

**Hill Country Audiology Service**  
703 Hill Country Drive, Suite 102  
Kerrville, TX 78028  
830-792-4060; FAX 830-792-5288

Date: \_\_\_\_\_

- New Patient Registration  
 Update of Current Patient

Patient Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ Gender:  Male  Female

Mailing Address (if different): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ May we contact you via e-mail:  YES  NO

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Marital Status:  Single  Married  Divorced  Widowed Name of Spouse, if appl.: \_\_\_\_\_

Primary Care Physician: \_\_\_\_\_ Referring Physician: \_\_\_\_\_

Employer: \_\_\_\_\_ Status:  Full-Time  Part-time  Retired

Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_

If Child, Name of School/Childcare Facility: \_\_\_\_\_

Responsible Party: \_\_\_\_\_ (Complete if Different Than Above)

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Primary Insurance - Insured's Name: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_

Group #: \_\_\_\_\_

Secondary Insurance - Insured's Name: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_

Group #: \_\_\_\_\_

How did you hear about our office? (Please check ALL that apply):

- Physician  Newspaper  Phonebook  Friend  Family Member  
 Internet  Website  Other: \_\_\_\_\_

# HILL COUNTRY AUDIOLOGY SERVICE

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## **NOTICE OF PRIVACY PRACTICES (HIPAA)**

Purpose: This Privacy Notice is required by the Privacy Regulations stemming from the Health Insurance Portability and Accountability Act of 1996 (HIPAA). This Privacy Notice explains to you, a patient of this practice, how your medical information may be used and disclosed, and how you can get access to your medical information.

### **1. OUR COMMITMENT TO YOU REGARDING MEDICAL INFORMATION**

This practice is determined to protect the privacy of your medical information. In order to provide you with quality care and service, as well as comply with the law, we must create a medical record for you and document the care and services you receive at this practice. Federal law requires us to ensure the confidentiality of your medical record. This notice will explain to you which circumstances require us to use or disclose your medical information. We also describe your rights, as well as our obligations, regarding the use and disclosure of medical information.

### **2. WHAT THE LAW REQUIRES US TO DO**

#### **The Federal Law requires us to:**

1. Keep your medical information private.
2. Give you this notice describing our legal duties, privacy practices, and your rights regarding your medical information.
3. Follow the terms of the notice that is now in effect.

#### **We have the right to:**

1. Change our privacy practices and terms of this notice at any time, provided that the law permits the change.
2. Make the changes in our privacy practices and the new terms of our notice effective for all medical information that we keep, including information previously created or received before the change.

#### **Notice of Change to Privacy Practices:**

1. Before we make an important change in our privacy practices, we will change this notice and make the new notice available upon request.

**3. USE AND DISCLOSURE OF YOUR MEDICAL INFORMATION**

Following is a description of the different circumstances that may require this practice to use or disclose your medical information. For any of these circumstances, you can submit a written request restricting our use or disclosure of your medical information for treatment, payment, or healthcare operations. You may also request, in writing, that we only disclose your medical information to certain individuals responsible for your care, or the payment for your care. Legally, we are not required to agree to your request. If we do agree to honor the written request, we then must abide by our agreement unless in those situations required by law, in emergencies, or when information is necessary to treat you. If you wish to revoke any previously written request, you may do so in writing.

**4. ACKNOWLEDGMENT FORM**

*\*\* To be kept of file at Hill Country Audiology Service - please sign and return to Receptionist \*\**

I have received the Notice of Privacy Practices and I have been provided an opportunity to review it.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**5. PATIENT INFORMATION RELEASE**

I, \_\_\_\_\_ give permission for the following person(s) to have access to my medical records from Hill Country Audiology Service.

| NAME  | RELATIONSHIP TO PATIENT |
|-------|-------------------------|
| _____ | _____                   |
| _____ | _____                   |
| _____ | _____                   |
| _____ | _____                   |
| _____ | _____                   |

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



