleasant, relaxing, and informative as possible. Please complete the enclosed New Patient Packet, and return it to us during your first visit. You will also need the following documents to ensure your registration goes smoothly:

- Drivers license or official photo ID
- Current insurance card
- List of current medications, to include all prescribed medications, recreational medications, vitamins, and supplements
- List of all providers and specialists who provide care to you
- Completed new patient packet (enclosed)
- Previous medical records (if requested)

Please remember that your appointment time is valuable. If you are unable to make your appointment, please let us know at least 24 hours ahead of time so that we may schedule someone else that needs care.

Please plan to arrive 30 minutes prior to your appointment time to complete your registration and meet our front office team.

Should you have any questions, please do not hesitate to call 210.757.0301. We look forward to meeting you.

Rebecca Tepe New Patient Coordinator Oncology San Antonio Cancer Care Network



**Oncology San Antonio Cancer Care Network Locations** 

www.**oncologysa**.com



### Consent for EMR (Electronic Medical Record) Photography

Oncology San Antonio uses Electronic Medical Records (EMR) to maintain your health care information. The beneficial capabilities of the EMR allow us to use a digital photo to visually identify our patient while reviewing a chart. Oncology San Antonio will only use your picture for identification purposes. Your picture will not be included with any medical record releases or shown to anyone other than Oncology San Antonio staff for identification purposes. Oncology San Antonio is committed to maintaining the privacy and confidentiality of your health information, as defined in our Notice of Privacy Practices that complies with HIPPA.

You may, at any time, withdraw this consent with a written notice. PLEASE CHECK ONE: ☐ YES. I agree to have my photo taken. I, \_\_\_\_\_\_, understand that by checking this box and signing this form, I am giving Oncology San Antonio permission to take a photo of me to use solely for identification purposes in the EMR. I understand the terms of the usage of my photo.  $\square$  NO. I wish not to have my photo taken and used for EMR identification purposes. Signature of Patient: \_\_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Consent for Email and/or Text Message Communication Oncology San Antonio may be contacting you via email, text messaging and/or our patient portal to remind you of upcoming appointments, to obtain feedback, and to provide you with lab results. With your signature below, you consent to receiving appointment reminders and other healthcare communications/information at that email address and/or mobile device from *Oncology San Antonio*. \_\_\_\_\_ (Patient initials) I consent to receive text messages from Oncology San Antonio at my mobile phone and any number forwarded or transferred to that number. The cell phone number that I authorize to receive text messages for appointment reminders is \_\_\_\_ \_ (Patient initials) I consent to receive emails from *Oncology San Antonio* to receive communications about lab results, testimonial requests and general health reminders/information. The email that I authorize to receive email messages at is Signature of Patient: \_\_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_



### Patient's Bill of Rights

You have the right to considerate and respectful care.

You have the right to the most appropriate medical treatment available regardless of sex, race, religion, color, or national origin.

You have the right to obtain from your provider complete, current information concerning your diagnosis, treatment and possible outcome in understandable terms. When it is not medically advisable to give such information to you, the information will be made available to an appropriate person on your behalf.

**You have the right** to discuss with your provider any treatment, procedure, or operation planned for you so that you may understand the purpose, probable results, alternatives and risks involved before giving permission.

**You have the right** to refuse treatment to the extent permitted by law and government regulations, and to be informed of the consequences of your refusal.

You have the right to leave the office and facility, against your provider's advice, to the extent permitted by law and government regulations. If you leave the office or facility against your provider's advice, neither the facility, neither your provider, nor the United States Government will be responsible for any harm that this action might cause you or others.

**You have the right** to privacy concerning your medical care program in accordance with the law and regulations.

**You have the right** to a reasonable response to your request for service.

You have the right to obtain information as to any relationship of your facility to other health care and educational institutions in so far as your care is concerned. You have the right to obtain the name, position, and professional relationships of all individuals who are treating you.

You have the right to see another provider.

**You have the right** to be advised if the facility proposes to engage in or perform research associated with your care or treatment. You have the right to refuse to participate in such research projects.

You have the right to know which facility rules and regulations apply to your conduct as a patient.

If you have any questions or concerns regarding this form, please call 210.757.0301 or e-mail newpatient@oncologysa.com.



### Patient's Responsibilities

The Statement of Patient's Responsibilities, designed as a companion to the Patient's Bill of Rights, encourages patients to participate in their own health care and treatment. *Oncology San Antonio* believes that a mutual understanding of the Patient's Bill of Rights and Responsibilities will result in more effective delivery of health care services. To the extent possible, *Oncology San Antonio* requests that patients:

- Provide accurate and complete information about your past illnesses, hospitalizations, medications and other matters relating to your health, and answer any questions concerning these matters.
- Participate in your health care planning by talking openly and honestly about your concerns with your provider and other health care professionals.
- Understand your diagnosis and treatment to your satisfaction and ask questions if you do not understand your treatment plan.
- Cooperate with your provider and other health care professionals in carrying out your treatment plan.
- Participate and cooperate with our health care professionals in creating a discharge plan, which meets your medical and social needs.
- Inform *Oncology San Antonio* or any of its professionals of the existence of any advance directive (including health care proxy, power of attorney, DNR, living will) you may have created.
- Provide information relating to insurance and other sources of payment.
- Cooperate and abide by *Oncology San Antonio* rules, regulations and policies.
- We also ask that you be considerate of your fellow patients, respecting their need for privacy and a quiet environment, as we expect them to do for you as well.

If you have any questions or concerns regarding this form, please call 210.757.0301 or e-mail <a href="mailto:newpatient@oncologysa.com">newpatient@oncologysa.com</a>.

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### **Assignment of Benefits**

ASSIGNMENT OF BENEFITS, ASSIGNMENT OF RIGHTS TO PURSUE ERISA AND OTHER LEGAL AND ADMINISTRATIVE CLAIMS ASSOCIATED WITH MY HEALTH INSURANCE AND/OR HEALTH BENEFIT PLAN (INCLUDING BREACH OF FIDUCIARY DUTY) AND DESIGNATION OF AUTHORIZED REPRESENTATIVE

I hereby assign and convey directly to *Oncology San Antonio*, as my designated authorized representative, all medical benefits and/or insurance reimbursement, if any, otherwise payable to me for services, treatments, therapies, and/or medications rendered or provided by *Oncology San Antonio*, regardless of its managed care network participation status.

I understand that I am financially responsible for all charges regardless of any applicable insurance or benefit payments.

I hereby authorize *Oncology San Antonio* to release all medical information necessary to process my claims. Further, I hereby authorize my plan administrator fiduciary, insurer, and/or attorney to release to *Oncology San Antonio* any and all plan documents, summary benefit description, insurance policy, and/or settlement information upon written request from *Oncology San Antonio* or its attorneys in order to claim such medical benefits.

In addition to the assignment of the medical benefits and/or insurance reimbursement above, I also assign and/or convey to *Oncology San Antonio* any legal or administrative claim or chose an action arising under any group health plan, employee benefits plan, health insurance or tortfeasor insurance concerning medical expenses incurred as a result of the medical services, treatments, therapies, and/or medications I receive from *Oncology San Antonio* (including any right to pursue those legal or administrative claims or chose an action). This constitutes an express and knowing assignment of ERISA breach or fiduciary duty claims and other legal and/or administrative claims.

I intend by this assignment and designation of authorized representative to convey to *Oncology San Antonio* all of my rights to claim (or place a lien on) the medical benefits related to the services, treatments, therapies, and/or mediations provided by *Oncology San Antonio*, including rights to any settlement, insurance or applicable legal or administrative remedies (including damages arising from ERISA breach of fiduciary duty claims).

The assignee and/or designated representative (*Oncology San Antonio*) is given the right by me to (1) obtain information regarding the claim to the same extent as me; (2) submit evidence; (3) make statements about facts or law; (4) make any request including providing or receiving notice of appeal proceedings; (5) participate in any administrative and judicial actions and pursue claims or chose in action or right against any liable party, insurance company, employee benefit plan, health care benefit plan, or plan administrator.

Oncology San Antonio and my designated authorized representative may bring suit against any such health care benefit plan, employee benefit plan, plan administrator or insurance company in my name with derivative standing at provider's expense.

Unless revoked, this assignment is valid for all administrative and judicial reviews under PPACA (health care reform legislation), ERISA, Medicare and applicable federal and state laws. A photocopy of this assignment is to be considered valid, the same as if it were the original.

I HAVE READ AND FULLY UNDERSTAND THIS AGREEMENT.



### **Authorization to Release Medical Records**

I,			(patient's	full name),	authoriz	e Oncology S	San Antonio to
	se confidential health i					6,7	
1.	Full Name:						
1. Relat	ionship to Patient			DOB:	/		
Phon	ionship to Patient: e Number: ()		Email (Optional): _		/	/	
2.	Full Name:						
Relat	ionship to Patient:			DOB:	/	/	
Phon	Full Name: ionship to Patient: e Number: ()	<del></del> -	Email (Optional): _				
3.	Full Name:						
Relat	ionship to Patient:			_DOB:	/	/	
Phon	Full Name:ionship to Patient: ie Number: ()		Email (Optional): _				
4.	Full Name:						
 Relat	ionship to Patient:			DOB:	/	/	
Phon	ionship to Patient: e Number: ()	_	Email (Optional):				
by th (HIP	se of your medical info e recipient and therefo PA) or other federal or	ore is no longer pro c state laws. This a	otected by the Healt	h Insurance	e Portabil	ity and Acco	ountability Act
Spec1	al Notes or Requests by	patient: 					
Full 1	Legal Name of Patient	(Please Print):	Patient Date o	f Birth:	Patie	ent SSN:	
			//		_		
Signa	ature of Patient or Gu	ardian:			Date:		
						/ /	



### **Medical Records Release Authorization**

Patient name:	Date of Birth: / /			
Address:				
Phone Number: ()	Treatment dates from: / /	to / /		
I authorize: (enter your current provider's in	nformation)			
Provider name:				
Address:				
Phone Number: ()	_			
Fax Number: ()				
To release copies of my medical records to:	(select provider)			
☐ Basel Dabas, MD	☐ Zulfi Jaffar, MD	☐ Navneet Mittal, MD		
☐ Jayasree Rao, MD	☐ Syed Raza, MD	☐ Kimberly Stewart, DO		
☐ Angelia Berkowitz, DNP, APRN, FNP, A	•	,		
☐ Rachel Balli, MSN, APRN, ACNP-BC	☐ Reylin Segura, MSN, APRN, FN	P-BC		
I understand that this information shall be a understand that this authorization may be office. A photocopy of this authorization sh medical records have been released, the me the released copies.	e revoked at any time by giving oral or all constitute a valid authorization. I u	written notice to the medica inderstand that once my		
I hereby release <i>Oncology San Antonio</i> from release of records. Should my case require r involved in my care to make a final determination submitted to the agency or medical profession.	eview by a governing agency or anoth nation, it is with my consent that a co	er medical profession activel		
Signature of Patient or Guardian:	Date	e: / /		



# **Patient Demographic Form**

Patient Data:				
<b>Title:</b> (Check one) ☐Mr. ☐Mrs.	.  Ms.  Miss Dr.			
First Name:	Middle Initial: Las	st Name:		
Nickname:	Date of Birth:	//_	Sex	: □Male □Female
City:	State:	Zi	p Code: _	
Home Phone: ()	Work Phone:	() _		
Cell Phone: ()	Email:			
Social Security Number:	Mar	ital Status:	Single	☐Married ☐Other
<b>Employment Status:</b> □ Employe	ed □Student □Retired □Other (ch	neck one)		
Race: Native American/Ameri	can Indian 🗌 Asian 🔲 Black/Africa	n American	Pacific	c Islander  White
<b>Ethnicity:</b> ☐ Hispanic/Latino ☐	]Not Hispanic/Latino □Unknown	☐Do not w	ant to dis	close
Referring Provider Info:				
Referring Provider:	P	hone: (	)	
Primary Care Provider:				
	P			
	P			
_				
Pharmacy Info:				
Pharmacy Name:	P	'hone: (	)	
	State:			
<b>Emergency Contact:</b>				
Name:	Р	hone: (	)	
Relationship:				
Name:		hone: (	)	
Relationship:				



# **Billing Information**

Insurance Information:						
Primary Insurance:						
Policy Number:		oer:				
Policy Holder:	SSN:	DOB: / /				
(Name as it appears on the card)		(Policy Holder)				
Employer Associated with Policy:		•				
Secondary Insurance:						
Policy Number:	Group Numb	oer:				
Policy Holder:						
(Name as it appears on the card)	_	•				
Employer Associated with Policy:						
Additional Insurance:						
Policy Number:						
Policy Holder:						
(Name as it appears on the card)	-					
Employer Associated with Policy:						
1. Are you currently staying in a Skilled N	Jursing Facility (SNF) or co	nvalescent home?				
Check One: YES NO If YES:						
Facility Name:	Phone: (_					
2. Are you currently on hospice?						
Check One: YES NO If YES:						
What is your diagnosis?						
3. Do you have a home health provider?						
Check One: YES NO If YES:						
	Dhama: (					
Provider Name:	Pnone: ()					
Full Legal Name of Patient (Please Print):						
	_					
Signature of Patient or Guardian:		Date:				
- 6		1 1				



# **History and Physical**

Date: / /		_ Refe	rring Provider:	Age:
nsurance:				
Diagnosis:			Date of d	iagnosis: / /
History of present illn	ess: (to	be fill	ed out by staff)	
•	ist:		your care? Please write in the n	
Have you had any s		-rays c	or other tests related to your dia	
Test	Yes	No	Performed where?	Date
CT Scan				
MRI Scan				
Bone Scan				
Ultrasound				
Pet Scan				
BMD				
C-Scope				
Biopsy				
EGD				
Other				
Current Type of Tro	eatmen	ıt?		
Test	Yes	No	What hospital?	Date
Surgery				
Radiation				
Drug TX/Chemo				
Hormone Therapy				



# **History and Physical (continued)**

#### **Female History:**

	Do you have regular mammograms?				
Check	One: YES NO If YES:				
Where	2?	_ Last Exam: _	/_	/	_
2.	Do you have regular PAP tests?				
Check	One: YES NO If YES:				
Where	?	_ Last Exam: _	/_	/	-
3.	Do you examine your own breasts?				
Check	Cone: YES NO	Last Exam: _	/_	/	
4.	Age that you started menstruation?		_ Age: _		
5.	Have <u>you</u> had <u>a hysterectomy?</u>				
	One: YES NO If YES:				
Were y	your ovaries removed? <b>Check One:</b> YES NO				
6.	Age at menopause?  Date of last menstrual period:		_ Age: _		
7.	Date of last menstrual period:		_ Date:	://	
8.	Have you ever used oral contraceptives?				
Check	COne: ☐YES ☐ NO If YES: How long?	Years			
9.	Do/did you use hormone replacement therapy?				
Check	One: YES NO If YES: How long?	Years			
10.	Total # of pregnancies:Total # of live births: _	Tota	ıl # of n	niscarriages:	
11.	Did you breastfeed?			· ·	
Check	COne: YES NO If YES: How long?	Months			
Male I	History:				
1.	Do you have regular prostate exams?				
Check	One: YES NO If YES:				
	?	_ Last Exam: _	/_	/	_
2.	Do you have regular PSA tests?				
Check	One: YES NO If YES:				
Where	?	_ Last Exam: _	/_	/	_
3.	Do you examine your own testicles?				
Check	One: TYES TNO	Last Exam:	/	/	



# **History and Physical (continued)**

Past Medical History: Have you had any other cancers i Check One: YES NO If	n the past? YES, list below:	
Date Diagnosed	Treatment Received	Type of Cancer
		///
What type?	YES:	
Past Medical History:	ith any of the following medical cond  COPD Asthma Stroke High cholesterol Stomach Ulcer GERD (Reflux) Pulmonary Embolism	
Past Surgical History:  Have you had any other procedu  Open heart surgery  Cardiac stent  Thyroid  Parathyroid  Lung  Hiatal hernia/reflux  Ulcer  Stomach resection  Other(s)	res or operations?  Colon resection Gallbladder Removal Appendectomy Splenectomy Hernia Hysterectomy C-section Mastectomy	Breast surgery Prostatectomy Removal of kidney Organ transplant (Type): Joint replacement (Type):



# **History and Physical (continued)**

#### **Family History:**

Do/did	you have an	y family	members	who are	/were diagnosed	d with cance	er or a l	blood	disease?

	FAMILY MEMBER (please specify)	TYPE OF CA	ANCER/BLOOD DISEASE	AGE AT DIAGNOSIS
Soci	al History:			
1.	·	on?	Ret	ired □YES □NO
2.	With whom do you live?		Liv	
3.		S □NO Ages:		
4.	Have you ever smoked?			
	<b>Check One:</b> □YES □NO	If <b>YES</b> : # packs	per day for # years	
	If y	ou used to smoke, w	hen did you stop? / / / _	
5.	Do you drink alcohol?			
			ne □ Spirits # of drinks per wee	
			nen did you stop? / /	
6.	Have you ever used recreation			
			?	
7.	Allergies: (including medica	_		
	Check One: □YES □NO	f YES: Describe alle	rgy and reaction below:	
	ALLERGY TO		REACTIO	N
	all medications that you are cur		ing over the counter medications medication list.)	, supplements and
	MEDICATION	<u> </u>	DOCACE	EDEOLIENCY
	MEDICATION		DOSAGE	FREQUENCY



# **Review of Systems**

### Please check all that apply:

GENERAL:	SKIN:	NEUROLOGICAL:
Chills	Rash	Headache
Sweats	Moles	Seizure Memory Loss
Weight Gain	Sores	Dizziness Tremors
Weight Loss (last 6 months) –	Lumps	Balance Problems
How many pounds	Healing incisions	Weakness
Fatigue		Location:
Weakness	PSYCHOSOCIAL/	Numbness
Fevers	BEHAVIORAL:	Location:
Hot Flashes	Depression	Tingling
	Anxiety	Location:
HEENT (EYES, EARS, NOSE	Sleep problems	
AND THROAT):	— 11	MEN ONLY:
Blurred Vision	BREAST:	Erectile Dysfunction
Double Vision	Breast Lump	Lump in Testicles
Loss of Hearing	Breast Pain	Penile Discharge
Nose Bleeds	Nipple Discharge	Breast Pain
Hoarseness		Testicular Pain
Ringing in Ears	WOMEN ONLY:	Swelling
Bleeding Gums	Vaginal discharge	Lump
Difficulty Swallowing	Abnormal vaginal bleeding	<u></u>
Difficulty Swallowing	Painful intercourse	PAIN:
RESPIRATORY:	I unitui intereodrise	Location:
Cough	GASTROINTESTINAL:	Location.
Shortness of breath:	Loss of Appetite	
On rest on exertion		
Home oxygen: liters/min	Vomiting Diarrhea	
Home oxygen. hers/min	<del></del>	How severe is your pain?
Sputum or phlegm	Rectal Bleeding	now severe is your pain:
Sputum or phlegm	Nausea	O. Absont (No noin)
blood in sputum or pinegin	Abdominal Pain	0: Absent (No pain) 1–2: Tolerable
CARDIOVASCULAR:	Constipation	(tolerate w/o medications)
Chest Pain	Black Stools	3–4: Bearable
	OF THE OTHER TOPY	
Irregular Heart Beat	GENITOURINARY:	(some activities restricted/
Palpitations	Urine Discoloration	prevented, requires medication)
Ankle Swelling	Blood in urine	5–6: Nearly intolerable
EMP O CRIME!	Burning urination	(sedentary, only able to watch
ENDOCRINE/	Painful urination	TV, read, etc.)
METABOLIC:	Frequent urination	7–8: Intolerable
Heat or cold intolerance	Lack of bladder control	(can't read, watch TV, use phone
Poor control diabetes		need to visit ER for pain killers)
HEMATOLOGICAL/	MUSCULOSKELETAL:	9–10: Devastating
LYMPHATIC:	Pain Swelling	(need hospitalization for pain
Easy bruising		control)
Bleeding		



### **Review of Systems (continued)**

### Please complete all that apply:

G'	YNECOLOGIC:					
1.	Age of first period:					
2.	Age of menopause:					
3.	Number of pregnancies:					
4.	Number of births:					
5.	Use of oral contraceptives? Yes or No:					
	a. How long?:					
	b. When stopped?:					
6.	Use of hormones? Yes or No:					
	a. How long?:					
	b. When stopped?:					
Ar	Lupus: Scleroderma: Rheumatoid arthritis (active): Connective tissue disorder: Multiple sclerosis: Type 1 Diabetes: Thyroid issues: Thyroid issues: Type 1 Diabetes: Type 1 Diabetes: Thyroid issues: Type 1 Diabetes: Thyroid issues: Type 1 Diabetes: Type 1 Diabetes: Thyroid issues: Type 1 Diabetes: Type 1 Diabetes: Thyroid issues: Type 1 Diabetes:					
La	st dental visit:					
	Dentist name:					
	Dentist phone number:					



# **Physical Exam**

This section will be compl	leted by the nurse or provider	r.
Activity Level	_ Mode: Ambulatory W	Wheel Chair Stretcher
		_ R T 02 Stats%
GENERAL		
HEENT		-
NECK		-
LUNGS		
CARDIAC		
BREAST		
ABDOMEN		
EXTREMITIES		
MUSCULOSKELETAL		-
GENITALS		-
NEUROLOGICAL		-
LYMPHATIC		-
ASSESSMENT		PLAN
Signature of Provider:		Date://