

823 Campbell Hill Street
Marietta, GA 30060
770-425-0118

2230 Towne Lake Parkway
Bldg. 700 , Suite 130
Woodstock, GA 30189
678-494-2380

Marietta Plastic Surgery P.C.

D. Keith West, M.D. • Michael J. McNeel, M.D. • Thaddeus S. Fabian, M.D. • M. Keith Hanna, M.D.

PATIENT INFORMATION / PATIENT DATABASE

TODAY'S DATE: _____
LAST NAME: _____ FIRST NAME: _____ MIDDLE INITIAL: _____
EMAIL ADDRESS: _____
DATE OF BIRTH: _____ SOCIAL SECURITY #: _____
HOME ADDRESS: **(No P.O. Boxes Accepted)** _____
CITY: _____ STATE: _____ ZIP CODE: _____
CELL PHONE: _____ HOME PHONE: _____ WORK PHONE: _____
OCCUPATION: _____
EMPLOYER: _____
EMPLOYER'S ADDRESS: _____
CITY: _____ STATE: _____ ZIP CODE: _____
WOULD YOU PLEASE TELL US WHO REFERRED YOU TO OUR OFFICE?: _____

INFORMATION REGARDING SPOUSE / PATIENT OR GUARDIAN

LAST NAME: _____ FIRST NAME: _____ MIDDLE INITIAL: _____
OCCUPATION: _____
EMPLOYER: _____ WORK TELEPHONE: _____
EMPLOYER ADDRESS: _____
CITY: _____ STATE: _____ ZIP CODE: _____
NAME OF PERSON WE SHOULD CONTACT IN CASE OF EMERGENCY: _____
HOME TELEPHONE: _____ WORK TELEPHONE: _____

INFORMATION IF THE PATIENT IS A MINOR:

MOTHER'S NAME: _____
MOTHER'S HOME TELEPHONE: _____ WORK TELEPHONE: _____
FATHER'S NAME: _____
FATHER'S HOME TELEPHONE: _____ WORK TELEPHONE: _____

INSURANCE INFORMATION:

NAME OF THE INSURED (IF OTHER THAN THE PATIENT): _____
INSURANCE COMPANY NAME: _____ COMPANY TELEPHONE: _____
INSURED SOCIAL SECURITY NO.: _____ INSURED DATE OF BIRTH: _____
POLICY NUMBER: _____ GROUP NUMBER: _____
COMPANY ADDRESS: _____
CITY: _____ STATE: _____ ZIP CODE: _____
MEDICARE NUMBER: _____ MEDICAID NUMBER: _____

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MEDICAL HISTORY

LAST NAME _____ FIRST NAME _____ INITIAL _____

DATE OF BIRTH _____ DATE OF LAST PHYSICAL EXAM _____

FAMILY PHYSICIAN _____

PHYSICIAN'S ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

HEIGHT _____ WEIGHT _____

ALLERGIES: _____

NAME ANY MEDICATIONS OR ANYTHING THAT YOU ARE ALLERGIC TO AND HOW YOU REACTED TO THEM

DO YOU SMOKE? NO YES PACKS/DAY _____ STOPPED _____ YEARS/MONTHS AGO

HOW MUCH ALCOHOL PER DAY _____

MEDICATIONS: check any of the following medications you are presently taking or have taken in the past year.

- | | | |
|--|---|--|
| <input type="checkbox"/> Contraceptives | <input type="checkbox"/> Pain Medicine | <input type="checkbox"/> Asthma Medicine or Inhalers |
| <input type="checkbox"/> Cortisone or Steroids | <input type="checkbox"/> Hormones | <input type="checkbox"/> Sleeping Pills |
| <input type="checkbox"/> Aspirin | <input type="checkbox"/> Blood Pressure Pills | <input type="checkbox"/> Tranquilizer or Nerve Pills |
| <input type="checkbox"/> Anti-Inflammatories | <input type="checkbox"/> Heart Medicine | <input type="checkbox"/> Diet Pills |
| <input type="checkbox"/> Arthritis Medicine | <input type="checkbox"/> Diuretic (Water Pills) | <input type="checkbox"/> Herbs |
| <input type="checkbox"/> Antibiotics | <input type="checkbox"/> Thyroid | <input type="checkbox"/> Vitamins |

LIST MEDICATIONS/DOSAGE/FREQUENCY YOU ARE PRESENTLY TAKING:

ILLNESSES: Have you ever had any of the following:

- | | | |
|--|--|---|
| <input type="checkbox"/> Anemia | <input type="checkbox"/> Kidney Stone | <input type="checkbox"/> Jaundice |
| <input type="checkbox"/> Bleeding Disorder | <input type="checkbox"/> Hernia | <input type="checkbox"/> Diabetes |
| <input type="checkbox"/> Blood Clots | <input type="checkbox"/> Colitis | <input type="checkbox"/> Pneumonia |
| <input type="checkbox"/> Blood Transfusions | <input type="checkbox"/> Arthritis | <input type="checkbox"/> Tuberculosis |
| <input type="checkbox"/> Ulcer | <input type="checkbox"/> Back Trouble/Neck Trouble | <input type="checkbox"/> Hepatitis |
| <input type="checkbox"/> Migraine | <input type="checkbox"/> Asthma | <input type="checkbox"/> Cancer |
| <input type="checkbox"/> Varicose Veins | <input type="checkbox"/> Convulsion | <input type="checkbox"/> Skin Disease |
| <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Depression | <input type="checkbox"/> Reaction to Latex |
| <input type="checkbox"/> Heart Murmur | <input type="checkbox"/> Anxiety | <input type="checkbox"/> Reflux/Indigestion |
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Nervous Breakdown | |

PLEASE LIST MAJOR ILLNESSES:

ILLNESS _____ DATE _____
ILLNESS _____ DATE _____
ILLNESS _____ DATE _____

PLEASE LIST PREVIOUS OPERATIONS AND DATES:

OPERATION _____ DATE _____
OPERATION _____ DATE _____
OPERATION _____ DATE _____

PLEASE LIST ANY SERIOUS INJURIES AND DATES:

INJURY _____ DATE _____
INJURY _____ DATE _____

HAVE ANY RELATIVES HAD (CIRCLE):

DIABETES HEART DISEASE HEART ATTACK BLEEDING DISORDER ASTHMA CANCER STROKE

HOW DID YOU LEARN ABOUT OUR OFFICE?

THE ABOVE INFORMATION IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE. I HAVE NOT PURPOSEFULLY LEFT OUT PERTINENT INFORMATION OR GIVEN INACCURATE INFORMATION.

PATIENT OR PARENT'S SIGNATURE _____ DATE SIGNED _____

THANK YOU FOR YOUR HONESTY. THIS CORRECT INFORMATION WILL HELP ME DELIVER SAFER MEDICAL AND SURGICAL CARE TO YOU.

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AUTHORIZATION FOR RELEASE OF INFORMATION

I hereby authorize Dr. D. Keith West, Dr. Michael J. McNeel, Dr. Thaddeus Fabian or Dr. M. Keith Hanna (Marietta Plastic Surgery) to release information related to psychiatric care, drug and alcohol abuse and HIV/AIDS confidential information, necessary to process insurance claims or any medical information that is needed for any utilization review or quality assurance activities. I also authorize release of information to any hospital or physician to which I may be referred by this office.

Signature of person giving consent _____ Date _____

Relationship to patient _____

Patient unable to sign due to _____

ASSIGNMENT OF BENEFITS

I hereby authorize assignment and payment directly to Dr. Keith West, Dr. Michael J. McNeel, Dr. Thaddeus S. Fabian, or Dr. M. Keith Hanna MD. (Marietta Plastic Surgery) major medical benefits due me.

I HEREBY AGREE TO PAY ANY AND ALL CHARGES THAT EXCEED OR THAT ARE NOT COVERED BY INSURANCE.

Signature _____ Date _____

Relationship to patient _____

Patient unable to sign due to _____

We request fees for office services and visits at the time the service is rendered.

Marietta Plastic Surgery

D. Keith West, M.D. • Michael J. McNeel, M.D. • Thaddeus S. Fabian, M.D. • M. Keith Hanna, M.D.

AUTHORIZATION FOR AND RELEASE OF MEDICAL PHOTOGRAPHS AND/OR SLIDES

INSTRUCTIONS:

This is a consent document that has been prepared to help inform you concerning permission to take photographs and/or slides and to use these images for a purpose as defined within this consent.

It is important that you read this information carefully and completely. After reviewing, please sign the consent as proposed by your plastic surgeon.

INTRODUCTION:

Medical photographs and/or slides may be taken before, during, or after a surgical procedure or treatment. Consent is required to take such images.

Additionally, patients may consent to release these medical photography and slides for a purpose.

I. CONSENT TO TAKE PHOTOGRAPHS/SLIDES:

I hereby authorize MPS and associates or licensees to take pre-operative, intra-operative, and post-operative photographs and/or slides.

Patient Signature: _____

II. CONSENT FOR RELEASE OF PHOTOGRAPHS/SLIDES:

I hereby authorize MPS and associates or licensees to use pre-operative, intra-operative, and post-operative photographs, and/or slides for professional medical purposes deemed appropriate including but not limited to showing these images for purposes of medical education, patient education, or during lectures to medical or lay groups.

I understand that I will not be entitled to monetary payment or any other consideration as a result of any use of these images and/or my interview.

PATIENT SIGNATURE: _____

DATE: _____

WITNESS: _____

Marietta Plastic Surgery, PC

Nicotine Policy

Nicotine usage in the period before and after surgery has been shown to cause major wound healing complications. Marietta Plastic Surgery, PC recommends all patients having surgery to stop all nicotine products (smoking cigarettes, cigars, nicorette gum, smoking cessation patches or smokeless tobacco) at least four (4) weeks prior to and four (4) weeks after a surgical procedure.

If this policy is not followed, major complications may occur, such as incision dehiscence (separation), severe infection, loss of skin or other tissue and disfiguring scarring.

If you fail to comply with this policy, it is your duty to notify your surgeon prior to your procedure. This may result in postponement or cancellation of your procedure.

I certify that I have read this information and understand the risks and complications associated with nicotine usage during the perioperative period of four (4) weeks prior to and four (4) weeks after my surgery.

Signature

Date

I have viewed photographs of wound complications associated with nicotine use in the perioperative period.

Signature

Date

HOW DID YOU FIND OUT ABOUT US?

Please take a moment to check the best answer to the following questions:

How were you referred to our practice? Please check all that apply:

- Friend If so, who? _____
- Previous Patient If so, who? _____
- Family Member
- Marietta Yellow Pages Did you see our large ad? Yes ___ No ___
- Atlanta Yellow Pages
- Other Yellow Pages Please specify _____
- Internet If so, which specific website/browser?

- Insurance Directory
- Newspaper
- Towne Laker Magazine
- Seminar
- Physician If so, who? _____
- Mentor Corporation
- Inamed Corporation
- Walker School Publication
- Newsletter
- Other Please list: _____

Do you use the internet at home or at work? Yes ___ No ___

-If yes, would you like to periodically receive an e-letter from our practice telling you about skin care specials, surgery specials and tips about plastic surgery and new procedures? Yes ___ No ___

-If yes, please provide us with your email address: _____

Thank you for your time...Have a great day!

PATIENT NAME _____
DATE OF BIRTH _____

PATIENT CONFIDENTIALITY

Patient confidentiality is top priority at Marietta Plastic Surgery. Therefore, it is important that you provide us with the following information to ensure there is no violation of your privacy.

In the event that I, _____, am unable to be reached, Marietta Plastic Surgery may leave test results or other pertinent information with the following:

- Spouse (name) _____
- Children (name) _____
- May leave test results on home answering machine
- I may be reached at work (Number) _____
- May leave a message at work on voice mail
- Other (describe) _____

(Initials) _____ In the event that I am unable to be reached, Marietta Plastic Surgery may not leave test results or other information with anyone but myself.

I understand that if the status of any of the above information changes, it will be my responsibility to inform the staff at Marietta Plastic Surgery.

Patients Signature _____ Date _____

Marietta Plastic Surgery, P.C.

Patient Consent and Acknowledgement of Receipt of Privacy Notice

I understand that as part of the provision of healthcare services, Marietta Plastic Surgery, P.C. creates and maintains health records and other information describing among other things, my health history, symptoms, examination and test results, diagnoses, treatment, and any plans for future care or treatment.

I have been provided with a Notice of Privacy Practices that provides a more complete description of the uses and disclosures of certain health information. I understand that I have the right to review the notice prior to signing this consent. I understand that the organization reserves the right to change their Notice and practices and prior to implementation will mail a copy of any revised notice to the address I have provided. I understand that I have the right to object to the use of my health information for directory purposes. I understand that I have the right to request restrictions as to how my health information may be used or disclosed to carry out treatment, payment, or healthcare operations (quality assessment and improvement activities, underwriting, premium rating, conducting or arranging for medical review, legal services, and auditing functions, etc.) and that the organization is not required to agree to the restrictions requested.

By signing this form, I consent to the use and disclosure of protected health information about me for the purposes of treatment, payment and health care operations. I have the right to revoke this consent, in writing, except where disclosures have already made in reliance on my prior consent.

This consent is given freely with the understanding that:

1. Any and all records, whether written or oral or in electronic format, are confidential and cannot be disclosed for reasons outside of treatment, payment or health care operations without my prior written authorization, except as otherwise provided by law.
2. A photocopy or fax of this consent is as valid as this original.
3. I have the right to request that the use of my Protected Health Information, which is used or disclosed for the purposes of treatment, payment or health care operations be restricted. I also understand that the Practice and I must: agree to any restriction in writing that I request on the use and disclosure of my Protected Health Information; and agree to terminate any restrictions in writing on the use and disclosure of my Protected Health Information which have been previously agreed upon.

(PATIENT'S NAME PRINTED)

DATE

PATIENT'S SIGNATURE (OR GUARDIAN, IF A MINOR)

SOCIAL SECURITY NUMBER (FOR IDENTIFICATION PURPOSES ONLY)

WITNESS (Optional)

DATE

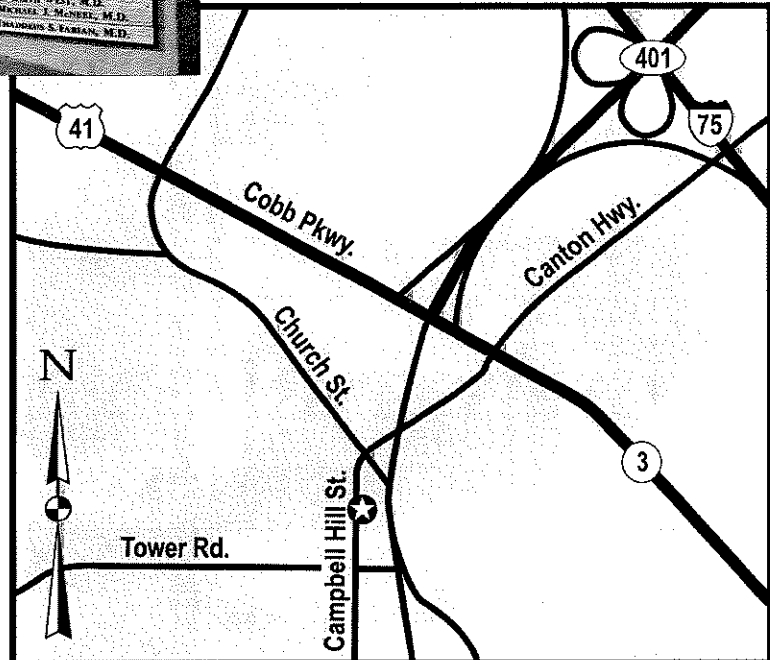


Directions

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Marietta, GA 30060
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Traveling on I 75:

Take exit 267B (Hospital).
 Continue straight off the exit.
 Immediately merge into the left lane. Go to the 2nd stop light.
 Take a right onto Tower Road. Go to the 1st stop sign. Take a right onto Campbell Hill Street. Marietta Plastic Surgery is the 3rd doctor's office on the left.

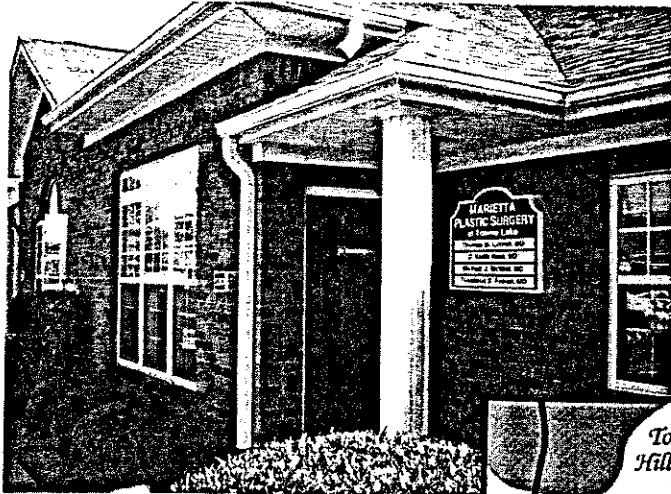


Traveling North on 41 (towards Barrett Parkway, Town Center):

Take a left onto Bells Ferry Road. Bells Ferry Road turns into Church Street Extension. At the end of Church Street Extension take a right at the intersection. Take a right onto Church Street at the light. Go to the 1st stop light and take a right onto Tower Road. Take a right onto Campbell Hill Street. Marietta Plastic Surgery is the 3rd doctor's office on the left.

Traveling South on 41 (away from Barret Parkway, Town Center):

Take a right onto Bells Ferry Road. Bells Ferry Road turns into Church Street Extension. At the end of Church Street Extension take a right at the intersection. Take a right onto Church Street at the light. Go to the 1st stop light and take a right onto Tower Road. Take a right onto Campbell Hill Street. Marietta Plastic Surgery is the 3rd doctor's office on the left.

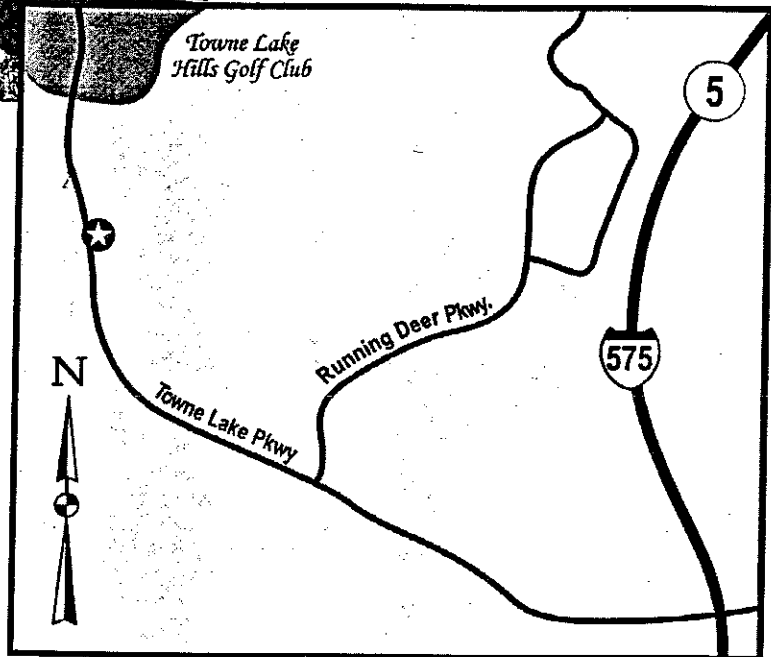


Directions

Marietta Plastic Surgery
2230 Towne Lake Parkway
Building 700, Suite 130
Woodstock, GA 30189
(678) 494-2380

From I 575 North:

Turn left onto Towne Lake Parkway (exit 8). Go through 6 traffic lights, and immediately after the 6th light make the first possible right into Towne Lake Business Park (2230 Towne Lake Parkway). The business park will be directly across from the McDonalds. We are located in the first building on the right (Building 700, Suite 130).



From I 575 South:

Turn right onto Towne Lake Parkway (exit 8). Go through 5 traffic lights, and after the 5th light make the first possible right into Towne Lake Business Park (2230 Towne Lake Parkway). The business park will be directly across from McDonalds. We are located in the first building on the right (Building 700, Suite 130).