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| Guidance FoundationREGISTRATION FORM (Please complete, print and bring to your first session) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Today’s Date: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | PCP: | | | | | | | | | | | | | | | | | | | | | | | | |
| PATIENT INFORMATION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Patient’s last name: | | | | | | | | | | | | | First: | | | | | | | | | | | Middle: | | | | | | Mr.  Mrs. | | | Miss  Ms. | | | Marital status: | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | Single  Mar  Div  Sep  Wid | | | | | | | | | | | | | | | | | | | |
| Is this your legal name? | | | | | | If not, what is your legal name? | | | | | | | | | | | | | | | | | | (Former name): | | | | | | | | | | | | | | | | Birth date: | | | | | | | | Age: | | | Sex: | | | | |
| Yes | | No | | | |  | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | |  | | | | | | | |  | | | M | | | F | |
| Street address: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Social Security no.: | | | | | | | | | | | | | | | Home phone no.: | | | | | | | | | | | |
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| P.O. box: | | | | | | | | | | City: | | | | | | | | | | | | | | | | | | | | | | | | State: | | | | | | | | | | | | ZIP Code: | | | | | | | | | |
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| Occupation: | | | | | | | | | | Employer: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Employer phone no.: | | | | | | | | | | | | |
|  | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | (     ) | | | | | | | | | | | | |
| Chose clinic because/referred to clinic by (Please check one box): | | | | | | | | | | | | | | | | | | | | | | | | | | Dr. | | | | |  | | | | | | | | | | | | | | Insurance plan | | | | | | | | Hospital | | |
| Family | | | Friend | | | | Close to home/work | | | | | | | | | | | | | | | | | Yellow Pages | | | | | | | | | | Other | | | | | | |  | | | | | | | | | | | | | | |
| Other family members seen here: | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| INSURANCE INFORMATION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (Please give your insurance card to the receptionist.) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Person responsible for bill: | | | | | | | | Birth date: | | | | | | | | | | | | | Address (if different): | | | | | | | | | | | | | | | | | | | | | | Home phone no.: | | | | | | | | | | | | |
|  | | | | | | | |  | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | (     ) | | | | | | | | | | | | |
| Is this person a patient here? | | | | | | | | Yes | | | | | | | | | No | | | |  | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| Occupation: | | | | Employer: | | | | | | | | | | | | Employer address: | | | | | | | | | | | | | | | | | | | | | | | | | | | Employer phone no.: | | | | | | | | | | | | |
|  | | | |  | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | (     ) | | | | | | | | | | | | |
| Is this patient covered by insurance? | | | | | | | | | | | | Yes | | | | | | | | No | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please indicate primary insurance | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | |  | | | | | | | | | | | |  | | | | | | | |  | | | | | |
|  | | | | |  | | | | | | | | | | | | |  | | | | | | Welfare (Please provide coupon) | | | | | | | | | | | | | | | | | | Other | | | | |  | | | | | | | | |
| Subscriber’s name: | | | | | | | | | Subscriber’s S.S. no.: | | | | | | | | | | | | | | | | Birth date: | | | | | | | Group no.: | | | | | | | | | | | Policy no.: | | | | | | | | | Co-payment: | | | |
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| Patient’s relationship to subscriber: | | | | | | | | | | | | | | Self | | | | | | | | Spouse | | | | | | Child | | | | Other | | | | | |  | | | | | | | | | | | | | | | | | |
| Name of secondary insurance (if applicable): | | | | | | | | | | | | | | | | | | | Subscriber’s name: | | | | | | | | | | | | | | | | | | | Group no.: | | | | | | | | | | | Policy no.: | | | | | | |
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| Patient’s relationship to subscriber: | | | | | | | | | | | | | | | Self | | | | | | | Spouse | | | | | | Child | | | | Other | | | | | |  | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| IN CASE OF EMERGENCY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of local friend or relative (not living at same address): | | | | | | | | | | | | | | | | | | | | | | | | | | | Relationship to patient: | | | | | | | | | | Home phone no.: | | | | | | | | | | | Work phone no.: | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | (     ) | | | | | | | | | | | (     ) | | | | | | | |
| The above information is true to the best of my knowledge. I authorize my insurance benefits be paid directly to the physician. I understand that I am financially responsible for any balance. I also authorize Guidance Foundation, or insurance company to release any information required to process my claims. I verify that I have legal /joint custody of child and can authorize treatments. (Please provide documents if required). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | Patient/Guardian signature | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | Date | | | | | | | | | | | | | | | |  |