



Date:	

Welcome New Patient

You have been referred by Dr/NP/PA: ______

for_____

Your rheumatology consultation visit with Dr/NP

has been scheduled on _____

Welcome to the Cabrillo Center for Rheumatic Disease specialty clinic. Please initial below that you have read and understand our check in policy. Thank you for your time and effort in your healthcare, as we cannot do our best without your help.

Check In Policy for New Patients

YOU MUST ARRIVE <u>30 MINUTES</u> PRIOR TO YOUR APPOINTMENT WITH YOUR NEW PATIENT PACKET COMPLETED. YOU WILL BE RESCHEDULED IF YOU DO NOT ARRIVE 30 MINUTES PRIOR TO YOUR NEW PATIENT APPOINTMENT AND/OR YOUR NEW PATIENT PACKET IS NOT COMPLETED. ____ (INITIAL)

<u>Check In Policy for Follow-up Appointments</u>

ARRIVE <u>15 MINUTES</u> PRIOR TO YOUR SCHEDULED FOLLOW UP APPOINTMENT TO ALLOW TIME TO UPDATE YOUR INSURANCE AND ADDRESS, PAY YOUR COPAY, AND COMPLETE VITALS. YOU WILL BE RESCHEDULED IF YOU DO NOT CHECK IN 15 MINUTES PRIOR TO YOUR FOLLOW UP APPOINTMENT. _____ (INITIAL)

Please note the following:

- > We refer patients who need pain medication to pain specialty clinics.
- We refer patients back to their primary care physician for non-rheumatic issues. If you do not have a primary care physician we will refer you to one.
- Please bring an interpreter if you are concerned that you will be unable to provide an accurate history in English. Please bring copies of results of abnormal labs or x-rays (images if possible) that caused you to be referred to us.

5030 Camino De La Siesta, Suite 106, San Diego, CA 92108
296 H Street, Suite 304, Chula Vista, CA 91910
6280 Jackson Drive, Suite B, San Diego, CA 92119



Cost of Filling Out Forms and Generating Letters:

Cabrillo Center for Rheumatic Disease charges for forms to be filled out by our office that are not pertinent to direct daily patient care paperwork (i.e. lab orders, x-ray orders, prescriptions, and medical records) as these forms create extra work that is not covered by your insurance. These forms are not considered a standard part of patient medical care. Below is an updated list of various forms not covered by insurance and their costs:

\$0	Excuse note for work, school, or jury duty (Completed on a prescription pad paper note- no letterhead)
\$20	Form requiring Signature <u>only</u>
\$25	Department of Motor Vehicle parking placard form, Family Medical Leave Act form
\$30/page	Letters requiring letterhead that are <u>not</u> disability related
\$50/page	Disability forms and disability letters (separate appt may need to be made)
\$0.50/page	Chart copies (if more than just a single lab or x-ray report or office note), but we can fax copies to any doctor at no cost.

Policy Statement

Privacy Practices: I understand that this medical office reserves the right to change the privacy practices that are described in the Notice of Privacy Practices. I may obtain a revised notice of privacy practices by requesting it in writing (either by mail or at my next appointment) and a revised copy may be sent in the mail or will be provided to me at the time of my next appointment. _____(INITIAL)

Please indicate whether you should like a copy of the Notice of Privacy Practices. _____YES ____NO

Confidentiality: Professional ethics and California state law specifies that communications to medical staff are confidential and privileged, and cannot be released or shared without the express written permission of the patient, except as noted above. However, there exist a few instances that are mandated by law to report certain information. These include, but are not limited to abuse of a minor, or if you express the intent of bringing harm to yourself or another person. In such circumstances, the provider is required to inform potential victim(s) and legal authorities. _____(INITIAL)

Cancellation: Your appointment time has been reserved exclusively for you. I agree that if I fail to cancel my appointment within at least 24 hours notice, I will be billed a \$25 cancellation fee. I understand that this fee is the patient's responsibility, as missed appointments are not covered by insurance. _____(INITIAL)

No-Show Policy: Patients are subject to a \$50 charge for missing their scheduled appointment. This fee is the patient's responsibility, as it is not covered by insurance. _____(INITIAL) If you do not show for your appointment three(3) times you may be discharged from the clinic _____(INITIAL)

Late Fee Policy: Patients that arrive ______minutes after their scheduled appointment time are not guaranteed to be seen the same day. Patients may reschedule for another day. _____(INITIAL)



Insurance: This office will submit your insurance claims to you carrier at no cost to you. However, we are not in a position to guarantee payment from your insurance company because the claim is based upon arrangements between you and the insurer. Please be aware that it is common for insurance companies to subcontract certain benefits to another company. In these instances, we may not bill your insurance company; we may be required to bill your medical group or a third party payer. I understand that it is my responsibility to know if this is true. (INITIAL)

Prior Authorization: Prior authorization may be required before your first visit. Please be aware that it is your responsibility to know if this is true for your insurance coverage(s), and to get the necessary authorization(s). (INITIAL)

Medical Records: I understand that CCRD will retain my medical records for seven years as per legal requirements. Copies of records can be transferred to other health care providers upon receipt of a valid written consent. I understand that this office requires at least 72 hours notice prior to medical records being made available to the authorized party. _____(INITIAL)

Medications: I understand that medical refills will be considered during office hours only. This is so the office can conform with California Pharmacy statutes, and to prevent the possibility of other persons from acting or posing as patients of CCRD, or obtaining medication illegally. I further understand that if I need to have a prescription refilled that I should contact my pharmacy 1-2 days prior to needing the medication or the medication may not be available to me the same day. I understand refills for any medication will not be performed unless I have been seen within the last 6 months. (INITIAL)

Agreements: I have reviewed the preceding information and I certify that this information is accurate. I further understand that I am responsible for any financial loss due to incomplete or inaccurate information provided by myself. _____(INITIAL)

I hereby authorize payment directly to this medical provider any insurance benefits that would otherwise be payable to me for services rendered. (INITIAL)

In instances where insurance does not pay any benefits, I agree to pay for those services. If payment is not received within 90 days from the date the claim was submitted, I agree that I will become responsible for the full amount for the balance on my account.____(INITIAL)

Should I break the financial arrangements as detailed above, I agree that my name may be released for collection purposes. I understand that no treatment related information will accompany this disclosure. I also agree that if any legal action is taken to enforce the provisions of this Policy Statement that the prevailing party shall be entitled to reasonable attorney's fees and costs. ____(INITIAL)

Please sign below to indicate that you have read the Policy Statement and agree to the terms as stated

Signature:_____ Date: _____

Coordination of Care:

Rheumatic diseases can affect many different body systems, which therefore can require communication between doctors of different specialties. In order to provide you with the most well-rounded care possible, your provider may request to see records/results of your visits with other providers. The following page is a form that will allow your other healthcare providers to share your health information with your provider at CCRD. This release is 100% voluntary, and can be revoked at any time.



AUTHORIZATION FOR USE OR DISCLOSURE OF HEALTH INFORMATION

<u>Name</u>: ____

Date of Birth:

<u>Recipient</u>: I authorize my health care information to be released to the following recipient(s):

Cabrillo Center for Rheumatic Disease 5030 Camino De La Siesta Ste 106 San Diego, Ca 92108 P: 619-334-4869 F: 619-334-4940

<u>Purpose</u>: I authorize the release of my health information for the following specific purpose:

Coordination of Care

<u>Information to be disclosed</u>: I authorize the release of the following health information: (check the applicable box below)

□ All of my health information that the provider has in his or her possession, including information relating to any medical history, mental or physical condition and any treatment received by me.

□ Only the following records or types of health information:

<u>Term</u>: I understand that this Authorization will remain in effect:

 \Box From the date of this Authorization until the ____/

□ As long as I am under the care of Cabrillo Center for Rheumatic Disease

<u>Refusal to sign/right to revoke</u>: I understand that signing this form is voluntary and that if I don't sign, it will not affect the commencement, continuation or quality of my treatment at Cabrillo Center of Rheumatic Disease. If I change my mind, I understand that I can revoke this authorization at any time by providing a written notice of revocation to Cabrillo Center for Rheumatic Disease. The revocation will be effective immediately upon my health care provider's receipt of my written notice, except that the revocation will not have any effect on any action taken by my health care provider in reliance on this Authorization before it received my written notice of revocation.

□ I voluntar**il**y authorize the disclosure of my health information to the recipient named above:

Signature _____

Date: _____

□ I do NOT authorize the disclosure of my health information to the recipient named above:

Signature_____Date: _____





Responsible Party Information

(Only if Responsible Party is not the Patient)

FIRST NAME	MIDDLE NAME	LAST NAME
BILLING ADDRESS	CITY	STATE/ ZIP
HOME PHONE	WORK PHONE	CELL PHONE
RELATIONSHIP TO PATIENT	SOCIAL SECURITY #	DRIVERS LICENSE #

Insurance Information

PRIMARY INSURANCE:	EFFECTIVE DATE:	
INSURANCE PHONE:	CLAIMS ADDRESS:	
CITY:	STATE:	ZIP:
SUBSCRIBER'S NAME:	SEX:	BIRTHDATE:
SUBSCRIBER'S ID#:	GROUP#:	
SUBSCRIBER'S EMPLOYER:	DEDUCTIBLE \$:	COPAYMENT \$:
RELATIONSHIP OF PATIENT TO SUBSCRIBER (circle one):	Self Spouse Child Other	IF TRICARE SPONSOR SSN# OR BENEFIT # :

SECONDARY INSURANCE:	EFFECTIVE DATE:	
INSURANCE PHONE:	URANCE PHONE: CLAIMS ADDRESS:	
CITY:	STATE:	ZIP:
SUBSCRIBER'S NAME:	SEX:	BIRTHDATE:
SUBSCRIBER'S ID#: GROUP#:		
SUBSCRIBER'S EMPLOYER:	DEDUCTIBLE \$:	COPAYMENT \$:
RELATIONSHIP OF PATIENT TO SUBSCRIBER (circle one):	Self Spouse Child Other	IF TRICARE SPONSOR SSN# OR BENEFIT # :

Patient History Form

Date of first appointment:m	/ / onth day year	Time of appointment	۲ ــــــــــــــــــــــــــــــــــــ	Birthplace:	
Name: last	first	middle in	itial maiden		Birthdate: / / month day year
Address:street			apt#	Age	Sex: □ F □ M
				Telephone:	Home: ()
city		state	zip	,	Home: <u>()</u> Work: <u>()</u>
MARITAL STATUS:	□ Never Married	Married	Divorced	Separated	☐ Widowed
Spouse/Significant Other:	Alive/Age	Deceased/Age_	Major	Illnesses:	
EDUCATION (circle highest lev	rel attended):				
Grade School 78910	11 12	College I 2 3 4	G	iraduate School _	
Occupation			Number	of hours worked/	/Average per work:
Referred here by: (check one)	🗌 Self	☐ Family	□ Friend	Doctor	Other Health Professional
Name of person making refer	ral:				
The name of the physician pro	oviding your primary medi	cal care:			
Describe briefly your present s	ymptoms:				
			Exampl	the nee	hade all the locations of your pain over t week on the body figures and hands.
Date symptoms began (approx	ximate):				
Diagnosis:				LEFT	
Previous treatment for this pr surgery and injections; medicat		ару,			
Please list the names of other ‡ problem:	practitioners you have seen f	for this			
					ent Comment – Listening to the patient – A practical guide is Rheum. 1999;42 (9): 1797-808. Used by permission.

RHEUMATOLOGIC (ARTHRITIS) HISTORY

American College of Rheumatology Empowering Rheumatology Professionals

At any time have you or a blood relative had any of the following? (check if "yes")

Yourself		Relative Name/Relationship	Yourself		Relative Name/Relationship
	Arthritis (unknown type)			Lupus or "SLE"	
	Osteoarthritis			Rheumatoid Arthritis	
	Gout			Ankylosing Spondylitis	
	Childhood Arthritis			Osteoporosis	

Other arthritis conditions:

Physician Initials:

SYSTEMS REVIEW

As you review the following list, please check any problems, which have significantly affected you:

-	Date of last eye exam:/ / Date _/ Date of last bone densitometry/ /			
Constitutional	Gastrointestinal	Integumentary (skin and/or breast)		
Recent weight gain	🗋 Nausea	Easy bruising		
amount		Redness		
Recent weight loss amount	material	🗋 Rash		
Fatigue		Hives		
Weakness	Jaundice	Sun sensitive (sun allergy)		
Fever	Increasing constipation	Tightness		
Eyes	Persistent diarrhea	Nodules/bumps		
□ Pain		🗌 Hair loss		
Redness	Black stools	Color changes of hands or feet in		
Loss of vision	🗋 Heartburn	the cold		
Double or blurred vision	Genitourinary	Neurological System		
Dryness	Difficult urination	Headaches		
Feels like something in eye	Pain or burning on urination			
□ Itching eyes	Blood in urine	Fainting		
Ears-Nose-Mouth-Throat	Cloudy, "smoky" urine	Muscle spasm		
Ringing in ears	Pus in urine	Loss of consciousness		
Loss of hearing	Discharge from penis/vagina	Sensitivity or pain of hands and/or feet		
□ Nosebleeds	Getting up at night to pass urine	Memory loss		
Loss of smell	🗋 Vaginal dryness	Night sweats		
Dryness in nose	Rash/ulcers	Psychiatric		
Runny nose	Sexual difficulties	Excessive worries		
Sore tongue	Prostate trouble	Anxiety		
Bleeding gums	For Women Only:	Easily losing temper		
Sores in mouth	Age when periods began:	Depression		
Loss of taste	Periods regular? 🔲 Yes 🗍 No	□ Agitation		
-	How many days apart?	Difficulty falling asleep		
 Dryness of mouth Frequent sore throats 	Date of last period? / /	Difficulty staying asleep		
Hoarseness	Date of last pap?/ /	Endocrine		
	Bleeding after menopause? 🗌 Yes 🔲 No	Excessive thirst		
Difficulty swallowing Cardiovascular	Number of pregnancies?	Hematologic/Lymphatic		
Chest Pain	Number of miscarriages?	Swollen glands		
 Irregular heart beat 	Musculoskeletal	Tender glands		
Sudden changes in heart beat	Morning stiffness	☐ Anemia		
High blood pressure	Lasting how long?	Bleeding tendency		
	Minutes Hours	Transfusion/when		
Heart murmurs	☐ Joint pain	Allergic/Immunologic		
Respiratory Shortness of breath	Muscle weakness	Frequent sneezing		
Difficulty breathing at night	☐ Muscle tenderness	Increased susceptibility to infection		
Swollen legs or feet	 Joint swelling 			
-	List joints affected in the last 6 mos.			
Cough Coughing of blood				
Wheezing (asthma)				

Physician Initials: _____

SOCIAL HISTORY

PAST MEDICAL HISTORY Do you now have or have you ever had: (check if "yes) Do you drink caffeinated beverages? Cancer Heart problems Asthma Cups/glasses per day?___ Goiter Leukemia Stroke Do you smoke? 🗌 Yes 🗌 No 🗌 Past – How long ago?____ Diabetes **Epilepsy** Cataracts Do you drink alcohol? 🗌 Yes 🗌 No Number per week _____ Rheumatic fever Nervous breakdown Stomach ulcers Has anyone ever told you to cut down on your drinking? Bad headaches □ Jaundice Colitis 🗌 Yes 🗌 No ☐ Kidney disease Pneumonia Psoriasis Do you use drugs for reasons that are not medical? 🗌 Yes 🗌 No HIV/AIDS High Blood Pressure 🗌 Anemia If yes, please list: _____ Tuberculosis Glaucoma **Emphysema** Other significant illness (please list) Do you exercise regularly? 🗌 Yes 🗌 No Туре_____ Natural or Alternative Therapies (chiropractic, magnets, massage, over-Amount per week _____ the-counter preparations, etc.) How many hours of sleep do you get at night?_____ Do you wake up feeling rested? ☐Yes ☐ No PREVIOUS SURGERIES Type Year Reason Ι.

3.						
4.						
5.						
6.						
7.						
Any previous fractures? No Yes Describe:						

Any other serious injuries? No CY es Describe:_____

FAMILY HISTORY

2.

	IF LIVING			IF DECEASED			
Age		Health		Age at Death		Cause	
Father							
Mother							
Number of sib	olings	Number living	Number de	ceased	_		
Number of chil	ldren	Number living	Number living Number decease		ceased List ages of each		
Health of child	ren						
Do you know a	any blood relative w	who has or had: (check and give rel	ationship)				
Cancer		Heart disease		Rheumatic fever		Tuberculosis	
🗌 Leukemia		High blood pressure		🗌 Epilepsy		Diabetes	
🗌 Stroke		Bleeding tendency		🗋 Asthma		Goiter	
Colitis		Alcoholism		Psoriasis			
Patient's Name:		Date: _			Physician Initials:	·	

Patient History Form © 2020 American College of Rheumatology

MEDICATIONS

Drug allergies:	ΠNο	☐ Yes	lf yes, please list:
0 0			

Type of reaction:_____

PRESENT MEDICATIONS (List any medications you are taking. Include such items as aspirin, vitamins, laxatives, calcium and other supplements, etc.)

Name of Drug	Dose (include	How long have you taken this medication	Please check: Helped?		
	strength & number of pills per day)	taken this medication	A Lot	Some	Not At All
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

PAST MEDICATIONS: Please review this list of "arthritis" medications. As accurately as possible, try to remember which medications you have taken, how long you were taking the medication, the results of taking the medication and list any reactions you may have had. Record your comments in the spaces provided.

Drug names/Dose	Length of	Please check: Helped?		ped?	Reactions				
	time	A Lot	Some	Not At All	Reactions				
Non-Steroidal Anti-Inflammatory Drugs (NSAIDs)									
Circle any you have taken in the past									
Flurbiprofen Diclofenac + misoprostil Aspirin (including coated aspirin) Celecoxib Sulindac									
Oxaprozin Salsalate Diflunisal Piroxicam Indomethacin Etodolac Meclofenamate									
lbuprofen Fenoprofen Naproxen Ketoprofen Tolmetin Choline magnesium trisalcylate Diclofenac									
Pain Relievers									
Acetaminophen									
Codeine									
Propoxyphene									
Other:									
Other:									
Osteoporosis Medications									
Estrogen									
Alendronate									
Etidronate									
Raloxifene									
Fluoride									
Calcitonin injection or nasal									
Risedronate									
Other:									
Gout Medications									
Probenecid									
Colchicine									
Allopurinol									
Uloric									
Krystexxa									
Other:									
Patiant's Name	Data			D	isian Initiala.				

Patient's Name:

_Physician Initials: ____

PAST MEDICATIONS Continued

Drug names/Dose	Length of	Pleas	e check: Help	ped?	Deastions				
	time	A Lot	Some	Not At All	Reactions				
Disease Modifying Antirheumatic Drugs (DMArDs)									
Certolizumab									
Golimumab									
Hydroxychloriquine									
Penicillamine									
Methotrexate									
Azathioprine									
Sulfasalazine									
Quinacrine									
Cyclophosphamide									
Cyclosporine A									
Etanercept									
Infliximab (Remicade)									
Tocilizumab									
Arava									
Humira									
Enbrel									
Cymzia									
Simponi									
Orencia									
Rituxan									
Actemra									
Kevzara									
Xeljanz									
Olumiant									
Rinvoq									
Stelara									
Tremfya									
Skyrizi									
Cosentyx									
Taltz									
Others									
Tamoxifen									
Tiludronate									
Cortisone/Prednisone									
Hyaluronan									
Herbal or Nutritional Supplements									

Please list supplements:

Have you participated in any clinical trials for new medications? $\hfill Yes \hfill No$

If yes, list:

Patient's Name:

Physician Initials:

ACTIVITIES OF DAILY LIVING

mb? 🛛 Yes 🗋 No If yes,	how many?						
ousehold?	Relationship and age of each						
housework?	Who does most of the shopping?	Who does	Who does most of the yard work?				
cle a number which best de	escribes your situation; Most of the time, I fun	nction					
2	3	4		5			
POORLY	ОК	WELL		VERY WELL			
ems, do you have difficulty: riate response for each ques	tion.)		Usually Som	ietimes No			
sp small objects? (buttons,	toothbrush, pencil, etc.)						
e seated?							
ack?							
ead?							
ain?							
			[
y members?							
nip?							
activities?							
ches, walker or wheelchair	? (circle one)						
g for you to do?							
pility?		Yes 🗌) No [כ			
lisability?		Yes) No [כ			
ly related lawsuit pending?		Yes	No 🗌	כ			
	pusehold?	housework? Who does most of the shopping? cle a number which best describes your situation; <i>Most of the time, I fur</i> 2 3 POORLY OK ems, do you have difficulty: ricte response for each question.) sp small objects? (buttons, toothbrush, pencil, etc.) e seated?	usehold?	usehold?			



Are you interested in learning about our clinical trials?

□ **Yes**, please contact me about ongoing studies

□ **No**, I am NOT interested

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