

New Patient Forms

Treatment Consent, Disclosure and Personal Representative



Patient Name: _____ DOB: _____ Date: _____

Name of person giving consent (if not patient): _____

Relationship to Patient: ☐ Parent ☐ Guardian ☐ Primary Caregiver ☐ Other: _____

PERMISSION FOR DISCLOSURE OF INFORMATION AND APPOINTMENT OF PERSONAL REPRESENTATIVE

Person's Name (Print): _____ Relationship: _____

Person's Name (Print): _____ Relationship: _____

Person's Name (Print): _____ Relationship: _____

I give Variety Care permission to share my information and/or coordinate with the persons listed as provided above. I understand that I may revoke my permission at any time by notifying Variety Care in writing.

I give the following permissions (check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> <u>General information</u> : To make, confirm or cancel appointments, be told I am a patient, and that I am in my appointment | <input type="checkbox"/> To relay messages to my (or my child/wards') provider/staff | <input type="checkbox"/> To receive information about test or lab results |
| <input type="checkbox"/> To obtain copies of my medical records as my personal representative under HIPAA | <input type="checkbox"/> To receive information regarding my medications | <input type="checkbox"/> To bring my child/ward to appointments and consent for treatment |
| <input type="checkbox"/> To receive information regarding my diagnosis and treatment | | |

OR ☐ All the rights and permissions listed above

OR ☐ I do not want my information given to anyone.

Signature: _____ Date: _____

CONSENT FOR TREATMENT

I consent to treatment by Variety Care providers and staff. There are risks and dangers with any type treatment. I give my consent assuming those risks. I know my provider will discuss with me any risks of treatments and alternatives and that I may ask any questions or refuse treatment if I choose. I understand this consent will be effective until I revoke it or I am required to give consent due to a change in circumstances.

I consent for Variety Care to submit for payment of authorized benefits for my insurance and release any information required for payment. I know I am responsible for all deductibles and/or copayments. I also understand that I am responsible for any charges or amounts that are not paid by my insurance. I know that some lab work or other tests, such as x-rays, are not included in my regular medical visit and may require me to go to an outside provider. I know that I may receive a separate bill for those services.

Signature: _____ Date: _____

Patient Release

Medical Information



(One form per patient)

Patient Name: _____

Date of Birth: _____ SS#: _____ Phone: _____

I hereby authorize Variety Care, Inc. to release the records for the above named person consisting of (check box):

☐ Other: (Be specific, like "Vaccine Record" or "Medical Summary")

☐ Medical Records ☐ Vision Records ☐ Pharmacy Records ☐ Dental Records

☐ Behavioral Health Records ☐ X-ray records ☐ Billing Records

☐ Appointment Records only ☐ Letter from Provider Only (BH)

☐ All records, regardless of type (\$0.30 - max charge \$200)

I authorize the release of these records to:

☐ Myself, Or ☐ Another person or entity - Name: _____

Please release records by:

☐ Mail: _____

☐ Fax: _____

☐ eMail: _____

☐ Pick up in person: 6800 Broadway Extension, Oklahoma City, OK 73116

Reason for disclosure:

☐ At my request ☐ For my healthcare / treatment ☐ For legal purposes ☐ For payment / insurance purposes

☐ Other: _____

This Authorization will expire: (choose one)

☐ 12 months from the date signed ☐ Other (insert date or event): _____

I understand I may change or revoke this authorization at any time by providing written notice to Variety Care at: Variety Care, Attn: Medical Records, 6800 Broadway Extension, Oklahoma City, OK 73116. I understand I cannot restrict information that may have already been shared based on this authorization by a revocation or change.

By signing this request, the patient or representative acknowledges the following:

- I understand I have free access to my records via the Patient Portal and chose to request records via above stated method.
- I understand that if I provide a phone, fax or email and request that my records be released by that medium that those means of communication are not always secure and Variety Care cannot guarantee the confidentiality of my information when transmitted by those means. I understand that if I do not make a selection, that Variety Care will release my records as paper records through the mail.

Patient Release

Medical Information



- I understand that there are fees associated with the release of Medical Records from Variety Care and that I am responsible for paying those fees in accordance with the law. Variety Care may impose a fee of \$0.50 for each page to cover the cost of labor and copying, plus postage for the requested information. \$0.30 for each page in digital copy.
- I understand that Variety Care has up to thirty (30) days from receipt of my request to process my request and confirm that it is appropriate for the release of records.
- I understand that I may request my records in format other than paper (electronically or on CD) by providing that preference to Variety Care. Variety Care will produce my records in the format I request if it is possible. If I do not make a request for a specific alternative format, Variety Care will release my records as paper records.
- I understand that this release may contain records that may indicate the presence of a communicable/non-communicable or venereal disease, which may include but is not limited to diseases such as Hepatitis, Syphilis, Gonorrhea, Human Papilloma Virus (HPV), Chlamydia, Herpes Simplex Virus, or the Human Immunodeficiency Virus (HIV), also known as Acquired Immunodeficiency Syndrome (AIDS).
- I understand that if I have requested all of my records or my behavioral health records be released, that the information included in that release may contain information relating to my treatment for psychological, psychiatric, alcohol or substance abuse conditions.
 - I understand that if the patient is a minor, release of any information regard alcohol/substance abuse treatment requires their direct permission and they must sign this form under 42 C.F.R §2.14 even if I am their parent or guardian.
- I understand that Variety Care is not responsible for the protection of my information that has been released under this request. I specifically release Variety Care and its agents and employees from any liability for release of information connected with this request. I understand that my information may no longer be protected when it is released.
- I understand that I may inspect or obtain a copy of the protected health information shared under this authorization by sending written request to the address listed.
- I understand that I may request a copy of this request for records from Variety Care but will not be given a copy unless I request it.
- Unless the purpose of this authorization is to determine payment of a claim for benefits, the requesting entity will not condition the provision of treatment or payment for my care on my signing this authorization.
- I am making this request voluntarily. I understand that my treatment will not be impacted whether I sign this request or not.

Signature of Patient (Patient Only)

Date

If you are not the Patient but you are signing on behalf of a patient, please complete this section

I, _____, am the (check which applies):

- ☐ Parent with Parental Rights (not sufficient for substance abuse records)
- ☐ Registered Kinship Care Relative (not sufficient for substance abuse records)
- ☐ Court Appointed Guardian (not sufficient for substance abuse records)
- ☐ Legally Appointed Healthcare Agent (not sufficient for substance abuse records)
- ☐ Medical Power of Attorney (not sufficient for substance abuse records)
- ☐ Power of Attorney with Right to See Medical Records (not sufficient for substance abuse records)
- ☐ Court Appointed Personal Representative of Deceased Representative's

Signature: _____ Date: ____/____/____

You MUST attach proof of your authority to act on behalf of the patient as checked above (other than parent).

Notice of Privacy Practices

Effective Date: 8/1/2022

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW THIS NOTICE CAREFULLY.

Who We Are:

This Notice describes the privacy practices of **Variety Care, (all locations)** and the privacy practices of:

- all of our doctors, nurses, and other health care professionals authorized to enter information about you into your medical chart.
- all of our departments, including, *e.g.*, our medical records and billing departments.
- all of our Variety Care sites.
- all of our employees, staff, volunteers and other personnel who work for us or on our behalf.

Our Pledge: We understand that health information about you and the health care you receive is personal. We are committed to protecting your personal health information. When you receive treatment and other health care services from us, we create a record of the services that you received. We need this record to provide you with quality care and to comply with legal requirements. This notice applies to all of our records about your care, whether made by our health care professionals or others working in this office, and tells you about the ways in which we may use and disclose your personal health information. This notice also describes your rights with respect to the health information that we keep about you and the obligations that we have when we use and disclose your health information. Variety Care is part of an organized health care arrangement including participants in OCHIN. A current list of OCHIN participants is available at www.ochin.org. As a business associate of Variety Care, OCHIN supplies information technology and related services to Variety Care and other OCHIN Participants. OCHIN also engages in quality assessment and improvement activities on behalf of its participants. For example, OCHIN coordinates clinical review activities on behalf of participating organizations to establish best practices standards and access clinical benefits that may be derived from the use of electronic health record systems. OCHIN also helps participants work collaboratively to improve the management of internal and external patient referrals. Your health information may

be shared by Variety Care with OCHIN participants when necessary for health care operation purposes of the organized health care arrangement.

For More Information, Contact Us:

Privacy Officer
Variety Care
3000 N. Grand Blvd
Oklahoma City, OK 73107
405-632-6688

We are required by law to:

- make sure that health information that identifies you is kept private in accordance with relevant law.
- give you this notice of our legal duties and privacy practices with respect to your personal health information.
- follow the terms of the notice that is currently in effect for all of your personal health information.

How We May Use and Disclose Your Health Information:

We may use and disclose your personal health information for these purposes:

For Treatment. We may use health information about you to provide you with health care treatment or services. We may disclose health information about you to the doctors, nurses, technicians, medical students and others who are involved in your care. They may work at Variety Care, at the hospital if you are hospitalized under our supervision, or at another doctor's office, lab, pharmacy or other health care provider to whom we may refer you for treatment, consultation, x-rays, lab tests, prescriptions or other health care service. They may also include doctors and other health care professionals who work at Variety Care, or elsewhere, whom we consult about your care. For example, we may consult with a specialist who lends his/her services to Variety Care about your care or disclose to an emergency room doctor who is treating you for a broken leg that you have diabetes, because diabetes may affect your body's healing process.

For Payment. We may use and disclose health information about you to bill and collect payment from you, your insurance company, including Medicaid and Medicare, or other third party that may be available to reimburse us for some or all of your health care. We may also disclose health information about you to other health care providers or to your health plan so that they can arrange for payment relating to your care. For example, if you have health insurance, we may need to share information about your office visit with your health plan in order for your health plan to pay us or reimburse you for the visit. We may also tell your health plan about treatment that you need to obtain your

health plan's prior approval or to determine whether your plan will cover the treatment.

For Health Care Operations. We may use and disclose health information about you for our day-to-day operations, and may disclose information about you to other health care providers involved in your care or to your health plan for use in their day-to-day operations. These uses and disclosures are necessary to run Variety Care and to make sure that all of our patients receive quality care, and to assist other providers and health plans in doing so as well. For example, we may use health information to review the services that we provide and to evaluate the performance of our staff in caring for you. We may also combine health information about our patients with health information from other health care providers to decide what additional services Variety Care should offer, what services are not needed, whether new treatments are effective or to compare how we are doing with others and to see where we can make improvements. We may remove information that identifies you from this set of health information so others may use it to study health care delivery without learning who our patients are.

Appointment Reminders. We may use and disclose health information about you to contact you as a reminder that you have an appointment at Variety Care.

Health-Related Services and Treatment Alternatives. We may use and disclose health information to tell you about health-related services or recommend treatment options or alternatives that may be of interest to you. Please let us know if you do not wish us to contact you with this information, or if you wish to have us use a different address when sending this information to you.

Fundraising Activities. We may use health information about you to contact you in an effort to raise money for our not-for-profit operations. We may disclose health information about you to a foundation related to Variety Care so that the foundation may contact you in raising money for Variety Care. We will only release contact information, such as your name, address and phone number and the dates you received treatment or services from us. Please let us know if you do not want us to contact you for fundraising efforts.

Individuals Involved in Your Care or Payment for Your Care. We may release

health information about you to a friend or family member who is involved in your health care or the person who helps pay for your care.

Research. Under certain circumstances, we may use and disclose health information about you for research purposes. For example, a research project may involve comparing the health and recovery of all patients who received one medication to those who received another for the same condition. All research projects, however, are subject to a special approval process. This process evaluates a proposed research project and its use of health information, trying to balance the research needs with a patient's need for privacy. Before we use or disclose health information for research, the project will have been approved through this special approval process, although we may disclose health information about you to people preparing to conduct a research project. For example, we may help potential researchers look for patients with specific health needs, so long as the health information they review does not leave our facility. We will almost always ask for your specific permission if the researcher will have access to your name, address, or other information that reveals who you are or will be involved in your care.

Organ and Tissue Donation. If you are an organ donor, we may disclose health information about you to organizations that handle organ procurement or organ, eye or tissue transplantation or to an organ donation bank, as necessary to facilitate organ or tissue donation and transplantation.

As Required By Law. We will disclose health information about you when required to do so by federal, state or local law.

To Avert a Serious Threat to Health or Safety. We may use and disclose health information about you when necessary to prevent a serious threat to your health and safety or the health and safety of the public or another person. Any disclosure, however, would only be to someone able to help prevent the threat.

Military and Veterans. If you are a member of the armed forces or separated/ discharged from military services, we may release health information about you as required by military command authorities or the Department of Veterans Affairs as may be applicable. We may also release health information about foreign military personnel to the appropriate foreign military authorities.

Workers' Compensation. We may release health information about you for workers' compensation or similar programs. These programs provide benefits for work-related injuries or illness.

Public Health Activities. We may disclose health information about you for public health activities. These activities generally include the following:

- to prevent or control disease, injury or disability.
- to report births and deaths.
- to report child abuse or neglect.
- to report reactions to medications or problems with products.
- to notify people of recalls of products.
- to notify a person who may have been exposed to a disease or may be at risk for contracting or spreading a disease or condition.
- to notify the appropriate government authority if we believe a patient has been the victim of abuse, neglect or domestic violence. We will only make this disclosure if you agree or when required or authorized by law.

Health Oversight Activities. We may disclose health information about you to a health oversight agency for activities authorized by law. These oversight activities include, for example, audits, investigations, inspections and licensure. These activities are necessary for the government to monitor the health care system, government programs and compliance with civil rights laws.

Lawsuits and Disputes. We may disclose health information about you in response to a court or administrative order. We may also disclose health information about you in response to a subpoena, discovery request or other lawful process that is not accompanied by a court or administrative order, but only if efforts have been made to tell you about the request or to obtain an order protecting the information requested.

Law Enforcement. We may release health information about you if asked to do so by a law enforcement official:

- in response to a court order, subpoena, warrant, summons or similar process.
- to identify or locate a suspect, fugitive, material witness or missing person.
- under certain limited circumstances, about the victim of a crime.
- about a death we believe may be the result of criminal conduct.
- about criminal conduct at the Variety Care
- in emergency circumstances to report a crime, the location of the crime or victims, or the identity, description or location of the person who committed the crime.

Coroners, Health Examiners and Funeral Directors. We may release health information about our patients to a coroner or health examiner. This may be necessary, for example, to identify a deceased person or determine the cause of death. We may also release health

information to funeral directors as may be necessary for them to carry out their duties.

National Security and Intelligence Activities. We may release health information about you to authorized federal officials for intelligence, counterintelligence and other national security activities authorized by law.

Protective Services for the President and Others. We may disclose health information about you to authorized federal officials so they may provide protection to the President, other authorized persons or foreign heads of state or conduct special investigations.

Inmates. If you are an inmate of a correctional institution or under the custody of a law enforcement official, we may release health information about you to the corrections institution or law enforcement official. This release would be necessary (1) for the institution to provide you with health care, (2) to protect your health and safety or the health and safety of others, or (3) for the safety and security of the correctional institution.

YOUR RIGHTS

You have certain rights with respect to your personal health information. This section of our notice describes your rights and how to exercise them:

Right to Inspect and Copy: You have the right to inspect and copy the personal health information in your medical and billing records, or in any other group of records that we maintain and use to make health care decisions about you. This right does not include the right to inspect and copy psychotherapy notes, although we may, at your request and on payment of the applicable fee, provide you with a summary of these notes.

To inspect and copy your personal health information, you must submit your request in writing to our privacy contact person identified on the first page of this notice. If you request a copy of the information, we may charge a fee for the copying and mailing costs, and for any other costs associated with your request.

We may deny your request to inspect and copy in certain very limited circumstances. If your request is denied, you may request that the denial be reviewed. We will designate a licensed health care professional to review our decision to deny your request. The person conducting the review will not be the

same person who denied your request. We will comply with the outcome of this review. Certain denials, such as those relating to psychotherapy notes, however, will not be reviewed.

Right to Amend: If you feel that the health information we maintain about you is incorrect or incomplete, you may ask us to amend the information. You have the right to request an amendment for any information that we maintain about you. To request an amendment, your request must be made in writing, submitted to our privacy contact person identified on the first page of this notice, and must be contained on one piece of paper legibly handwritten or typed. In addition, you must provide a reason that supports your request for an amendment.

We may deny your request for an amendment if it is not in writing or does not include a reason to support the request. In addition, we may deny your request if you ask us to amend information that:

- was not created by us, unless the person or organization that created the information is no longer available to make the amendment,
- is not part of the health information kept by or for the Variety Care
- is not part of the information which you would be permitted to inspect and copy, or
- is accurate and complete.

Any amendment we make to your health information will be disclosed to the health care professionals involved in your care and to others to carry out payment and health care operations, as previously described in this notice.

Right to Receive an Accounting of

Disclosures. You have the right to receive an accounting of certain disclosures of your health information that we have made. Any accounting will not include all disclosures that we make. For example, an accounting will not include disclosures:

- to carry out treatment, payment and health care operations as previously described in this notice.
- pursuant to your written authorization.
- to a family member, other relative, or personal friend involved in your care or payment for your care when you have given us permission to do so.
- to law enforcement officials.

To request an accounting of disclosures, you must submit your request in writing to our privacy contact person identified on the first page of this notice. Your request must state a time period which may not be more than six (6) years and may not include dates before

April 14, 2003. The first list you request within a 12 month period will be free. For additional lists, we may charge you for the costs of providing the list. We will notify you of the cost involved and you may choose to withdraw or modify your request at that time before any costs are incurred. We will mail you a list of disclosures in paper form within 30 days of your request, or notify you if we are unable to supply the list within that time period and by what date we can supply the list; this date will not exceed 60 days from the date you made the request.

Right to Request Restrictions. You have the right to request a restriction or limitation on the health information we use or disclose about you for treatment, payment or health care operations. You also have the right to request a limit on the health information we disclose about you to someone who is involved in your care or the payment for your care, such as a family member or friend. For example, you may request that we not disclose information about you to a certain doctor or other health care professional, or that we not disclose information to your spouse about certain care that you received.

We are not required to agree to your request for restrictions if it is not feasible for us to comply with your request or if we believe that it will negatively impact our ability to care for you. If we do agree, however, we will comply with your request unless the information is needed to provide emergency treatment. To request a restriction, you must make your request in writing to our privacy contact person identified on the first page of this notice. In your request, you must tell us what information you want to limit and to whom you want the limits to apply.

Right to Confidential Communications. You have the right to request that we communicate with you about health matters in a certain way. For example, you can ask that we only contact you at work or by mail to a specified address. To request that we communicate with you in a certain way, you must make your request in writing to our privacy contact person identified on the first page of this notice. We will not ask you the reason for your request. Your request must specify how or where you wish to be contacted. We will accommodate all reasonable requests.

Right to a Paper Copy of this Notice. You have the right to receive a paper copy of this notice at any time. To receive a copy, please request it from our privacy contact person identified on the first page of this notice. You may also obtain a copy of this notice at our website, at www.varietycare.org

Complaints or Questions:

If you believe your privacy rights have been violated, you may file a complaint with us or

with the Secretary of the Department of Health and Human Services. You may file a complaint by mailing or e-mailing us a written description of your complaint or by telling us about your complaint in person or over the telephone:

**Privacy Officer
Variety Care
3000 N. Grand Blvd**

Please describe what happened and give us the dates and names of anyone involved. Please also let us know how to contact you so that we can respond to your complaint. You will not be penalized for filing a complaint.

If you **are not satisfied** with the manner in which this office handles a complaint, you may submit a complaint to:

**Department, Health & Human Services
Office of Civil Rights
Herbert H. Humphrey
Building
Room 509F
200 Independence Avenue, SW
Washington, D.D. 20201**

You will not be penalized for filing a complaint.

Other Uses and Disclosures of Your Protected Health Information:

Other uses and disclosures of personal health information not covered by this notice or applicable law will be made only with your written authorization. If you give us your written authorization to use or disclose your personal health information, you may revoke your authorization, in writing, at any time. If you revoke your authorization, we will no longer use or disclose your personal health information for the reasons covered by your written authorization. You understand that we are unable to take back any uses and disclosures that we have already made with your authorization, and that we are required to retain our records of the care that we have provided to you.

Changes to this Notice:

We reserve the right to change this notice and to make the changed notice effective for all of the health information that we maintain about you, whether it is information that we previously received about you or information we may receive about you in the future. We will post a copy of our current notice in our facility. Our notice will indicate the effective date on the first page, in the top right-hand corner. We will also give you a copy of our current notice upon request.

About Our Notice of Privacy Practices

We are committed to protecting your personal health information in compliance with the law. The attached Notice of Privacy Practices states:

- our obligations under the law with respect to your personal health information.
- how we may use and disclose the health information that we keep about you.
- your rights relating to your personal health information.
- our rights to change our Notice of Privacy Practices.
- how to file a complaint if you believe your privacy rights have been violated.
- the conditions that apply to uses and disclosures not described in this Notice.
- the person to contact for further information about our privacy practices.

I have received a copy of the Notice of Privacy Practices.

Signature: _____

Date: _____



NOTICE OF PRIVACY PRACTICES

For Variety Care
Health Center Locations

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW THIS NOTICE CAREFULLY.

Medication Use Agreement

I, (patient name) _____, agree:

- **Controlled Substance**
 - My medication: _____ is a controlled substance.
 - The medication will be prescribed only by my provider: _____
 - I will take the medication only as directed.
 - I will not take any other controlled substances without approval from my provider.
- **Purpose**
 - The controlled substance is necessary for treating my medical condition.
 - This medication is to help me to be able to do my daily activities.
 - My provider talked with me about goals for treatment.
 - My provider talked with me about other options for treatment.
- **Risks**
 - My provider talked with me about the risks of this medication.
 - This medication can lead to addiction.
 - There is a risk of overdose and death.
 - I will tell my provider if I have misused alcohol or drugs in the past.
 - For my safety, I will tell my provider if I take:
 - herbal remedies
 - over-the-counter medication
 - other prescribed medication
 - alcohol
- **Clinic Visits**
 - My provider has told me how often I must have clinic visits.
 - My provider has told me how often I can get refills.
 - I will not ask for an early refill.
 - I will keep my appointments.
 - If I miss my appointment, I may not get refills.
- **Pharmacy**
 - My provider will only send electronic refills.
 - I will not use more than one pharmacy.
 - My provider will not send refills to a pharmacy in another state.
 - My provider checks PDMP (Prescription Drug Monitoring Program). My PDMP report will show if I get other controlled medications.
- **Safety**
 - I will keep the medication safe.

- I will keep the medication out of reach of children.
- Lost or stolen medication will not be refilled for any reason.
- Pill Counts
 - My provider may ask for a pill count at any time.
 - If I do not bring my medication for the pill count, I may not get refills.
 - If the pill count does not match with records, I may not get refills.
- Drug Tests
 - My provider may ask for drug tests at any time.
 - Drug tests may be urine or blood.
 - I will cooperate with drug tests.
 - If I refuse to do the drug tests, I may not get refills.
 - If the drug test shows a controlled substance not approved by my provider, I may not get refills.
- Specialists
 - My provider may require a specialist to check my medical condition.
 - If so, I will keep appointments with the specialist.
 - My provider will share my health records with the specialist. A copy of this agreement may be sent the specialist.
- Provider Rights
 - My provider is not required to prescribe the medication for me.
 - My provider has the right to stop prescribing the medication if:
 - I ask for any other controlled substance from anyone other than my provider.
 - I get any other controlled substance from anyone other than my provider.
 - I give my medication to any other person.
 - I sell my medication to any other person.
 - I share my medication with any other person.
 - I try to forge a prescription in any way.
 - I try to alter a prescription in any way.
 - My provider will stop prescribing the medication if my provider decides:
 - Taking this medication is not safe for me.
 - This medication is not helping my medical condition.
- My provider answered all my questions about the medication.

Patient Signature _____ Date _____

Telemedicine Informed Consent



Patient Name: _____ DOB: _____

Telemedicine services involve the use of secure audio and video connections that allow your providers and care team to deliver health care services to patients when located at different sites to help you access care how and when you would like it.

1. I understand that the same standard of care applies to a telemedicine visit as applies to an in-person visit.
2. I understand that I will not be physically in the same room as my health care provider. I will be notified of and my consent obtained for anyone other than my healthcare provider present in the room.
3. I agree that the Variety Care Patient Rights and Responsibilities also apply to telehealth. I agree that:
 - a. I will be in a private, set location during my visit;
 - b. I will be properly dressed during my visit;
 - c. I will follow all rules of conduct required and be respectful during my visit as required by Variety Care; and
 - d. I understand that if I do not follow the rules for my visit that my provider may warn me or end my visit and I will still be billed.
4. I understand that there are potential risks to using technology, including service interruptions, interception, and technical difficulties.
 - a. If it is determined that the videoconferencing equipment and/or connection is not adequate, I understand that my health care provider or I may discontinue the telemedicine visit and make other arrangements to continue the visit.
5. I understand that I have the right to refuse to participate or decide to stop participating in a telemedicine visit, and that my refusal will be documented in my medical record. I also understand that my refusal will not affect my right to future care or treatment.
 - a. I may revoke my right at any time by contacting Variety Care at 405-632-6688.
 - b. I agree that this consent will continue until I revoke it.
6. I understand that the laws that protect privacy and the confidentiality of health care information apply to telemedicine services and Variety Care's privacy practices regarding my protected health information (PHI) will still apply. I know that I may get a copy of the notice of privacy practices upon request from Variety Care.
7. I understand that this document will become a part of my medical record.
8. I understand that I am responsible for any payment required for my telemedicine, including the copay or visit cost if I am not covered by insurance. I understand that the Variety Care sliding fee discount will be applied to telehealth visits if I have provided all the documentation required for that program.

By signing this form, I attest that I (1) have personally read this form (or had it explained to me) and fully understand and agree to its contents; (2) have had my questions answered to my satisfaction, and the risks, benefits, and alternatives to telemedicine visits shared with me in a language I understand; and (3) am located in the state of Oklahoma and will be in Oklahoma during my telemedicine visit(s).

Patient/Parent/Guardian Signature

Date

Patient Form Discounted Fee Application



☐ I decline to apply for the Sliding fee scale program. I understand that I am responsible for the full cost of the services provided, with no discounts applied. If I am unable to pay in full, I acknowledge that I can arrange a payment plan or reschedule non-emergency appointments.

- ✓ Variety Care offers patients a sliding fee discount on guarantor balances, after all other payers' sources (if applicable), and if they qualify for our sliding fee scale. The discount percentage is based on the **GROSS income of all adult members of the household** and the **number of dependents** in the household.
- ✓ The required documentation **must be renewed each year** unless there is a financial change or household member change prior to the annual renewal, in which case must notify Variety Care at the time of service at the next visit and complete a new Sliding Fee Application and provide proof of the financial change if applicable.
- ✓ **Proof of Income must be verified within 30 days from the date of service to submit to qualify for the Sliding Fee Scale** and will be required to pay the sliding fee discount prices at the time services are rendered. Failure to provide all the required documentation will result in being responsible for the full amount of all charges without discount.

Proof of Income (Employed)

- Current 1040, W-2 or other tax return
- Recent Pay stub (last 30 days)
- Written and Signed document from
- Employer – form available.

Proof of Income (Unemployed)

- Public Assistance statement of benefits
- Proof of Social Security, Disability, or Pension
- Letter from Non-Profit Org. (e.g., Church)
- Other approved by Billing.

- ✓ If any information provided proves to be fraudulent, the Sliding Fee Scale status will be canceled, and it will be billed for all previous visits.

All Head Household and Dependent's Name:	Date of Birth:	Monthly Income	Annual Income
---	-----------------------	-----------------------	----------------------

Self (Guarantor)

Spouse and/or Partner

Child

Child

Child

Child

Child

Child

Relatives (explain relationship)

Relatives (explain relationship)

Office Use Only > Total Calculated Annual Income: \$

Total number of family members living in household:

A MINIMUM NOMINAL FEE OF \$35.00 WILL BE COLLECTED BEFORE YOUR PRIMARY MEDICAL OFFICE VISIT.

A MINIMUM NOMINAL FEE OF \$40.00 WILL BE COLLECTED FOR PRIMARY DENTAL; \$30.00 FOR PERIODIC VISITS.

ANY LAB, X-RAYS, MEDICAL PROCEDURE, OR INJECTIONS MAY BE AN ADDITIONAL FEE. ALL FEES ARE BASED ON INCOME.

NO DISCOUNT WILL BE APPLIED IF PROOF OF INCOME IS NOT RETURNED WITHIN 30 DAYS

Patient or Parent/Guardian Signature: _____ **Date:** _____