Margaret A. Terhar, MD, FACS, Breast Surgery

Margaret A. Terhar, MD, FACS
Breast Surgeon

Office Location
1505 Wigwam Parkway, Suite 130
Henderson, NV 89074
Tel: 702.369.6008
Fax: 702.696.0057

Please Complete ALL Forms and Bring Them with You

COMPREHENSIVE CANCER CENTERS

cccnevada.com | 702.952.3350

COMPREHENSIVE
CANCER CENTERS

Name: _____

Date of Birth: _____

Race/Ethnicity: _____

Preferred Language: _____

Preferred Method of Contact

Email: _____

Cell: _____

Home: _____

Other: _____

Marital Status

Married	Single	Widowed
Divorced	Life Partner	

Appointment Date: _____ Patient Name: _____

COMPREHENSIVE CANCER CENTERS

Margaret Terhar, MD, FACS
Patient Questionnaire

Patient Name: _____ Age: _____

Referred by: _____ Phone: _____

Primary Care Physician: _____ Phone: _____

Cardiologist: _____ Phone: _____

Other Physician(s): _____

Pharmacies: _____ Phone: _____

Cross Streets: _____

Reason for visit: _____

Screening Exams

Date of last mammogram: _____

Other imaging studies (i.e. CT scan, MRI, PET): _____

Where do you have your scan/imaging studies done? _____

Smoking History

Have you ever smoked? Yes: Current

If yes, age when you started: _____ _____

Average packs per day: _____ _____

Have you ever had chemotherapy? If so, give date and place: _____

Have you ever had radiation therapy? If so, give date and place: _____

Personal history of cancer? _____

Patient Name: _____

Medical History

Please check if you have a history of, or currently have any of the following:

	Yes	No			Yes	No
Anemia				Hepatitis		
Anxiety				Hiatal Hernia		
Arrhythmias				High Cholesterol		
Arthritis				Hypertension		
Asthma				Hyperthyroidism		
Bipolar Disorder				Hypothyroidism		
Bleeding Disorder				Irritable Bowel Syndrome		
Blood Clots				Kidney Failure		
Breast Implants				Kidney Stones		
Bronchitis				Metal/Foreign object in body		
Cataracts				Migraines		
Claustrophobic				Multiple Sclerosis		
Cohn's Disease				Osteopenia		
Colitis				Osteoporosis		
Congestive Heart Failure				Pace Maker		
COPD				Parkinson's Disease		
Dementia				Peptic Ulcer Disease		
Depression				Pulmonary Embolism		
Diabetes Type I or II				Seizure Disorder		
Diverticular Disease				Sleep Apnea		
Emphysema (COPD)				Stroke/CVA		
Fibromyalgia				Thyroid Disease		
Gastritis				Urinary Tract Infections		
GERD				Valvular Disease		
Heart Attack				Able to lay on stomach?		
Heart Murmur						
Hemorrhoids						

Surgery History *(please include all breast biopsies as well)*

Surgery	Date	Surgery	Date

Patient Name: _____

Blood Transfusions: Yes No

Family History

Family Member	List Any Cancers	Age of Diagnosis	Living Illness/Age	Deceased Cause/Age
Father				
Mother				
Brothers				
Sisters				
Maternal Grandfather				
Maternal Grandmother				
Paternal Grandfather				
Paternal Grandmother				
Other Family				

Social History

Marital Status: single married divorced widowed separated

Are you currently: employed retired unemployed on disability

Occupation: _____

Do you drink alcohol? Yes No If yes, what type? _____

How much per week? _____

Did you ever drink large amounts of alcohol? Yes No Date quit (if applicable): _____

Any use of recreational drugs? _____ Type: _____

OB/GYN History

Age of first period: _____ Date of last menstrual period: ____ Age of Menopause: _____

Are you currently pregnant? _____ # Pregnancies: _____ # Live births _____

Age at first pregnancy: _____ Age at first live birth: _____

Currently breast feeding? Yes No

History of birth control of hormone replacement? Yes No

If yes, how long were you on the medication: _____ Name of medication: _____

Patient Name: _____

Any histry of birth control pills? Yes Current/Past No

Please check if you CURRENTLY have any of the following symptoms*

	Yes	No		Yes	No
Fatigue			Nausea/Vomiting		
Weight Gain			Constipation		
Weight Loss			Diarrhea		
Vision Changes			Burning with Urination		
Sinusitis			Blood in Urine		
Ringing in the ears			Irregular Periods		
Sore Throat			Painful Periods		
Chest Pain			Muscle Pain		
Palpitations			Back Pain		
Ankle Swelling			Skin Rash		
Cough			Depression		
Shortness of Breath/Wheezing			Anxiety		
Heartburn			Hot Flash Menopausal		
Abdominal Pain			Hot Flash Unrelated to Menopause		

Allergies

Allergy	Reaction
_____	_____
_____	_____
_____	_____

Current Medications

Medication	Dose	Frequency
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

For Office Use Only
Date: _____ MA: _____

COMPREHENSIVE
CANCER CENTERS

Date: _____

Patient Name: _____

I hereby authorize:

_____

_____

To release any and all of my medical records to:

Margaret A. Terhar, MD, FACS
Comprehensive Cancer Centers
1505 Wigwam Parkway, Suite 130
Henderson, Nevada 89074
Tel: 702.369.6008
Fax: 702.696.0057

Print Name: _____

Signature: _____

Date of Birth: _____

PLEASE RELEASE THE FOLLOWING:

- ☐ History & Physical
- ☐ Mammograms
- ☐ Diagnostic Tests
- ☐ Pathology
- ☐ All Recent Labs
- ☐ ER, PR & DNA Studies
- ☐ Last Progress Notes

Other: _____

_____

COMPREHENSIVE
CANCER CENTERS

User Electronic Mail Authorization Form
Patient Portal: My Care Plus

My Care Plus, the Patient Portal (the "Portal") offers convenient and secure access to your personal health record. As the patient, you are in control of your Portal record: we will not activate your personal account unless you authorize us to do so.

Because personal identifying information is available via the Portal, it is very important that you keep your password private. Do not share your password with anyone or write it in a place easily accessible to others.

If you choose not to execute this User Electronic Mail Authorization Form, you will not be able to access the Portal. If you choose to submit this form, you understand you are consenting for us to email you a unique link that you will use to create a password in order to access the Portal. **Please look for an email from My Care Plus promptly after submitting this form**. For your protection, the link is designed to expire quickly if not used. If you should change email addresses, please contact your physician's office in order to provide your new email contact information so that you will continue to receive updates and other pertinent information. Please choose an email address that will not be subject to access by anyone you do not trust.

If you wish to discontinue utilizing the Portal, please contact your physician's office.

Terms

You are receiving access to the Portal, the terms and conditions of the Portal shall apply to this User Electronic Mail Authorization Form. If you do not have e-mail access, please check the box and sign at the bottom.

_____ Patient Name
(First Name, Middle Initial, Last Name)

_____ Date of Birth of Patient

☐ **I do not have e-mail access.**

☐ **I do not want access to the portal.**

Authorized user is:

_____ Authorized User Name (If different from patient)

- ☐ Patient
- ☐ Patient's Guardian (or parent of un-emancipated minor patient)
- ☐ Person authorized to make decisions on behalf of patient (*e.g.* by a medical power of attorney)

_____ Email Address of Patient or Authorized User

_____ Physician's Name

_____ Authorized Signature

_____ Date

_____ Signature of Practice Staff
[Confirming user's identity and authority]

_____ Date

Note to Staff: Accept this form only when the identity and authority of the signing person has been confirmed, and the signing person (i.e., the Authorized User) understands and agrees to use the listed email address for this purpose.

Staff Use Only:	MRN_____
Email in PMS_____	iKM Consent_____

COMPREHENSIVE
CANCER CENTERS

Using and Disclosing Protected Health Information for Involvement in the Individual's Care and Notification Purposes

As per the notice of privacy practices, Comprehensive Cancer Centers must provide the patient with an opportunity to agree or disagree to the use or disclosure of patient health information to a patients' family member, friends or acquaintances involved in their care.

This document will serve as a written agreement between _____ (patient) and Comprehensive Cancer Centers as a list of those designated by the patient as having direct involvement in the patient's care.

In the event you are unable to sign a medical release for your records, please provide us with a list to include your next of kin and/or persons names you will authorize us to release your medical records to. It will be the patient's responsibility to update as necessary.

Next of kin:

Name	Phone	Relationship
_____	_____	_____

Name	Phone	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Yes / No Per My Permission – Leave medical information on my answering machine.

I hereby authorize Comprehensive Cancer Centers to use or disclose my personal health information to the above mentioned for the purpose of my care or payment related to my care. This information may also be used for the purpose of notifying, or assist in notification of (including identifying or locating), a family member, personal representative or another person responsible for my care, of my location and/or condition.

_____	_____	_____
Patient Signature	SS #	Date

COMPREHENSIVE
CANCER CENTERS

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

Comprehensive Cancer Centers of Nevada is committed to protecting your privacy and ensuring that your health information is used and disclosed appropriately. This Notice of Privacy Practices identifies all potential uses and disclosures of your health information by our practice and outlines your rights with regard to your health information. Please sign the form below to acknowledge that you have received our Notice of Privacy Practices.

I acknowledge that I have received a copy of the Notice of Privacy Practices of Comprehensive Cancer Centers of Nevada.

Date: _____

Name: _____

Signature: _____

Name of Personal Representative *(if appropriate)*: _____

Signature of Personal Representative *(if appropriate):* _____

Comprehensive Cancer Centers of Nevada Use Only

Date acknowledgment received:)_____

-OR-

Reason acknowledgment was not obtained: _____

_____

_____

_____

COMPREHENSIVE
CANCER CENTERS

NOTICE OF PRIVACY PRACTICES

Effective Date: May 1, 2016

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.

About Us
In this Notice, we use terms like "we," "us," "our" or "Practice" to refer to Comprehensive Cancer Centers of Nevada, its physicians, employees, staff and other personnel. All of the sites and locations of Comprehensive Cancer Centers of Nevada follow the terms of this Notice and may share health information with each other for treatment, payment or health care operations purposes and for other purposes as described in this Notice.

Purpose of this Notice
This Notice describes how we may use and disclose your health information to carry out treatment, payment, or health care operations and for other purposes that are permitted or required by law. This Notice also outlines our legal duties for protecting the privacy of your health information and explains your rights to have your health information protected. We will create a record of the services we provide you, and this record will include your health information. We need to maintain this information to ensure that you receive quality care and to meet certain legal requirements related to providing you care. We understand that your health information is personal, and we are committed to protecting your privacy and ensuring that your health information is not used inappropriately.

Our Responsibilities
We are required by law to maintain the privacy of your health information and to provide you notice of our legal duties and privacy practices with respect to your health information. We are also required to notify you of a breach of your unsecured health information. We will abide by the terms of this Notice.

How We May Use or Disclose Your Health Information

The following categories describe examples of the way we use and disclose health information without your written authorization:

For Treatment: We may use and disclose your health information to provide you with medical treatment or services. For example, your health information will be shared with your oncology doctor and other health care providers who participate in your care. We may disclose your health information to another oncologist for the purpose of a consultation. We may also disclose your health information to your primary care physician or another healthcare provider to be sure they have all the information necessary to diagnose and treat you.

For Payment: We may use and disclose your health information to others so they will pay us or reimburse you for your treatment. For example, a bill may be sent to you, your insurance company or a third-party payer. The bill may contain information that identifies you, your diagnosis, and treatment or supplies used in the course of treatment. We may also tell your health plan about a treatment you are going to receive to obtain prior approval or to determine whether your health plan will cover the treatment.

For Health Care Operations: We may use and disclose your health information in order to support our business activities. These uses and disclosures are necessary to run the

Practice and make sure our patients receive quality care. For example, we may use your health information for quality assessment activities, training of medical students, necessary credentialing, and for other essential activities. We may also disclose your health information to third party "business associates" that perform various services on our behalf, such as transcription, billing and collection services. In these cases, we will enter into a written agreement with the business associate to ensure they protect the privacy of your health information.

Individuals Involved in Your Care or Payment for Your Care and Notification: If you verbally agree to the use or disclosure and in certain other situations, we will make the following uses and disclosures of your health information. We may disclose to your family, friends, and anyone else whom you identify who is involved in your medical care or who helps pay for your care, health information relevant to that person's involvement in your care or paying for your care. We may also make these disclosures after your death.

We may use or disclose your information to notify or assist in notifying a family member, personal representative or any other person responsible for your care regarding your physical location within the Practice, general condition or death. We may also use or disclose your health information to disaster-relief organizations so that your family or other persons responsible for your care can be notified about your condition, status and location.

We are also allowed to the extent permitted by applicable law to use and disclose your health information without your authorization for the following purposes:

As Required by Law: We may use and disclose your health information when required to do so by federal, state or local law.

Judicial and Administrative Proceedings: If you are involved in a legal proceeding, we may disclose your health information in response to a court or administrative order. We may also release your 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.

Health Oversight Activities: We may use and disclose your health information to health oversight agencies for activities authorized by law. These oversight activities are necessary for the government to monitor the health care system, government benefit programs, compliance with government regulatory programs, and compliance with civil rights laws.

Law Enforcement: We may disclose your health information, within limitations, to law enforcement officials for several different purposes:

- To comply with a court order, warrant, subpoena, summons, or other similar process;
- To identify or locate a suspect, fugitive, material witness, or missing person;
- About the victim of a crime, if the victim agrees or we are unable to obtain the victim's agreement;
- About a death we suspect may have resulted from criminal conduct;

- About criminal conduct we believe in good faith to have occurred on our premises; and
- To report a crime not occurring on our premises, the nature of a crime, the location of a crime, and the iidentity, description and location of the individual who committed the crime, in an emergency situation.

Public Health Activities: We may use and disclose your health information for public health activities, including the following:

- To prevent or control disease, injury, or disability;
- To report births or deaths;
- To report child abuse or neglect;
- Activities related to the quality, safety or effectiveness of FDA-regulated products;
- To notify a person who may have been exposed to a communicable disease or may be at risk for contractingor spreading a disease or condition as authorized by law; and
- To notify an employer of findings concerning work-related illness or injury or general medical surveillancethat the employer needs to comply with the law if you are provided notice of such disclosure.

Serious Threat to Health or Safety: If there is a serious threat to your health and safety or the health and safety of the public or another person, we may use and disclose your health information to someone able to help prevent the threat or as necessary for law enforcement authorities to identify or apprehend an individual.

Organ/Tissue Donation: If you are an organ donor, we may use and disclose your health information to organizations that handle procurement, transplantation or banking of organs, eyes, or tissues.

Coroners, Medical Examiners, and Funeral Directors: We may use and disclose health information to a coroner or medical examiner. This disclosure may be necessary to identify a deceased person or determine the cause of death. We may also disclose health information, as necessary, to funeral directors to assist them in performing their duties.

Workers' Compensation: We may disclose your health information as authorized by and to the extent necessary to comply with laws related to workers' compensation or similar programs that provide benefits for work-related injuries or illness.

Victims of Abuse, Neglect, or Domestic Violence: We may disclose health information to 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.

Military and Veterans Activities: If you are a member of the Armed Forces, we may disclose your health information to military command authorities. Health information about foreign military personnel may be disclosed to foreign military authorities.

National Security and Intelligence Activities: We may disclose your health information to

authorized federal officials for intelligence, counterintelligence, and other national security activities authorized by law.

Protective Services for the President and Others: We may disclose your health information to authorized federal officials so they may provide protective services for the President and others, including foreign heads of state.

Inmates: If you are an inmate of a correctional institution or under the custody of a law enforcement official, we may disclose your health information to the correctional institution or law enforcement official to assist them in providing you health care, protecting your health and safety or the health and safety of others, or for the safety of the correctional institution.

Research: We may use and disclose your health information for certain research activities without your written authorization. For example, we might use some of your health information to decide if we have enough patients to conduct a cancer research study. For certain research activities, an Institutional Review Board (IRB) or Privacy Board may approve uses and disclosures of your health information without your authorization.

Other Uses and Disclosures of Your Health Information that Require Written Authorization:

Other uses and disclosures of your health information not covered by this Notice will be made only with your written authorization. Some examples include:

- Psychotherapy Notes: We usually do not maintain psychotherapy notes about you. If we do, we will onlyuse and disclose them with your written authorization except in limited situations.

- Marketing: We may only use and disclose your health information for marketing purposes with your writtenauthorization. This would include making treatment communications to you when we receive a financialbenefit for doing so.

- Sale of Your Health Information: We may sell your health information only with your written authorization.

If you authorize us to use or disclose your health information, you may revoke your authorization, in writing, at any time. If you revoke your authorization, we will no longer use or disclose your health information as specified by your revocation, except to the extent that we have taken action in reliance on your authorization.

Your Rights Regarding Your Health Information

You have the following rights regarding the health information we maintain about you:

Right to Request Restrictions: You have the right to request restrictions on how we use

and disclose your health information for treatment, payment or health care operations. **In most circumstances, we are not required to agree to your request.** If we do agree, we will comply with your request unless the information is needed to provide you emergency treatment. To request restrictions, you must make your request in writing and submit it to **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014.** We are required to agree to a request that we restrict a disclosure made to a health plan for payment or health care operations purposes that is not otherwise required by law, if you, or someone other than the health plan on your behalf, paid for the service or item in question out-of-pocket in full.

Right to Request Confidential Communications: You have the right to request that we communicate with you in a certain manner or at a certain location regarding the services you receive from us. For example, you may ask that we only contact you at work or only by mail. To request confidential communications, you must make your request in writing and submit it to **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014.** We will not ask you the reason for your request. We will attempt to accommodate all reasonable requests.

Right to Inspect and Copy: You have the right to inspect and copy health information that may be used to make decisions about your care. To inspect and copy your health information, you must make your request in writing by filling out the appropriate form provided by us and submitting it to **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014.** You may request access to your medical information in a certain electronic form and format if readily producible or, if not readily producible, in a mutually agreeable electronic form and format. Further, you may request in writing that we transmit a copy of your health information to any person or entity you designate. Your written, signed request must clearly identify such designated person or entity and where you would like us to send the copy. If you request a copy of your health information, we may charge a cost-based fee for the labor, supplies, and postage required to meet your request.We may deny your request to inspect and copy in certain very limited circumstances. If you are denied access to your health information, you may request that the denial be reviewed by a licensed health care professional chosen by us. The person conducting the review will not be the person who denied your request. We will comply with the outcome of the review.

Right to Amend: If you feel that your health information is incorrect or incomplete, you may request that we amend your information. You have the right to request an amendment for as long as the information is kept by or for us. To request an amendment, you must make your request in writing by filling out the appropriate form provided by us and submitting it to **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014.**

We may deny your request for an amendment. If this occurs, you will be notified of the reason for the denial and given the opportunity to file a written statement of disagreement with us that will become part of your medical record.

Right to an Accounting of Disclosures: You have the right to request an accounting of disclosures we make of your health information. Please note that certain disclosures need

not be included in the accounting we provide to you.

To request an accounting of disclosures, you must make your request in writing by filling out the appropriate form provided by us and submitting it to **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014.** Your request must state a time period which may not be longer than six years, and which may not include dates before April 14, 2003. The first accounting you request within a 12-month period will be free. For additional accountings, we may charge you for the costs of providing the accounting. We will notify you of the costs involved and give you an opportunity to withdraw or modify your request before any costs have been incurred.

Right to a Paper Copy of This Notice: You have the right to a paper copy of this Notice at any time, even if you previously agreed to receive this Notice electronically. To obtain a paper copy of this Notice, please alert the receptionist at the front desk of any of our locations or contact **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014.** You may also obtain a paper copy of this Notice at our website, **www.cccnevada.com.**

Changes to this Notice

We reserve the right to change the terms of this Notice at any time. We reserve the right to make the new Notice provisions effective for all health information we currently maintain, as well as any health information we receive in the future. If we make material or important changes to our privacy practices, we will promptly revise our Notice. We will post a copy of the current Notice in the patient waiting areas at each facility. Each version of the Notice will have an effective date listed on the first page. Updates to this Notice are also available at our website, **www.cccnevada.com.**

Complaints

If you have any questions about this Notice or would like to file a complaint about our privacy practices, please direct your inquiries to: **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014**, or phone **(702) 952-3350**. You may also file a complaint with the Secretary of the Department of Health and Human Services. You will not be retaliated against or penalized for filing a complaint.

Questions

If you have questions about this Notice, please contact **CCCN, Attn: HIPAA Privacy Officer, 400 N. Stephanie St., Henderson NV 89014**, or phone **(702) 952-3350**.