AUDIOLOGY ASSOCIATES, INC.
Patient Registration

Please complete this packet and bring to your appointment along with insurance card(s) and photo ID. Referrals and co-pays are due at the time of visit.

Patient Name: _____ Date of Birth: _____
Social Security #_____ (not applicable under 18) Male:___ Female: ___
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alternate Phone: _____
E-mail Address: _____
Patient Employer: _____ Phone: _____
Employer Address: _____
City: _____ State: _____ Zip: _____

Person Responsible for Payment: _____
Driver's License #: _____ SS #: _____

Primary Insurance: _____ ID #: _____
Group #: _____

Secondary Insurance: _____ ID #: _____
Group #: _____

Subscriber's Name: _____
Subscriber's Date of Birth: _____ SS#: _____
Relationship to Patient: _____

Subscriber's Employer: _____
Address: _____ Phone: _____
City: _____ State: _____ Zip: _____

Whom may we thank for referring you? _____

Primary Care Doctor: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Report also to: _____

PLEASE READ AND SIGN THE FINANCIAL POLICY ON THE BACK OF THIS FORM.

AUDIOLOGY ASSOCIATES, INC.
Financial Policy

Thank you for choosing us as your hearing healthcare provider. We are committed to your treatment being successful. The following is a statement of our Financial Policy, which we require you to read and sign prior to any treatment.

COPAYMENTS are due at time of visit.
MEDICARE requires a physician's order for all audiology services.
REFERRALS are due at time of visit.
We accept CASH, CHECKS, VISA, MASTERCARD, & DISCOVER
MISSED or cancelled appointments without 24-hour notification will incur a $25 fee.
All REFUNDS are issued via check.

Regarding Insurance
Your insurance policy is a contract between you and your insurance company. Please be aware that some and perhaps all of the services rendered may be a non-covered benefit under your plan's policy and therefore your responsibility. Please check with your insurance carrier. We are participating providers with most insurance carriers. If your insurance company has not paid your claim within 60 days, this office will notify you. If you belong to an HMO or POS it is your responsibility to obtain a referral from your primary physician's office. If you are seen **without a referral**, payment will be due at the time of service.

Usual and customary
Our practice is committed to providing the best hearing healthcare for our patients, and we charge what is usual and customary for our area. For insurance carriers not contracted with us, you are responsible for payment regardless of any insurance company's arbitrary determination of usual and customary rates.

Past Due Accounts
Any accounts past due after 90 days will be forwarded to our collection agency. A 30% collection agency fee, court costs and attorney fees will be assessed.

Check Return Policy
Returned checks may be assessed up to a $20.00 service charge (per resubmit to bank).

I authorized release of information to **primary/secondary insurance companies.**
I understand that I am responsible for my bill **(Both parent(s) and/or legal guardian(s) are responsible for the minor's bill)**.
I authorize payment directly to Audiology Associates, Inc.
I permit a copy of this authorization to be used in place of an original.

I have read the policy above and understand and agree to terms as listed.

X_____ Date_____
(Signature of pt or responsible party)

X_____ Date_____
(Signature of co-responsible party)

Please let us know if you have any questions regarding this policy.

Revised 03/30/2016

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Audiology Associates INCORPORATED
aaiaudiology.com

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Corinne Richards, Au.D., F.A.A.A.
Anne Rouleau, Au.D., F.A.A.A.

Adult History Form

DATE: _____

NAME: _____ DOB: _____

1. How long have you had difficulty hearing, if any? _____
2. Better ear? ☐ Right ☐ Left ☐ Same
3. Pain from ears? ☐ Yes Which ear? _____ ☐ No
4. Any blocked feeling? ☐ Yes Which ear? _____ ☐ No
5. Facial numbness? ☐ Yes ☐ No
6. Ringing or noises in ears? ☐ Yes Which ear? _____ ☐ No
7. Have you worn hearing aids? ☐ Yes How long? _____ ☐ No
8. Do you have any dizziness? ☐ Yes How long? _____ ☐ No
9. History of ear surgeries/PE tubes? ☐ Yes ☐ No
10. Family history of hearing loss? ☐ Yes Who? _____ ☐ No
11. Worked around or been exposed to loud noises? ☐ Yes Where? _____ ☐ No
12. Have you had any recent colds? ☐ Yes When? _____ ☐ No
13. A) Do you have sinus problems? ☐ Yes ☐ No 13. B) Do you have allergy problems? ☐ Yes ☐No
14. History of depression? ☐ Yes ☐ No
15. Do you have a pacemaker? ☐ Yes ☐ No
16. Health Problems? ☐ Diabetes ☐ Heart ☐ Circulatory ☐ Head Injury ☐ Head or neck surgery ☐ Radiation/Chemotherapy ☐ Other_____
17. Medications? Dosage Frequency Route For what medical condition?

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

****Please use back of this form if additional space is needed to list medications****

18. Known allergies? Please list: _____
19. Last surgery date? _____ Procedure: _____
20. Last hospitalization date? _____Reason: _____
21. Use of alcohol? ☐ Yes ☐ No
22. Use of tobacco one or more times in the last 24 months (cigarettes, cigars, smokeless tobacco)? ☐ Yes ☐ No

Additional comments: _____

Primary Care Physician: _____Phone: _____

Address: _____ Fax: _____

Report also to: _____

updated 04/11/2016

ABBREVIATED PROFILE OF HEARING AID BENEFIT

NAME: _____ ☐ Male ☐ Female TODAY'S DATE: ___/___/___
Last *First*

INSTRUCTIONS: Please circle the answers that come closest to your everyday experience. Notice that each choice includes a percentage. You can use this to help you decide on your answer. For example, if a statement is true about 75% of the time, circle "C" for that item. If you have not experienced the situation we describe, try to think of a similar situation that you have been in and respond for that situation. If you have no idea, leave that item blank.

A Always (99%)
B Almost Always (87%)
C Generally (75%)
D Half-the-time (50%)
E Occasionally (25%)
F Seldom (12%)
G Never (1%)

	Without Hearing Aid	With Hearing Aid
1. When I am in a crowded grocery store, talking with the cashier, I can follow the conversation.	A B C D E F G	A B C D E F G
2. I miss a lot of information when I'm listening to a lecture.	A B C D E F G	A B C D E F G
3. Unexpected sounds, like a smoke detector or alarm bell are uncomfortable.	A B C D E F G	A B C D E F G
4. I have difficulty hearing a conversation when I'm with one of my family at home.	A B C D E F G	A B C D E F G
5. I have trouble understanding the dialogue in a movie or at the theater.	A B C D E F G	A B C D E F G
6. When I am listening to the news on the car radio, and family members are talking, I have trouble hearing the news.	A B C D E F G	A B C D E F G
7. When I'm at the dinner table with several people, and am trying to have a conversation with one person, understanding speech is difficult.	A B C D E F G	A B C D E F G
8. Traffic noises are too loud.	A B C D E F G	A B C D E F G
9. When I am talking with someone across a large empty room, I understand the words.	A B C D E F G	A B C D E F G
10. When I am in a small office, interviewing or answering questions, I have difficulty following the conversation.	A B C D E F G	A B C D E F G
11. When I am in a theater watching a movie or play, and the people around me are whispering and rustling paper wrappers, I can still make out the dialogue.	A B C D E F G	A B C D E F G
12. When I am having a quiet conversation with a friend, I have difficulty understanding.	A B C D E F G	A B C D E F G

(Continued)

A Always (99%)
B Almost Always (87%)
C Generally (75%)
D Half-the-time (50%)
E Occasionally (25%)
F Seldom (12%)
G Never (1%)

	Without Hearing Aids	With Hearing Aids
13. The sounds of running water, such as a toilet or shower, are uncomfortably loud.	A B C D E F G	A B C D E F G
14. When a speaker is addressing a small group, and everyone is listening quietly, I have to strain to understand.	A B C D E F G	A B C D E F G
15. When I'm in a quiet conversation with my doctor in an examination room, it is hard to follow the conversation.	A B C D E F G	A B C D E F G
16. I can understand conversations even when several people are talking.	A B C D E F G	A B C D E F G
17. The sounds of construction work are uncomfortably loud.	A B C D E F G	A B C D E F G
18. It's hard for me to understand what is being said at lectures or church services.	A B C D E F G	A B C D E F G
19. I can communicate with others when we are in a crowd.	A B C D E F G	A B C D E F G
20. The sound of a fire engine siren close by is so loud that I need to cover my ears.	A B C D E F G	A B C D E F G
21. I can follow the words of a sermon when listening to a religious service.	A B C D E F G	A B C D E F G
22. The sound of screeching tires is uncomfortably loud.	A B C D E F G	A B C D E F G
23. I have to ask people to repeat themselves in one-on-one conversation in a quiet room.	A B C D E F G	A B C D E F G
24. I have trouble understanding others when an air conditioner or fan is on.	A B C D E F G	A B C D E F G

Please fill out these additional items.

HEARING AID EXPERIENCE:	**DAILY HEARING AID USE**	**DEGREE OF HEARING DIFFICULTY (without wearing a hearing aid):**
☐ None	☐ None	☐ None
☐ Less than 6 weeks	☐ Less than 1 hour per day	☐ Mild
☐ 6 weeks to 11 months	☐ 1 to 4 hours per day	☐ Moderate
☐ 1 to 10 years	☐ 4 to 8 hours per day	☐ Moderately-Severe
☐ Over 10 years	☐ 8 to 16 hours per day	☐ Severe

HARL
Hearing Aid Research Lab

For Client

Tinnitus Reaction Questionnaire (TRQ)

Name Date Completed:

This questionnaire is designed to find out what sort of effects tinnitus has had on your lifestyle, general well-being, etc. Some of the effects below may apply to you, some may not. Please answer **all** questions by circling the number that best reflects how your tinnitus has affected you **over the past week.**

	Not at all	A little of the time	Some of the time	A good deal of the time	Almost all of the time
1. My tinnitus has made me unhappy.	0	1	2	3	4
2. My tinnitus has made me feel tense.	0	1	2	3	4
3. My tinnitus has made me feel irritable.	0	1	2	3	4
4. My tinnitus has made me feel angry.	0	1	2	3	4
5. My tinnitus has led me to cry.	0	1	2	3	4
6. My tinnitus has led me to avoid quiet situations.	0	1	2	3	4
7. My tinnitus has made me feel less interested in going out.	0	1	2	3	4
8. My tinnitus has made me feel depressed.	0	1	2	3	4
9. My tinnitus has made me feel annoyed.	0	1	2	3	4
10. My tinnitus has made me feel confused.	0	1	2	3	4
11. My tinnitus has "driven me crazy".	0	1	2	3	4
12. My tinnitus has interfered with my enjoyment of life.	0	1	2	3	4
13. My tinnitus has made it hard for me to concentrate.	0	1	2	3	4
14. My tinnitus has made it hard for me to relax.	0	1	2	3	4
15. My tinnitus has made me feel distressed.	0	1	2	3	4
16. My tinnitus has made me feel helpless.	0	1	2	3	4
17. My tinnitus has made me feel frustrated with things.	0	1	2	3	4
18. My tinnitus has interfered with my ability to work.	0	1	2	3	4
19. My tinnitus has led me to despair.	0	1	2	3	4
20. My tinnitus has led me to avoid noisy situations.	0	1	2	3	4
21. My tinnitus has led me to avoid social situations.	0	1	2	3	4
22. My tinnitus has made me feel hopeless about the future.	0	1	2	3	4
23. My tinnitus has interfered with my sleep.	0	1	2	3	4
24. My tinnitus has led me to think about suicide.	0	1	2	3	4
25. My tinnitus has made me feel panicky.	0	1	2	3	4
26. My tinnitus has made me feel tormented.	0	1	2	3	4
Total					

Wilson et al. 1991

The Patient Health Questionnaire-2 (PHQ-2)

Patient Name _____ Date of Visit _____

Over the past 2 weeks, how often have you been bothered by any of the following problems?	Not At all	Several Days	More Than Half the Days	Nearly Every Day
1. Little interest or pleasure in doing things	0	1	2	3
2. Feeling down, depressed or hopeless	0	1	2	3

Audiology Associates, Inc.
Health Information Privacy and Affordability Act (HIPAA) Packet

Patient Name: _____ Date of Birth: _____

Address: _____ City/State/Zip: _____

Social Security #: _____ Phone #: _____

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

- This Notice informs me how Audiology Associates Inc. will use my health information for the purposes of my treatment and/or payment for my treatment.
- This Notice explains in more detail how Audiology Associates Inc. may use and share my health information for other than treatment, payment, and health care operations.
- Audiology Associates Inc. will also use and share my health information as required/permitted by law.
- I acknowledge that I received a copy of Audiology Associates Inc.'s Notice of Privacy Practices.
- I further acknowledge that a copy of the current notice will be posted in the reception area, the website (if applicable) and that I will be offered a copy of any amended Notice of Privacy Practices at each appointment if amended.

AUTHORIZATION TO USE AND DISCLOSURE OF HEALTH INFORMATION

I request and authorize Audiology Associates Inc. to disclose my protected health information as described below. I understand that if the person/organization authorized to receive and use the information is not a health plan or health care provider, the disclosed information may no longer be protected by federal privacy regulations.

Choose one option:

___ I consent to Audiology Associates Inc. releasing protected health as detailed below.

If applicable, please list names of family or personal representatives whom we may disclose information to in the event you are unable to contact us directly for any related Audiological questions or needs pertaining to your care and/or financial related issues.

_____

_____

___ I prohibit Audiology Associates Inc. from using and disclosing medical information to any person or entity other than required by HIPAA regulations.

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AUTHORIZATION AND RELEASE FOR THE USE AND/OR DISCLOSURE OF PROTECTED HEALTH INFORMATION FOR MARKETING

___ **Please check here if you <u>authorize</u> Audiology Associates Inc. to use or disclose your protected health information for marketing related products or services.** I understand that Audiology Associates Inc. or its business associates may receive financial remuneration in exchange for making the marketing communication on behalf of the third party whose product or service is being described. I understand that if the person/organization authorized to receive and use the information is not a health plan or health care provider, the disclosed information may no longer be protected by federal privacy regulations.

I authorize Audiology Associates Inc. to use and disclose my protected health information as set forth above. I understand that this authorization is voluntary and that Audiology Associates Inc. cannot condition my treatment, services, etc., on the signing of this authorization. **I understand that if I am signing on behalf of a minor child, this authorization will expire upon the child reaching the age of 18, unless there is proof of legal guardianship.** This authorization will expire (1) one year from the date it is signed.

Printed name of patient or personal representative

_____ Date: _____

Signature of patient or personal representative

_____ Date: _____

<u>Revocation Section</u>

<u>Right to Revoke</u>: I understand that I may revoke this authorization at any time by giving written notice to the address listed at the bottom of this form. I understand that revocation of this authorization will not affect any action the above named entity took in reliance on this authorization before the above named entity received my written notice of revocation. I may revoke this authorization at any time by signing the revocation section of my copy of this form and returning it to Audiology Associates Inc. at the address listed below.

Only sign the revocation section below if you wish to revoke all prior authorizations regarding the use and disclosure of your health information:

Revocation: _____ Date: _____

If you have any questions or need assistance in completing this authorization form, please contact **Donna Trostle, at (410) 646-3100.**

Audiology Associates, Inc.
9613-I Harford Road
Baltimore, MD 21234