

COASTAL COMMUNITY HEALTH NEW PATIENT REGISTRATION FORM

PERSONAL INFORMATION

Last Name:	First Name:	Middle Initial:
Previous Name:	Sex:[]F []M [] T
Address:	City/State:	Zip:
Home Phone:	Cell Phone:	Leave Voicemail? [] Yes [] No
DOB (mm/dd/yyyy):	Marital Status:	Social Security:
EMPLOYMENT		
PATIENT:[]Y[]N Stat	tus:[]FT[]PT Employer	Name/Phone:
SPOUSE/PARTNER: []	Y[]N Status:[]FT[]PT <u>E</u>	mployer Name/Phone:
STUDENT STATUS: []	FT[]PT[]Not a Student	
INSURANCE		
Do you have insurance? [] Yo	es[]No **Self	Pay, please check this box
apply? [] Yes [] No		ured and underinsured, would you like to
Primary: Name		Co-pay Amount: \$
Subscriber Number_		Co may Amount 6
Secondary: Name		Co-pay Amount: \$
Subscriber Number_ <u>Tertiary:</u> Name		Co-pay Amount: \$
Subscriber Number_		
AUTHORIZATI	ON TO PAY AND ACCI	EPTANCE OF RESPONSIBILITY
		Health Services, Inc. for all insurance benefits that I am responsible for any balance not paid by
Signature:	Date:	
REASON FOR TODAY'S VISIT	T HANDBOOK WITH DETAILEI :	D INFORMATION ABOUT CCHS? [] Yes [] No



PATIENT NAME:

EMERGENCY CONTACT						
Name:	Relation:					
Home Phone:	Work Phone	::				
Check here if same as above						
Address:	City/State:	Zip:				
DATIENT WED DODTAL						
PATIENT WEB PORTAL						
This is a FREE and secure online portal appointments, etc	to view medical reco	ords, request medication refills, request new				
Personal Email Address:	(<u></u>				
[Shortly, you will receive online log in	credentials via your p	ersonal email]				
Please check this box if you do	not have personal em	ail.				
STATISTICAL ANALYSIS/ST	RUCTURED DA	TA				
Race: [] Refuse [] Asian [] Other Paci Indian/Alaska Native [] Native Hawaii		n-American [] Caucasian [] American				
Ethnicity: [] Refuse [] Hispanic/Latino	[] Non-Hispanic/La	tino				
Language: [] English [] Spanish [] Other: Interpreter Needed? [] Yes [] No						
Veteran Status: [] Yes [] No						
Type of Residence:						
[]Rent[]Own[]Shelter[]Homeles	ss (Street [] Yes [] N	o)[] Transitional[] Friends[] Family				
Public Housing: [] Yes [] No						
How Did You Hear About Us? [] Friend [] Family [] Other [] Doctor [] CMAP [] Community Event						
GENDER IDENTITY:		XUAL ORIENTATION: Do you think of Yourself as: Lesbian or Gay				
[] Male		Straight (Not Lesbian or Gay)				
[] Transgender male/female-to-male		Bisexual				
	[] Transgender female/male-to-female [] Something Else					
[] Other [] Choose not to disclose		Don't know Choose not to disclose				
[] Choose not to disclose		Choose not to disclose				

NOTICE OF PRIVACY PRACTICES

Your Information. Your Rights. Our Responsibilities.

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. **Please review it carefully.**

Your Rights

You have the right to:

- Get a copy of your health and claims records
- Correct your health and claims records
- · 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:

- Answer coverage questions from your family and friends
- · Provide disaster relief
- Market our services and sell your information

Our Uses and Disclosures

We may use and share your information as we:

- Help manage the health care treatment you receive
- Run our organization
- Pay for your health services
- Administer your health plan
- Help with public health and safety issues
- Do research
- Comply with the law
- Respond to organ and tissue donation requests and work with a medical examiner or funeral director
- Address workers' compensation, law enforcement, and other government requests
- · Respond to lawsuits and legal actions

Get a copy of health and claims records

 You can ask to see or get a copy of your health and claims records and other health information we have about you. Ask us how to do this. We will provide a copy or a summary of your health and claims records, usually within 30 days of your request. We may charge a reasonable, cost-based fee.

Ask us to correct health and claims records

- You can ask us to correct your health and claims records if you think they are incorrect or incomplete.
 Ask us how to do this.
- We may say "no" to your request, but we'll tell you why in writing within 60 days.

Request confidential communications

- You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address.
- We will consider all reasonable requests, and must say "yes" if you tell us you would be in danger if we do not.

Ask us to limit what we use or share

- You can ask us not to use or share certain health information for treatment, payment, or our operations.
- We are not required to agree to your request, and we may say "no" if it would affect your care.

Get a list of those with whom we've shared information

- You can ask for a list (accounting) of the times we've shared your health information for six years prior to the date you ask, who we shared it with, and why.
- We will include all the disclosures except for those about treatment, payment, and health care operations, and certain other disclosures (such as any you asked us to make). We'll provide one accounting a year for free but will charge a reasonable, costbased fee if you ask for another one within 12 months.

Get a copy of this privacy notice

You can ask for a paper copy of this notice at any time, even if you have agreed to receive the notice electronically. We will provide you with a paper copy promptly.

Choose someone to act for you

- If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information.
- We will make sure the person has this authority and can act for you before we take any action.

File a complaint if you feel your rights are violated

- You can complain if you feel we have violated your rights by contacting us using the information on page
- You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting

www.hhs.gov/ocr/privacy/hipaa/complaints/.

We will not retaliate against you for filing a complaint.

Your Choices

For certain health information, you can tell us your choices about what we share. If you have a clear preference for how we share your information in the situations described below, talk to us. Tell us what you want us to do, and we will follow your instructions.

In these cases, you have both the right and choice to tell us to:

- Share information with your family, close friends, or others involved in payment for your care
- Share information in a disaster relief situation

If you are not able to tell us your preference, for example if you are unconscious, we may go ahead and share your information if we believe it is in your best interest. We may also share your information when needed to lessen a serious and imminent threat to health or safety.

In these cases we *never* share your information unless you give us written permission:

- Marketing purposes
- Sale of your information

Our Uses and Disclosures

How do we typically use or share your health information? We typically use or share your health information in the following ways.

Help manage the health care treatment you receive

We can use your health information and share it with professionals who are treating you.

Example: A doctor sends us information about your diagnosis and treatment plan so we can arrange additional services.

Through our patient portal; all of your health information is accessible by you when you sign up with e-mail to access the patient portal.

Run our organization

- We can use and disclose your information to run our organization and contact you when necessary.
- We are not allowed to use genetic information to decide whether we will give you coverage and the price of that coverage. This does not apply to long term care plans.

Example: We use health information about you to develop better services for you.

Pay for your health services

We can use and disclose your health information as we pay for your health services.

Example: We share information about you with your dental plan to coordinate payment for your dental work.

Administer your plan

We may disclose your health information to your health plan sponsor for plan administration.

Example: Your company contracts with us to provide a health plan, and we provide your company with certain statistics to explain the premiums we charge.

How else can we use or share your health information?

We are allowed or required to share your information in other ways — usually in ways that contribute to the public good, such as public health and research. We have to meet many conditions in the law before we can share your information for these purposes. For more information see:

www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html.

Help with public health and safety issues

We can share health information about you for certain situations such as:

- Preventing disease
- · Helping with product recalls
- · Reporting adverse reactions to medications
- Reporting suspected abuse, neglect, or domestic violence
- Preventing or reducing a serious threat to anyone's health or safety

Do research

We can use or share your information for health research.

Comply with the law

We will share information about you if state or federal laws require it, including with the Department of Health and Human Services if it wants to see that we're complying with federal privacy law.

Respond to organ and tissue donation requests and work with a medical examiner or funeral director

- We can share health information about you with organ procurement organizations.
- We can share health information with a coroner, medical examiner, or funeral director when an individual dies.

Address workers' compensation, law enforcement, and other government requests

We can use or share health information about you:

- For workers' compensation claims
- For law enforcement purposes or with a law enforcement official
- With health oversight agencies for activities authorized by law
- For special government functions such as military, national security, and presidential protective services

Respond to lawsuits and legal actions

We can share health information about you in response to a court or administrative order, or in response to a subpoena.

Our Responsibilities

- We are required by law to maintain the privacy and security of your protected health information.
- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- We must follow the duties and privacy practices described in this notice and give you a copy of it.
- We will not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

For more information see:

www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html.

Changes to the Terms of this Notice

We can change the terms of this notice, and the changes will apply to all information we have about you. The new notice will be available upon request, on our web site, and we will mail a copy to you.

Please sign to acknowledge that you have had an opportunity to receive this Notice and to ask questions regarding its contents. Signing this Acknowledgment form in no way affects the care you will receive.

Print Name	
Signature	
Date	,



Patient Name:

TREATMENT AUTHORIZATION AND AGREEMENT

Date of Birth:

• I hereby voluntarily request, consent to, and authorize Coastal Community Health Services' doctors, nurse practitioners, physician assistants, behavioral health clinicians, dental providers or other practitioners to provide confidential medical, family planning, dental and surgical treatment including, but not limited to, diagnostic procedures, lab testing, and
 administration of medications as deemed necessary and advisable. I further understand and acknowledge that an HIV test may be performed upon me or my child, without written consent, under the circumstances that a Coastal Community Health Services employee sustains a percutaneous mucous membrane, other exposure, to my blood or other bodily fluids.
 I understand that the 2019 novel coronavirus, which causes the disease COVID-19, has been declared a pandemic by the World Health Organization, is extremely contagious, and is believed to be spread by person-to-person contact. I recognize that the staff of Coastal Community Health Services has put in place reasonable preventative measures aimed at reducing t spread of COVID-19. However, I recognize and accept the risk of becoming infected by virtue of seeking services in-pers at Coastal Community Health Services.
AGREEMENT TO PAY FOR SERVICES
• I authorize Coastal Community Health Services to release my medical necessary information to Medicare, Medicaid, or ot insurance carriers to process claims and further authorize payment of medical benefits payable directly to CCHS.
 I understand that CCHS will file and complete necessary steps to collect my insurance payment. I understand that I am responsible for any account balance that is not covered by insurance or for any services rendered at Coastal Community Health Services according to the sliding fee scale. This includes any deductibles or co-payment portio of my bill after insurance payment.
COASTAL COMMUNITY HS SCREENS EVERY PATIENT FOR POTENTIAL FURTHER DISCOUNTS RELATED TO SERVICES. THIS INFORMATION CAN HELP YOU TO DECREASE YOUR COPAY LEVEL OR LEVEL OF YOUR DEDUCTIBLE IF YOUR POLICY INCLUDES SUCH PROVISIONS.
HOUSEHOLD SIZE
HOUSEHOLD INCOME: { } \$0-14,580 { } \$14,581-19,391{ } \$19,392-24,349[} \$24,350-29,160{ } >29,161-36,49
Decline release of income information
Authorization and Consent to Access, Use and Disclosure of Protected Health Information to/from Coastal Community Health Services
 I consent to and authorize Coastal Community Health Services to store my personal protected health information in an electronic health record through eClinical Works.
 I consent to Coastal Community Health Services and its designees accessing through and/or disclosing my individuall identifiable health information (medical and dental) to eClinical Works.
Date:
Patient/Guardian Signature

Updated 10.20.2017v2

minor child.

*If signing as a legal guardian, you are verifying that you are giving consent to the above listed conditions for your



Shoppers Way Location Ellis Street Location Shellman Bluff Location Townsend (Elulonia) Saint M arys Location 912-574-5277 (P) 912-574-5084(P) (912) 275-8028 (P) 912-289-2006 (P) 912-623-4755 (P) 912-228-5007 (F) (912) 289-2085 (F) 912-289-2014 (F) 912-549 -1040 (F) AUTHORIZATION TO RELEASE HEALTHCARE INFORM ATION Date of Birt h:_____ Patient's Name: Previous Name: _____ Social Security #:_____ *F YOU HAVE ANY DOCTORS THAT YOU WOULD LIKE US TO REQUEST MEDICAL RECORDS FROM PLEASE FILL IN THE LINE BELOW, WITH THEIR NAME, PLEASE REQUEST, ADDITIONAL FORMS IF NEEDED. ____ to release my healthcare information to I request and authorize ____ (Previous Doctor's Name/Clinic Name) Coastal Community Health Services, INC. Please check this box if you would like to authorize both people/ organization s listed above to share authorized info rmat ion. This request and authorization applies to: o Healthcare information relating to the following treatment, condition, or dates: All Healthcare information o Other: Definition: Sexually Transmitted Disease (STD) is defined by law, RCW 70.24 et seq., includes herpes, herpes simplex, human papilloma virus, wart, genital wart, condyloma, chlamydia, non -specific urethritis, syphilis, VDRL, chancroid, lymphogranuloma venereuem, HIV (Human Immunodeficiency Virus), AIDS (Acquired Immunodeficiency Syndrome), and gonorrhea. Yes I authorize the release of my STD result s, HIV/AIDS testing, whether negative or positive, to the person(s) listed above. I understand that the person(s) listed above will be not ified No that I must give specific written permission before disclosure of these test results to anyone. o Yes I authorize the release of any records regarding drug, alcohol, or mental health treatment No to the person(s) listed above.

Date Signed:

Patient Signature: ______



Permission to Share My Personal Health Information (HIPAA)

Patient Name:	Birth Date:
health (Protected He trusted friend or fam	control who can see private information about your alth Information). Use this form to give permission for a ily member to get private information about your health e these permissions at any time by letting us know in
YES , I give	share my Protected Health Information with anyone. permission for the person/people listed below to access my private health information:
M T H S	ITIAL all the permissions you want to give): Make or cancel appointments for me alk with my doctor or health staff on my behalf andle my paperwork, labs, and prescriptions ee my complete medical records ee my financial records
	ITIAL all the permissions you want to give): Make or cancel appointments for me Talk with my doctor or health staff on my behalf Handle my paperwork, labs, and prescriptions
	_ See my complete medical records _ See my financial records _ Date

Sliding Fee Scale Discount Application



NEW APPLICATION 🔲 RE-CERTIFICATION 📋

FULL NAME (First, MI, La	st)	APPL	ICANT INFORMATION		DATE OF BIRTH		
CHECK HERE ONLY IF YOU <u>DO NOT</u> WANT TO APPLY FOR THE SLIDING FEE SCALE DISCOUNT I have been given the opportunity to apply for the Coastal Community Health Center, Inc. (CCHS) discount services sliding fee schedule. I DO NOT wish to apply for the CCHS discount services sliding fee program at this time.							
SIGNATURE OF PATIENT	OR GUARANTOR			DATE			
	·	GEN	ERAL INFORMATION				
The questions on this form will only be used to gather information about you and your family, so we can better meet your medical, dental, behavioral health, and/or vision needs (if you are insured, you may qualify for discounted copays or deductibles. If you are uninsured, you may qualify for discounted fees for services provided.) This information will not be used to withhold or deny services.							
☐ Yes ☐	No Are you	u covered under Me	edicaid, Medicare, and/or any	other insura	nce?		
☐ Yes ☐		u unemployed?					
☐ Yes ☐	No Are you	u disabled?					
			EHOLD INFORMATION				
					ort from the head of household.		
Nam	е	Date of Birth	Relationship to Applicant Applicant/Self	Insurance Yes	Insurance Type Medicaid Medicare		
	mply with the docu	mentation requirem	DOCUMENTATION REQU	vide your cas	sh income amount below, sign the		
applicant certification statement, and provide a letter from your employer on company letterhead that verifies the income amount you provide. Failure to complete this information will result in the denial of your application for a sliding scale discount.							
MY CASH INCOME IS:	\$	∐ Week	ly L Bi-Weekly L	☐ Monthly	☐ Other:		
CURRENT EMPLOYER:							
I certify that I have no other way to document my income, and all of the above information is accurate. I understand this information is to be used to determine eligibility for the CCHS Sliding Fee Discount Program. I understand CCHS officials may verify information provided on this form. SIGNATURE OF PATIENT DATE							
I							

Sliding Fee Scale Discount Application

		INC	OME	VERIFICATIO	N			
					en out) in the table below. Household income includes fore the discount goes into effect.			
Type of Income	NAME OF PERSON	NAME OF PERSON	I NAM	IE OF PERSON	HOW OFTEN DO YOU RECEIVE THIS INCOME?			
(Before Taxes or Deductions)	RECEIVING INCOME		451945600100	VING INCOME #3	HOW OF TEN DO FOO RESERVE THIS INSOME			
Work Wages	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Cash Wages	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Disability Income (non-military)	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Social Security	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Unemployment	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Worker's Comp	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Child Support	Not considered	Not considered	Not co	onsidered	Weekly Bi-Weekly Monthly Other:			
Alimony	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Tips	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Self-Employment	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Retirement	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
Military Disability	Not considered	Not considered	Not co	nsidered	Weekly Bi-Weekly Monthly Other:			
Other Income	\$	\$	\$		Weekly Bi-Weekly Monthly Other:			
I understand that if I provide false information, I will be disqualified from the program, and all charges will be due in full immediately. I understand that I will be required to submit documentation of proof of income (1 month / 4 weeks of paystubs, prior year tax return, SSA letter, unemployment award letter, letter from employer, etc.). I understand that any insurance payments received by me or on my behalf must be applied to my account before I receive any discounts. By signing this form, I certify under penalty of perjury under the laws of the State of Georgia that the above information is true and correct, and I assume the responsibility of contact CCHS should any changes to my financial or insurance status occur.								
APPLICANT SIGNATURE DATE								
FOR OFFICE USE	E ONLY (to be calculated	I once proof of income is received	red)					
TOTAL NUMBER IN HOUSEHOLD:			SLIDING FEE SCA	ALE: DA DB DC DD DE				
GROSS INCOME	AMOUNT #1:	\$			LETED APPLICATION:			
GROSS INCOME	AMOUNT #2:	\$		BACKDATE DISC	COUNT TO:			
GROSS INCOME	AMOUNT #3:	\$		INITIALS OF CCH	IS REPRESENTATIVE:			
TOTAL GROSS II	NCOME AMOUNT:			ADMINISTRATIV	E APPROVAL IF ORE THAN 14 DAYS:			
TOTAL ANNUAL H	OUSEHOLD INCOME	\$						

STANDARD SERVICES SLIDING FEE SCHEDULE FOR QUALIFIED PATIENTS												
	% of FPL											
	А	В		С		D		E				
	≤100% (Nominal Fee)	101%-133%		134	1%-167	%	168	3%-200	0%	>2019	6-250%	>250%
Family Size	Annual Income											
1	≤\$14,580	14,581 -	19,391	19,392	-	24,349	24,350	-	29,160	29,161	- 36,450	≥\$36,451
2	≤\$19,720	19,721 -	26,228	26,229	-	32,932	32,933	-	39,440	39,441	- 49,300	≥\$49,301
3	≤\$24,860	24,861 -	33,064	33,065	-	41,516	41,517	-	41,516	41,517	- 62,150	≥\$62,151
4	≤\$30,000	30,001 -	39,900	39,901	-	50,100	50,101	-	60,000	60,001	- 75,000	≥\$75,001
5	≤\$35,140	35,141 - 4	46,736	46,737	-	58,684	58,685	-	70,280	70,281	- 87,850	≥\$87,851
6	≤\$40,280	40,281 -	53,572	53,573	-	67,268	67,269	-	80,560	80,561	- 100,700	≥\$100,701
7	≤\$45,420	45,421 -	60,409	60,410	-	75,851	75,852	-	90,840	90,841	- 113,550	≥\$113,551
8*	≤\$50,560	50,561 -	67,245	67,246	-	84,435	84,436	-	101,120	101,121	- 126,400	≥\$126,401
MEDICAL VISIT **	\$ 25.00	\$55			\$75			\$95		100% of	Charges	100% of Charges
DENTAL VISIT ***	\$ 50.00	\$70			\$100			\$140		100% o	Charges	100% of Charges
DENTAL PREVENTATIVE (cleaning)	\$ 40.00	\$60			\$90			\$110		100 % o	f Charges	100 % of Charges
LAB ONLY VISIT	\$ 10.00	\$20			\$30			\$40		100 % o	f Charges	100 % of Charges
VISION EXAM	\$ 10.00	\$20		\$30		\$40		100 % of Charges		100 % of Charges		
IN-HOUSE PHARMACY DISPENSING FEES	\$ 5.00	\$10	\$10		\$12		\$14		NO DISCOUNT		NO DISCOUNT	
CONTRACT PHARMACY DISPENSING FEES	\$ 9.00	\$11 \$13		\$15		NO DISCOUNT		NO DISCOUNT				
FAMILY PLANNING VISIT (TITLE X)	\$ -	\$20 \$45 \$65 \$85 100 %				100 % of Charges						

^{*} For family units with more than 8 members, add \$5,140 for each additional member. 2023 FPL figures are used

HOUSEHOLD INCOME Combined gross income of all members for a household who are 18 years old and older. Alternatively, household income is the combined income of all members of a household who jointly apply for Sliding Fee Scale Discount. Household income includes any source of normally taxable income of the applying party and it includes wages, salary, social security benefits, disability income, and any other payments. Food stamps, child support, SNAP programs or any compensation not defined as taxable income are excluded from the calculation. Patient's assets (such as savings, IRA, 401(k)) are not considered income.

HOUSEHOLD SIZE Is the number of persons living in the household who cohabit, mutually contribute to household expenses and assert that they are a household unit. It is recognized that another person may reside at the common residence and not be considered as par of household unit (example: roommate).

Effective 06/22/2023

To qualify for discount on services, patient must fill discount application and provide verifiable household size and household income.

IIOUSEHOLD INCOME

Combined gross income of all members for a household who are 18 years old and older.

Alternatively, household income is the combined income of oil members of a household who jointly apply for Sliding Fee Scale

Discount. Household income includes any source of normally taxable Income of the applying party and it includes wages, salary, social security benefits, disability income, and anyother payments. Food stamps, child support, SNAP programs or any compensation not defined as taxable Income are excluded from the calculation. Patient's assets (such as savings, IRA, 401(k)).

IIOUSEHOLD SIZE /s the number of persons living in the household who cohabit, mutually contribute to household expenses and assert that they are a household unit It is recognized that another person may reside at the common residence and not be considered as parof household unit (example: roomate).

My Discount Is	Slide A	
	Slide B	
	Slide C	
	Slide D	
	Slide E	

Your visit fee is due in full at the time of each visit

Your Sliding Fee Discount Expires on _______, 20

^{**} Limited labs included in the visit fee.

^{***} Dental lab (crowns, bridges, dentures, night guards, etc.) are not subject to standard fee. Cosmetic elective procedures are priced separately. Additional charges apply

^{**** 340}B Dispensing Fee only (uninsured). Cost of medication is charged separately.