



**NEW PATIENT REGISTRATION**

Patient Name (Last)		(First)	(MI)	Date of Birth	Age
Address		City	State	Zip	
Home Telephone	Cellphone	Email		Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	
Patient's Employer	Occupation		Who may we thank for referring you: <input type="checkbox"/> Physician <input type="checkbox"/> Friend <input type="checkbox"/> Website <input type="checkbox"/> Other _____		
Social Security #					
Emergency Contact	Relationship	Address		Telephone	
Spouse's Name	Date of Birth	Social Security #			
Spouse's Employer	Occupation	Address		Telephone	

**INSURANCE INFORMATION**

Name of Primary Insurance Carrier		Group #	Policy #
Insured's Name	ID Number	Effective Date	Termination Date

**INSURANCE AUTHORIZATION, MEDICAL RECORD ASSIGNMENT, AND APPOINTMENT SCHEDULING**

It is your responsibility to understand the terms and requirements of your insurance plan. Your insurance policy is a contract between you and your insurance company. We are not a party to that contract. Regarding insurance plans where we are a participating provider, you are responsible for supplying our staff with your current insurance card prior to seeing the doctor. If you do not have your card, you will be required to pay for the visit in full, at the time of service. Your co-pays and deductibles will, likewise, be due at the time of service. Please be aware that some of the services provided may not be covered by your medical insurance. You will be responsible for any remaining amount owed. In the event that we are not a participating provider with your insurance carrier, we require that you pay the balance in full at the time of the visit.

Regarding my medical records, I hereby authorize release of any medical information necessary to process any insurance claims with my insurance company and assign benefits to C. Scott Naylor, MD for all payments or medical services rendered to myself. I understand that I am responsible for all fees regardless of insurance coverage, and I understand that I am responsible for any deductibles, co-insurance, or amounts for services not covered by the insurance carrier. I further authorize release of all pertinent medical records to C. Scott Naylor, MD, Inc, necessary for diagnostic evaluation and continuing medical treatment.

Regarding my scheduled appointments, the office kindly asks for at least 24-hour advance notice to cancel or reschedule an appointment. I hereby acknowledge that any missed appointments, same day cancellations, or same day rescheduling will be subject to a \$30 charge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date