



JULIE GUSSENHOVEN, OD
DOCTOR OF OPTOMETRY

OCULAR AND MEDICAL HISTORY QUESTIONNAIRE FOR MINOR

Name of Minor: _____ M F Date: _____
Date of Birth: _____ Home Phone: _____
Social Security #: _____ Daytime Phone: _____ Text OK? Y N
Address: _____ Email: _____
City: _____ Zip: _____ Name of School: _____ Grade: _____

Parent or guardian, please complete all personal and employment information. Name: _____

Driver's License #: _____ For whom do you work? _____
Occupation: _____ Employer's Address: _____
Spouse's Name: _____ City: _____ Zip: _____
Who referred you to our office? _____ Employer's Phone: _____

MEDICAL HISTORY

Name of Medical Doctor: _____
Do you have any allergies to medications? Yes No If yes, explain: _____

List all major injuries, surgeries and/or illnesses you've had: _____

List any of the following that you have had: crossed eyes, lazy eye, drooping eyelid, prominent eyes, glaucoma, retinal disease, cataracts, eye infections or eye injury: _____

Are you pregnant and/or nursing? Yes No

FAMILY MEDICAL AND OCULAR HISTORY

Please note any FAMILY HISTORY i.e. parents, siblings, children, grandparents (please specify maternal/paternal) for the following:

DISEASE/CONDITION	YES	NO	?	RELATIONSHIP TO YOU
Arthritis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Blindness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cataract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Crossed Eyes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Glaucoma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Heart Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
High Blood Pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Kidney Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Lupus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Macular Degeneration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Retinal Detachment/Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Thyroid Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

SOCIAL HISTORY (This information is kept confidential. You may discuss this portion directly with the doctor if you prefer.)

Yes, I would prefer to discuss my Social History information directly with my doctor.
Do you have any hobbies or sports that have special vision requirements? Yes No If Yes, please explain: _____

Do you drive? Yes No If yes, do you have visual difficulty when driving? Yes No If yes, please describe: _____

Do you use tobacco products? Yes No If yes, type/amount/how long: _____

Do you drink alcohol? Yes No If yes, type/amount/how long: _____

Do you use illegal drugs?

Yes

No

If yes, type/amount/how long: _____

REVIEW OF SYSTEMS

Do you currently, or have you ever had any problems in the following areas:

OCULAR (Eyes)	YES	NO	?	CONSTITUTIONAL	YES	NO	?
Blurred Vision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fever	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Burning/Itching/Tearing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Weight Loss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cataracts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Weight Gain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chronic Infection of Eye/Lid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	EARS, NOSE, MOUTH, THROAT			
Crossed Eyed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hay Fever	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Distorted Vision/Halos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sinus Congestion/Runny Nose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Double Vision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Post-Nasal Drip	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drooping Eyelid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chronic Cough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dryness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dry Throat/Mouth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eye Injuries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	ENDOCRINE			
Eye Pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flashes/Floaters in Vision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thyroid Abnormalities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foreign Body Sensation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GASTROINTESTINAL/GENITOURINARY			
Glare/Light Sensitivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diarrhea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glaucoma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Constipation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lazy Eye	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Upset Stomach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loss of Vision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Burning on Urination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prominent Eyes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Urinary Frequency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Redness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Incontinence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retinal Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	INTEGUMENTARY			
Sandy/Gritty Feeling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rash	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Styes/Chalazion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Changing Moles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tired Eyes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LYMPHATIC /HEMATOLOGIC			
NEUROLOGICAL				Anemia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Headaches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bleeding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Migraines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PSYCHIATRIC			
Seizures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Anxiety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stroke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Depression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ALLERGIES/IMMUNOLOGIC				Insomnia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Allergies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	RESPIRATORY			
Hives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Asthma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MUSCULOSKELETAL				Chronic Bronchitis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joint Pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emphysema	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Muscle Pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	VASCULAR / CARDIOVASCULAR			
Arthritis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heart Pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				High Blood Pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Vascular Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

List any medications you are currently taking (including oral contraceptives, aspirin, over the counter, home remedies).

If you answered YES to any of the above or have a condition not listed, please explain:

<u>Updated Date</u>	<u>Patient Initials</u>	<u>Doctor Initials</u>
___/___/___	_____	_____
___/___/___	_____	_____
___/___/___	_____	_____
___/___/___	_____	_____

Doctor's Signature

Date



JULIE GUSSENHOVEN, OD
DOCTOR OF OPTOMETRY

DEVELOPMENTAL HISTORY FOR MINOR

Name of Minor: _____ Date of Birth: _____ Date: _____

PRESENT SITUATION

Why do you feel your child needs a visual examination?

Yearly examination Blur at distance Blur at near Eyes hurt Referral Other _____

Is there any evidence from the school or psychological tests that some visual difficulties may be present? Yes No

If yes, please describe _____

VISUAL HISTORY

Date of last visual examination _____ Doctor's Name _____

Reason for last exam _____

Family vision conditions Mother _____ Father _____ Siblings _____

Has your child ever received vision therapy? Yes No If yes, when? _____

Results? _____

Does minor wear glasses? Yes No If yes, how old is your present pair of glasses? _____

Does minor wear sun glasses? Yes No If yes, how old is your present pair of sun glasses? _____

Does minor wear contact lenses? Yes No If yes, how old is your present pair of contacts? _____

Type of contact lenses: Soft Disposable Soft Extended Wear Gas Permeable Are they comfortable? Yes No

When does minor wear their present glasses? All of the time Distance Only Near Only

GENERAL BEHAVIOR

Are there any behavior problems at school? Yes No At home? Yes No Please describe: _____

To what do you attribute these problems? _____

SCHOOL

Age entering kindergarten? _____ First grade? _____ Does your child like school? Yes No

Does your child like his/her teacher? Yes No Do you feel that your child is working up to his/her potential? Yes No

Specifically describe any school difficulties _____

Child's academic performance:

Reading	<input type="checkbox"/> Above average	<input type="checkbox"/> Average	<input type="checkbox"/> Below Average
Math	<input type="checkbox"/> Above average	<input type="checkbox"/> Average	<input type="checkbox"/> Below Average
Spelling	<input type="checkbox"/> Above average	<input type="checkbox"/> Average	<input type="checkbox"/> Below Average
Writing	<input type="checkbox"/> Above average	<input type="checkbox"/> Average	<input type="checkbox"/> Below Average

Has a grade been repeated? Yes No Which grade? _____

Does he/she seem to be under tension or extreme pressure when doing schoolwork? Yes No

Has he/she had any special tutoring and/or remedial assistance? Yes No When? _____

From whom? _____ How long? _____ Results? _____

Please turn this form over and complete other side.

OBSERVATIONS (Check all that apply)

- One eye turned in or out
- Frequent blinking
- Rubbing of the eyes
- Frequent reddening or tearing of the eyes
- Encrusted eyelids or frequent styes
- Headaches
- Eyes burning or watering after reading
- Blur at far or near after or during reading
- Loses place often during reading
- Needs finger or bookmark to keep place
- Head turns when reading across page
- Too frequently omits words
- Rereads or skips lines unknowingly
- Displays short attention span for reading or copying
- Complains of seeing double, words run together
- Repeats letters within words
- Misaligns digits in number columns
- Squints, closes, or covers one eye
- Tilts head extremely while working
- Consistently shows gross postural deviations while working at desk
- Very slow reading speed
- Fatigues quickly while doing near work
- Comprehension reduces as reading continues;
- Holds book very close; head too close to desk
- Avoids all possible near-centered tasks
- Laborious reading
- Has good vocabulary but reading comprehension and retention are very low
- Makes frequent errors in copying
- Squints to see the chalkboard or moves closer
- Mistakes words with similar beginnings
- Reverses words, letters, or numbers
- Confuses likenesses and minor differences
- Fails to visualize what is read
- Whispers to self for reinforcement while reading
- Returns to "drawing with fingers" to decide likes and differences and for counting

PRENATAL, PERINATAL, POSTNATAL AND DEVELOPMENTAL HISTORY

Full term pregnancy? Yes No Normal birth? Yes No Any complications before or after delivery? _____

Did child crawl? Yes No All fours? Yes No Was child active? Yes No Is child active now? Yes No
Habits? (Thumb sucking, nail biting, etc.) _____

FAMILY AND HEALTH HISTORY

Briefly describe your child's physical condition _____
Did parents or any of the other children in the family have learning problems? Yes No
If yes, who? _____
To what extent? _____

REPORT

Would you like us to send a report to your child's school, medical doctor, etc? Yes No
If yes, to whom? _____ Address _____
Phone _____ City _____ Zip _____

Parent Print Name

Parent Signature

Spouse Print Name

Home Phone

Work Phone



JULIE GUSSENHOVEN, OD
DOCTOR OF OPTOMETRY

Receipt of Notice of Privacy Policies & Consent Form

Patient Name: _____

Patient Address: _____

Patient Phone Number: _____

In the course of providing service to you, we create, receive, and store health information that identifies you. It is often necessary to use and disclose this health information in order to treat you, to obtain payment for our services, and to conduct health care operations involving our office.

The **Notice of Privacy Practices** you have been given describes these uses and disclosures in detail. You are free to refer to this notice at any time before you sign this form. As described in our **Notice of Privacy Practices**, the use and disclosure of your health information for treatment purposes not only includes care and service provided here, but also disclosures of your health information as may be necessary or appropriate for you to receive follow-up care from another health professional. Similarly, the use and disclosure of your health information for purposes of payment includes (1) our submission of your health information to a billing agent or vendor for processing claims or obtaining payment; (2) our submission of claims to third-party payers or insurers for claims review, determination of benefits and payment; (3) our submission of your health information to auditors hired by third-party payers and insurers; and (4) other aspects of payment described in our **Notice of Privacy Practices**. Our **Notice of Privacy Practices** will be updated whenever our privacy practices change. You can get an updated copy here at the office.

When you sign this consent document, you signify that you agree that we can and will use and disclose your health information to treat you, to obtain payment for our services, and to perform healthcare operations. You also signify that you have received a copy of our **Notice of Privacy Practices**.

You have the right to ask us to restrict the uses or disclosures made for purposes of treatment, payment or healthcare operations, but as described in our **Notice of Privacy Practices**, we are not obliged to agree to these suggested restrictions. If we do agree, however, the restrictions are binding on us. Our **Notice of Privacy Practices** describes how to ask for a restriction.

I have read this document and understand it. I consent to the use and disclosure of my health information for purposes of treatment, payment, and healthcare operations. I acknowledge that I have received the Notice of Privacy Practices from Julie Gussenhoven, O.D.

Signature

Date

If signing as a personal representative of the patient, describe the relationship to the patient and the source of authority to sign this form:

Print Name

Relationship to Patient

Source of Authority: _____



JULIE GUSSENHOVEN, OD
DOCTOR OF OPTOMETRY

Notice of Privacy Practices

Effective date of notice: April 14, 2003

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

General Rule

We respect our legal obligation to keep health information that identifies you, private. The law obligates us to give you notice of our privacy practices.

Generally, we can only use your health information in our office or disclose it outside of our office, without your written permission, for purpose of treatment, payment or healthcare operations. In most other situations, we will not use or disclose your health information unless you sign a written authorization form. In some limited situations, the law allows or requires us to disclose your health information without written authorization.

Uses or Disclosures of Health Information

Examples of how we use information for **treatment** purpose:

- When we set up an appointment for you.
- When our technician or doctor tests your eyes.
- When the doctor prescribes glasses or contact lenses.
- When the doctor prescribes medication.
- When our staff helps you select and order glasses or contact lenses.
- When we show you low vision aids.

We may disclose your health information outside of our office for **treatment** purposes, for example:

- If we refer you to another doctor or clinic for eye care or low vision aids or services.
- If we send a prescription for glasses or contacts to another professional to be filled.
- When we provide a prescription for medication to a pharmacist.
- When we phone to let you know that your glasses or contact lenses are ready to be picked up.

Sometimes we may ask for copies of your health information from another professional that you may have seen before.

We may use your health information within our office or disclose your health information outside of our office for **payment** purposes. Some examples are:

- When our staff asks you about health or vision care plans that you may belong to, or about other sources of payment for our services.
- When we prepare bills to send to you or your health or vision care plan.
- When we process payment by credit card and when we try to collect unpaid amounts due.
- When bills or claims for payment are mailed, faxed, or sent by computer to you or your health or vision plan.
- When we occasionally have to ask a collection agency or attorney to help us with unpaid amounts due.
- You can ask us to communicate with you in a confidential way, such as by phoning you at work rather than at home, by mailing health information to a different address, or by using e-mail to your personal email address. We will accommodate these requests if they are reasonable, and if you pay us for any extra cost. If you want to

ask for confidential communications, send a written request to Julie Gussenhoven, OD at the address, fax, or e-mail shown at the beginning of this notice.

- You can ask to see or to get photocopies of your health information. By law, there are a few limited situations in which we can refuse to permit access or copying. Primarily, however, you will be able to review or have a copy of your health information within 30 days of asking us. You may have to pay for photocopies in advance. If we deny your request, we will send you a written explanation, and instructions about how to get an impartial review of our denial if one is legally required. By law, we can have one 30-day extension of the time for use to give you access or photocopies if we sent you a written notice of the extension. If you want to review or get photocopies of your health information, send a written request to Julie Gussenhoven, OD at the address, fax, or e-mail shown at the beginning of this notice.
- You can ask us to amend your health information if you think that it is incorrect or incomplete. If we agree, we will amend the information within 60 days from when you ask us. We will send the corrected information to person who we know got the wrong information, and others that you specify. If we do not agree, you can write a statement of your position, and we will include it with your health information along with any rebuttal statement that we may write. Once your statement of position and/or rebuttal is included in your health information, we will send it along whenever we make a permitted disclosure of your health information. By law, we can have one 30-day extension of time to consider a request for amendment if we notify you in writing of the extension. If you want to ask us to amend your health information, send a written request, including your reasons for the amendment, to Julie Gussenhoven, OD at the address, fax, or e-mail shown at the beginning of this notice.
- You can get a list of the disclosures that we have made of your health information within the past six years (or a shorter period if you want), except disclosures for purposes of treatment, payment or health care operations, disclosures made in accordance with an authorization signed by you, and some other limited disclosures. You are entitled to one such list per year without charge. If you want more frequent lists, you will have to pay for them in advance. We will usually respond to your request within 60 days of receiving it, but by law we can have one 30-day extension of time if we notify you of the extension in writing. If you want a list, send a written request to Julie Gussenhoven, OD at the address, fax, or e-mail shown at the beginning of this notice.

Our Notice of Privacy Practices

By law, we must abide by the terms of this Notice of Privacy Practices until we choose to change it. We reserve the right to change this notice at any time in compliance with and as allowed by law. If we change this notice, the new privacy practices will apply to your health information that we already have, as well as to such information that we may generate in the future. If we change our Notice of Privacy Practices, we will post the new notice in our office, and have copies available in our office.

Complaints

If you think that we have not properly respected the privacy of your health information, you are free to complain to us or to the U.S. Department of Health and Human Services, Office for Civil Rights. We will not retaliate against you if you make a complaint. If you want to complain to us, send a written complaint to Julie Gussenhoven, OD at the address, fax, or e-mail shown at the beginning of this notice. If you prefer, you can discuss your complaint in person or by phone.

For More Information

If you want more information about our privacy practices, call or visit Julie Gussenhoven, OD at the address or phone number shown at the beginning of this notice.