DAILY PLANET HEALTH SERVICES
REGISTRATION FOR COVID SCREENING AND TESTING

BEFORE COMPLETING THIS FORM,
PLEASE PRE-REGISTER AT OUR WEBSITE:
DAILYPLANETVA.ORG

LAST NAME		FIRST NAME	M. I.
DATE OF BIRTH (MM/DD/YYYY)	SSN	PHONE NUMBER	
ADDRESS	CITY/STATE/ZIP	EMAIL ADDRESS	
EMERGENCY CONTACT NAME	PHONE NUMBER	RELATIONSHIP	

ADDITIONAL INFORMATION:

RACE(S) - CHECK ALL THAT APPLY:
□ Black/African American □ White □ Asian □ Other Pacific Islander □ American Indian/Alaska Native □ Native Hawaiian

Ethnicity: □ Hispanic □ Non-Hispanic

Primary Language: □ English □ Spanish □ Other

Sex Assigned at Birth: □ Male □ Female

Sexual Orientation: □ Heterosexual (straight) □ Lesbian or Gay □ Bisexual □ Something else □ Don't know

Gender Identity: □ Male □ Female □ Transgender Man/Transgender Male □ Transgender Woman/Transgender Female □ Other

Are you homeless? □ Yes □ No

Do you live in public housing? □ Yes □ No

Referred by:_____

INSURANCE INFORMATION:

Do you have health insurance? □ No □ Yes

Relationship to policy holder:
□ Self □ Spouse □ Child □ Other_____

□ Medicaid □ Medicaid MCO □ Medicare
□ VA Healthcare □ Private □ Other _____
(Please have your insurance card available)

HOUSEHOLD INCOME: - include all sources, including but not limited to, employment, unemployment benefits, SSI/SSDI, Veterans Benefits, Pension, Retirement, TANF, Child Support, Alimony

Total Household Income: $_____□ Annually □ Monthly □ Weekly □ Bi-weekly

Total Number of people in household (including yourself): _____

I hereby certify that all information provided on this form is true. I understand that this application will be reviewed each visit and that proof of income to qualify for the Sliding Fee Discount Program is required annually, and as income changes. I further understand that, if applicable, I must provide proof of homelessness.

_____ _____ _____
Patient Signature **Printed Name** **Date**

REV. 01/2021

Patient Name: _____

Date of Birth: _____

Daily Planet Health Services

Consent for Treatment, Notice of Privacy Practices Acknowledgement and Financial Responsibility Agreement

Thank you for choosing Daily Planet Health Services (DPHS) as your Health Home. We are committed to providing you high quality of care and service. Please read the information below and sign this form before receiving any DPHS services.

Consent for Treatment

- I authorize medical treatment by the provider, clinical staff and technical employees assigned to my care.
- I authorize my providers to order any ancillary services, such as lab or radiology tests, or any other services or treatments deemed necessary for my care and safety.
- I understand I have the right and the opportunity to discuss alternative plans of treatment with my provider and to ask and have answered to my satisfaction any questions or concerns before treatment is provided.
- In the event that a healthcare worker is exposed to my blood or body fluid in a way which may transmit HIV, Hepatitis B virus, or Hepatitis C virus, I consent to the testing of my blood and/or body fluids for these infections and the reporting of my test results to the health care worker who has been exposed, as required by Virginia law.
- I understand that Daily Planet Health Services uses an electronic prescribing mechanism for electronic transmission of prescriptions and that any medications my provider prescribes for me may be communicated electronically through any local or mail order pharmacy I have designated.
- I understand that Daily Planet Health Services' providers may access prescription information contained in the Virginia Prescription Monitoring program.
- I authorize the release of my prescription history to my Daily Planet Health Services provider from any pharmacy or drug monitoring agency.
- I understand that there are additional consent forms for behavioral health and dental services when registering for those services.

Acknowledgement of HIPAA Notice of Privacy Practices

Our Notice of Privacy Practices (NPP) explains how we may use and disclose health care and billing information about you. As provided in our Notice of Privacy Practices the terms of our notice may change. If we change our notice, you may obtain a revised copy at our website at: www.dailyplanetva.org.

- I have been given an opportunity to read the Notice of Privacy Practices and a copy is available at my request.
- I understand that I may ask questions if I do not understand any information contained in the NPP.
- With my consent, Daily Planet Health Services may:
  - Call my home or other designated location, text or other electronic communication given on the registration forms and leave a detailed message in reference to ***appointment reminders, insurance, or billing items.***
  - Call my home or other designated location, text or other electronic communication, given on the registration forms, and leave a detailed message in reference to my ***clinical care, including laboratory results or medications.***

Patient Name: _____

Date of Birth: _____

I understand that I have the option to authorize Daily Planet Health Services to speak to family members or other individuals about results, findings, and care decisions. I authorize Daily Planet Health Services to communicate with the individuals listed below. I understand that I may revoke or modify this authorization at any time by submitting a written request.

Name	Relationship	Contact Number

Financial Responsibility

I accept that I am financially responsible for all services rendered on my behalf for which a charge may be associated. I accept personal responsibility for the payment of fees, co-pays, co-insurance, deductibles and all other procedures or treatments not covered by my insurance plan. I acknowledge that it is my responsibility to provide DPHS with current insurance information. I authorize DPHS to verify my insurance and submit claims to my insurance carrier. I understand not all services provided at DPHS may be covered by my insurance plan. In the event my insurance plan is not valid or coverage is not active at the time services are rendered, or my provider is not listed as a participating provider by my insurance plan, I will be solely responsible for the amount for the services rendered. I agree to inform the office of any changes in my insurance coverage.

I understand that if my income is below 200% of the Federal Poverty Guidelines, I am eligible to apply to DPHS' Sliding Fee Discount Program, reducing my financial responsibility based on my family size and income. This discount can apply to insurance co-pays, co-insurance and deductibles, as well as self-payments. To qualify, I must provide proof of income. This must be provided within 30 days after registration. After 30 days, with no proof of income, I may be responsible to pay the full cost of service. I agree to notify DPHS of any changes to my income or family status at the time of services.

I understand whether I have insurance or self-pay, I am financially responsible for any costs associated with collection of patient balances. I acknowledge DPHS accepts payment by cash, debt or credit card, check or money order.

Patient Rights and Responsibilities

It is the policy of the Daily Planet Health Services (DPHS) to support and protect the fundamental human, civil, constitutional, and statutory rights of each person receiving its health care services. Furthermore, each patient shall be informed of his/her rights in the language that the client understands. You may request a printed copy at any time or obtain a revised copy at our website at: www.dailyplanetva.org.

By signing below, I acknowledge that I have read, understand, and agree to the above items.

_____ _____ _____

Signature of Patient or Authorized Representative | Printed Name | Date

Sliding Fee Discount Program
Eligibility Notice and Requirements

Daily Planet Health Services' mission is to provide accessible quality health services regardless of your ability to pay. A Sliding Fee Discount Schedule is used to determine the fee schedule for services. This Schedule based on the federal poverty income guidelines and is determined by family/household and annual income.

Please bring in within 30 days current copies of one of the following documents as proof of income:

-Current employment paycheck stub--one month
-Copy of all recent year W-2/ or most recent tax return
-Virginia Employment Commission (VEC) record (most recent 3-month period)
-Proof of Public Assistance (e.g., TANF, Food Stamps) NOTICE OF ACTION
-Proof of SSI, SSDI, and/or Social Security payments (e.g., award letter)
-Pension or Retirement income statement
-Copy of unemployment compensation payment
-Copy of Veteran's Benefits determination letter/ income statement
-Copy of child support award/ proof of payment
-Copy of Alimony award/ proof of payment
-Current bank statement with direct deposit information
-Employer Report Letter-Income Statement on employer letterhead

Homelessness documentation from homeless service agency or outreach worker- On agency letterhead, dated within 30 days of appointment.
If homeless and no income, documentation verified by an agency case manager or outreach worker.
If you are unable to pay the required service fees these charges will be billed to your account.

At the time documentation is provided any eligible discount will be applied to previous services retroactively up to 30 days. After 30 days, with no proof of income, you may be responsible to pay the full cost of service—if you do not have this payment, you may be rescheduled (not seen that day) and asked to bring documentation and payment at the next visit. We appreciate your notifying Daily Planet Health Services of any change in income or dependents at the time of services.

I understand Daily Planet Health Services' proof of income and fee payment policy and agree to provide the required proof of income information within 30 days of the date shown below in order to qualify for discounted fees for services.

Patient Name (printed) _____ Patient Signature _____

Date: _____

Legal Representative (printed, if required): _____

Legal Representative Signature: _____

NAME:_____Birthdate:_____

Job:_____ How many people live in your home?_____

Have you been tested for COVID19 in the past? ☐YES ☐NO

Result: ☐Positive ☐Negative Date of test: _____

Have you been exposed to someone with COVID19? ☐YES ☐NO

☐At home ☐At Work ☐In the community

Are you experiencing any of these symptoms:

☐YES ☐NO Shortness of breath?

☐YES ☐NO Fever? How high?_____

☐YES ☐NO Cough?

☐YES ☐NO Loss of sense of smell or taste?

☐YES ☐NO Headaches?

☐YES ☐NO vomiting?

☐YES ☐NO Loss of appetite?

☐YES ☐NO Chills?

☐YES ☐NO Fatigue?

☐YES ☐NO Body Aches?

☐YES ☐NO Sore Throat?

☐YES ☐NO Chest pain?

☐YES ☐NO diarrhea?

Do you have any of the following:

☐YES ☐NO Diabetes?
☐YES ☐NO Hypertension?
☐YES ☐NO Heart Disease?
☐YES ☐NO Asthma?
☐YES ☐NO COPD?
☐YES ☐NO HIV?
☐YES ☐NO Immune system problems? Explain:_____

Please list your medication allergies:

_____

Were you referred by a housing outreach worker? ☐YES ☐NO

If yes, please sign the following consent to share information:
I give Daily Planet Health Services my permission to share my COVID 19 test results with my housing case worker.

Signature_____Date:_____

*** FOR USE BY MEDICAL STAFF ONLY ***

Vitals: POX_____ Temp_____ Pulse_____ Respirations_____ Ag Test _____

Updated 11/30/2020