Please be advised that completing preliminary health and insurance questionnaires does not establish a physician-patient relationship with this practice. The physician you selected will review your health history and conduct an initial evaluation to determine whether the practice will accept you as a patient.

To our patients:

In order to provide you with our full time and attention when you come for an appointment, we would like to ask you to be aware of the following guidelines.

**Prescription Refills:**
- We are implementing a new state of the art e-prescribing system. This works best if you call your pharmacy directly for any prescription refills, even if you have no refills left. The pharmacy will contact us directly to get approval for a refill or new prescription.
- Please plan ahead as most local pharmacies request 2-3 business days to process prescription requests. Pharmacies will typically give you a 2-3 day supply of any non-narcotic medication if you run out without realizing it and you need time for the pharmacy to process the refill.
- For mail order prescriptions, please contact your pharmacy via their 800 number or website. Please be sure to contact your mail order pharmacy at least two weeks before you will need the refill. If it is necessary for us to complete forms for your mail order pharmacy, please give us three business days to complete the paperwork.
- Many drug plans will not cover brand name medications, or do so at a much higher cost. We are not always able to obtain prior authorizations for your medications. Generally, you can expect to receive generic medications or pay a higher cost if you prefer the brand name drugs.

**Walk-in appointments:**
- We almost always have same day appointments available for urgent needs. Please call ahead to schedule an appointment instead of arriving at our office and requesting to see the physician. Walk-ins impact our ability to see scheduled patients on time.

**Test results:**
- We will notify you regarding all lab results either at your appointment or by phone or mail.
- If you have not been contacted with your results two weeks after your appointment, please call our office to follow up.
- Pathology reports, pap smears, and bone density results may take up to four weeks. Please call our office if you have not been contacted after four weeks.
- Please note that if you request lab work prior to your annual appointment, your insurance may not pay for those labs.
- We are happy to provide you with your most recent lab or radiology reports. Please call ahead and we can have that ready for you at the front desk for pick up or mail results to you.

www.SOInternal.com       A Rogue Valley Physicians, PC Clinic
2900 Doctors Park Drive, Medford OR 97504      Phone:541-282-2200

Revised: 9.2014
Copies of your medical record:
- If you would like a copy of your complete medical record, we will need a formal request from you, which must be completed in writing and signed by you or your authorized representative.
- Please allow 30 days for medical record requests. There is a processing charge to release records to yourself. There is no charge to release records from one doctor to another.

Co-pays:
- Our contracts with the insurance companies require us to collect your co-payment prior to your seeing the physicians. Please be prepared to pay this when you arrive for your appointment.

Diagnostic testing:
- Your physician will generally have the report from any diagnostic testing 2 – 3 days following your test. The radiologist who reads the study will notify your physician if there are abnormal results that require immediate follow-up.
- Most CT scans require insurance pre-authorization if not emergent exam.
- MRI, PET, Nuclear Medicine, sleep studies, cardiac studies, and other diagnostic tests require insurance pre-authorization. You will be referred to outside facilities for these studies. We contact the imaging facility of your choice and the will contact you to schedule an appointment. If you have not been contacted after two weeks, please call our office to request assistance in getting your exam scheduled.

We appreciate you choosing Southern Oregon Internal Medicine for your health care needs.
Please fill in the following information completely (Please Print)

PATIENT INFORMATION:

NAME ________________________ LAST __________ FIRST __________ MIDDLE __________ NICKNAME ________________________

HAVE YOU EVER RECEIVED MEDICAL TREATMENT UNDER ANOTHER NAME: [ ] YES [ ] NO
IF YES, UNDER WHAT NAME? ___________________________________________________________

SOCIAL SECURITY # __________ DATE OF BIRTH ___/___/______ GENDER __________

PHYSICAL ADDRESS __________ STREET ADDRESS __________ CITY __________ STATE __________ ZIP __________

MAILING ADDRESS IF DIFFERENT THAN ABOVE __________ PO BOX __________ CITY __________ STATE __________ ZIP __________

RACE: __________ LANGUAGE: __________ HISPANIC OR LATINO [ ] YES [ ] NO

MARRITAL STATUS (CIRCLE ONE) SINGLE MARRIED DIVORCED LEGALLY SEPARATED LIFE PARTNER WIDOWED

HOME PHONE: ________________________ EMAIL: __________ CELL PHONE: __________

EMPLOYED: YES NO EMPLOYER: __________ WORK PHONE: __________

SPOUSE INFORMATION:

NAME ________________________ LAST __________ FIRST __________ MIDDLE __________ HOME PHONE: __________

DATE OF BIRTH ___/___/______ SOCIAL SECURITY # __________

EMPLOYER: __________ WORK PHONE: __________ OCCUPATION: __________

INSURANCE INFORMATION -- PLEASE PRESENT CURRENT INSURANCE IDENTIFICATION CARD(S) TO RECEPTIONIST:

PRIMARY COVERAGE:

HEALTH INSURANCE: __________ Policy #: __________ Group #: __________

POLICY HOLDER'S NAME ________________________ DOB ___/___/______ SEX __________

EMPLOYER ________________________ RELATIONSHIP TO PATIENT: __________

SECONDARY COVERAGE:

HEALTH INSURANCE: __________ Policy #: __________ Group #: __________

POLICY HOLDER'S NAME ________________________ DOB ___/___/______ SEX __________

EMPLOYER ________________________ RELATIONSHIP TO PATIENT: __________

MEDICAL TREATMENT RESULTING FROM AN ACCIDENT (Please Complete Accident Report)

I AM RECEIVING MEDICAL TREATMENT AS A RESULT OF AN ACCIDENT: [ ] YES [ ] NO

IF YES, WHAT TYPE OF ACCIDENT? [ ] MOTOR VEHICLE [ ] WORK ACCIDENT [ ] OTHER __________

INFORMATION FOR PHYSICIAN:

EMERGENCY CONTACT: __________ PHONE: __________ RELATIONSHIP: __________

WHO IS YOUR PRIMARY CARE PHYSICIAN? __________ PHONE #: __________ FAX#: __________

HOW DID YOU HEAR OF OUR CLINIC? __________

IF SELF-REFERRED, HOW DID YOU CHOOSE US: [ ] OUR WEBSITE [ ] PHONE BOOK [ ] OTHER __________

Revised 09/16/2014
**HEALTH HISTORY QUESTIONNAIRE**

All questions contained in this questionnaire are strictly confidential and will become part of your medical record.

<table>
<thead>
<tr>
<th>Name (Last, First, M.I.):</th>
<th>M</th>
<th>F</th>
<th>DOB:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marital Status:</td>
<td>□ Single</td>
<td>□ Partnered</td>
<td>□ Married</td>
</tr>
<tr>
<td>Previous or referring doctor:</td>
<td>Date of Last physical exam:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other doctors you see:</td>
<td>How did you hear about us?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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**PERSONAL HEALTH HISTORY**

<table>
<thead>
<tr>
<th>Childhood Illnesses:</th>
<th>Measles</th>
<th>Mumps</th>
<th>Rubella</th>
<th>Chickenpox</th>
<th>Rheumatic Fever</th>
<th>Polio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Immunizations &amp; Dates</td>
<td>Tetrax</td>
<td>Pneumonia</td>
<td>Chickenpox</td>
<td>MMR</td>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>Tetanus</td>
<td></td>
<td>□</td>
<td></td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Hepatitis B</td>
<td>□</td>
<td>□</td>
<td></td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td></td>
<td>□</td>
<td></td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Zostavax Shingles</td>
<td></td>
<td>□</td>
<td></td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
</tbody>
</table>

**Health Maintenance**

*These are tests that are recommended for screening and early identification of common chronic health problems.*

- Colonoscopy Date:
  - □ Have not had test
- Cardiac Stress Test Date:
  - □ Have not had test
- Triple Vessel Screening Date:
  - (ultrasound aorta, carotid & legs)
  - □ Have not had test
- Bone Density Date:
  - □ Have not had test

**List any medical problems that other doctors have diagnosed** *(you can circle common problems on the first line)*

- Diabetes
- Hypertension
- High-Cholesterol
- Osteoporosis
- Heart-disease
- Thyroid-disease
- Asthma
- Lung-Disease
- Anemia
- Blackouts
- Bronchitis
- Cancer
- Gout
- Kidney-disease
- Kidney-stones
- Osteoarthritis
- Rheumatoid-Arthritis
- Seizures
- Ulcers

---

**Surgeries**

<table>
<thead>
<tr>
<th>Year</th>
<th>Reason</th>
<th>Hospital</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

**Have you ever had a blood transfusion?**

- □ Yes
- □ No
| List your prescribed drugs and over-the-counter drugs and/or nutritional supplements |
|---------------------------------------------|---------------------------------|------------------|
| **Medication Name**                        | **Strength**                    | **Frequency Taken** |
|                                            |                                 |                   |
|                                            |                                 |                   |
|                                            |                                 |                   |
|                                            |                                 |                   |
|                                            |                                 |                   |

<table>
<thead>
<tr>
<th>Allergies to medications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Drug</strong></td>
</tr>
<tr>
<td></td>
</tr>
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<td></td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

**HEALTH HABITS AND PERSONAL SAFETY**

All questions contained in this questionnaire are optional and will be kept strictly confidential.

**Exercise**
- [ ] Sedentary (No exercise)
- [ ] Mild exercise (i.e., climb stairs, walk 3 blocks, golf)
- [ ] Occasional vigorous exercise (i.e., work or recreation, less than 4x/week for 30 minutes)
- [ ] Regular vigorous exercise (i.e., work or recreation, 4x/week for 30 minutes)

**Diet**
- Are you following a diet? If so, which one
- # of meals you eat in an average day?
- Rank salt intake: [ ] Hi, [ ] Medium, [ ] Low
- Rank fat intake: [ ] Hi, [ ] Medium, [ ] Low

**Caffeine**
- [ ] None
- [ ] Coffee
- [ ] Tea
- [ ] Cola

**Alcohol**
- Do you drink alcohol?
- If yes, what kind?
- How many drinks per week?
- Are you concerned about the amount you drink?
- [ ] Yes, [ ] No
- Have you considered stopping?
- [ ] Yes, [ ] No
- Have you ever experienced blackouts?
- [ ] Yes, [ ] No
- Are you prone to "binge" drinking?
- [ ] Yes, [ ] No
- Do you drive after drinking?
- [ ] Yes, [ ] No

**Tobacco**
- Do you use tobacco?
- [ ] Cigarettes, [ ] Chew - #/day, [ ] Pipe - #/day, [ ] Cigars - #/day
- # of years: [ ] Or year quit

**Drugs**
- Do you currently use recreational or street drugs?
- [ ] Yes, [ ] No
- Have you ever given yourself street drugs with a needle?
- [ ] Yes, [ ] No

**Sex**
- Are you sexually active?
- [ ] Yes, [ ] No
- If yes, are you trying for a pregnancy?
- [ ] Yes, [ ] No
- If not trying for a pregnancy, list contraceptive method.
- Any discomfort with intercourse?
- [ ] Yes, [ ] No
- Do you have any concerns regarding sexual health you would like to discuss?
- [ ] Yes, [ ] No

Southern Oregon Internal Medicine Health History Questionnaire  Page 2 of 4
### Personal Safety
- Do you live alone? □ Yes □ No
- Do you have frequent falls? □ Yes □ No
- Do you have vision or hearing loss? □ Yes □ No
- Do you have an Advance Directive or Living Will? □ Yes □ No
- Would you like information on the preparation of these? □ Yes □ No

Physical and/or mental abuse have become major public health issues in this country. This often takes the form of verbally threatening behavior or actual physical or sexual abuse. Would you like to discuss this issue with your provider? □ Yes □ No

- Do you wear seatbelts when driving or riding in a car? □ Yes □ No
- Have you ever had your driving license suspended? □ Yes □ No

### FAMILY HEALTH HISTORY

<table>
<thead>
<tr>
<th>AGE</th>
<th>SIGNIFICANT HEALTH PROBLEMS</th>
<th>AGE</th>
<th>SIGNIFICANT HEALTH PROBLEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Father</td>
<td></td>
<td>Children</td>
<td>M</td>
</tr>
<tr>
<td>M</td>
<td></td>
<td>M</td>
<td>F</td>
</tr>
<tr>
<td>F</td>
<td></td>
<td>F</td>
<td>F</td>
</tr>
<tr>
<td>Mother</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sibling</td>
<td></td>
<td>Grandmother</td>
<td>Maternal</td>
</tr>
<tr>
<td>M</td>
<td></td>
<td>M</td>
<td>F</td>
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<tr>
<td>F</td>
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</tr>
<tr>
<td>M</td>
<td></td>
<td>Grandfather</td>
<td>Maternal</td>
</tr>
<tr>
<td>F</td>
<td></td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>

### MENTAL HEALTH

- Is stress a major problem for you? □ Yes □ No
- Do you feel depressed? □ Yes □ No
- Do you feel helpless or hopeless? □ Yes □ No
- Do you panic when stressed? □ Yes □ No
- Do you have problems with eating or your appetite? □ Yes □ No
- Do you cry frequently? □ Yes □ No
- Have you ever attempted suicide? □ Yes □ No
- Have you ever seriously thought about hurting yourself? □ Yes □ No
- Do you have trouble sleeping? □ Yes □ No
- Have you ever been to a counselor? □ Yes □ No
- Have you often been bothered by feeling down, depressed or hopeless? □ Yes □ No
- Have you often been bothered by little interest or pleasure in doing things? □ Yes □ No

### EDUCATION AND OCCUPATION

- Where were you born?
- What is your highest level of education?
- What is your employment status? (what was your last job?)
- List some of your favorite hobbies:
**WOMEN ONLY**

<table>
<thead>
<tr>
<th>Age at onset of menstruation:</th>
<th>Date of last menstruation:</th>
<th>Period every days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of pregnancies</td>
<td>Number of live births</td>
<td></td>
</tr>
</tbody>
</table>

Heavy periods, irregularity, spotting, pain or discharge?  
☐ Yes  ☐ No

Are you pregnant or breastfeeding?  
☐ Yes  ☐ No

Have you had a D&C, Hysterectomy or Cesarean?  
☐ Yes  ☐ No

Any urinary tract, bladder or kidney infections within the last year?  
☐ Yes  ☐ No

Any blood in your urine?  
☐ Yes  ☐ No

Any problems with control of urination?  
☐ Yes  ☐ No

Any hot flashes or sweating at night?  
☐ Yes  ☐ No

Do you have menstrual tension, pain, bloating, irritability, or other symptoms at or around your period?  
☐ Yes  ☐ No

Have you experienced any recent breast tenderness, lumps or nipple discharge?  
☐ Yes  ☐ No

Date of your last pap and rectal exam.

Have you ever had an abnormal pap?  
If yes, when: __________________________

Date of your last mammogram.

Have you ever had an abnormal mammogram?

**MEN ONLY**

Do you usually get up to urinate during the night?  
If yes, # of times: ________________  
☐ Yes  ☐ No

Any blood in your urine?  
☐ Yes  ☐ No

Do you feel burning discharge from penis?  
☐ Yes  ☐ No

Has the force of your urination decreased?  
☐ Yes  ☐ No

Have you had any kidney, bladder or prostate infections within the last 12 months?  
☐ Yes  ☐ No

Do you have any problems emptying your bladder completely?  
☐ Yes  ☐ No

Any difficulty with erection or ejaculation?  
☐ Yes  ☐ No

Any testicle pain or swelling?  
☐ Yes  ☐ No

Date of last prostate and rectal exam.

**OTHER PROBLEMS**

Check if you have, or have had, any symptoms in the following areas to a significant degree and briefly explain.

☐ Skin  ☐ Chest/Heart  ☐ Recent changes in:
☐ Head/Neck  ☐ Back  ☐ Weight
☐ Ears  ☐ Intestinal  ☐ Energy level
☐ Nose  ☐ Bladder  ☐ Ability to sleep
☐ Throat  ☐ Bowel  ☐ Other pain/discomfort
☐ Lungs  ☐ Circulation
Financial Policy

Patient Name: ______________________ Date of Birth: ______________________

Thank you for choosing Southern Oregon Internal Medicine for your health care needs. The following is a statement of our Financial Policy which we require you to read and sign prior to your visit with us. Please be sure to complete both pages.

REGARDING YOUR INSURANCE

It is not possible for a medical practice to become familiar with the details of every health insurance plan it encounters. It is the responsibility of the patient to be aware of what is covered and what is not covered by your insurance, and how much the patient responsibility for services will be. We will submit insurance claims as a courtesy to our patients with insurance, and will help you in every way possible to obtain your maximum insurance benefits. However, you are responsible for our charges. We ask that you pay any deductible, co-pay and balance owed at the time of service. Please remember that we can only estimate the amount to be paid by an insurance company as they make payments based on their fee schedule. Their fee schedules may differ from our charges. While we attempt to help you in every way possible to obtain your maximum allowable insurance benefits, the insurance contract is between you and your insurance company and does not replace your responsibility for your account. If your insurance company has not paid your claim within 45 days, we will ask you to pay the balance in full. We will not be calling your insurance prior to your visit to verify your coverage.

SECONDARY INSURANCE

Having more than one insurer does not necessarily mean that your services are covered at 100%. We may bill your secondary carrier as a courtesy. You are responsible for any balance after insurance(s) has cleared.

USUAL AND CUSTOMARY RATES

Our practice is committed to providing the best care for our patients and we charge what is usual and customary for our area. You are responsible for payment regardless of any insurance company’s arbitrary determination of usual and customary rates.

Continued...
FOR PATIENTS WITHOUT INSURANCE

We ask that our patients that do not have insurance pay at least ½ of their charges at the time of service. The remainder of this balance must be paid in 2 equal monthly payments. Special arrangements may be made with the advance approval of the billing department. Please let the receptionist know if you need to speak to our billing staff.

OREGON HEALTH PLAN PATIENTS

If you are an Oregon Health Plan/Medical Card patient, we require that you show your current medical card before each visit and that you are currently assigned to the appropriate physician. We will re-schedule your appointment if you fail to comply with this policy and do not present with your current card. We are unable to call your insurance prior to your visit to verify your coverage.

SERVICE CHARGES

A fee of $25.00 will be assessed to your account for any check returned due to non-sufficient funds. A fee of $20.00 may be assessed to your account for a missed appointment.

WE ACCEPT PERSONAL CHECKS, MONEY ORDERS, VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER AND CASH

Thank you for your attention to our financial policy. Please let us know if you have any questions or concerns.

I have read the Financial Policy. I understand and agree to the terms of this Policy. In addition, I authorize Southern Oregon Internal Medicine to release any medical information necessary to process a claim. I hereby assign payment directly to Rogue Valley Physicians, PC all payments due from my insurance company. I understand that I am financially responsible for the charges and should it become necessary to collect monies in court, all court costs and attorney fees are the responsibility of the patient.

Patient (or Legal Guardian) Signature ____________________________ Date __________
Authorization to Release Medical Information

Patient: ________________________________    Birth Date: ________________

I consent to the release of Medical Information (records):

To: ____________________________________________________________________
From: (Physician, Clinic, or Person)

Haki Lee, FNP-C
2900 Doctors Park Drive
Medford, OR 97504
Phone: (541) 282-2200
Fax: (541) 842-9691

Information to be released:
_____ Standard Problem List, Medication Summary, Progress Notes, Health History Immunization
    Records, Letters, X-ray & Laboratory Reports. From Date: ___________ To Date: ___________
_____ X-ray reports only. Date(s): ___________________________________________________________________________
_____ Laboratory and Pathology reports only. Date(s): __________________________________________________________________
_____ Other tests or studies (list type of test/study and date performed): ________________________________
_____ Other (specify): ________________________________________________________________________________

In addition to the general authorization to release medical records, I further authorize the release of the following information if it is contained in my medical record.
*(Initial if release is authorized)

_____ Drug and alcohol abuse
_____ Information related to diagnosis/treatment of HIV

Please note that a separate release is required for Behavioral Health Information

Purpose of Disclosure:

________________________________________________________________________

This authorization is valid for six months after the date of signature. The authorization may be revoked any time (but not retroactive to a release of information made in good faith) by the undersigned if providing written notice of revocation.

________________________________________________________________________

Signature of patient or legally authorized representative    Date
Telephone Disclosure form

Patient Name (please print) ____________________________ DOB: ____________

Welcome to Southern Oregon Internal Medicine. We want to be sure we handle your personal medical information in a way that is acceptable to you. We appreciate your taking the time to fill out this form. If you have a special request, be sure to let your receptionist know.

It is okay to leave information on my answering machine: _____ Yes _____ No

Please indicate which medical information you authorize to be disclosed via the telephone from our office:

______ Appointments
______ Pathology Results
______ Lab Results
______ Prescription/Samples Information
______ EKG Results
______ Mammogram Results (men may also need this…)
______ X-Ray Results
______ ALL OF THE ABOVE

It is okay to disclose my personal health information to the following the following individuals:

______ Spouse (Name):

______ Significant Other (Name):

______ Family Members or Friends (Names):

______ Caretaker (Name):

______ Do not disclose my health information to anyone

Patient Signature ______________________ Date ____________

Thank you. If you need to get in touch with our office, remember that we may be busy serving other patients, but will make every effort to return calls from you within 24 business hours.

Revised 2/17/2014