

## **Patient Registration Form**

Name (first, last, middle initial):			Maiden/Other Name:					
Physical Address: _				City:		State	: <u> </u>	Zip:
Mailing Address (if	different):			City:	ty:State		e:Zip:	
Home Phone:		Mobile:		Carrier:_	Wor		k:	
Email:			DOB	:		SSN:		
Legal Sex	Current Gender	Sexual Orienta	tion			Gender Identity	7	
Male Female  Preferred Pronou He/him They/them	Male Female  She/her Other:	Straight or H Bisexual Lesbian, Ga Don't Know Something I	y, or Homo			Male Female Transgender Transgender Other		
RACE (Select all	that apply)							
ASIAN	NATIVE HAWAIIAN OR PACIFIC ISLANDER		BLACK AFRICA AMERIC	N	AMERICAN INDIAN OR ALASKA NATIVE		WHITE	CHOOSE NOT TO DISCLOSE
☐ Chinese ☐ Vietnamese ☐ Asian India ☐ Korean ☐ Filipino ☐ Japanese ☐ Other Asian	☐ Native Hawaiian ☐ Other Pacific Islander ☐ Guamanian or Chamorro ☐ Samoan		☐ Black American	or African	African		☐ White	Choose not to Disclose
ETHNICITY								
HISPANIC, LATI	NO/A, OR SPANIS	SH ORIGIN		NOT HISPANIC, LATINO/A OR SPANISH ORIGIN			CHOOSE N DISCLOSE	
Mexican American Chicano			☐ Not Hispanic, Latino/a or Spanish ☐ Choose not to disclose origin					
Primary Language:I			D	Do you need interpreter services?    Yes    No				
			econdary Pha	ırmac	cy:			
Insurance Information: Please complete the following Insurance information and provide a copy of insurance card(s)						)		
Primary Medical				Primary Dental				
Ins Company:				Ins Comp	any	:		
ID #: Grp #:				ID #: Grp #:				
	me:			Policy Holder Name:				
DOB:SSN:				DOB:SSN:				



## **Patient Registration Form**

Person financially respon	sible, if not the patient – e.g. Par	ent of a minor child:	
Name:	Ado	dress:	
Phone:	Home/Work:	DOB: _	
Emergency Contact:			
Marital Status		Are you a U.S. Veteran?	Are you an Agricultural Worker?
Annulled Domestic Partner Married Widowed	☐ Divorced ☐ Legally Separated ☐ Never Married	☐ Yes ☐ No	☐ No ☐ Migrant ☐ Seasonal
<b>Employment Status</b>		Housing Status	
Full Time Part Time	Self-Employed Not Employed	Are you Homeless?   If Homeless, are you:  Doubling up (livi	
Student Status		Staying in a Shel On the Street	
Are you a student?  Yes No		Living in Transit	ional Housing
☐ Check here if the per	ting This form (if other than patie son completing this form has leg- tation if other than parent of a mi	al authority to consent for treats	

**Income Information:** Please check the appropriate box next to family size and corresponding household income range on the table below. As a Health Center that receives Federal funding, we are required to collect this information. All answers are confidential.

	0-100%	Fedei Leve	al Poverty	101-150% Federal Poverty Level			151%-200% Federal Poverty Level		Over 200% Poverty			
Family Size				Househ	old I	ncome Rang	ge b	ased on Fa	mily \$	Size	· · · · · · · · · · · · · · · · · · ·	
1	\$0	to	\$15,650	\$15,651	to	\$23,475		\$23,476	to	\$31,300	\$31,301	& over
2	\$0	to	\$21,150	\$21,151	to	\$31,725		\$31,726	to	\$42,300	\$42,301	& over
3	\$0	to	\$26,650	\$26,651	to	\$39,975		\$39,976	to	\$53,300	\$53,301	& over
4	\$0	to	\$31,320	\$31,321	to	\$48,225		\$48,226	to	\$64,300	\$64,301	& over
5	\$0	to	\$36,700	\$36,701	to	\$56,475		\$56,476	to	\$75,300	\$75,301	& over
6	\$0	to	\$42,080	\$42,081	to	\$64,725		\$64,726	to	\$86,300	\$86,301	& over

<sup>\*</sup>Add \$5,500 per each additional over 6



## **Medical History Questionnaire**

Name:	DOB:		Today's Date:			
Height: Weight:						
Other Care Team Provider (e.g. specialist, o						
Advanced Directive:  Do you have an Advanced Directive? (if yes, please provide a copy)  Would you like the Health Center to assist you in developing your Advanced Directive?						Don't Know
Would you like the Health Center to assist	Ш	Ш				
Please answer the following questions as best you can, your answers are confidential.  Have there been any major changes to your health within the past year?  If yes, please explain:						
Do you have any artificial joints, heart valv	es, implants, or prosthe	esis?				
Have you had surgery, x-ray treatment, or chemotherapy for a tumor, growth, or other condition?  If yes, please explain:						
Females Only:						
Are you currently pregnant?					Ш	
If Yes, Due Date:						
Are you currently breast feeding?					Ш	
Health History: Do you currently have, or Addiction Anxiety/Panic Disorder/ PTSD Arthritis Asthma or Shortness of Breath Back or Neck Problems Blood Disease or Anemia Bowel Disease or Ulcers Dizziness Fainting Headaches or Migraines Loss of Consciousness Memory Loss Chronic Cough Cancer or Tumor Location: Depression Diabetes Emphysema Fractures, Bone/Joint Deformities Gout Eye Trouble, Injury, or Blindness	have you had any of t	High Choles Seizures Joint Proble Hernia Gynecologic Hearing Los Heart Diseas High Blood Trouble	ms  cal Problems ss/ Ringing in Ears se or Chest Pain Pressure Prostate se or Hepatitis al Problems e s e se eping	y)		



## **Medical History Questionnaire**

Name:		DOB:	Today	y's Date:	
Health Screening: Please note the		_		ving:	
Colonoscopy Date:		PS			
Mammogram Date:		Pa	p Smear		
Last Menstrual Period Date:					
Surgical History:					
Date: Surgery:					
Date: Surgery:					
Date: Surgery:					
Date: Surgery:					
Date: Surgery:					
Family History: Has anyone in yo	ur immediate history e	experienced th	e following?		
Taining Tilstory. Thus anyone in yo	Father	Mother Mother	· ·	Child	
Cancer or Tumor					
Diabetes					
High Blood Pressure					I am adopted and do not
Heart Disease / Heart Attack					know my
Mental Health					family history
Substance Abuse					
Other:					
Father Deceased Date of	f Death:	Cause of De	eath:		
	f Death:	_			
Social History (Check all that appl	v)				
☐ Alcohol Use Amo ☐ Drug Use ☐ Smoker	nt.				
Former Smoker Estim	nated Quit Date:				
Chewing Tobacco					
Abuse/Neglect					
Employed Occ	upation:				
Occupational Injury Deta	ils:				
Retired					<del>_</del>
Living with Spouse					
Living Alone					



## **Medical History Questionnaire**

Name:		DOB:	Today's Date:	
Allergies: Medication Allergies / Reaction		Food, Environ	mental, Animal Allergies	/ Reaction
Current Medications:				
Medication	Dosage	Frequency	Reason for M	ledication?
Immunizations:				Yes No Don't
		If unknown, was	it in the last 10 years?	
Have you ever received the pneum				
If yes, date vaccine received:				
I understand that, to the best of my change in my health or medication treatment for myself, or the named Center for Health.	s, I will inform my	health care provider i	mmediately. I hereby give	e my consent to
We set aside time just for you. If you Arriving late may require your pro appointment, you may have to wait appointment, we are able to see other.	vider to reschedule t for another openin	your visit to allow en g. By calling us wher	ough time for your care. I	f you miss an
Signature of Patient or Guardian			 Date	



# <u>Protected Health Information Release</u> <u>Authorization and Consent</u>

Patient Name:	Date of Birth:				
Address:	Phone:	Cell phone:			
Information Requested From	:	Email:			
Address:Phone/Fax:					
Information Released To: No	orthern Tier Center for Health (NOTCH)				
Address:	Phon	e/Fax:			
As described below for the fo	ollowing purpose(s):   Continuity of Care	Other:			
☐ All Records OR	☐ Dental Records ☐ Consult Notes	☐ Lab Reports ☐ Immunizations			
Electronic Documentation R Department 44 Main Street, S I understand that if I do n service to me at the North psychiatric, mental health the Health Insurance Port disclosed without my wri facsimile of this consent disclosure for purposes o consent to a disclosure for your records in the follow	Received on CD or DVD: Please send to Richford Ste. 200, Richford, VT 05476  not state a date of expiration below, then this conseiver Tier Health Center (NOTCH). I understand the and/or drug and alcohol records. I understand the tability and Accountability Act of 1996 ("HIPAA" itten consent unless otherwise provided for by statis valid as is the original. I understand that I might freatment, payment, or health care operations. I wor other purposes. You are authorizing the Norther wing formats: verbal, written, electronic, unless other.	Health Center – Care Coordination  ent will expire one year from the last date of that information released may include medical, at my Medical Records are protected under '), 45 Parts 160 and 164, and cannot be e and federal regulations. A photocopy or to be denied services if I refuse to consent to a will not be denied services if I refuse to no Tier Center for Health (NOTCH) to disclose			
This authorization will expi (If no date or ev	ire on:ent is stated, this release will expire one (1) year f	from the last visit the patient had)			
Patient Signature:		Date			
Guardian or Legal Represent	ative Signature	Date			
were previously released und further information under this	te this consent at any time. My decision to revoke the this consent. I hereby revoke this consent on: _s consent.				



## Consent for Treatment, Payment, and Healthcare Operations

Patient Name:		Date of Birth:	
	Please Print	Plea	ase Print

#### I. Consent for Treatment:

I hereby give my consent for treatment for myself, or the named patient (of whom I am the parent or legal guardian of and have the legal right to consent to treatment) to the Northern Tier Centers for Health (NOTCH). Treatment may include health screening, diagnosis, medical treatment, dental treatment, mental health, psychiatry services, and drug and alcohol screening, assessment, diagnosis, and treatment.

#### II. Consent to Release Health Information

I consent to the use within NOTCH and the disclosure to persons or organizations outside of NOTCH of my (or of the named patient for whom I am the parent or legal guardian) medical, dental, Care Quality Interoperative (HIE), Surescripts/Pharmacy, drug and alcohol, mental health, psychiatry and other treatment and health records ("health information") by NOTCH for the following purposes:

# A. Use of health information by or for NOTCH for treatment, payment, and health care operations.

- Providing treatment by NOTCH staff
- Conducting health care operations, including financial or quality assurance audits and / or training.
- Prescription ordering/refilling
- Billing your insurance company directly
- Processing payment for healthcare services, including the disclosure of health records to
  insurance companies, workers' compensation or liability carriers, or other agencies responsible
  for payment. This may also include updating insurance information on file with NOTCH.

# **B.** Disclosure of health information to people or organizations outside of NOTCH for treatment purposes:

- NOTCH is authorized to provide all past and present health information including 42 CFR. Part 2 document to other health care providers or agencies who participate in your care. This includes past medical records from outside organizations, prescriptions, drug and alcohol screening, diagnosis, and treatment.
- An individual release of information must be submitted for each transfer of care, family, friends, or other people that you wish to have access to your Medical Record information.

#### **III.** Assignment of Benefits

I authorize NOTCH to bill and receive payment directly from Medicare / Medicaid or any other insurance carrier for services provided to me.



I hereby assign to all payments from Medicaid, Medicare, or any health insurance policy for health care, rendered to be me by NOTCH.

I understand I am responsible for any unpaid balances incurred due to my care at NOTCH.

I understand that, to the best of my knowledge, the demographic information I provided is true and correct.

### IV. Termination and restrictions of this consent:

- **A.** I understand that I may revoke this consent at any time by providing written notice to NOTCH. Revocation will not affect any actions taken by NOTCH in reliance on this consent prior to the date of revocation. Unless otherwise revoked in writing, this consent will expire three (3) years after the date of my last service with NOTCH.
- **B.** I understand that I may request restrictions on the use or disclosure of my health information for the purposes described in this consent and that NOTCH may or may not agree to the request. I also understand that except for those restrictions on use or disclosure of health information to which NOTCH agrees, NOTCH will not be able to provide services to me (or the named patient without this signed consent.
- **C.** I have read this Consent for Treatment & Consent to the Release of Health Information; I understand and knowingly consent to its content.

I hereby acknowledge that I have been offered a copy of the Notice of Privacy Practices and understand NOTCH will use my protected health information in accordance with privacy law.

Patient Signature:

Date:

Patient Signature:	Date:
Parental Signature:	Date:
Guardian Signature/ POA:	_ Date:

If you are a legal guardian/power of attorney of a patient, this document is not valid until legal paperwork is provided.



## **Authorization to Treat a Minor Without a Parent/Guardian Present**

• • • • • • • • • • • • • • • • • • • •	rization from the parent or legal guardian of a minor before
providing non-emergency medical treatment for injuries of	·
providers with your consent to assess and treat your mino	or child when you are not present.
I,, he	ereby authorize NOTCH and its providers to conduct
	nent for the minor child named below. I affirm that I am the
parent and/or legal guardian of this child.	
I understand and acknowledge that in my absence, medic	al and dental care may be rendered to my child without my
direct supervision. I have been informed of the nature of t	the possible treatments and/or procedures listed below and
understand the associated risks. I further understand that	I am solely responsible for any charges, fees, or expenses
related to the services provided.	
	the minor reaches 18 years of age unless revoked in writing
prior to that time.	
Minor Child's Name:	Date of Birth:
Address:	Phone Number:
Any care beyond the outlined categories will require a po	grant or quardian to be precent. Extractions and other
	ct conversation with NOTCH. Additional consent forms mus
be signed for advanced treatments.	te conversation with 140 Ferri Additional consent forms mus
(Please check all that apply)	
☐ All treatments	
$\square$ Physical examination and/or first aid	
$\square$ Medical and nursing management of acute or chro	nic illness
$\square$ Immunizations (including those required for school	)
☐ Sports physicals	
☐ Laboratory testing	
☐ Dental screenings, cleanings, fillings, and x-rays as r	needed
☐ Treatment for dental pain, infection, or bleeding	
$\square$ Administration of medications required for visit	
Patient Signature (if applicable):	Date:
Parent Signature:	Date:
Guardian/POA Signature:	Date:

\*If signing as a legal guardian or power of attorney, legal documentation must be provided for this form to be valid. \*



#### **Vermont State Law**

**State of Vermont Guidelines:** Informed Consent Individuals under the 18 years of age are minors under Vermont law [1 V.S.A. § 173]. Therefore, a minor's parent or guardian must provide informed consent for the minor to undergo medical treatment or a procedure with the following **exceptions:** 

#### Minors of any age

- An individual of any age (including minors) may be treated without informed consent in an emergency [12 V.S.A. § 1909(b)].
- Minors of any age may give informed consent to:
  - o Medical treatment associated with rape, incest, or sexual abuse. Health care providers are required to report such incidents to the Department for Children and Families within 24 hours [33 V.S.A. § 4911 et seq.].
  - Outpatient mental health treatment, including psychotherapy and counseling services, but not prescription drugs [18 V.S.A. § 8350].
  - Reproductive care, including contraceptive devices, termination of pregnancy, prenatal, delivery, and other pregnancy care [18 V.S.A. § 9493].

#### Minors 16 years of age and older

• Minors who are 16 years of age and older may consent to donate blood to a voluntary blood donation program where no compensation is received [18 V.S.A. § 9].

#### Minors 14 years of age and older

Minors who are 14 years of age and older may apply for voluntary admission to a designated hospital for mental health related evaluation and treatment. Informed consent must be in writing and must include a representation that the person (a) understands that treatment will involve inpatient status, (b) desires to be admitted to the hospital, and (c) consents to voluntary admission without coercion or duress [18 V.S.A. § 7503].

#### Minors 14 years of age and younger

• Minors under 14 years of age may admit themselves to a hospital for mental health-related treatment by providing their own written informed consent and a written application from a parent or guardian [18 V.S.A. § 7503].

#### Minors 12 years of age and older

 Minors who are 12 years of age and older may give informed consent to testing and treatment for sexually transmitted diseases including HIV and AIDS, substance use, or substance use disorder. But, if a minor requires immediate hospitalization for treatment of any of these conditions, the parents shall be notified of the hospitalization [18 V.S.A. § 4226]

#### **Confidentiality & Insurance Communications:**

Under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule, unless modified by State or other law, a minor who has the authority to consent to a health care service has the same authority to restrict the use and disclosure of the minor's protected health information (PHI) related to that service as if the minor were an adult [45 CFR § 164.502(g)(3)]

The HIPAA Privacy Rule requires that covered entities (including health insurance plans) permit an individual to request that the covered entity restrict uses or disclosures of PHI about the individual to carry out treatment, payment, or health care operations [45 CFR § 164.522(a)(1)(i)(A)]. A health insurance plan may, but is not required to, agree to a requested restriction, except that a health insurance plan must accommodate reasonable requests by individuals to receive communications of PHI from the health insurance plan by alternative means or at alternative locations if the individual clearly states that the disclosure of all or part of that information could endanger the individual [45 CFR § 164.522(a)(1)(ii); 45 CFR § 164.522(b)(1)(ii)]

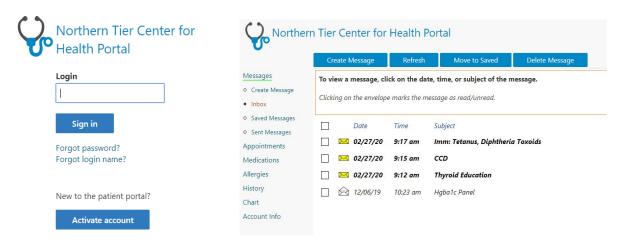
The above information outlines the basic tenets of a minor's authority to restrict the use or disclosure of the minor's PHI related to a health care service (where the minor has the authority to consent to the health care service without a parent or guardian's consent) and why the minor may therefore request changes to how health insurance plan communications about that service are received. S.37~Amerin Aborjaily~Informed Consent Laws for Minors~4-12-2023.pdf



## NOTCH Patient Portal – Authorized Representative

Manage your child's health online

The NOTCH Patient Portal provides real-time access to your child's health information including medications, labs, progress notes, and upcoming appointments - whenever you need it. You can also request an appointment, medication refills, and message your care team. Signing up is as easy as 1, 2,3...



**Step 1:** Call the NOTCH Location where your child receives medical care and ask to be added as an authorized representative to your child's patient portal account or ask front desk staff when you check in for your next appointment. Please note, if your child is 12 to 17, he or she will be asked to sign a consent granting you access to his or her patient portal account.

**Step 2:** Go to our website, <a href="www.notchvt.org">www.notchvt.org</a>, and click on the link for patient portal. Click on "Activate Account" to start. Complete the form entirely, making sure to enter your last name, first name, and DOB exactly how they appear on your portal use by authorized representative activation letter. If you need help, click on the "View a video Tutorial" link at the top of the page.



hand

**Step 3:** That's it! Navigate through your health information using the links on the left-side of the page

- Use the "Messages" link to send or view messages
- Use the "Documents" link to view your progress notes
- Use the "Chart" link to view a chart summary including lab results

The NOTCH patient portal provides secure access to your health information online whenever you need it – Activate your account today!



# **NOTCH Network Pharmacies**

## Located in

Fairfax Richford St. Albans Swanton (802)849-2101 (802)255-5530 (802)527-6700 (802)868-3338

# WELCOME TO ALL!

## Hours by location:

Monday - Friday 8:30-5:30 @ Fairfax, St. Albans & Swanton

Monday 9:00-7:00, Tuesday - Friday 9:00-5:30 @ Richford

Saturday 9:00 – 12:00 – All Pharmacies

Drive-Thru available (Swanton)

Free Mailing Available

Get your medications filled on the same day each month

Pick up a Free Medication Box!

Check out our website → www.notchvt.org

# WHERE SHOULD YOU GO?







**Emergency** 

# **Primary Care**

- Wellness or preventative visits
- Chronic condition management (diabetes, heart failure, COPD, asthma, hyper tension)
- Vaccinations
- Cold and flu symptoms
- Migraines
- Allergy symptoms
- Skin issues
- Minor fevers
- Earaches/infections
- Pink eye
- Sprains and strains
- Cuts that require stitches
- Minor fractures or sprains
- Minor injuries
- Urinary tract infections
- Severe back pain
- Vomiting and diarrhea
- Minor reactions to medications
- Animal bites
- Minor illnesses
- Insect bites/tick bites

# Department

- Chest pain
- Seizures
- Uncontrolled bleeding
- Poison ingestion
- Sudden loss of consciousness or inability to move
- Complex fractures
- Coughing or vomiting blood
- Stroke symptoms
- Difficulty breathing
- Severe abdominal pain
- Head trauma
- Severe asthma attack
- Mental health crisis



# Vermont health information exchange





# What is this?

So what is the Vermont Health Information Exchange?

The Vermont Health Information Exchange keeps your health records in one secure place. When you see a doctor or healthcare provider who participates, an electronic record may be sent to the Health Information Exchange. This record is ready for the next doctor you see so they know your health history. This doctor adds to your record so it's ready for the next doctor, and so on.

It puts your providers on the same page.





# What are my options?

Now that you know more about the Vermont Health Information Exchange, let's talk about your options.

#### **Participate**

If you want the benefit of all your providers having your medical record you have nothing to do. If your providers participate, your records will be shared on the Health Information Exchange.

### Get more information before you decide

Your doctor or healthcare provider can answer questions about the Health Information Exchange. Or you can call the Health Information Exchange Hotline at 1-888-980-1243.

#### Don't participate

You can choose to not have your records shared with providers. This is called opting out. If you opt out, your record will be stored in the Health Information Exchange. But your providers will not be able to see it, except in emergencies.

To opt out, visit **VTHealthInfo.com** to complete or download the opt out form or call the Health Information Exchange Hotline at 1-888-980-1243.

If you have questions and want to talk to a resource that is independent of the Vermont Health Information Exchange, call the Health Care Advocate Helpline at 1-800-917-7787.



## VTHealthInfo.com

For questions, call the Health Information Exchange Hotline at 1-888-980-1243.

# Vermont health information exchange



# What's in my record?

Patient records may include:

- · Patient demographics (like name, age, date of birth, address)
- Illnesses
- Injuries
- Conditions
- Allergies
- Medications
- Laboratory test results
- Radiology reports
- · Patient care summaries
- · Doctor notes
- · Limited mental health information\*
- · Limited substance use disorder information\* (also called addiction)

\* Records about mental health and substance use disorder treatment received at some primary care practices, emergency departments, and hospitals may be included. These records may include diagnoses and prescribed medications. At this time, private psychiatrists, mental health counselors and substance use disorder treatment centers do not contribute to the Vermont Health Information Exchange.

For more, visit VTHealthInfo.com/FAQS

The Vermont Health Information Exchange is operated by Vermont Information Technology Leaders (VITL) and is funded by the State of Vermont as a service to all Vermonters. For more on VITL, visit VITL.net



# What's that mean for me?

Having your doctors and healthcare providers on the same page means better care for you.

When providers use the Health Information Exchange, they have access to a shared record. This means you won't have to answer the same questions everywhere. Or remember when things happened. Or know exactly what kind of medication you've taken. And if you ever can't give your information, like in an emergency, the doctor can still get important information to help you.





## VTHealthInfo.com

For questions, call the Health Information Exchange Hotline at 1-888-980-1243.