

#### **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 210.599.0922. We look forward to meeting you.

Johnny Diaz 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\_\_\_\_/\_\_\_\_

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#### 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 210.599.0922.



#### 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 210.714.2252.

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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.

Signature of Patient or Guardian:

Date:

\_\_\_\_/\_\_\_\_



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

<u>[,                                    </u>	(patient's	full name),	authoriz	e Oncology Sa	ın Antonio to
release confidential health information about	_			0,	
1. Full Name: Relationship to Patient:					
Relationship to Patient:		DOB:	/	/	
Phone Number: ()	Email (Optional): _				
2. Full Name:					
Relationship to Patient:		DOB:	/	/	
Phone Number: ()F	Email (Optional): _				
3. Full Name:					
Relationship to Patient:		DOB:	/	/	
Phone Number: ()F	Email (Optional): _				
4. Full Name:					
4. Full Name:Relationship to Patient:		DOB:	/	/	
Phone Number: ()E	Email (Optional): _				
Note: While every attempt will be made to prorelease of your medical information to an author the recipient and therefore is no longer pro (HIPPA) or other federal or state laws. This authors	norized person or otected by the Hea	organizatior lth Insuranc	i could b e Portab	oe the subject oility and Acco	of re-disclosure ountability Act
Special Notes or Requests by patient:					
Full Legal Name of Patient (Please Print):	Patient Date o	of Birth:	Pati	ent SSN:	
	//	<i>'</i>	_		
Signature of Patient or Guardian:			Date:		
				/ /	



### **Medical Records Release Authorization**

Patient name:	Date of Birth: /
Address:	
Phone Number: ()	_Treatment dates from: / / to / /
I authorize: (enter your current provider's	s information)
•	
Phone Number: ()	
Fax Number: ()	
To release copies of my medical records to	o:   Navneet Mittal MD
understand that this authorization may be office. A photocopy of this authorization s	e in effect for one year following the date of signature. However, I e revoked at any time by giving oral or written notice to the medical shall constitute a valid authorization. I understand that once my redical office cannot retrieve them and has no control over the use of
release of records. Should my case require	m any and all liability which may arise as a result of my authorized review by a governing agency or another medical profession actively nination, it is with my consent that a copy of these records will be sion for this review.
Signature of Patient or Guardian:	Date:
	/ /



# **Patient Demographic Form**

Patient Data:					
Title: (Check one) ☐Mr. ☐Mrs.		Last Naı	ne:		
Nickname:					
Address:					
City:					
Home Phone: ()	Work	Phone: (	)		
Cell Phone: (	Email:				
Social Security Number:		Marital S	tatus: 🔲	Single 🗌	Married ☐ Other
<b>Employment Status:</b> □ Employed □	Student Retired C	Other (check	one)		
Race: Native American/American	Indian □Asian □Blac	k/African An	nerican [	]Pacific	Islander 🗆 White
Ethnicity: Hispanic/Latino Not	Hispanic/Latino Un	known 🗆 Do	not wan	t to disclo	ose
	-				
Referring Provider Info:					
Referring Provider:		Phone	·· (		
Primary Care Provider:					
Surgeon:					
Other Specialist:					
Pharmacy Info:					
Pharmacy Name:					
Address:					
City:		_State:	Zip C	Code:	
<b>Emergency Contact:</b>					
Name:		Phone	:: ()		
Relationship:					
Name:			:: ()		
Relationship:					



# **Billing Information**

Insurance Information:		
Primary Insurance:		
Policy Number:		nber:
Policy Holder:	SSN: -	- DOB: / /
(Name as it appears on the card)		
Employer Associated with Policy:		
Secondary Insurance:		
Policy Number:	Group Nur	nber:
Policy Holder:	SSN:	DOB: / /
(Name as it appears on the card)		(Policy Holder)
Employer Associated with Policy:		
Additional Incurance		
Additional Insurance:		nhow.
Policy Number:Policy Holder:	CCN.	nber:
(Name as it appears on the card)		
Employer Associated with Policy:		
1. Are you currently staying in a Skilled N	Jursing Facility (SNF) or	convalescent home?
Check One: YES NO If YES:		
	Phone	:(
2. Are you currently on hospice?	1 Hone	
Check One: YES NO If YES:		
What is your diagnosis?		
what is your diagnosis:		
3. Do you have a home health provider?		
Check One: YES NO If YES:		
	Dhono. (	
Provider Name:	Phone: (	
Full Legal Name of Patient (Please Print):		
	_	
		_
Signature of Patient or Guardian:		Date:
		, ,



# **History and Physical**

ate://		_Refer	ring Provider:	Age:
surance:				
Diagnosis:			Date of	of diagnosis://
listory of present illn	ess: (to	be fil	ed out by staff)	
•			your care? Please write in th	he name of each provider:
Filmary care/interms Surgeon: OB/GYN:				
Other:	-			
Have you had any se Test	Yes		Performed where?	diagnosis?  Date
CT Scan				
MRI Scan				
Bone Scan				
Ultrasound				
Pet Scan				
BMD				
C-Scope				
Biopsy				
EGD				
Other				
Current Type of Tr	eatmer	nt?		
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	t <b>One:</b> ☐ YES ☐ NO If <b>YES</b> : 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	niscarria	ages:
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: _	/_	/	
	Do you have regular PSA tests?				
Check	One: YES NO If YES:				
		_ Last Exam: _	/_	/	
3.	Do you examine your own testicles?	_			_
Check	One: Typs TNO	Last Exam:	/	/	



### **History and Physical (continued)**

Past Medical History: Have you had any other cancers in the	e past?	
Check One: YES NO If YES  Date Diagnosed	5, list below:  Treatment Received	Type of Cancer
Dute Diagnosed		
Have you had radiation before?  Check One: YES NO If YES  Where? What type?		
Have you had chemotherapy before?  Check One: YES NO If YES  Where? What type?		
Do you have an Internal Electronic	Device, i.e. defibrillator, pacema	ker? YES NO
Past Medical History: Have you ever been diagnosed with a Diabetes Hypertension Congestive heart failure Atrial fibrillation Heart attack Heart disease Thyroid Dysfunction Other(s)	ny of the following medical condition COPD Asthma Stroke High cholesterol Stomach Ulcer GERD (Reflux) Pulmonary Embolism	tions?  Bleeding Tendency  DVT (blood clots)  Glaucoma  Kidney Problems  Known Genetic Defects:
Past Surgical History:  Have you had any other procedures o  Open heart surgery  Cardiac stent  Thyroid  Parathyroid  Lung  Hiatal hernia/reflux  Ulcer  Stomach resection	r 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 any family members who are/were diagnosed with cancer or a blood disease? **FAMILY MEMBER** TYPE OF CANCER/BLOOD DISEASE AGE AT (please specify) **DIAGNOSIS Social History:** 1. What is / was your occupation? \_\_\_\_\_ Retired \( \sqrt{YES} \sqrt{NO} \) 2. With whom do you live? Live alone □YES □NO Do you have children? □YES □NO Ages: \_\_\_\_\_ 3. Have you ever smoked? 4. Check One: □YES □NO If YES: #\_\_\_\_packs per day for #\_\_\_\_years If you used to smoke, when did you stop?\_\_\_\_/\_\_\_/ Do you drink alcohol? 5. **Check One:** □YES □NO If **YES:** □ Beer □ Wine □ Spirits # of drinks per week: \_\_\_\_\_ If you used to drink, when did you stop?\_\_\_\_/\_\_\_/ Have you ever used recreational drugs? (Marijuana, cocaine, etc.) 6. **Check One:** □YES □NO If **YES:** Which drugs? \_\_\_\_\_ Allergies: (including medication, food, latex, peanuts, etc.) 7. **Check One:** □YES □NO If **YES:** Describe allergy and reaction below: **ALLERGY TO** REACTION List all medications that you are currently taking, including over the counter medications, supplements and vitamins. (Skip to next question if providing separate medication list.) **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):		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	•
	Painful intercourse	PAIN:
RESPIRATORY:		Location:
Cough	<b>GASTROINTESTINAL:</b>	
Shortness of breath:	_Loss of Appetite	
On reston exertion	_Vomiting	
Home oxygen: liters/min	_Diarrhea	
	Rectal Bleeding	How severe is your pain?
Sputum or phlegm	_Nausea	
Blood in sputum or phlegm	_Abdominal Pain	0: Absent (No pain)
	Constipation	1–2: Tolerable
CARDIOVASCULAR:	_Black Stools	(tolerate w/o medications)
Chest Pain		3-4: Bearable
Irregular Heart Beat	GENITOURINARY:	(some activities restricted/
Palpitations	Urine Discoloration	prevented, requires medication)
Ankle Swelling	_Blood in urine	_5–6: Nearly intolerable
	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:

•				
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. Howlong?:			
	b. When stopped?:			
Ar	Lupus: Scleroderma: Rheumatoid arthritis (active): Connective tissue disorder: Multiple sclerosis: Type 1 Diabetes: Thyroid issues:			



# **Physical Exam**

-	oleted by the nurse or provide  Mode: Ambulatory W	heel ChairStretcher
Ht(ft. and in.) Wt.	(lb.) B/PP	_RT02 Stats%
GENERAL		
HEENT		-
NECK		-
LUNGS		
CARDIAC		
BREAST		
ABDOMEN		
EXTREMITIES		
MUSCULOSKELETAL		
GENITALS		-
NEUROLOGICAL		
LYMPHATIC		-
ASSESSMENT	- '	PLAN
Signature of Provider:		Date:/