



EYE CONSULTANTS  
OF TEXAS

Dear New Patient,

Thank you for choosing Eye Consultants of Texas. We strongly believe in a **TEAM** approach to patient care and our team is committed to providing a smooth patient experience. Our holistic approach working with cooperating doctors enables us to collect unbiased information in order to track our results and for better our outcomes.

Your appointment at Eye Consultants of Texas is scheduled on \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_ am/pm at our **Grapevine location**.

We have enclosed patient information sheets for you to complete prior to your appointment. Hopefully, this will help expedite your time in our office. **Please do not mail these forms back to us.**

Please bring the completed forms plus your insurance card(s) and driver's license with you to your appointment. A copy will be made and kept on file with our office in order to improve our billing process.

**Please be aware that both of your eyes may be dilated at your visit. The process for testing, diagnosing and treating your eye concerns can take up to 3 hours or more, so please plan accordingly.**

Our office policy states that co-payments and or deductibles are due at the time of your visit. If you do not have insurance to cover your visit, payment will be due at the time of your visit. We accept Visa, MasterCard, American Express and Discover.

We look forward to seeing you on your appointment day. If you have any questions, please feel free to contact our office at 817-410-2030 and we would be glad to answer them for you.

Sincerely,

The Eye Consultants of Texas Team



Today's Date: \_\_\_\_\_

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

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

**PATIENT REGISTRATION**

**PATIENT INFORMATION**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Marital Status \_\_\_\_\_ SS \_\_\_\_\_  Male  Female

Address \_\_\_\_\_ Apt# \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

Home# \_\_\_\_\_ Cell# \_\_\_\_\_ Work# \_\_\_\_\_

Employer Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Race \_\_\_\_\_ Ethnicity \_\_\_\_\_

Preferred Language \_\_\_\_\_

**EMERGENCY CONTACT**

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

**PRIMARY CARE PHYSICIAN**

Name \_\_\_\_\_ Address \_\_\_\_\_

**PHARMACY**

Name \_\_\_\_\_ Address \_\_\_\_\_

**DO YOU HAVE AN OPTOMETRIST?  YES  NO**

Name \_\_\_\_\_ Address \_\_\_\_\_

**HAVE YOU HAD EYE SURGERY BEFORE?  YES  NO IF "YES" PLEASE LIST THE FOLLOWING:**

Date of Surgery \_\_\_\_\_ Location \_\_\_\_\_

Surgeon's Name \_\_\_\_\_

**HOW DID YOU HEAR ABOUT US?**

Referred by Optometrist  Referred by Primary Care Physician  Another Patient: \_\_\_\_\_

Insurance Website  Modern Luxury Magazine  Southlake Style Magazine  Living Magazine

Google Search  Way FM Radio  Social Media: \_\_\_\_\_  Other: \_\_\_\_\_

**INSURANCE INFORMATION (Please present your insurance cards upon check-in)**

**Primary** Insurance \_\_\_\_\_ Policy# \_\_\_\_\_

Insurance Phone# \_\_\_\_\_ Group# \_\_\_\_\_

Subscriber Name & Date of Birth \_\_\_\_\_

**Secondary** Insurance \_\_\_\_\_ Policy# \_\_\_\_\_

Insurance Phone# \_\_\_\_\_ Group# \_\_\_\_\_

Subscriber Name & Date of Birth \_\_\_\_\_



Today's Date: \_\_\_\_\_

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

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

**MEDICAL HISTORY QUESTIONNAIRE**

**REASON FOR TODAY'S VISIT**

\_\_\_\_\_

HISTORY OF EYE SURGERY		DATES		SURGEON
		Right Eye	Left Eye	
Cataract Surgery	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Cornea Surgery	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Glaucoma Surgery	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Refractive Surgery (LASIK, RK, PRK)	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Retinal Surgery	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Strabismus Surgery	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Vitreous Surgery	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Other _____				

**ANY PREVIOUS EYE TRAUMA?**

NO

YES \_\_\_\_\_

**HAVE YOU BEEN DIAGNOSED WITH ANY EYE DISEASES?** (glaucoma, macular degeneration, iritis, dry eye disease, etc.)

NO

YES \_\_\_\_\_

**IS THERE A HISTORY OF EYE DISEASE IN YOUR FAMILY?**

NO

YES \_\_\_\_\_

**DO YOU WEAR CONTACT LENSES?**

NO

YES:  Soft  Hard Are your contacts monovision?  YES  NO

**SOCIAL HISTORY: DO YOU LIVE ALONE?**  YES  NO **ARE YOU AT RISK FOR FALLS?**  YES  NO

**SMOKING**

- Never
- Occasional
- Daily; \_\_\_ppd
- Former Smoker
- \_\_\_ppd; Quit: \_\_\_\_\_

**Type**

- Cigarettes
- Cigar
- Pipe
- Vape
- Other: \_\_\_\_\_

**ALCOHOL**

- Never
- Occasional
- Daily

**Type**

- Beer
- Wine
- Liquor
- Other: \_\_\_\_\_

**RECREATIONAL DRUGS**

- Never
- Occasional
- Daily

**Type**

- Marijuana
- Cocaine
- Amphetamines
- IV Drugs
- Other: \_\_\_\_\_

**OCCUPATION**

- Retired
- Business
- Healthcare
- Office Work
- Manual Labor
- Teacher
- Driver/Pilot
- Engineer
- Other: \_\_\_\_\_

**HOBBIES**

- Computers
- Music
- Sewing/Crafts
- Office Work
- Sports
- Travel
- Golf
- Hunting
- Reading
- Cards
- Other: \_\_\_\_\_

Today's Date: \_\_\_\_\_

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

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

**MEDICATION LIST**

**DRUG ALLERGIES**

No Known Drug Allergies

Allergy	Reaction	Allergy	Reaction

**CURRENT MEDICATIONS** (include all prescription, over the counter, vitamins, and supplements you are taking)

Medication Name	Dosage and Frequency	Reason for Taking

**CURRENT EYE DROPS**

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**HAVE YOU EVER TAKEN ANY OF THE FOLLOWING?**

Flomax (tamsulosin)  YES  NO  
*used to increase urine outflow; not be confused with Flonase*

Cardura (doxazosin)  YES  NO

Uroxatrol (alfuzosin)  YES  NO

Hytrin (terazosin)  YES  NO

Rapaflo (silodosin)  YES  NO

Saw Palmetto  YES  NO

Jaylen  YES  NO

Accutane  YES  NO

Hormone therapy  YES  NO



Today's Date: \_\_\_\_\_

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

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

**MEDICAL HISTORY**

<b>GENERAL/CONSTITUTIONAL</b> <input type="checkbox"/> Fever <input type="checkbox"/> Night Sweats <input type="checkbox"/> Fatigue <input type="checkbox"/> Weakness <input type="checkbox"/> Body Aches <input type="checkbox"/> Decreased Appetite <input type="checkbox"/> Other _____	<b>OCULAR</b> <input type="checkbox"/> Blurry Vision <input type="checkbox"/> Double Vision <input type="checkbox"/> Flashing Lights <input type="checkbox"/> Floaters <input type="checkbox"/> Pain <input type="checkbox"/> Tearing <input type="checkbox"/> Redness <input type="checkbox"/> Other _____	<b>CARDIOVASCULAR</b> <input type="checkbox"/> High Blood Pressure <input type="checkbox"/> Low Blood Pressure <input type="checkbox"/> High Cholesterol <input type="checkbox"/> Irregular Heart Beat <input type="checkbox"/> Heart Attack <input type="checkbox"/> Congestive Heart Failure <input type="checkbox"/> Pacemaker <input type="checkbox"/> Other _____	
<b>ENDOCRINE</b> <input type="checkbox"/> Diabetes Insulin <input type="checkbox"/> YES <input type="checkbox"/> NO Year Diagnosed _____ A1C _____ Date _____ <input type="checkbox"/> Hypoglycemia <input type="checkbox"/> Hypothyroidism <input type="checkbox"/> Hyperthyroidism <input type="checkbox"/> Other _____	<b>EAR/NOSE/THROAT</b> <input type="checkbox"/> Hard of Hearing <input type="checkbox"/> Sleep Apnea <input type="checkbox"/> Reflux <input type="checkbox"/> Sinus Problems <input type="checkbox"/> Nosebleeds <input type="checkbox"/> Other _____	<b>MUSCLES/BONES/JOINTS</b> <input type="checkbox"/> Arthritis <input type="checkbox"/> Osteoporosis <input type="checkbox"/> Fibromyalgia <input type="checkbox"/> Lupus <input type="checkbox"/> Gout <input type="checkbox"/> Other _____	
<b>RESPIRATORY</b> <input type="checkbox"/> Asthma <input type="checkbox"/> COPD <input type="checkbox"/> Emphysema <input type="checkbox"/> Other _____	<b>PSYCHIATRIC</b> <input type="checkbox"/> Anxiety <input type="checkbox"/> Depression <input type="checkbox"/> Mood Disorder <input type="checkbox"/> Other _____	<b>GASTROINTESTINAL</b> <input type="checkbox"/> Crohn's / IBS <input type="checkbox"/> Diverticulosis <input type="checkbox"/> Other _____	
<b>HEMATOLOGIC</b> <input type="checkbox"/> Sickle Cell Disease <input type="checkbox"/> Hemophilia <input type="checkbox"/> Hepatitis Type _____ <input type="checkbox"/> Other _____	<b>NEUROLOGICAL</b> <input type="checkbox"/> Stroke <input type="checkbox"/> Seizures <input type="checkbox"/> Dizziness / Vertigo <input type="checkbox"/> Tremors <input type="checkbox"/> Dementia / Alzheimer's <input type="checkbox"/> Other _____	<b>GENITOURINARY</b> <input type="checkbox"/> Kidney Stones <input type="checkbox"/> Kidney Failure <input type="checkbox"/> Dialysis <input type="checkbox"/> Enlarged Prostate (BPH) <input type="checkbox"/> Other _____	
<b>REPRODUCTIVE</b> Are you pregnant? <input type="checkbox"/> YES <input type="checkbox"/> NO			Are you nursing? <input type="checkbox"/> YES <input type="checkbox"/> NO

**MAJOR SURGERIES WITHIN THE LAST 10 YEARS**

\_\_\_\_\_

**DO YOU HAVE A HISTORY OF THE FOLLOWING?**

Herpes Simplex Virus / Cold Sores  YES  NO | Shingles  YES  NO

**IF YES, HAS IT AFFECTED YOUR EYES OR ANY AREA AROUND YOUR EYES?**  YES  NO

**VACCINATION STATUS:** Have you been vaccinated against PNEUMONIA?  YES  NO

**IF YES, WHAT YEAR WERE YOU VACCINATED?** \_\_\_\_\_

Have you received the FLU shot for this year's flu season?  YES  NO



**ACKNOWLEDGMENT OF FACILITY POLICIES**

**PAYMENT**

Payment is expected at the time of service. This includes co-pays and/or deductibles if we are filing insurance for you. We accept cash, checks and major credit cards.

**REFERRALS**

If your insurance plan requires a referral from your primary care physician **you** are responsible for obtaining a referral **PRIOR** to your appointment. **If you do not have a referral, your appointment will need to be rescheduled.**

**REFRACTION POLICY**

**Some insurances do not cover the refraction fee (\$50.00); this will be collected at the time of service.** If we file insurance other than Medicare and the refraction is not a covered benefit, you will be responsible for the fee (refractions are required annually).

**CONTACT LENS FITTING**

**It is ECT’s policy to see patients once a year in order to provide a prescription for contacts.** The fee for soft contact lens fitting starts at \$100.00. This includes one pair of trial contact lenses. The fee for RGP contact lens fitting starts at \$200.00. RGP lenses must be ordered and are an additional cost (\$120 single vision per lens, \$150 bifocal per lens). **We have a limited contact lens inventory at our clinic. We are happy to refer you to one of our network Optometrists for a contact lens fitting.**

**WHEELCHAIR PATIENTS**

If you are in a wheelchair, please inform our office ahead of time so that we can make sure we have the larger exam room available in time for your appointment. We also need to know if you are capable of getting out of your chair briefly to allow us to perform the required tests and/or exam.

**MEDICAL RECORDS CHARGE**

There is a \$25.00 fee for copies of medical records.

**RETURNED CHECK POLICY**

There is a \$35.00 fee for returned checks.

**NO-SHOW APPOINTMENTS**

Eye Consultants of Texas reserves the right to bill you for a missed or “no show” appointment without appropriate notice of cancellation.

**REFUNDS**

Eye Consultants of Texas strives to collect the accurate amount owed from patients. However, on some occasions, patients will be due a refund. Refunds are processed for payment within 30 days of notification from the insurance provider, patient, or explanation of benefits that a refund is due to the patient. Refunds will be issued dependent upon the reason for refund and the method of payment. If related to an overpayment by insurance, refunds are typically issued via paper check and mailed to the patient’s last known address on file. If related to an overpayment by the patient, refunds are typically issued in the same method that payment was made. Credit card refunds may take up to 3 weeks to post to the patient’s account. For CareCredit payments, refunds will be processed through their portal in accordance with CareCredit’s guidelines.

**I have read and understand the above policies.**

\_\_\_\_\_  
**Patient Name (Printed)**

\_\_\_\_\_  
**Patient Signature**

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



**SIGNATURE ON FILE, ASSIGNMENT OF BENEFITS, & FINANCIAL AGREEMENT**

**1. MEDICARE:** I request that payment of authorized Medicare benefits be made on my behalf to Eye Consultants of Texas, for services furnished me by Eye Consultants of Texas. I authorize any holder of medical information about me to release to the Centers for Medicare and Medicaid Services and its agents any information needed to determine these benefits or the benefits payable for related services. I understand my signature requests that payment be made and authorizes release of medical information necessary to pay the claim. If other health insurance is indicated in Item 9 of the CMS-1500 form or elsewhere on other approved claim forms, my signature authorizes releasing the information to the insurer or agency shown. Eye Consultants of Texas accepts the charge determination of the Medicare carrier as the full charge, and I am responsible only for the deductible, coinsurance and non-covered services and/or items. Coinsurance and deductible are based upon the charge determination of the Medicare Carrier.

**2. MEDIGAP:** I understand that if a MediGap policy or other health insurance is indicated in Item 9 of the CMS-1500 form or elsewhere on other approved claim forms, my signature authorizes release of the information to the insurer or agency shown. I request that payment of authorized secondary insurance benefits be made on my behalf to Eye Consultants of Texas if possible or otherwise to me.

**3. RELEASE OF INFORMATION:** Eye Consultants of Texas may disclose all or any part of my medical record and/or financial ledger, including information regarding alcohol or drug abuse, psychiatric illness, communicable disease, or HIV, to any person or corporation (1) which is or may be liable or under contract to Eye Consultants of Texas for reimbursement for services rendered, and (2) any health care provider for continued patient care. Eye Consultants of Texas may also disclose on an anonymous basis any information concerning my case, which is necessary or appropriate for the advancement of medical science, medical education, medical research, for the collection of statistical data or pursuant to State or Federal law, statute or regulation. A copy of this authorization may be used in place of the original.

**4. OTHER INSURANCE:** I understand that Eye Consultants of Texas maintains a list of health care service plans with which it contracts. A list of such plans is available from the business office and that Eye Consultants of Texas has no contract, expressed or implied, with any plan that does not appear on the list. The undersigned agrees that I am individually obligated to pay the full charges of all items and/or services rendered to me by Eye Consultants of Texas if I belong to a plan that does not appear on the above-mentioned list.

**5. NON-COVERED SERVICES AND ITEMS:** I understand that Eye Consultants of Texas contracts with health care service plans (i.e., HMOs, PPOs) relate only to items and services which are covered by the health care service plans. Accordingly, the undersigned accepts full financial responsibility for all items or services, which are determined by the health care service plans not to be covered. Examples of non-covered services include, but are not limited to, services not specified as being covered in the patient’s contract with a health care service plan or in the benefit summary the health care service plan furnishes to the patient and treatment or tests not authorized by the health care service plan. The undersigned agrees to cooperate with Eye Consultants of Texas to obtain necessary health care service plan authorizations.

**6. FINANCIAL AGREEMENT:** I agree that in return for the services provided to the patient by Eye Consultants of Texas I will pay my account at the time service is rendered or will make financial arrangements satisfactory to Eye Consultants of Texas for payment. If an account is sent to an attorney for collection, I agree to pay collection expenses and reasonable attorney’s fees as established by the court and not by a jury in any court action. I understand and agree that if my account is delinquent, I may be charged interest at the legal rate. Any benefits of any type under any policy of insurance insuring the patient or any other party liable to the patient, is hereby assigned to Eye Consultants of Texas. If co-payments and/or deductibles are designated by my insurance company or health plan, I agree to pay them to Eye Consultants of Texas. However, it’s understood that the undersigned and/or the patient are primarily responsible for payment of my bill.

I DO NOT HAVE INSURANCE COVERAGE. I UNDERSTAND THAT I AM RESPONSIBLE FOR MY BILL.

Patient Name (Printed)

Patient Signature

Date



**PRIVACY NOTICE ACKNOWLEDGMENT**

I acknowledge that I have received a copy of ECT’s Notice of Privacy Practice effective April 28, 2020. I hereby consent to the use or disclosure of my protected health information for the following purposes:

- 1. **TREATMENT:** It will be necessary to share protected health information with all members of the treatment team for treatment purposes. This can include employees in this office, as well as other providers (including any physicians that are currently treating you).
- 2. **PAYMENT:** Necessary information will be shared with appropriate payer sources and their representatives for payment purposes, including but not limited to eligibility, benefit determination, and utilization review. It will also be necessary for billing personnel, including but not limited to employees, case managers, claims representatives, third party billing services or clearinghouses to have access to protected health information to carry out their job functions.
- 3. **HEALTHCARE OPERATIONS:** Necessary information will be shared for the continuing operations of this office. Some examples include, but are not limited to peer review, accreditation, credentialing processes, and compliance with all federal and state laws. I understand that my treatment may be conditioned upon my consent. This consent is given freely and I understand that I can revoke this consent at any time in writing, which will apply to disclosures and uses made subsequent to the revocation date.
- 4. **DISCLOSURE OF MEDICAL INFORMATION:** Please list below the names of any individuals with whom you authorize members of our office staff to discuss your medical information (example: your spouse or a parent):

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_  
**Patient Name (Printed)**

\_\_\_\_\_  
**Patient Signature**

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





**SOCIAL MEDIA DISCLOSURE**

**Authorization For Use Or Disclosure Of Patient Photographic and/or Video Images**

**Authorization:**

I authorize the use and disclosure of my name, photographic/video images, and/or testimonial for marketing purposes by Eye Consultants of Texas / LoneStar Ambulatory Surgery Center. I understand that information disclosed pursuant to this authorization may be subject to redisclosure and may no longer be protected by HIPAA privacy regulations.

**Purpose:**

The photographic/video images, and/or testimonial will be used for: Social Media and/or Advertising.

**Revocability:**

I understand that I may revoke this authorization at any time, but such revocation must be in writing. Revocation affects disclosure moving forward and is not retroactive. This authorization expires 99 years from date signed.

**No Treatment Conditions:**

I understand that the practice cannot condition treatment on whether or not I sign this authorization.

\_\_\_\_\_  
**Patient Name (Printed)**

\_\_\_\_\_  
**Patient Signature**

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