

New Jersey Perinatal Associates, LLC
Phone: 973-322-5287
Fax: 973-322-2309



NJPA
New Jersey Perinatal Associates
Compassionate Care. Clinical Excellence.

Margaret M. Dziadosz, MD
Tania L. Kasdaglis, MD
Kathy C. Matthews, MD
Richard C. Miller, MD
Jonathan E. O'Brien, MD
Linda M. Peláez, MD
Leon G. Smith, Jr., MD
Dom A. Terrone, MD
Wendy B. Warren, MD
Edward J. Wolf, MD

Welcome to New Jersey Perinatal Associates. You have been scheduled for an appointment in our offices.

The doctors in our practice are Board Certified in Obstetrics and Gynecology with specialty training in Maternal –Fetal Medicine (high-risk pregnancies). Your doctors have requested that we provide consultative services during your pregnancy. Please read through the enclosed information in order to facilitate your visit with us.

Medical History

We would like to know about your medical history. Please fill out the following Health Information Form for that purpose.

Genetic and Family History

As part of our routine evaluation, we will ask you about your family and the father of the baby's family. If there is someone in the family with birth defects, intellectual disability or a significant genetic disease or if your ethnic backgrounds indicate that you are at risk for genetic disease in your child, it may be beneficial for you to have a thorough consultation.

Ultrasound Examination

If you are pregnant, we may be performing an ultrasound examination of your pregnancy at the time of your visit.

A full bladder is **necessary** for first trimester screening (11 weeks – 14 weeks), chorionic villi sampling (CVS), amniocentesis, targeted anatomic survey (i.e., Level II ultrasound). We would recommend 16 oz of non-carbonated fluid (two 8 oz glasses), finished about one hour prior to the ultrasound. Do not urinate. Fasting is not required.

A full bladder is generally **not** required for a transvaginal ultrasound prior to 11 weeks of pregnancy, an ultrasound after 22 weeks of pregnancy, a non-stress test (NST), or a biophysical profile (BPP).

Insurance Coverage

Please completely fill out the enclosed patient information form to assist us in processing your insurance claims. As always, you need to inquire with your insurance company before your visit to verify that the specialty services we provide are covered under your policy. In many cases, preauthorization from your primary obstetrician is needed before your appointment. If co-pay is required for specialist visits, payment will be expected at the time of your visit.

If you have any questions, please do not hesitate to call our office prior to your appointment.

Sincerely,
New Jersey Perinatal Associates, LLC

****PLEASE COMPLETE ALL FORMS AND BRING TO YOUR APPOINTMENT****
revised 10/20

**New Jersey Perinatal Associates, LLC
Health Information Form**

Name _____ DOB ___/___/___ Today's date ___/___/___
 Partner's Name _____ Referred by _____
 Reason for consultation today: _____

MEDICATION ALLERGIES (list drug and reaction) _____

First day of last menstrual period ___/___/___ Estimated due date ___/___/___

How did you conceive this pregnancy? Natural IVF IUI

If you had IVF or IUI, please answer the following:

Sperm donor Egg donor, age _____ Fresh or Frozen cycle? _____

Retrieval date ___/___/___ Transfer date ___/___/___ # days embryo transferred _____

PREGNANCY HISTORY (please list ALL pregnancies including miscarriages, stillbirths, ectopics, and terminations)

| Year | Weeks pregnant | Miscarriage or abortion? | Birth weight | Sex | Vaginal or Cesarean | Pregnancy complications (diabetes, preeclampsia, etc) |
|------|----------------|--------------------------|--------------|-----|---------------------|---|
| | | | | | | |
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| | | | | | | |

FAMILY & GENETIC HISTORY:

Your ethnic background: _____

The baby's father's ethnic background: _____

PLEASE CHECK YES OR NO:

| | Yes | No | | Yes | No |
|--|-----|----|-------------------------------------|-----|----|
| You will be 35 or older when baby is born | | | X-ray exposure during the pregnancy | | |
| Father of baby 50 or older when the baby is born | | | Rash or fever during the pregnancy | | |
| Medication exposure | | | | | |

Name: _____

Date ____/____/____

WERE YOU, THE BABY'S FATHER, OR ANY FAMILY MEMBERS BORN WITH ANY OF THE FOLLOWING?

| | Yes | No | | Yes | No | | Yes | No |
|------------------------------|-----|----|----------------------|-----|----|---------------------------------|-----|----|
| Mental retardation or Autism | | | Mediterranean anemia | | | Neural tube defect/Spina bifida | | |
| Down Syndrome | | | Sickle cell disease | | | Heart defect | | |
| Fragile X | | | Cystic fibrosis | | | Birth defect | | |
| Tay Sachs | | | Muscular dystrophy | | | Other genetic disease (which?) | | |

Doctor's Notes: _____

YOUR GYNECOLOGIC HISTORY – HAVE YOU HAD ANY OF THE FOLLOWING?

| | Yes | No | | Yes | No |
|--|-----|----|---------------------------------------|-----|----|
| LEEP or Cone biopsy | | | Abnormal PAP smear | | |
| Uterine abnormality (septum, bicornuate, etc.) | | | Sexually transmitted disease (which?) | | |
| Uterine fibroids | | | Myomectomy | | |

Doctor's Notes: _____

YOUR MEDICAL HISTORY – HAVE YOU HAD ANY OF THE FOLLOWING?

| | Yes | No | | Yes | No | | Yes | No |
|--------------------------|-----|----|-------------------|-----|----|-----------------------------------|-----|----|
| High blood pressure | | | Seizures | | | Anemia/Blood transfusions | | |
| Diabetes | | | Hepatitis | | | Kidney problems | | |
| Asthma | | | Thyroid disease | | | Lupus or other autoimmune disease | | |
| Heart problems | | | Cancer | | | HIV | | |
| PCOS | | | Bariatric surgery | | | Psychiatric treatment | | |
| Other? (please describe) | | | | | | | | |

Doctor's Notes: _____

CURRENT MEDICATIONS OR VITAMINS: _____

LIST ANY PRIOR SURGERIES: _____

Name: _____

Date ___/___/___

DO YOU CURRENTLY DO ANY OF THE FOLLOWING?

| | Yes | No | If yes, what and how much? |
|---------------|-----|----|----------------------------|
| Drink alcohol | | | |
| Smoking | | | |
| Drug use | | | |

REVIEW OF SYSTEMS – DO YOU HAVE ANY OF THE FOLLOWING SYMPTOMS?

| | Yes | No | Notes | | Yes | No | Notes |
|------------------------------|-----|----|-------|----------------------------|-----|----|-------|
| 1. Constitutional | | | | 7. Skin/Breast | | | |
| Fever | | | | Masses | | | |
| Severe fatigue | | | | Rash | | | |
| Weight loss | | | | Pruritis | | | |
| 2. Eyes | | | | 8. Gastrointestinal | | | |
| Double vision | | | | Diarrhea | | | |
| Spots before eyes | | | | Constipation | | | |
| Vision changes | | | | Nausea/vomiting | | | |
| 3. Ears, Nose, Throat | | | | Bloody stool | | | |
| Ear ache | | | | 9. Neurological | | | |
| Ringing in ears | | | | Dizziness | | | |
| Sinus problems | | | | Seizures | | | |
| Sore throat | | | | Numbness | | | |
| Mouth sores | | | | 10. Psychiatric | | | |
| 4. Cardiovascular | | | | Depression | | | |
| Chest pain | | | | Anxiety | | | |
| Palpitations | | | | 11. Hematologic | | | |
| Swelling of legs | | | | Frequent bruising | | | |
| 5. Respiratory | | | | Bleeding does not stop | | | |
| Shortness of breath | | | | Enlarged lymph nodes | | | |
| Wheezing | | | | 12. Genitourinary | | | |
| Coughing | | | | Blood in urine | | | |
| 6. Endocrine | | | | Painful urination | | | |
| Abnormal thirst | | | | | | | |
| Dry skin | | | | | | | |

Completed by: [] Patient [] Nurse [] Physician

Signature of patient: _____

Date reviewed by physician: _____

Physician signature: _____

Follow up reviews:

Physician signature: _____ Date: _____

Physician signature: _____ Date: _____

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****Instructions before your visit****

Amniocentesis: 2 (8 ounce) glasses of fluid (non-carbonated). Finish drinking one hour prior to ultrasound. Do not urinate (full bladder required). Light Breakfast recommended.

CVS: 2 (8 ounce) glasses of fluid (non-carbonated). Finish drinking one hour prior to ultrasound. Do not urinate (full bladder required). Light Breakfast recommended.

First Trimester Screening: 2 (8 ounce) glasses of fluid (non-carbonated). Finish drinking one hour prior to ultrasound. Do not urinate (full bladder required). Light Breakfast recommended.

First Trimester Transvaginal Ultrasound: (up to 12 weeks pregnant): No prep required.

Ultrasound: (Second trimester targeted ultrasound): 2 (8 ounce) glasses of fluid (non-carbonated). Finish drinking one hour prior to ultrasound. Do not urinate (full bladder required). No prep required after 22 weeks of pregnancy.

Non-stress test or Biophysical profile: No prep required.

PATIENT INFORMATION

Marital Status: M S W D

Name: _____ Maiden Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ Work: _____ Cell : _____
Date of Birth: _____ Age: _____ SS# _____
Ethnicity: _____
Partner's Name: _____ Partner's DOB : _____
Emergency Contact Person: _____ Relationship : _____
Phone Number _____
Pharmacy Name/Address: _____
Pharmacy Phone Number: _____

EMPLOYER:

Patient's Employer: _____ Occupation: _____
Employer's Address: _____ Phone: _____
Partner's Employer: _____ Occupation: _____
Employer's Address: _____ Phone: _____

REFERRING PHYSICIAN:

Doctor's Full Name: _____ Phone: _____
Address: _____
Reason for today's visit: _____
First Day of Last Menstrual Period: _____ Estimated Due Date: _____
Did another patient refer you to us? Yes No If Yes, who? _____

PRIMARY INSURANCE COMPANY:

Insurance Co. Name: _____ Address: _____
City: _____ State: _____ Zip: _____
Insured's Name: _____ Date of Birth: _____
Relationship to Insured: _____ SS# _____
I.D.# _____ Group Number: _____

The information I have provided is true and accurate to the best of my knowledge. I understand that if my insurance information changes, it is my responsibility to notify New Jersey Perinatal Associates, LLC (NJPA, LLC) prior to my next visit.

I authorize benefits due for services rendered to be paid directly to NJPA, LLC. I understand that the insurance payments may not meet the customary and reasonable fees of NJPA, LLC and that I will be responsible for any balance after insurance payments. I also understand that any late fees or insufficient fund charges will be my responsibility.

I further understand that if NJPA, LLC does not participate with my insurance company, payment for all services is expected at the time of my visit. My payments to NJPA, LLC may represent a discounted rate for the services rendered. If my insurance company reimburses NJPA, LLC for the services rendered, NJPA, LLC is responsible to refund to me only the amount that I have paid NJPA, LLC out of pocket.

Note: Laboratory fees for analyzing of amniotic fluid, chorionic villi, blood, etc. will be billed to your insurance company by the performing laboratory. NJPA, LLC has no authority over the billing policies of these laboratories.

Patient Signature: _____ Date _____

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Dear Patient:

Please be advised that it is your responsibility to inform the office of any change in your insurance, home address or phone numbers.

It is important that we know what laboratory and/or radiology center your insurance will allow you to participate with. Failure to provide this information may result in fees being billed to you.

Patient

Signature _____ Date _____

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HIPAA Notice of Privacy Practices

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

If you have any questions about this notice, please contact Jennifer Josephs.

I. OUR OBLIGATIONS:

We are required by law to:

- Maintain the privacy of protected health information
- Give you this notice of our legal duties and privacy practices regarding health information about you
- Follow the terms of our notice that is currently in effect

II. HOW WE MAY USE AND DISCLOSE HEALTH INFORMATION:

Described as follows are the ways we may use and disclose health information that identifies you ("Health Information"). Except for the following purposes, we will use and disclose Health Information only with your written permission. You may revoke such permission at any time by writing to our practice Privacy Officer.

Treatment. We may use and disclose Health Information for your treatment and to provide you with treatment-related health care services. For example, we may disclose Health Information to doctors, nurses, technicians, or other personnel, including people outside our office, who are involved in your medical care and need the information to provide you with medical care.

Highly Sensitive Protected Health Information: For the purposes of your treatment we may send by facsimile highly sensitive information including results of genetic testing, HIV or sexually transmitted disease testing or information from federally funded Drug or Alcohol Treatment Program to your primary physicians and other consultants.

Payment. We may use and disclose Health Information so that we or others may bill and receive payment from you, an insurance company, or a third party for the treatment and services you received. For example, we may give your health plan information so that they will pay for your treatment.

Health Care Operations. We may use and disclose Health Information for health care operation purposes. These uses and disclosures are necessary to make sure that all of our patients receive quality care and to operate and manage our office. For example, we may use and disclose information to make sure the obstetrical or gynecological care you receive is of the highest quality. We also may share information with other entities that have a relationship with you (for example, your health plan) for their health care operation activities.

Appointment Reminders, Treatment Alternatives and Health Related Benefits and Services. We may use and disclose Health Information to contact you and to remind you that you have an appointment with us. We also may use and disclose Health Information to tell you about treatment alternatives or health-related benefits and services that may be of interest to you.

Individuals Involved in Your Care or Payment for Your Care. When appropriate, we may share Health Information with a person who is involved in your medical care or payment for your care, such as your

Our Privacy Officer is G. Lacey

family or a close friend. We also may notify your family about your location or general condition or disclose such information to an entity assisting in a disaster relief effort.

Research. Under certain circumstances, we may use and disclose Health Information for research. For example, a research project may involve comparing the health of patients who received one treatment to those who received another, for the same condition. Before we use or disclose Health Information for research, the project will go through a special approval process. Even without special approval, we may permit researchers to look at records to help them identify patients who may be included in their research project or for other similar purposes, as long as they do not remove or take a copy of any Health Information.

Fund Raising Activities. We may contact you as part of our fund raising activities, as permitted by law.

III. SPECIAL SITUATIONS:

As Required by Law. We will disclose Health Information when required to do so by international, federal, state or local law.

To Avert a Serious Threat to Health or Safety. We may use and disclose Health Information when necessary to prevent a serious threat to your health and safety or the health and safety of the public or another person. Disclosures, however, will be made only to someone who may be able to help prevent the threat.

Business Associates. We may disclose Health Information to our business associates that perform functions on our behalf or provide us with services if the information is necessary for such functions or services. For example, we may use another company to perform billing services on our behalf. All of our business associates are obligated to protect the privacy of your information and are not allowed to use or disclose any information other than as specified in our contract.

Organ and Tissue Donation. If you are an organ donor, we may use or release Health Information to organizations that handle organ procurement or other entities engaged in procurement; banking or transportation of organs, eyes, or tissues to facilitate organ, eye or tissue donation; and transplantation.

Military and Veterans. If you are a member of the armed forces, we may release Health Information as required by military command authorities. We also may release Health Information to the appropriate foreign military authority if you are a member of a foreign military.

Workers' Compensation. We may release Health Information for workers' compensation or similar programs. These programs provide benefits for work-related injuries or illness.

Public Health Risks. We may disclose Health Information for public health activities. These activities generally include disclosures to prevent or control disease, injury or disability; report births and deaths; report child abuse or neglect; report reactions to medications or problems with products; notify people of recalls of products they may be using; a person who may have been exposed to a disease or may be at risk for contracting or spreading a disease or condition; and the appropriate government authority if we believe a patient has been the victim of abuse, neglect or domestic violence. We will only make this disclosure if you agree or when required or authorized by law.

Health Oversight Activities. We may disclose Health Information to a health oversight agency for activities authorized by law. These oversight activities include, for example, audits, investigations, inspections, and licensure. These activities are necessary for the government to monitor the health care system, government programs, and compliance with civil rights laws.

Lawsuits and Disputes. If you are involved in a lawsuit or a dispute, we may disclose Health Information in response to a court or administrative order. We also may disclose Health Information in response to a subpoena, discovery request, or other lawful process by someone else involved in the dispute, but only if efforts have been made to tell you about the request or to obtain an order protecting the information requested.

Law Enforcement. We may release Health Information if asked by a law enforcement official if the information is: (1) in response to a court order, subpoena, warrant, summons or similar process; (2) limited information to identify or locate a suspect, fugitive, material witness, or missing person; (3) about the victim of a crime even if, under certain very limited circumstances, we are unable to obtain the person's agreement; (4) about a death we believe may be the result of criminal conduct; (5) about criminal conduct on our premises; and (6) in an emergency to report a crime, the location of the crime or victims, or the identity, description or location of the person who committed the crime.

Coroners, Medical Examiners and Funeral Directors. We may release Health Information to a coroner or medical examiner. This may be necessary, for example, to identify a deceased person or determine the cause of death. We also may release Health Information to funeral directors as necessary for their duties.

National Security and Intelligence Activities. We may release Health Information to authorized federal officials for intelligence, counter-intelligence, and other national security activities authorized by law.

Protective Services for the President and Others. We may disclose Health Information to authorized federal officials so they may provide protection to the President, other authorized persons, or foreign heads of state, or to conduct special investigations.

Inmates or Individuals in Custody. If you are an inmate of a correctional institution or under the custody of a law enforcement official, we may release Health Information to the correctional institution or law enforcement official. This release would be if necessary: (1) for the institution to provide you with health care; (2) to protect your health and safety or the health and safety of others; or (3) the safety and security of the correctional institution.

IV. YOUR RIGHTS:

You have the following rights regarding Health Information we have about you:

Right to Inspect and Copy. You have a right to inspect and copy Health Information that may be used to make decisions about your care or payment for your care. This includes medical and billing records, other than psychotherapy notes. To inspect and copy this Health Information, you must make your request, in writing, to our Privacy Officer

Right to Amend. If you feel that Health Information we have is incorrect or incomplete, you may ask us to amend the information. You have the right to request an amendment for as long as the information is kept by or for our office. To request an amendment, you must make your request, in writing, to our Privacy Officer.

Right to an Accounting of Disclosures. You have the right to request a list of certain disclosures we made of Health Information for purposes other than treatment, payment and health care operations or for which you provided written authorization. To request an accounting of disclosures, you must make your request, in writing, to our Privacy Officer

Right to Request Restrictions. You have the right to request a restriction or limitation on the Health Information we use or disclose for treatment, payment, or health care operations. You also have the right to request a limit on the Health Information we disclose to someone involved in your care or the payment for your care, like a family member or friend. For example, you could ask that we not share information about a particular diagnosis or treatment with your spouse. To request a restriction, you must make your request, in writing, to our Privacy Officer. We are not required to agree to your request. If we agree, we will comply with your request unless the information is needed to provide you with emergency treatment.

Right to Request Confidential Communication. You have the right to request that we communicate with you about medical matters in a certain way or at a certain location. For example, you can ask that we only contact you by mail or at work. To request confidential communication, you must make your request, in writing, to our Privacy Officer. Your request must specify how or where you wish to be contacted. We will accommodate reasonable requests.

Right to a Paper Copy of This Notice. You have the right to a paper copy of this notice. You may ask us to give you a copy of this notice at any time. Even if you have agreed to receive this notice electronically, you are still entitled to a paper copy of this notice. You may obtain a copy of this notice at our web site, www.njperinatal.com when available. To obtain a paper copy of this notice, please ask at our reception desk

CHANGES TO THIS NOTICE:

We reserve the right to change this notice and make the new notice apply to Health Information we already have as well as any information we receive in the future. We will post a copy of our current notice at our office. The notice will contain the effective date on the first page, in the top right-hand corner.

COMPLAINTS:

If you believe your privacy rights have been violated, you may file a complaint with our office or with the Secretary of the Department of Health and Human Services. To file a complaint with our office, contact our Privacy Officer. All complaints must be made in writing. You will not be penalized for filing a complaint.