

**PATIENT INFORMATION SHEET**  
**"To be completed by parent or guardian"**

|                            |              |                 |            |                     |
|----------------------------|--------------|-----------------|------------|---------------------|
| <b>PATIENT'S FULL NAME</b> | <b>D.O.B</b> | <b>RACE/ETH</b> | <b>SEX</b> | <b>Pref. Doctor</b> |
| _____                      | _____        | _____           | _____      | Dr. _____           |
| _____                      | _____        | _____           | _____      | Dr. _____           |
| _____                      | _____        | _____           | _____      | Dr. _____           |
| _____                      | _____        | _____           | _____      | Dr. _____           |

BILLING ADDRESS: \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PRIMARY CELL PHONE # \_\_\_\_\_ ALT. PHONE # \_\_\_\_\_

**RESPONSIBLE PARTY INFORMATION**

|                         |                         |
|-------------------------|-------------------------|
| FATHER'S NAME _____     | MOTHER'S NAME _____     |
| DOB _____ SS# _____     | DOB _____ SS# _____     |
| ADDRESS _____           | ADDRESS _____           |
| _____                   | _____                   |
| PREFERRED PHONE # _____ | PREFERRED PHONE # _____ |
| EMPLOYER _____          | EMPLOYER _____          |
| WORK PHONE _____        | WORK PHONE _____        |

**PRIMARY INSURANCE**

COMPANY \_\_\_\_\_  
EFFECTIVE DATE \_\_\_\_\_  
SUBSCRIBER NAME \_\_\_\_\_  
SUBSCRIBER DATE OF BIRTH \_\_\_\_\_  
EMPLOYER \_\_\_\_\_  
GROUP # \_\_\_\_\_  
SUBSCRIBER # \_\_\_\_\_

**SECONDARY INSURANCE**

COMPANY \_\_\_\_\_  
EFFECTIVE DATE \_\_\_\_\_  
SUBSCRIBER NAME \_\_\_\_\_  
SUBSCRIBER DATE OF BIRTH \_\_\_\_\_  
EMPLOYER \_\_\_\_\_  
GROUP # \_\_\_\_\_  
SUBSCRIBER # \_\_\_\_\_

**\*\*PLEASE PRESENT CHILD'S INSURANCE CARD SO IT CAN BE COPIED**

**EMERGENCY CONTACT (NOT LIVING WITH YOU)**

NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PREFERRED PHONE # \_\_\_\_\_ ALTERNATE PHONE # \_\_\_\_\_

**RELEASE OF INFORMATION**

I consent to the use and release of any information, including the diagnosis and the records of any treatment or examination rendered by the medical practice of Alexius M. Bishop, M.D., P.S.C. to the above individuals listed who have authority to act on behalf of the patient child (children), insurance companies, governmental payers, healthcare practitioners and other persons/entities for purposes of treatment, payment and business operation of Alexius M. Bishop, M.D., P.S.C.

I, the undersigned, authorize and request my insurance company or governmental payer to pay directly to any doctor of this medical practice insurance benefits otherwise payable to the undersigned.

**FINANCIAL RESPONSIBILITY:**

I, the undersigned, understand my insurance carrier may pay less than the actual bill for services. Regardless of insurance benefits, or the designation of some other responsible party above, I agree to be responsible for payment of all services rendered on my behalf or on behalf of my child (children) and/or dependents. If and when my child (children) and/or dependents are over the age of eighteen (18) years, I understand my financial responsibility for him/her/them will remain unless I have provided written notification to Alexius M. Bishop, M.D., P.S.C. that I will no longer be responsible prior to the rendering of services for said child (children) and/or dependent.

**My signature below acknowledges I have read and received a copy of the office HIPAA Policy and Financial Policy.**

\_\_\_\_\_  
**Signature of Parent/Legal Guardian/Responsible Party** **Date**