



446 OLD NEWPORT BLVD, STE 100  
NEWPORT BEACH, CA 92663  
PH: (949) 631-4327 FAX: (949) 631-2030

16300 SAND CANYON AVE. SUITE # 704  
IRVINE, CA 92618  
PH: (949) 753- 0112 FAX: (949) 753- 9722

770 PACIFIC COAST HIGHWAY, STE 101  
SEAL BEACH, CALIFORNIA, 90740  
PH: (562) 270-4327 FAX: (562) 217-4499

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Last First MI

Single( ) Married( ) Widow( ) Divorced( ) Sex: M ( ) F ( ) SS# \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ Day Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Referring Physician or referring source: \_\_\_\_\_ Primary Physician: \_\_\_\_\_  
Emergency contact: \_\_\_\_\_; Emergency number: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Pharmacy: \_\_\_\_\_ City/Cross Street \_\_\_\_\_ Pharmacy Phone: ( ) \_\_\_\_\_  
Patient email address: \_\_\_\_\_  
Who is financially responsible for the bill? \_\_\_\_\_ Phone ( ) \_\_\_\_\_

I authorize the following person(s) to discuss my medical needs/records as it relates to my care at ENT Specialists of OC:

**AUTHORIZATION FOR TREATMENT AND ASSIGNMENT OF BENEFITS**

I hereby authorize ENT Specialists of Orange to perform such medical services, which in their medical judgment, are necessary for the welfare of the patient identified above. I hereby authorize ENT Specialists of Orange County to furnish information to insurance carriers concerning this illness and/or injury. I hereby irrevocably assign all benefits, including major medical benefits, for medical services rendered to be paid directly to the ENT Specialists of Orange in accordance with California Insurance Code, Section 10133. This assignment will remain in effect until revoked by me in writing. A photocopy of this assignment is to be considered valid as an original. I understand that I am financially responsible for all charges, whether or not paid by said insurance.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Custodian

(If Minor) \_\_\_\_\_ Date \_\_\_\_\_

**Attestation**

By initialing and dating the form below, I acknowledge that I have been given access to the ENT Specialists of Orange County's Corporate Privacy Notice (located at www.entsofoc.com)

\_\_\_\_\_  
**Signature of Pt. or Patient's Representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_ **Initial Here** to consent to receive personally identifiable mailings from us (announcements. etc.)

\_\_\_\_\_ **Initial Here** to consent to receive personally identifiable phone calls and voicemails from us (appointment reminders, follow-ups, etc.)

\_\_\_\_\_ **Initial Here** to consent to receive E-mail correspondence from us with personally identifiable information (lab results, follow-ups, notifications, reminders, advice, etc.)

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

CHIEF COMPLAINT	
<b>Reason(s) for Visit:</b>	
1. _____	
2. _____	
<b>Affected Area:</b> _____	<b>Family history of hearing loss: Yes</b> <input type="checkbox"/> <b>Who?:</b> _____ <b>No</b> <input type="checkbox"/>
<b>Pain Level 1-10 (10 being most severe):</b> _____	
<b>Height:</b> _____	<b>Weight:</b> _____
<b>Onset of symptoms:</b> _____ days _____ weeks _____ months _____ years	
<b>Duration:</b> <input type="checkbox"/> 15 mins. <input type="checkbox"/> 30 mins. <input type="checkbox"/> 1hr. <input type="checkbox"/> 2hrs. <input type="checkbox"/> Variable _____	
<b>Frequency:</b> <input type="checkbox"/> Intermittent <input type="checkbox"/> Occasional <input type="checkbox"/> Constant <input type="checkbox"/> Random	
<b>Status:</b> <input type="checkbox"/> improving <input type="checkbox"/> unchanged <input type="checkbox"/> worsening <input type="checkbox"/> resolved	
<b>Severe of Symptoms:</b> <input type="checkbox"/> mild <input type="checkbox"/> moderate <input type="checkbox"/> severe <input type="checkbox"/> incapacitating	
<b>Comments:</b> _____	

SOCIAL HISTORY	
<b>History of falling for any reason?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Smoking:</b> <input type="checkbox"/> Current <input type="checkbox"/> Former <input type="checkbox"/> Never	If yes, explain: _____

IMMUNIZATIONS	
<b>Have you received the following vaccines?</b>	
Pneumovax vaccine (PPSV23) <input type="checkbox"/> Yes <input type="checkbox"/> No	date received: _____
Pneumovax vaccine (PPSV23) <input type="checkbox"/> Yes <input type="checkbox"/> No	date received: _____
Tetanus vaccine <input type="checkbox"/> Yes <input type="checkbox"/> No	date received: _____
Flu vaccine <input type="checkbox"/> Yes <input type="checkbox"/> No	date received: _____

OBSTETRICAL HISTORY	
<b>Currently pregnant?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Currently breastfeeding?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

ALLERGIES	
<input type="checkbox"/> No Allergies	
Allergy: _____	Reaction: _____
Allergy: _____	Reaction: _____
Allergy: _____	Reaction: _____

MEDICATIONS (List any medications you are currently taking)			
Drug Name	Dosage	Frequency	Status: Chronic, Acute, Discontinued

ENT PAST MEDICAL HISTORY (Please check all that apply)				
<input type="checkbox"/> Allergies	<input type="checkbox"/> Congestive Heart Failure	<input type="checkbox"/> Grave's disease	<input type="checkbox"/> irregular heart rate	<input type="checkbox"/> Sleep Apnea
<input type="checkbox"/> Anemia	<input type="checkbox"/> COPD	<input type="checkbox"/> Headaches	<input type="checkbox"/> Kidney disorder	<input type="checkbox"/> Speech disorder
<input type="checkbox"/> Anxiety	<input type="checkbox"/> Coronary artery disease	<input type="checkbox"/> High Cholesterol	<input type="checkbox"/> Migraines	<input type="checkbox"/> Stomach ulcer
<input type="checkbox"/> Arthritis	<input type="checkbox"/> Depression	<input type="checkbox"/> Hypertension	<input type="checkbox"/> Multinodular goiter	<input type="checkbox"/> Stroke
<input type="checkbox"/> Asthma	<input type="checkbox"/> Diabetes	<input type="checkbox"/> Hyperthyroidism	<input type="checkbox"/> Otosclerosis	<input type="checkbox"/> Tinnitus
<input type="checkbox"/> Bleeding disorder	<input type="checkbox"/> Emphysema	<input type="checkbox"/> Hypothyroidism	<input type="checkbox"/> Seizure disorder	<input type="checkbox"/> Vertigo
<input type="checkbox"/> Cancer	<input type="checkbox"/> GERD	<input type="checkbox"/> Intestinal disorder	<input type="checkbox"/> Sinus Dx	<b>Other:</b> _____

SURGICAL HISTORY					
Please check all that apply.	Date		Date		Date
<input type="checkbox"/> Angioplasty	_____	<input type="checkbox"/> Colectomy	_____	<input type="checkbox"/> Pacemaker	_____
<input type="checkbox"/> Angioplasty w/ stent	_____	<input type="checkbox"/> Colostomy	_____	<input type="checkbox"/> Septoplasty	_____
<input type="checkbox"/> Appendectomy	_____	<input type="checkbox"/> Ear Surgery	_____	<input type="checkbox"/> Sinus Surgery	_____
<input type="checkbox"/> Arthroscopy knee	_____	<input type="checkbox"/> Gastric bypass	_____	<input type="checkbox"/> Thyroidectomy	_____
<input type="checkbox"/> Back surgery	_____	<input type="checkbox"/> Hernia repair	_____	<input type="checkbox"/> Tonsillectomy	_____
<input type="checkbox"/> Carpal tunnel release	_____	<input type="checkbox"/> Hip replacement	_____	<input type="checkbox"/> Throat Surgery	_____
<input type="checkbox"/> Cataract extraction	_____	<input type="checkbox"/> Lasik	_____	<b>Other:</b> _____	_____

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

<b>ENT REVIEW OF SYSTEMS</b> (Check only the ones you now have or have had recently)		
<p style="text-align: center;"><b><u>Constitutional</u></b></p> <p><input type="checkbox"/> chills                      <input type="checkbox"/> night sweats  <input type="checkbox"/> fatigue                      <input type="checkbox"/> weight gain  <input type="checkbox"/> fever                         <input type="checkbox"/> weight loss</p> <p><input type="checkbox"/> other: _____</p>	<p style="text-align: center;"><b><u>Cardiovascular</u></b></p> <p><input type="checkbox"/> chest pain                      <input type="checkbox"/> heart murmur  <input type="checkbox"/> palpitations</p> <p><input type="checkbox"/> other: _____</p>	<p style="text-align: center;"><b><u>Metabolic/Endocrine</u></b></p> <p><input type="checkbox"/> Cold intolerance  <input type="checkbox"/> heat intolerance  <input type="checkbox"/> increased thirst</p> <p><input type="checkbox"/> other: _____</p>
<p style="text-align: center;"><b><u>HEENT</u></b></p> <p><input type="checkbox"/> blurred vision                <input type="checkbox"/> hoarseness  <input type="checkbox"/> choking on liquids            <input type="checkbox"/> mouth ulcers  <input type="checkbox"/> choking on solids            <input type="checkbox"/> ear pain  <input type="checkbox"/> double vision                 <input type="checkbox"/> sore throat  <input type="checkbox"/> dizziness                      <input type="checkbox"/> ringing in ears  <input type="checkbox"/> drooling                        <input type="checkbox"/> vertigo  <input type="checkbox"/> difficulty swallowing       <input type="checkbox"/> visual changes  <input type="checkbox"/> ear drainage                 <input type="checkbox"/> hearing loss</p> <p><input type="checkbox"/> other: _____</p>	<p style="text-align: center;"><b><u>Gastrointestinal</u></b></p> <p><input type="checkbox"/> abdominal pain  <input type="checkbox"/> constipation  <input type="checkbox"/> diarrhea  <input type="checkbox"/> heartburn  <input type="checkbox"/> vomiting</p> <p><input type="checkbox"/> other: _____</p>	<p style="text-align: center;"><b><u>Neurological</u></b></p> <p><input type="checkbox"/> difficulty falling asleep            <input type="checkbox"/> syncope  <input type="checkbox"/> difficulty staying asleep            <input type="checkbox"/> tingling  <input type="checkbox"/> excessive daytime sleepiness      <input type="checkbox"/> tremor  <input type="checkbox"/> non-restorative sleep                <input type="checkbox"/> weakness  <input type="checkbox"/> numbness in extremities</p> <p><input type="checkbox"/> other: _____</p>
<p style="text-align: center;"><b><u>Respiratory</u></b></p> <p><input type="checkbox"/> apnea during sleep            <input type="checkbox"/> snoring  <input type="checkbox"/> shortness of breath            <input type="checkbox"/> wheezing</p> <p><input type="checkbox"/> other: _____</p>	<p style="text-align: center;"><b><u>Genitourinary</u></b></p> <p><input type="checkbox"/> change in urine                      <input type="checkbox"/> urine frequency  <input type="checkbox"/> dysuria</p> <p><input type="checkbox"/> other: _____</p>	<p style="text-align: center;"><b><u>Psychiatric</u></b></p> <p><input type="checkbox"/> anxiety                                <input type="checkbox"/> hallucinations  <input type="checkbox"/> depression</p> <p><input type="checkbox"/> other: _____</p>

# FEE AGREEMENT

ENT Specialists of Orange County ("We") commits to providing the undersigned ("You") with the best possible care and will discuss our professional fees with you upon request. Your clear understanding of our financial policy is important to our professional relationship.

You are responsible for full payment of the fees billed by us. If you have health coverage, your coverage is a contract between you and your health plan ("health plan"). We do not get involved in disputes between you and your health plan regarding deductibles, co-payments, covered charges, secondary insurance, "usual and customary" charges, "medical necessity," or any other issues. We will supply factual and medical information as necessary and as requested.

As a courtesy, we will often attempt to collect payment from your health plan, and for this purpose; you agree that any amount billed to your health plan will be assigned to us for payment.

**Because cancellations and no-shows adversely affect our ability to serve our patients appropriately, we charge \$50 for any appointments that are canceled or rescheduled with less than twenty-four hours' notice. This fee is not billable to your insurance company and you will be responsible for this payment.**

### Private Pay

If you do not have health coverage, you must make suitable arrangements prior to the appointment; otherwise, we expect payment in full at the time of service.

### **\*\*Non-Contracting Health Plan\*\***

If we are not a preferred provider for your health plan, you must pay in full at the time of service. We will courtesy bill your health plan and request that it reimburse you directly.

### Preferred Provider Organization (PPO) Coverage

If we are a preferred provider for your health plan, you will be responsible for your co-payment at the time of services. We will bill your health plan for the allowable amount, and we will bill you for the balance. While we contract with numerous PPOs and insurance companies, we do not guarantee that we are--or that we will remain--a contracting provider for your health plan. Some of our contracts may change. You should contact your health plan to verify that we are a contracting provider at the time of service.

### Point of Service (POS) Options:

If you have chosen to exercise your POS option, this may result in: 1) reduced benefits from your insurance plan; 2) a deductible or co-payment; or 3), an inability to return to your primary care provider (PCP) for referral for procedures or surgery. Once you have decided to use the POS level of benefits, your health plan will most likely process all future bills from this office at the POS level, including fees for diagnostic tests and surgery. "Retro-Authorizations" from your PCP usually cannot be accepted. You may wish to check these rules with your health insurer.

### Medicare

**We accept Medicare assignment.**

Medicare will only pay for services that it determines are "reasonable and necessary" under section 1862 (a)(1) of the Medicare law. If Medicare determines that a particular service is "not reasonable and necessary" under Medicare program standards, Medicare will deny payment for that service, even if that service might otherwise be covered. Our determination in consultation with you that a service is reasonable and necessary may not be the same as Medicare's. Medicare also does not currently reimburse the costs of hearing aids and examinations for hearing aids (including audiograms).

If your health plan denies coverage for any reason or otherwise fails to make payment in full within forty-five (45) days, you agree to pay all bills in full.

If you delay, refuse to pay, or refute your bills, we may refer the bills to a credit collection agency or an attorney, and we may report the unpaid bill to a local credit-reporting bureau.

You agree that you will pay your bills in full on time. You agree that if we reasonably need to seek the services of a collection agency or an attorney because of a dispute or non-timely payment of a bill, you will reimburse us for the reasonable costs of collection and that the prevailing party in any dispute will be entitled to reasonable attorneys' fees. You also agree that if it is necessary to bring a legal proceeding to resolve a fee dispute, such action must be brought to a court in Orange County, California.

**\*\*Please initial if we are NOT a contracted provider for your PPO\*\***

\_\_\_\_\_  
(initials)

By signing below, you acknowledge that you understand and agree to all of the above terms.

\_\_\_\_\_  
Patient Guarantor (Printed)

\_\_\_\_\_  
Patient Guarantor (Signature)



**Medical Records Release**

Authorization for Release of Medical Records to:

**ENT Specialists of Orange County**

446 Old Newport Blvd. Suite 100  
Newport Beach, CA 92663  
P: (949) 631-4327 F: (949) 631-2030

770 Pacific Coast Highway  
Seal Beach, CA 90740  
P: (562) 270-4327 F: (562) 217-4499

16300 Sand Canyon Ave. Suite # 704  
Irvine, CA 92618  
P: (949) 753- 0112 F: (949) 753- 9722

Patient Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of Pt. or Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_



**INSURANCE INFORMATION (Must be completed)**

***(Primary Insurance)***

Insurance Company \_\_\_\_\_ Subscriber \_\_\_\_\_ SS# \_\_\_\_\_

Insurance Co.  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Group# \_\_\_\_\_ Policy# \_\_\_\_\_ Phone ( \_\_\_\_ ) \_\_\_\_\_

***(Secondary Insurance)***

Insurance Company \_\_\_\_\_ Subscriber \_\_\_\_\_ SS# \_\_\_\_\_

Insurance Co.  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Group# \_\_\_\_\_ Policy# \_\_\_\_\_ Phone ( \_\_\_\_ ) \_\_\_\_\_

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**GUARANTOR/RESPONSIBLE PARTY INFORMATION**

**(FOR CARE OF MINORS)**

\*ALL MINORS –UNDER THE AGE OF 18– MUST BE ACCOMPANIED BY AN ADULT\*

Name \_\_\_\_\_

Relationship to Child \_\_\_\_\_

DOB \_\_\_\_\_

Primary Phone \_\_\_\_\_

Email (For Patient Portal) \_\_\_\_\_





### **Late Arrival Policy- Patient**

At Shohet Ear Associates Medical Group, Inc., we pride ourselves in offering you personalized care and reserve appointment times to accommodate your needs. Late arrivals, missed appointments or canceled appointments without sufficient notice, create a gap in our providers schedule. These are appointments that could have been utilized to offer care to another patient.

#### **LATE ARRIVALS:**

If a patient presents to the office 15 minutes late for a scheduled appointment, the appointment may need to be rescheduled. This is to ensure that the patients who arrive on time do not wait longer than necessary to see the provider. You may be given the option to wait for another appointment time on the same day *if one is available*.

We will try to accommodate late-comers in the best manner possible, but cannot compromise on the quality and timely care provided to our other patients.

If a patient presents to the office 20 minutes late for a scheduled appointment, the appointment will have to be rescheduled.

#### **LAST MINUTE CANCELLATIONS AND MISSED APPOINTMENTS:**

We do require a 24 hour notice on all cancellations. As a courtesy to our patients, we attempt to confirm all appointments, through text message. We do recognize that situations arise that are out of your control; however it is imperative that you contact our office immediately to notify us of your cancellation in a timely manner. Appointments canceled with less than a 24 hour notice or appointments not kept will be subject to a \$50.00 fee.

If it is your first time canceling with less than a 24 hour notice or missing an appointment with our office, there will be no charge. Any future last minute cancellations or missed appointments will be assessed a fee of \$50.00. We ask for your consideration and cooperation in scheduling your next appointment. Please understand that we are partners in your health care and we are committed to offering you appropriate care when you need it.

Patient Name: \_\_\_\_\_ Patient Sign: \_\_\_\_\_ Date: \_\_\_\_\_