Name _____ Date _____
Address_____
City_____ State _____ Zip _____
Phone (H)_____ (C) _____(W) _____ Ext:_____
Date of Birth _____ Age _____ Gender: Female ☐ Male ☐ Other ☐
Email _____ SSN _____
Blood Type: _____ Ethnicity _____
Religion/Belief System: _____
Occupation _____ Full Time / Part Time (Circle one)
Highest Level of Education _____
Name and Phone of Primary Physician: _____ Phone: _____
Pharmacy (Name, Address, Phone #) _____
_____
Referred By/ How did you hear about us? _____
For Confidential Information (i.e. test results), OK to leave detailed message: (check all that apply)
☐ Home Phone ☐ Cell Phone ☐ Work Phone ☐ E-Mail ☐ US Mail ☐ Other _____

EMERGENCY CONTACT INFORMATION

Emergency Contact _____ Relationship _____
Telephone Number(s) _____
Additional Contact_____ Relationship _____
Telephone Number(s) _____

Insurance Information

Name of Insured if Different then Patient: _____
Primary Insurance Name & Plan/ Medicare/ Medicaid: _____
Policy I.D. Number: _____

E-MAIL CONTACT

E-mail offers a convenient way for us to communicate, however there are certain things to keep in mind.

- E-mail is never appropriate for urgent problems. For emergency, call 911, or go directly to the Emergency Department.
- E-mail is great for quick questions, prescriptions, referrals, etc. However, for topics that require extensive discussion, please make an appointment.
- E-mail is not confidential. If you correspond via e-mail at work, your employer has a legal right to read your e-mail.
- E-mails are saved and become part of your permanent medical record.
- Either one of us may revoke permission to e-mail at any time.
- **By signing below, I agree to communicate via e-mail. I have read the above information and understand the limitations of security on information transmitted inside these communications.**

_____ _____

Signature of patient or legal guardian Print name

PLEASE COMPLETE THIS FORM AS THOROUGLY AS POSSIBLE. THANK YOU

Height: _____ **Weight: _____**

Main Reason for Visit(s): _____

Please describe the history of your illness in detail. (i.e. symptoms, and any medical testing you've had done)

_____

_____

_____

_____

Any Major Health Conditions You Have Been Diagnosed With:
PLEASE MARK WITH THE <u>YEAR DIAGNOSED</u> (Do not mark with a "check")

_____ Acne	_____ Diverticulosis/Diverticulitis	_____ Lupus
_____ ADD/ADHD	_____ Eczema	_____ Lyme Disease
_____ Anemia	_____ Epilepsy	_____ Migraine
_____ Anorexia	_____ Fibromyalgia	_____ Multiple Sclerosis
_____ Anxiety	_____ Gallbladder Disease	_____ Neuropathy
_____ Asthma	_____ Glaucoma	_____ Osteoarthritis
_____ Autoimmune Disorder	_____ Head Injury	_____ Osteoporosis
Describe: _____	_____ Headache	_____ Parasites
_____ Bleeding/Blood Clot(s)	_____ Heart Attack	_____ Parkinson's
_____ Bronchitis	_____ Heart Disease	_____ Psoriasis
_____ Cancer/Tumors	_____ Heart Murmur	_____ PTSD
_____ Cataracts	_____ Hepatitis (B / C)	_____ Reflux/Hiatal Hernia/Ulcer
_____ Cholesterol (High)	_____ Herpes Virus (Type 1/ Type 2)	_____ Restless Leg Syndrome
_____ Chronic Fatigue Syndrome	_____ High Blood Pressure	_____ Rheumatoid Arthritis
_____ Chronic Pain	_____ HIV/AIDS	_____ Seizures
_____ COPD	_____ Irritable Bowel Syndrome	_____ Sleep Apnea
_____ Coronary Artery Disease	_____ Irritable Bowel Disease	_____ Stroke/ TIA
_____ Crohn's	_____ Kidney Stones	_____ Substance Abuse
_____ Depression	_____ Liver Disease	_____ Thyroid Disease (Hypo/ Hyper)
_____ Diabetes (Type 1/ Type 2)	_____ Lung Disease	_____ Ulcerative Colitis

Hospitalizations/Procedures/ Surgeries: Please list all past hospitalization reason, with dates:

1) _____ Date: _____
2) _____ Date: _____
3) _____ Date: _____
4) _____ Date: _____

Family History: Please fill out thoroughly.

	DOB / AGE	Health Condition(s)	Status (i.e Living, deceased)	Comments
Mother				
Father				
Sister(s)_				
Brother(s)				
Daughter(s)				
Son(S)				

Any other comments pertaining to your family history:

_____

_____

_____

Social/ Lifestyle:

Marital Status: Married ☐ Partner ☐ Single ☐ Widowed ☐ Divorced ☐

Living Will: Yes ☐ No ☐

Power of Attorney: Yes ☐ No ☐

Highest Level of Education: _____

Employment Status: _____

Occupation: _____

Recent Foreign Travel: Yes ☐ No ☐ If Yes, where: _____

Smoker: ☐ Currently ☐ Past ☐ Never Quit (year): _____

Cigarettes (# per day) _____ # of Years_____

Alcohol: Yes ☐ No ☐ If Yes, how much: _____ Quit(year): _____

Recreational drugs: Yes ☐ No ☐ Describe: _____

Coffee: Yes ☐ No ☐ # cups per day: _____

Tea: Yes ☐ No ☐ # cups per day: _____

Water: # of glasses per day _____

Other caffeine sources: Yes ☐ No ☐ Type: _____

Physical Exercise: Yes ☐ No ☐ Type: _____

How often per week and duration? _____

Diet: ☐ Vegan ☐ Vegetarian ☐ Omnivore Other: _____

Any dietary restrictions: _____ Have you had an eating disorder? _____

Sleep: (hours/night) _____ Quality? _____ Do you feel rested on waking? _____

Do you have trouble falling asleep or staying a sleep? _____

What are the significant stressors in your life? _____

_____

Allergies:

Type:	**Start Date:**	**Reaction:**	**Severity:**	**Status:**
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

CURRENT MEDICATIONS

Prescription Medications:

Name	Dosage	Reason Taken	Taken for How Long?

Over the Counter Medications, Vitamins, Supplements:

Name	Dosage	Reason Taken	Taken for How Long?

Preventative Care: (i.e. blood tests, colonoscopy, pap smear, mammograms, bone density, PSA test etc.)

Date	Preventative Care	Comments

Are you up to date on your vaccines? ☐ Yes ☐ No

Did you receive the usual childhood vaccinations? ☐ Yes ☐ No

Did you receive any COVID vaccinations? _____

What Brand? _____ How Many? _____ Please list months and year received? _____

Have you reacted to a vaccination in the past?_____

Which Vaccine? _____

Review of Systems:

Please check **ANY AND ALL** of the following that applies to you

1. Constitutional	
Fever	☐
Appetite Change	☐
Malaise	☐
Chills	☐
Sweats	☐
Unexplained Weight Loss	☐
Unexplained Weight Gain	☐
2. Skin	
Rash/Itching	☐
Mole Change	☐
Increased/Unusual Hair Growth	☐
Hair Loss/ Thinning	☐
Nail Changes	☐
3. Eyes	
Change in Vision	☐
Watery	☐
Dry	☐
Itching	☐
Blurring	☐
Irritation	☐
4. Ears/ Nose/ Mouth & Throat	
Earache	☐
Difficulty Hearing	☐
Infection	☐
Tinnitus	☐
Congestion	☐
Runny Nose	☐
Loss of Smell	☐
Frequent Sore Throat	☐
Bleeding Gums	☐
Mouth Sores	☐
Swollen Glands	☐
Tonsil Issues	☐
Dental Problems	☐
5. Respiratory	
Coughing	☐
Wheezing	☐
Difficulty Breathing	☐
Coughing up Blood	☐

6. Cardiovascular	
Chest Pains/Discomfort	☐
Palpitations	☐
Murmurs	☐
7. Breast	
Breast Lump(s)	☐
Nipple Discharge	☐
Pain	☐
Fibrocystic Breasts	☐
8. Gastrointestinal	
Abdominal Pain	☐
Diarrhea	☐
Undigested Food In Stool	☐
Blood in Bowel Movement	☐
Constipation	☐
Nausea	☐
Heartburn/ Reflux	☐
Vomiting	☐
Excess Gas/ Bloating	☐
Ulcer	☐
Hemorrhoids	☐
Rectal Itchiness	☐
Bowel Movements Per Day _____	
9. Blood/ Lymphatic	
Easy Bruising	☐
Swollen Glands	☐
Clotting Issues	☐
Easy Bleeding	☐
10. Musculoskeletal	
Muscle or Joint Pain	☐
Muscle Weakness	☐
Back/Neck Pain	☐
Muscle Spasms	☐
11. Endocrine	
Hot or Cold Intolerance	☐
Abnormal Thirst	☐
Hypoglycemia	☐
Excessively Dry Skin	☐
Hot Flashes/Flushes	☐
Hypoglycemia	☐

13. Neurological	
Headaches	☐
Loss of Coordination	☐
Dizziness/Lightheaded	☐
Brain Fog	☐
Numbness	☐
Vertigo	☐
Memory Loss	☐
Fainting	☐
Balance Issues	☐
14. Genitourinary/ Women's Reproductive Health	
Nighttime Urination	☐
Excessive Urination	☐
Kidney Pain	☐
Discomfort, Burning, Irritation, Itching of the Vulva	☐
Blood in Urine	☐
Leaking Urine	☐
Vaginal/ Vulvar Dryness	☐
Vaginal Bleeding	☐
Painful Intercourse	☐
Vaginal Discharge	☐
Lesions	☐
Irregular Cycles	☐
Dysmenorrhea	☐
PMS	☐
Heavy Menses	☐
Last Menstrual Period: _____	
STD: Describe: _____	
15. Genitourinary (Male)	
Nighttime Urination	☐
Excessive Urination	☐
Kidney Pain	☐
Leaking Urine	☐
Blood In Urine	☐
Penile Discharge	☐
Testicular Mass(es)	☐
Testicular Pain	☐
Lesions	☐
STD: Describe: _____	

16. Sexual Function (M/F)	
Low Desire	☐
Low Arousal	☐
Orgasm Difficulty	☐
Erectile Dysfunction	☐
17. Psychiatric	
Anxiety	☐
Stress	☐
Insomnia/ Sleep Disturbances	☐
Depression	☐
Mood Disorders	☐
History of Abuse	☐
ADD/ ADHD	☐
Addiction	☐
Do you enjoy your job?	
18. Other	
Mold Exposure	☐
Parasitic Disease	☐
Candidiasis	☐

Pain: Please list anywhere you are currently experiencing pain:

1._____

2._____

3._____

Please use the space below to add any information that has not been covered in this questionnaire.

_____
_____
_____
_____
_____
_____

FOR PRACTITIONER USE ONLY

Notes:

_____
_____
_____
_____

Assessment & Diagnosis:

_____

_____

_____

Plan: _____

_____

_____

Follow- up:_____

_____

Health Care Practitioner Signature: _____ Date: _____

Patient Notice of Privacy Practices

This notice describes how health information about you may be used and disclosed, and how you can get access to this information.

PLEASE REVIEW THIS NOTICE CAREFULLY

If you have any questions about this notice or if you need more information, please contact

Janis L. Enzenbacher, MD
Attn: Privacy Officer
914-325-1664
8 Rockland Pl
Nyack, NY 10960

ABOUT THIS NOTICE

We understand that health information about you is personal and we are committed to protecting your information. We create a record of the care and services you receive from Janis L. Enzenbacher, M.D. We need this record to provide care (treatment), for payment of café provided, for health care operations, and to comply with certain legal requirements. This Notice will tell you about the ways we have regarding the use and disclosure of health information. We are required by law to follow the terms of this Notice that is currently in effect.

WHAT IS PROTECTED HEALTH INFORMATION ("PHI")

PHI is information that individually identifies you. We create a record or get from you or from another health care provider, health plan, your employer, or a health care clearinghouse that relates to:

- Your past, present, or future physical or mental health or conditions
- The provision of health care to you, or
- The past, present, or future payment for your health care.

HOW WE MAY USE AND DISCLOSE YOUR PHI

We may use and disclose your PHI in the following circumstances:

- Treatment.
- Payment.
- Health Care Operations.
- Appointment Reminders / Treatment Alternatives/ Health- Related Benefits and Services.
- Minors.
- As Required by Law.
- To Avert a Serious Threat to Health or Safety.
- Military and Veterans.
- Public Health Risks.
- Abuse, Neglect, or Domestic Violence.
- Lawsuits and Disputes.
- Coroners, Medical Examiners, and Funeral Directors.

- **Uses and Disclosures that Required Us to Give You an Opportunity to Object and Opt Out.**
- **Individuals Involved in Your Care**. Unless you object in writing, we may disclose to a member of your family, a relative, a close friend or any other person you identify, your PHI that directly relates to that person's involvement in your health care. If you are unable to agree or object to such a disclosure, we may disclose such information as necessary if we determine that it is in your best interest based on our professional judgement.
- **Payment for Your Care.** Unless you object in writing, you can exercise your rights under HIPAA that your healthcare provider not disclose information about services received when you pay in full out of pocket for the service and refuse to file a claim with your health plan.

Your Written Authorization if Required for Other Uses and Disclosures
The following uses and disclosures of your PHI will be made only with your written authorization:

- Most uses and disclosures of psychotherapy notes;
- Uses and disclosures or PHI for marketing purposes; and
- Disclosures that constitute a sale of your PHI.

Other uses and disclosures of PHI not covered by this Notice or the laws that apply to us will be made only with your written authorization. If you do give us an authorization, you may revoke it at any time by submitting a written revocation to our Privacy Officer and we will no longer disclose PHI under the authorization. But disclosure that we made in reliance on your authorization before you revoked it will not be affected by the revocation.

Your Rights Regarding Your PHI

You have the following rights, subject to certain limitations, regarding your PHI:

- **Inspect and Copy.** You have the right to inspect, receive, and copy PHI that may be used to make decisions about your care or payment for your care. We have up to **30 days** to make your PHI available to you and we may charge you a reasonable fee for the costs of copying, mailing or other supplies associated with your request. You can only direct us in writing to submit your PHI to a third party not covered in this notice. We may not charge you a fee if you need the information for a claim for benefits under the Social Security Act or any other state or federal needs –based benefit program. We may deny your request in certain limited circumstances. If we do deny your request, you have the right to have the denial reviewed by a licensed health care professional who was not directly involved in the denial of your request, and we will comply with the outcome of the review.
- **Receive Notice of a Breach.** You have the right to be notified upon a breach of any of your unsecured PHI.
- **Request Restrictions.** You have the right to request a restriction or limitation on the PHI we use or disclose about you for treatment, payment, or health care operations. We are not required by federal regulation to agree to your request. If we do agree with your request, we will comply unless the information is needed. If we do agree with your request, we will comply unless the information is needed to provide emergency treatment. To request restrictions, you must make your request in writing to the Privacy Officer. Your request must state the specific restriction requested, whether you want to limit our use and/or disclosure; and to whom you want the restriction to apply.
- **Paper Copy of This Notice.** You have the right to a paper copy of this Notice, even if you have agreed to receive this Notice electronically. You may obtain a copy of this Notice by visiting our website: **http:**//www.secondnaturecare.com or contact our office.
- **Changes to This Notice**
  We reserve the right to change this Notice. We reserve the right to make the changed Notice effective for PHI we already have as well as for any PHI we create or receive in the future. A copy of our current Notice is posted in our office and on our website.
- **Complaints.**
  If you believe your privacy rights have been violated, you may file a complaint with the **Janis L. Enzenbacher, MD**, Privacy Officer, at the address listed at the beginning of this Notice or with the Department of Health and Human Services of the United States. **You will not be penalized for filing a complaint.**

Notice Effective 9/23/2013

Janis L. Enzenbacher, MD
ACKNOWLEDGEMENT OF RECEIPT OF
PATIENT NOTICE OF PRIVACY PRACTICES

I acknowledge that I read and/ or received a copy of the Janis L. Enzenbacher, MD: Patient Notice of Privacy Practices/ HIPAA effective January 1, 2015

Date: _____

Print Name: _____

Patient Signature: _____
(or guardian, if applicable)

Please be advised that I _____ do not want give any authority or consent to give out any information of my medical history or diagnosis with any party. Under no circumstances should my medical history be given to anyone.
Date: _____

Patient Signature: _____

PRACTICE POLICY & PAYMENT AGREEMENT:

Payment for all services including; ALL CONSULTS, and recommendations for treatment must be paid in full at the time of the visit for services rendered.

Payment can be made with credit/debit card, cash or check. **Payments made with credit/debit card will incur a 3% processing fee.** We charge a processing fee for all returned checks. Outstanding balances beyond 30 days will be charged a monthly interest fee of 1.5%.

The above services are not typically covered by medical health insurance companies including Medicare. Upon request, we can provide a receipt for services rendered. All services above are non-refundable.

I, _____, understand that I am responsible for the balance of my account, for any and all professional services rendered on my behalf. I accept full responsibility for the payment of these services.

Cancellation Policy

Cancellations for all appointments must be made within 24 hours of the scheduled appointment. This can be done by leaving a message at 914-325-1664 or email at janiszen@drgyn.us.If the appointment is not cancelled within this time period then you will be charged 75% of the cost of service. Exceptions will be made with the discretion of practitioner.

Print Name _____

Signature _____ Date _____