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www.denvervein.com
www.evexiasdenver.com

WELCOME TO OUR PRACTICE! We are looking forward to meeting you and partnering with you on your journey toward optimal health and wellness!

We would like to communicate some expectations to you in advance:

- Every patient will be expected to complete our Patient Information, Patient Medical History, Financial & Cancellation Policy and HIPAA Privacy Practices forms. Copies of the HIPAA Privacy Practices are available online or in the office, please let the front desk know if you would like a copy.
- Driver's License will be copied upon check-in, for verifications reasons.
- You will need to provide a credit card on file. Your card information will be securely protected by the credit-card processing component of our HIPAA-compliant practice management system. Once entered, staff cannot access the entire card number and will only see the last 4 digits.
- There is a \$50 consultation fee that will be charged. That amount is then applied to your first treatment.

Please plan to arrive 15 minutes prior to your scheduled appointment time for check in. If you cancel less than 2-business days in advance, you will be charged a **\$50 Cancellation fee** and we will be unable to reschedule your appointment until that is paid. Please do not hesitate to call the office if you have any questions.

Sincerely,

Denver Vein/Evexias Medical Center Staff



Credit Card on File Policy

We are committed to providing you with exceptional care, as well as making our insurance billing processes as simple and efficient as possible. With the changing environment in healthcare, insurance policies have transferred more responsibility of payment on the patient in the form of co-payments and deductibles. Thus, it has become necessary to ensure we have a guarantee of payment on file for the services rendered.

Effective August 31, 2021, we will be requiring all patients to keep a credit card on file. We will collect your credit card information at the time of your first visit. Your card information is securely protected by the credit-card processing component of our HIPAA-compliant practice management system. Once entered, staff cannot access the entire card number – we only can see the last 4 digits.

Circumstances when your card would be charged include:

- Missed or canceled appointments without 48-hour notice
- Missed co-payments, deductible, and co-insurance
- Any non-covered services and/or denial of services allocated to patient responsibility
- Outstanding balance greater than 90 days past due (unless a payment plan has been arranged)
- Purchases of product or prescriptions as requested by you (the patient)

Please note, the billing process is still the same. Your insurance will be billed, they pay their portion and notify us of the balance due (if any). Once we are notified, you will be sent a statement. Your credit card will only be charged for any outstanding balance 90 days after the first statement is sent. If you cannot pay the balance in full, please contact us to make payment arrangements. If we do not hear from you, then we will charge your card at the 90 day mark. Balances on accounts must be paid, or payment arrangements must be made prior to making further appointments.

This in no way will compromise your ability to dispute a charge or question your insurance company's determination of payment. We will continue to work with you to resolve all charges.

If you have any questions, please do not hesitate to ask.

Thank you,

Your Denver Vein/Evexias Medical Team



PATIENT INFORMATION

HOW DID YOU HEAR ABOUT US?

- Friend (Name: _____) Physician (Name: _____)
- Social Media Facebook Instagram RealSelf Nextdoor
- Internet - Google (Keyword Searched: _____)
- Other: _____

SERVICES YOU WOULD LIKE TO BE EVALUATED FOR: PROCEDURES/PRODUCTS OF INTEREST:

- Varicose Veins Spider Veins (please check one: Legs Face Hands Chest) Hormone Therapy
- Botox/Xeomin Dermal Fillers CoolSculpting MicroNeedling (SkinPen) Facial Rejuvenation
- Laser Hair Removal Medical SkinCare (SkinBetter Science/Obagi)

DEMOGRAPHICS:

Last Name: _____ First Name: _____ M.I. _____ Preferred: _____
Address: _____ City: _____ State: _____ Zip: _____
Sex: M F Other: _____ Marital Status: S M W D Date of Birth: ____/____/____
Age: ____ Race: _____ Ethnicity: _____ Language Spoken at Home _____
Phone: Home/Cell () _____ Work () _____
Email: _____

EMERGENCY CONTACT:

Name: _____ Phone: _____ Relationship to Patient: _____

X _____ (Signed) Date: _____



FINANCIAL & CANCELLATION POLICY

Thank you for choosing Denver Vein Center/Evexias Medical Center for your healthcare needs. In order to achieve our goal of providing and maintaining a good practitioner-patient relationship, and providing our patients with high quality, cost-effective care, we need to have a solid financial policy. We strive to render care in a timely and prompt manner. As a general rule, any patients that are more than 10 minutes late to their appointment may need to reschedule. Occasionally we will be able to accommodate the appointment, so please call if you are running late. We ask that you carefully read and sign the following policy prior to your treatment.

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- Missed or canceled appointments without 48-hour notice
- Missed co-payments, deductible and co-insurance
- Any non-covered services and/or denial of services allocated to patient responsibility.
- Outstanding balance greater than 90 days past due (unless a payment plan has been arranged)
- Purchases of product or prescriptions as requested by you (the patient)

- We require 48-hour notice for cancelling any appointments. A **\$50 cancellation fee** will be assessed and must be paid prior to rescheduling your appointment.
- A **\$200 cancellation fee** will be charged for all Endovenous Laser Ablations, Phlebectomy and Ligation surgeries cancelled with less than 2 weeks notice. This is due to time constraints in getting prior authorization.
- Upon arrival, please present your current health insurance card as well as your driver's license or another acceptable form of ID. You may be asked to present both of these items at each visit for proper identification.
- If you do not have health insurance coverage, choose to bill your own insurance, or if our practitioners do not participate in your health insurance plan, payment IN FULL is due at the time of service. Acceptable forms of payment are cash, check, VISA, MasterCard, Discover, American Express and Care Credit.
- You are responsible to make complete insurance information available to Denver Vein Center/Evexias Medical Center for accurate filing of claims. If the insurance information that you provide at the time of your visit is incorrect, you will be responsible for payment of your visit and to submit the charges to the correct plan.
- You are responsible for checking with your insurance plan regarding any co-payment, deductible or co-insurance that you may owe at the time of service.
- Not all services provided by our office are covered by every health insurance plan. Any service determined NOT to be covered by your plan will be your responsibility. **It is your responsibility to know your healthcare benefits and coverage limitations.**
- For scheduled appointments, prior balances must be paid prior to the visit.
- A \$20 fee will be charged for any checks returned for insufficient funds, plus any bank fees incurred.
- A \$35 fee is required for the completion of forms regarding disability insurance, life insurance and FMLA.

I have read and understand Denver Vein Center/Evexias Medical Center and agree to comply and accept the responsibility for any payment that becomes due as outlined in the above policy.

Patient's Printed Name

Patient Signature

Date



Patient Name: _____ DOB: _____ Height: _____ Weight: _____

MEDICAL HISTORY

Reason for Visit: _____ How long has it been present? _____

VEIN ISSUES - Indicate yes with Check Mark (✓)

Symptom	Right	Left
Pain		
Itching		
Heaviness		
Aching		
Swelling/Edema		

Symptom	Right	Left
Spontaneous Bleeding		
Thrombosis (Blood Clot/DVT)		
Ulceration		
Cramping/Restless Leg		
Other:		

Have you had Previous treatments for varicose veins? No Yes If yes, Type: _____
 Have you used conservative measures (list all that apply) Compression Stockings Leg Elevations NSAIDS Exercise
 HIV/Aids Hepatitis A/B/C Other: _____

For Females Only:

Are you pregnant or nursing? No Yes
 How many pregnancies have you had? _____
 Are you taking hormone replacement? No Yes Type: _____
 Are you on birth control? N Y
 Type of Birth Control: Hysterectomy Menopause Tubal Ligation Vasectomy Birth Control Pills
 Regular Periods Irregular Periods Last Menstrual period or date of Menopause: _____

SOCIAL HISTORY

Do you smoke? Current Everyday Current Some Day Never Former, when did you quit? _____
 Do you use Tobacco? No Yes
 Do you drink alcohol? No Yes (If yes, how many drinks per day?) _____

FAMILY HISTORY

Do you have a history of Varicose Veins in your family? Father Mother Brother Sister GrandParent
 Do you have a history of Hypertension in your family? Father Mother Brother Sister
 Do you have a history of Cancer in your family? Type: _____ Father Mother Brother Sister
 Do you have History of Bleeding Problems in your family? Father Mother Brother Sister
 Do you have a history of Heart Attack in your family? Father Mother Brother Sister
 Do you have a history of Diabetes in your family? Father Mother Brother Sister
 Do you have a history of Hyperlipidemia in your family? Father Mother Brother Sister
 Do you have a history of Asthma in your family? Father Mother Brother Sister

List all Current Medical Problems

- _____
- _____
- _____

List all Surgeries and dates

- _____
- _____
- _____

List all prescription & non-prescription medications you are taking and doses: (use back of page if you need more room)

- | | | |
|----------|------------|--------------|
| 1. _____ | Dose _____ | Reason _____ |
| 2. _____ | Dose _____ | Reason _____ |
| 3. _____ | Dose _____ | Reason _____ |

Allergies Are you allergic to any medicines, tape, Latex etc? _____

Patient Signature: _____ **Date:** _____



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EVEXIAS MEDICAL DENVER/DENVER VEIN CENTER

NOTICE OF PRIVACY PRACTICES

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

PLEASE REVIEW CAREFULLY.

Your Rights

You have the right to:

- Get a copy of your paper or electronic medical record
- Correct your paper or electronic medical record
- Request confidential communication
- Ask us to limit the information we share
- Get a list of those with whom we've shared your information
- Get a copy of this privacy notice
- Choose someone to act for you
- File a complaint if you believe your privacy rights have been violated

Your Choices

You have some choices in the way that we use and share information as we:

- Tell family and friends about your condition
- Provide mental health care

Our Uses & Disclosures

We may use and share your information as we:

- Treat you
- Run our organization
- As required for billing insurance for services
- Comply with Law and help with public health and safety issues
- Address workers' compensation law, law enforcement, and other government requests
- Respond to lawsuits and legal actions

PHI Consent

I consent Evexias Medical/Denver Vein to leave detailed messages regarding my healthcare, appointments, services, diagnostic test results, financial services and special offers on the following:

Phone: _____ Voicemail / Text (please circle all that apply)

Email: (Print please) _____

I give consent to Evexias Medical Denver to release my protected health information (PHI) to include but not limited to: physical exam results, lab results or other diagnostic studies, medication information/changes, appointments, billing information to the following people:

Name: _____ Phone#: _____

Signature

This consent will expire with the written notification to info@evexiasdenver.com

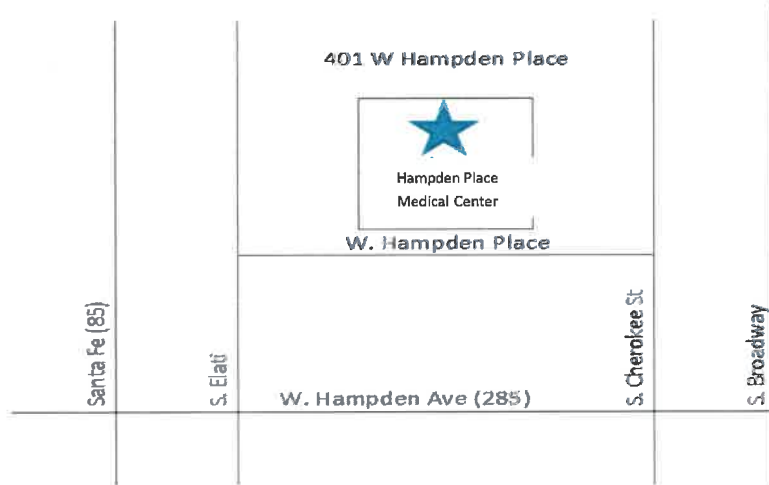
Signature: _____ **Date** _____



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