



**ERIC WEXLER M.D., PH.D.**

ADULT PSYCHIATRY  
2730 WILSHIRE BLVD, SUITE 325  
SANTA MONICA, CA 90403  
TEL: (310) 774-5102  
FAX: (310) 919-1919

**AUTHORIZATION FOR RELEASE OF INFORMATION**

I, \_\_\_\_\_, hereby authorize Eric Wexler M.D., Ph.D. to exchange  
NAME OF PATIENT  
information pertaining to my treatment with and/or release copies of my psychiatric and medical records to:

\_\_\_\_\_  
NAME OF PERSON OR TITLE OF ORGANIZATION

\_\_\_\_\_  
ADDRESS AND/OR PHONE NUMBER

The relevant and timely information that may be released is limited to:

- |                          |                          |
|--------------------------|--------------------------|
| Initial Clinical Summary | Verbal Telephone Contact |
| Progress Notes           | Medication               |
| Laboratory Results       | Consultations            |
| Psychological Testing    | Other _____              |

These records are required for continuity of clinical care. This release will be valid until treatment ends, unless otherwise noted.

I certify that I have read this form and that I understand its contents. I also understand that I have a right to receive a copy of this authorization upon request.

\_\_\_\_\_  
NAME (PLEASE PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

2730 Wilshire Blvd, Suite 325  
Santa Monica, CA 90403  
(TEL) 310-744-5102  
(FAX) 310-919-1919  
info@ericwexlermd.com  
www.EricWexlerMD.com

### CREDIT CARD AUTHORIZATION

Please neatly complete the following information in print with black ink.

I \_\_\_\_\_ accept full financial responsibility for the patient (or consultee) being or to be treated by Dr. Eric Wexler, whose name is \_\_\_\_\_. I authorize Eric Wexler MD, PhD Inc. to charge my credit card up to 48 hours prior to the next scheduled visit with Dr. Wexler; including for the initial visit or any part thereof, as well as, in the event that the patient fails to show for future scheduled appointments, or does not give notification of the patient's inability to attend a scheduled appointment, at least 48 business hours in advance, as agreed to in the *Treatment Consent Form*. I authorize my card to be charged for all time spent by Dr. Wexler in providing consultation services (e.g. phone calls, emails, written reports, etc.) I have read and agree to abide by the *Office Policies and Procedures*, as agreed to by the patient, in the *Treatment Consent Form*. Furthermore, for outstanding payments of services rendered I authorize Dr. Wexler to charge my credit card for the full amount due. I will not dispute the cost or charges for sessions I have received in whole or part, in person or remotely or that I have not cancelled less than 48 business hours in advance. I further authorize Dr. Wexler to disclose information about my attendance/cancellation to my credit card company if I dispute a charge.

Card Type (circle one):                      Visa              MasterCard              American Express              Discover

Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Security Code (see Figure below) \_\_\_\_\_

Name As Printed On Card: \_\_\_\_\_

Telephone Number Associated With Account: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
(Street , City , State )

Zip code: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(client or financially responsible party)

#### Finding your credit card's security code

Visa, MasterCard  
& Discover CVV2

American Express  
CVV2



This form will be securely stored in your clinical file and may be updated upon request at any time. Please note, your credit card will be charged if any of the following conditions apply: "no-show" for a scheduled appointment, cancellation less than 48 business hours in advance of scheduled appointment, or participation in treatment without payment rendered (eg. appointment or phone session). A \$100 fee, plus my time spent, is charged for each contested charge or returned check.

**ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES, OFFICE POLICIES AND CONSENTS**

**\*\* You May Refuse to sign this Acknowledgement\*\***

I, \_\_\_\_\_, have received a copy of Eric Wexler MD PhD INC's *Notice of Privacy Practices*, and *Office Policies & Procedures*. I have read these documents and agree to abide by the terms set forth therein. Treatment is strictly voluntary and you may choose to discontinue treatment any time you wish. By signing this document I give my permission to Dr. Wexler to treat me. This consent remains valid until such time as I choose to discontinue treatment, either explicitly or implicitly by failing to adhere to the expectations and terms set forth in *Office Policies & Procedures*. In accordance with these policies and terms, I hereby agree to pay for my treatment at the time of the service. I understand that I am financially responsible for all charges whether or not paid by the insurance or third party involvement. I hereby authorize Dr. Wexler release all information necessary to secure payment of benefits. I agree to abide by the policies set forth in *Office Policies & Procedures*, including, but not limited to those concerning financial obligations and dispute resolution.

\_\_\_\_\_  
Patient Signature

\_\_\_\_\_  
Date

**For Office Use Only**

Eric Wexler MD PhD Inc. attempted to obtain written acknowledgement of receipt of his/her Notice of Privacy Practices, but acknowledgement could not be obtained because:

\_\_\_\_\_ Individual refused to sign

\_\_\_\_\_ An emergency situation prevented him/her from obtaining the acknowledgement

\_\_\_\_\_ Other (specify)

## Recreational Substance Use

Have you ever used the following, and how much do you currently consume? (INCLUDE DATES OF MOST RECENT USE)

<input type="checkbox"/> Cigarettes	<input type="checkbox"/> Tranqs/Sleepers (e.g. "Benzos")
<input type="checkbox"/> Coffee	<input type="checkbox"/> Pain Killers
<input type="checkbox"/> Marijuana	<input type="checkbox"/> Laxatives
<input type="checkbox"/> Heroin	<input type="checkbox"/> PCP
<input type="checkbox"/> Amphetamines	<input type="checkbox"/> LSD
<input type="checkbox"/> Cocaine	<input type="checkbox"/> Mushrooms
<input type="checkbox"/> Peyote/Mescaline or Salvia	<input type="checkbox"/> Steroids
<input type="checkbox"/> Bath Salts/Mephedrone	<input type="checkbox"/> Ketamine
<input type="checkbox"/> Nitrous Oxide	<input type="checkbox"/> Ecstasy/MDMA
<input type="checkbox"/> GHB or Rohypnol	<input type="checkbox"/> Glue or Solvents
<input type="checkbox"/> Alcohol	<input type="checkbox"/> Spice/K2
<input type="checkbox"/> "Robo/Triple-C"/Dextromethorphan	<input type="checkbox"/> "N-Bomb/smiles/25I"
<input type="checkbox"/> Syrup or "purple drank"	<input type="checkbox"/> Other

## Review of Systems *(check all that apply)*

**General Health:**  No Problems  Lack of energy,  unexplained weight gain or weight loss,  loss of appetite,  fever,  night sweats,  pain in jaws when eating,  scalp tenderness,  prior diagnosis of cancer,  excessive thirst,  Other general health problems: \_\_\_\_\_

**Head & Neck:**  No Problems  Difficulty with hearing,  sinus problems,  runny nose,  post-nasal drip,  ringing in ears,  mouth sores,  loose teeth,  ear pain,  nosebleeds,  sore throat,  facial pain or numbness,  swallowing problems,  coughing up blood.  Other ENT problems: \_\_\_\_\_

**Heart & Blood Vessels:**  No Problems  Irregular heartbeat,  racing heart,  chest pains,  swelling of feet or legs,  pain in legs with walking.  Other cardiovascular problems: \_\_\_\_\_

**Lungs & Breathing:**  No Problems  Shortness of breath,  night sweats,  prolonged cough,  wheezing,  sputum production,  prior tuberculosis,  pleurisy,  oxygen at home,  coughing up blood,  abnormal chest x-ray. Other respiratory problems: \_\_\_\_\_

**Stomach & Intestines:**  No Problems  Heartburn,  constipation,  intolerance to certain foods,  diarrhea,  abdominal pain,  difficulty swallowing,  nausea,  vomiting,  blood in stools,  unexplained change in bowel habits,  incontinence. Other GI problems: \_\_\_\_\_

**Urinary Tract & Genitals:**  No Problems  Kidney Stones,  Painful or frequent urination,  urgency,  prostate problems,  bladder problems,  impotence or other sexual problems. Other: \_\_\_\_\_

**Muscles, Bones, Joints:**  No Problems  Joint pain,  aching muscles,  shoulder pain,  swelling of joints,  joint deformities,  back pain. Other musculoskeletal problems: \_\_\_\_\_

**Skin, Hair & Breast:**  No Problems  Persistent rash,  itching,  new skin lesion,  change in existing skin lesion,  hair loss or increase,  breast changes. Other integument problems: \_\_\_\_\_

**Brain & Nerves:**  No Problems  Frequent headaches,  double vision,  weakness,  change in sensation,  problems with walking or balance,  dizziness,  tremor,  loss of consciousness,  uncontrolled motions,  episodes of visual loss. Other neurological problems: \_\_\_\_\_

**Mood & Thinking:**  No Problems  Insomnia,  irritability,  depression,  anxiety,  recurrent bad thoughts,  mood swings,  hallucinations,  obsessions/compulsions. Other psychiatric: \_\_\_\_\_

**Glands:**  No Problems  Intolerance to heat or cold,  menstrual irregularities,  frequent hunger/urination/thirst,  changes in sex drive. Other endocrinologic problems: \_\_\_\_\_

**Blood & Lymph:**  No Problems  Easy bleeding,  easy bruising,  anemia,  abnormal blood tests,  leukemia,  unexplained swollen areas. Other hematologic problems: \_\_\_\_\_

**Allergic, Infectious or Immune:**  No Problems  Seasonal allergies,  hay fever symptoms,  itching,  frequent infections,  exposure to HIV or hepatitis,  recent infection; viral,  bacterial or fungal.  Other immunological problems: \_\_\_\_\_

Any other symptoms not described above: \_\_\_\_\_

## Psychiatric History

Have you ever received any previous psychiatric or psychological evaluation or treatment?  No  Yes

Year	Doctor	Clinic or Hospital	Reason	Medication Used (if any)

Have you ever attempted suicide?  No  Yes      If yes, please describe when, how, and what happened.

Have you or anyone in your immediate family (parents, brothers/sisters, children, aunts/uncles, grandparents) been diagnosed with any of the following conditions that may have a genetic component.

Disorder	Me (age of onset)	Family Member (+age of onset)
Bipolar Disorder (mania)		
Major Depression		
Obsessions-Compulsions (OCD)		
Panic Attacks		
PTSD		
Schizophrenia/Schizoaffective		
Anorexia/Bulimia		
Autism/Asperger's		
ADHD		
Epilepsy		
Lupus		
Leukodystrophy		
Other Autoimmune Disease		
Multiple Sclerosis		
Parkinson's Disease		
Alzheimer's Disease		
Frontotemporal Dementia		
Lewy Body Disease		
Huntington's Disease		
Wilson's Disease		
Porphyria		
Mad Cow (prion disease)		
Early-onset Dementia		
Tourette's Syndrome		
Ataxia		
Other		



Please check all psychotropic medications that you have used in the past, writing date of last use to RIGHT of drug name.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Symbyax (Prozac+Zyprexa)  | <input type="checkbox"/> Wellbutrin/Bupropion          | <input type="checkbox"/> Stalevo/carbidopa+LDopa+entacapone |
| <input type="checkbox"/> Abilify/Aripiprazole      | <input type="checkbox"/> Viiibryd/Vilazodone           | <input type="checkbox"/> Artane/trihexyphenidyl             |
| <input type="checkbox"/> Clozaril/Clozapine        | <input type="checkbox"/> Serzone/Nefazodone            | <input type="checkbox"/> Azilect/rasagiline                 |
| <input type="checkbox"/> Fanapt/Iloperidone        | <input type="checkbox"/> Deseryl/Trazodone             | <input type="checkbox"/> Benadryl/Diphenhydramine           |
| <input type="checkbox"/> Prolixin/Fluphenazine     | <input type="checkbox"/> Zolofit/Sertraline            | <input type="checkbox"/> Chantix/Varenicline                |
| <input type="checkbox"/> Geodon/Ziprasidone        | <input type="checkbox"/> Depakote/Valproic Acid        | <input type="checkbox"/> Antabuse/Disulfuram                |
| <input type="checkbox"/> Haldol/Haloperidol        | <input type="checkbox"/> Eskalith/Lithium Carbonate    | <input type="checkbox"/> InderalPropranolol                 |
| <input type="checkbox"/> Invega/Paliperidone       | <input type="checkbox"/> Lamictal/Lamotrigine          | <input type="checkbox"/> Cytolmel/T3                        |
| <input type="checkbox"/> Latuda/Lurasidone         | <input type="checkbox"/> Lithobid/Lithium Carbonate    | <input type="checkbox"/> Synthroid/T4                       |
| <input type="checkbox"/> Loxitane/Loxapine         | <input type="checkbox"/> Neurontin/Gabapentin          | <input type="checkbox"/> Levoxyl/T4                         |
| <input type="checkbox"/> Moban/Molindone           | <input type="checkbox"/> Tegretol/Carbamazepine        | <input type="checkbox"/> Almotriptan/Axert                  |
| <input type="checkbox"/> Navane/Thiothixene        | <input type="checkbox"/> Topamax/Topiramate            | <input type="checkbox"/> frovatriptan/Frova                 |
| <input type="checkbox"/> Orap/Pimozide             | <input type="checkbox"/> Trileptal/Oxcarbazepine       | <input type="checkbox"/> rizatriptan/Maxalt                 |
| <input type="checkbox"/> Trilafon/Perphenazine     | <input type="checkbox"/> Gabitril/Tiagabine            | <input type="checkbox"/> zolmitriptan/Zomig                 |
| <input type="checkbox"/> Risperdal/Risperidone     | <input type="checkbox"/> Keppra/Levetiracetam          | <input type="checkbox"/> Cafergot                           |
| <input type="checkbox"/> Seroquel/Quetiapine       | <input type="checkbox"/> Dilantin/Phenytoin            | <input type="checkbox"/> Midrin                             |
| <input type="checkbox"/> Stelazine/Trifluoperazine | <input type="checkbox"/> Lyrica/Pregabalin             | <input type="checkbox"/> Eletriptan/Relpax                  |
| <input type="checkbox"/> Melaril/Thiorodizine      | <input type="checkbox"/> Savella/Milnacipran           | <input type="checkbox"/> Naratriptan/Amerge                 |
| <input type="checkbox"/> Thorazine/Chlorpromazine  | <input type="checkbox"/> Zonegran/Zonisamide           | <input type="checkbox"/> Sumatriptan/Imitrex                |
| <input type="checkbox"/> Zyprex/Olanzapine         | <input type="checkbox"/> Xyrem/Sodium Oxybate          | <input type="checkbox"/> Fiorinal                           |
| <input type="checkbox"/> Saphris/Asenapine         | <input type="checkbox"/> Felbatol/felbamate            | <input type="checkbox"/> Dihydroergotamine/DHE 45           |
| <input type="checkbox"/> Anafranil/Clomipramine    | <input type="checkbox"/> Zarontin/Ethosuximide         | <input type="checkbox"/> Adderall/Amphetamine               |
| <input type="checkbox"/> Asendin/Amoxapine         | <input type="checkbox"/> Ativan/Lorazepam              | <input type="checkbox"/> Concerta/Methylphenidate           |
| <input type="checkbox"/> Aventyl/Nortriptyline     | <input type="checkbox"/> Buspar/Buspirone              | <input type="checkbox"/> Daytrana/Methylphenidate Patch     |
| <input type="checkbox"/> Celexa/Citalopram         | <input type="checkbox"/> Klonopin/Clonazepam           | <input type="checkbox"/> Desoxyn/Methamphetamine            |
| <input type="checkbox"/> Cymbalta/Duloxetine       | <input type="checkbox"/> Librium/Chlordiazepoxide      | <input type="checkbox"/> Dexedrine/Dextroamphetamine        |
| <input type="checkbox"/> Desyrel/Trazodone         | <input type="checkbox"/> Serax/Oxazepam                | <input type="checkbox"/> Dextrostat/Dextroamphetamine       |
| <input type="checkbox"/> Effexor/Venlafaxine       | <input type="checkbox"/> Tranxene/Clorazepate          | <input type="checkbox"/> Focalin/Dexmethylphenidate         |
| <input type="checkbox"/> Elavil/Amitriptyline      | <input type="checkbox"/> Valium/Diazepam               | <input type="checkbox"/> Intuniv/Guanfacine                 |
| <input type="checkbox"/> Emsam/Selegiline          | <input type="checkbox"/> Xanax/Alprazolam              | <input type="checkbox"/> Metadate ER/Methylphenidate        |
| <input type="checkbox"/> Lexapro/Escitalopram      | <input type="checkbox"/> Sonata/Zaleplon               | <input type="checkbox"/> Ritalin/Methylphenidate            |
| <input type="checkbox"/> Ludiomil/Maprotiline      | <input type="checkbox"/> Ambien/Zolpidem               | <input type="checkbox"/> Strattera/Atomoxetine              |
| <input type="checkbox"/> Luvox/Fluvoxamine         | <input type="checkbox"/> Lunesta/Eszopiclone           | <input type="checkbox"/> Vyvanse/Lisdexamfetamine           |
| <input type="checkbox"/> Marplan/Isocarboxazid     | <input type="checkbox"/> Rozarem/Ramelteon             | <input type="checkbox"/> Other                              |
| <input type="checkbox"/> Nardil/Phenelzine         | <input type="checkbox"/> Vistaril/Hydroxyzine          |   |
| <input type="checkbox"/> Norpramin/Desipramine     | <input type="checkbox"/> Suboxone/Buprenorphine        |   |
| <input type="checkbox"/> Pamelor/Nortriptyline     | <input type="checkbox"/> Parlodel/bromocriptine        |   |
| <input type="checkbox"/> Parnate/Tranlycypromine   | <input type="checkbox"/> Eldepryl/selegiline           |   |
| <input type="checkbox"/> Paxil/Paroxetine          | <input type="checkbox"/> Cogentin/benzotropine         |   |
| <input type="checkbox"/> Pexeva/Paroxetine         | <input type="checkbox"/> Symmetrel/amantadine          |   |
| <input type="checkbox"/> Pristiq/Desvenlafaxine    | <input type="checkbox"/> Comtan/entacapone             |   |
| <input type="checkbox"/> Prozac/Fluoxetine         | <input type="checkbox"/> Requip/ropinirole             |   |
| <input type="checkbox"/> Remeron/Mirtazapine       | <input type="checkbox"/> Mirapex/pramipexole           |   |
| <input type="checkbox"/> Sarafem/Fluoxetine        | <input type="checkbox"/> Apokyn/apomorphine            |   |
| <input type="checkbox"/> Sinequan/Doxepin          | <input type="checkbox"/> Neupro/rotigotine transdermal |   |
| <input type="checkbox"/> Surmontil/Trimipramine    | <input type="checkbox"/> Parcopa/carbidopa+levodopa    |   |
| <input type="checkbox"/> Tofranil/Imipramine       | <input type="checkbox"/> Parlodel/bromocriptine        |   |
| <input type="checkbox"/> Vivactil/Protriptyline    | <input type="checkbox"/> Permax/ pergolide             |   |



## Medical History

Have you ever had to be hospitalized?  No  Yes *If yes, please complete the following:*

Year	Doctor's Name	Name of Hospital	Name of Operation or Procedure

What is your current weight? (estimate if you do not know exactly)

What is the most you have ever weighed?  When?

MEDICATION ALLERGIES:  No  Yes

Medication	Adverse Reaction

Have you ever had food allergies?  No  Yes *If yes, please describe*

FOR WOMEN ONLY:

Date your last menstrual period began

Number of pregnancies

Number of children born alive

Number of therapeutic abortions

Number of miscarriages or stillbirths

Have you had a Pap smear within the last year?  No  Yes

Do you use any contraceptive method?  No  Yes *If yes, which?*

Do you examine your breasts for lumps?  No  Yes

Have you recently had any of the following tests? If yes, when and why?

<input type="checkbox"/> Physical Exam	Date <input type="text"/>	Purpose <input type="text"/>
<input type="checkbox"/> Blood Tests	Date <input type="text"/>	Purpose <input type="text"/>
<input type="checkbox"/> Chest X-ray	Date <input type="text"/>	Purpose <input type="text"/>
<input type="checkbox"/> Electrocardiogram (EKG)	Date <input type="text"/>	Purpose <input type="text"/>
<input type="checkbox"/> Brain Scan (MRI, CT)	Date <input type="text"/>	Purpose <input type="text"/>
<input type="checkbox"/> EEG	Date <input type="text"/>	Purpose <input type="text"/>

Diagnoses you have received, at any time in the past, writing dates to RIGHT of diagnosis. *(please check all that apply)*

### **Autoimmune Diseases**

- Celiac disease (sprue)
- Dermatomyositis
- Lupus
- Pernicious anemia
- Rheumatoid arthritis
- Sjogren syndrome
- Other Autoimmune Disease
- Polyarthralgia rheumatica
- Scleroderma

### **Cardiovascular/Heme**

- High Cholesterol
- Claudication
- High Blood Pressure
- Heart failure/CHF
- Arrhythmia
- Heart defect
- Anemia
- Sickle-cell Anemia
- Porphyria
- Phenylketonuria (PKU)
- metabolic disorder

### **Endocrine**

- Goiter
- Thyroid Disease
- Other Hormone Problem
- Diabetes
- Pituitary problems
- Cushing's syndrome
- Addison's disease
- Graves disease
- Hashimoto's thyroiditis

### **ENT/Misc**

- Glaucoma
- Severe Cuts or Lacerations
- Broken Bones
- Amputation
- Drug Poisoning
- Toxic Exposures
- Reflex Sympathetic dystrophy
- Fibromyalgia
- Cancer (Any type)

### **GI**

- Peptic (Stomach) Ulcers
- Diabetes
- Colitis
- Cirrhosis

- Pancreatitis
- Irritable Bowel
- Diverticulitis
- Diverticulosis
- Ulcerative colitis
- Crohn's disease
- Hemorrhoids

### **GU**

- Endometriosis
- Urinary incontinence
- Hysterectomy
- Oophrectomy
- Birth Defects
- Other gynecological
- Sexual dysfunction
- Painful intercourse
- Kidney stones

### **Infections**

- Blood Infection
- Parasite infection
- Whipple's disease
- HIV
- Lyme Disease
- Herpes/Shingles
- Hepatitis
- Malaria
- Gonorrhea
- Syphilis
- Chlamydia
- UTI
- Pneumonia
- Chagas
- Tuberculosis
- Rheumatic Fever
- Scarlet fever
- Mumps
- Measles
- Rubells
- Chicken pox
- Tularemia
- Psitacosis
- Other STD

### **Neurological**

- Ataxia
- Head Injury
- Headaches
- Meningitis
- Epilepsy

- Stroke
- Lewy Body Disease
- Parkinson's Disease
- Leukodystrophy
- Tourette's Syndrome
- Early Dementia
- Wilson's Disease
- Multiple Sclerosis
- Mad Cow (prion disease)
- Frontotemporal Dementia
- Huntington's Disease
- Alzheimer's Disease
- Encephalitis
- Multiple sclerosis
- Myasthenia gravis

### **Psychiatric**

- ADHD
- Schizophrenia-Schizoaffective
- Obsessions-Compulsions (OCD)
- Autism-Asperger's
- PTSD
- Major Depressive Disorder
- Anorexia-Bumia
- Panic Attacks
- Bipolar Disorder (mania)
- Conversion Disorder
- Intermittent Explosive Disorder
- Trichotillomania
- Pyromania
- Compulsive Gambling
- Kleptomania
- Sexual disorder
- Sex addiction
- Other addiction
- Substance Abuse-addiction
- Dissociative disorder
- Personality disorder

### **Respiratory**

- Asthma
- COPD
- Emphysema
- Pulmony fibrosis

**Family Background and Childhood History:**

Were you adopted?  Yes  No. Where did you grow up? \_\_\_\_\_

List your siblings and their ages: \_\_\_\_\_

What was your father's occupation? \_\_\_\_\_

What was your mother's occupation? \_\_\_\_\_

Did your parents' divorce?  Yes  No. If so, how old were you when they divorced? \_\_\_\_\_

If your parents divorced, who did you live with? \_\_\_\_\_

Describe your father and your relationship with him. \_\_\_\_\_

Describe your mother and your relationship with her. \_\_\_\_\_

How old were you when you left home? \_\_\_\_\_

Has anyone in your immediate family died?  Yes  No. \_\_\_\_\_

Did you ever have irresistible urges to hurt, attack, kill someone or destroy their property?

Did you ever gamble, whether you can afford to or not?

Have you ever had the experience of:

- Finding yourself in a place and having no idea how you got there
- Minutes, hours or days having gone by without any memory of what has happened during that time
- Having no memory for some important events in your life (for example, a graduation, wedding, death)

**Trauma History:**

Have you suffered serious injury from war, accident or natural disaster  Yes  No.

Have you ever filed a personal injury, or workman's compensation or medical malpractice lawsuit?  Yes  No

Were you subject to physical, sexual or verbal abuse  Yes  No. If so, please describe when, where and by whom \_\_\_\_\_

**Educational History:**

What is your highest educational level or degree attained? \_\_\_\_\_

Did you attend college?  Yes  No. Where? \_\_\_\_\_ Major \_\_\_\_\_

**Occupational History:**

Are you currently:  Working,  Not working by choice,  Unemployed,  Disabled,  Retired

How long in present position? \_\_\_\_\_

What is/was your occupation? \_\_\_\_\_

Where do you work? \_\_\_\_\_

Have you ever served in the military? \_\_\_\_\_ If so, what branch and when? \_\_\_\_\_

Honorable Discharge  Medical Discharge  Dishonorable Discharge

Arrested for any reason:  Prison  Jail Was the crime violent Yes/No. Dates incarcerated \_\_\_\_\_

**Relationship History and Current Family:**

Have you ever been in a long-term romantic relationship?

Are you currently:  Married  Divorced  Single  Widowed. How long? \_\_\_\_\_

If not married, are you currently in a relationship?  Yes  No. If yes, how long? \_\_\_\_\_

Are you sexually active?  Yes  No. How would you identify your sexual orientation \_\_\_\_\_

What is your spouse or significant other's occupation? \_\_\_\_\_

Describe your relationship with your spouse or significant other: \_\_\_\_\_

Have you had any prior marriages? Yes/No If so, how many? \_\_\_\_\_ How long? \_\_\_\_\_

Do you have children? ( ) Yes ( ) No. If yes, list ages and gender \_\_\_\_\_

Describe your relationship with your children: \_\_\_\_\_

List everyone who currently lives with you? \_\_\_\_\_

**Have you recently experienced any stressful life events (in last 2 years):**

<input type="checkbox"/> Marriage or engagement	<input type="checkbox"/> Personal injury or illness
<input type="checkbox"/> Separation or divorce Sexual difficulties	<input type="checkbox"/> Breakup of important relationship
<input type="checkbox"/> Changes in school, work	<input type="checkbox"/> Death of close family, friend
<input type="checkbox"/> Changes in residence	<input type="checkbox"/> Child left home
<input type="checkbox"/> Financial disorder	<input type="checkbox"/> Bad health of family, friend
<input type="checkbox"/> Legal difficulties	<input type="checkbox"/> Other

<b>Depression</b>						<b>Anxiety</b>										
Instructions: Put a check (✓) to indicate how much you have experienced each symptom during the past week, including today.						Absent	Somew	Moderat	A lot	Extreme	Instructions: Put a check (✓) to indicate how much you have experienced each symptom during the past week, including today.					
						0	1	2	3	4						
<b>THOUGHTS AND FEELINGS</b>	1. Feeling sad or down in the dumps						<b>ANXIOUS FEELINGS</b>	Anxiety, nervousness, worry, or fear								
	2. Feeling unhappy or blue							Feeling things around you are strange or foggy								
	3. Crying spells or tearfulness							Feeling detached from all or part of your body								
	4. Feeling discouraged							Sudden unexpected panic spells								
	5. Feeling hopeless							Apprehension or a sense of impending doom								
	6. Low self-esteem							Feeling tense, stress, "uptight"								
	7. Feeling worthless or inadequate							Difficulty concentrating								
	8. Guilt or shame							Racing thoughts								
	9. Criticizing yourself or blaming others							Frightening fantasies or daydreams								
	10. Difficulty making decisions							Feeling on the verge of losing control								
<b>ACTIVITIES AND PERSONAL RELATIONSHIPS</b>	11. Loss of interest in family, friends or colleagues						<b>ANXIOUS THOUGHTS</b>	Fears of cracking up or going crazy								
	12. Loneliness							Fears of fainting or passing out								
	13. Spending less time with family or friends							Fears of illnesses, heart attacks or dying								
	14. Loss of motivation							Fears of looking foolish in front of others								
	15. Loss of interest in work or other activities							Fears of being alone, isolated or abandoned								
	16. Avoiding work or other activities							Fears of criticism or disapproval								
	17. Loss of pleasure or satisfaction in life							Fears that something terrible will happen								
<b>PHYSICAL SYMPTOMS</b>	18. Feeling tired						<b>PHYSICAL SYMPTOMS</b>	Skipping, racing or pounding of the heart								
	19. Difficulty sleeping or sleeping too much							Pain, pressure or tightness in the chest								
	20. Decreased or increased appetite							Tingling or numbness in the toes or fingers								
	21. Loss of interest in sex							Butterflies or discomfort in the stomach								
	22. Worrying about your health							Constipation or diarrhea								
<b>SUICIDAL URGES</b>	23. Do you have any suicidal thoughts?						Restlessness or jumpiness									
	24. Would you like to end your life?						Tight, tense muscles									
	25. Do you have a plan for harming yourself?						Sweating not brought on by heat									
							<b>PHYSICAL SYMPTOMS</b>	A lump in the throat								
								Trembling or shaking								
								Rubbery or "jelly" legs								
								Feeling dizzy. Lightheaded or off balance								
								Choking or smothering sensations								
								Headaches or pains in the neck or back								
								Hot flashes or cold chills								
								Feeling tired, weak or easily exhausted								

HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE 08/05

Eric Wexler MD, PhD Inc.

Psychiatric Diagnosis, Psychopharmacology and Forensic Consulting

2730 Wilshire Blvd, Suite 325
Santa Monica, CA 90403
T: 310-744-5102, F: 310-919-1919

CARRIER

PICA

PICA

1. MEDICARE MEDICAID TRICARE CHAMPVA GROUP FECA OTHER
(Medicare #) (Medicaid #) CHAMPUS (Sponsor's SSN) (Member ID#) HEALTH PLAN (SSN or ID) BLK LUNG (SSN) (ID)

2. PATIENT'S NAME (Last Name, First Name, Middle Initial) 3. PATIENT'S BIRTH DATE SEX 4. INSURED'S NAME (Last Name, First Name, Middle Initial)

5. PATIENT'S ADDRESS (No., Street) 6. PATIENT RELATIONSHIP TO INSURED 7. INSURED'S ADDRESS (No., Street)

CITY STATE 8. PATIENT STATUS 9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) 10. IS PATIENT'S CONDITION RELATED TO: 11. INSURED'S POLICY GROUP OR FECA NUMBER

ZIP CODE TELEPHONE (Include Area Code) 8. PATIENT STATUS Single Married Other 11. INSURED'S POLICY GROUP OR FECA NUMBER

9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) 10. IS PATIENT'S CONDITION RELATED TO: 11. INSURED'S POLICY GROUP OR FECA NUMBER

a. OTHER INSURED'S POLICY OR GROUP NUMBER b. AUTO ACCIDENT? c. OTHER ACCIDENT? 11. INSURED'S DATE OF BIRTH SEX 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE

b. OTHER INSURED'S DATE OF BIRTH SEX c. EMPLOYER'S NAME OR SCHOOL NAME 10d. RESERVED FOR LOCAL USE 11. INSURED'S DATE OF BIRTH SEX 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE

d. INSURANCE PLAN NAME OR PROGRAM NAME 10d. RESERVED FOR LOCAL USE 11. INSURED'S DATE OF BIRTH SEX 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE

d. INSURANCE PLAN NAME OR PROGRAM NAME 10d. RESERVED FOR LOCAL USE 11. INSURED'S DATE OF BIRTH SEX 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE

12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.

SIGNED DATE 13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for SEND PAYMENT DIRECTLY TO THE PATIENT DO NOT SEND TO PHYSICIAN

14. DATE OF CURRENT: ILLNESS (First symptom) OR INJURY (Accident) OR PREGNANCY(LMP) 15. IF PATIENT HAS HAD SAME OR SIMILAR ILLNESS. GIVE FIRST DATE 16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION

17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. 17b. NPI 18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES

19. RESERVED FOR LOCAL USE 20. OUTSIDE LAB? \$ CHARGES 21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY (Relate Items 1, 2, 3 or 4 to Item 24E by Line)

1. 2. 3. 4. 22. MEDICAID RESUBMISSION CODE ORIGINAL REF. NO. 23. PRIOR AUTHORIZATION NUMBER

24. A. DATE(S) OF SERVICE B. PLACE OF SERVICE C. EMG D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) E. DIAGNOSIS POINTER F. \$ CHARGES G. DAYS OR UNITS H. EPSDT Family Plan I. ID. QUAL. J. RENDERING PROVIDER ID. #

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

1 2 3 4 5

SEND PAYMENT DIRECTLY TO THE PATIENT DO NOT SEND TO PHYSICIAN

25. FEDERAL TAX I.D. NUMBER SSN EIN 26. PATIENT'S ACCOUNT NO. 27. ACCEPT ASSIGNMENT? (For govt. claims, see back) 28. TOTAL CHARGE 29. AMOUNT PAID 30. BALANCE DUE

31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) 32. SERVICE FACILITY LOCATION INFORMATION Eric Wexler MD, PhD Inc. 2730 Wilshire Blvd, Suite 325 Santa Monica, CA 90403 T: 310-744-5102, F: 310-919-1919

33. BILLING PROVIDER INFO & PH # Eric Wexler MD, PhD Inc. 2730 Wilshire Blvd, Suite 325 Santa Monica, CA 90403 T: 310-744-5102, F: 310-919-1919

SIGNED DATE a. NPI: 1932215654 b. NPI: 1932215654

PATIENT AND INSURED INFORMATION

PHYSICIAN OR SUPPLIER INFORMATION

**Eric Wexler MD, PhD**  
ADULT PSYCHIATRY & FORENSIC EVALUATION  
2730 Wilshire Blvd, Suite 325  
Santa Monica CA 90403  
TELEPHONE: 310-744-5102  
FAX: 310-919-1919  
ewexler@modernbrains.com

## OFFICE POLICIES AND PROCEDURES

### Welcome

Below is information about my practice, which will help you get started with an initial evaluation and, possibly, treatment. Please take a moment to read over the following information about my policies and complete the forms prior to your first appointment (you may fax, email or bring them with you to your first appointment). By scheduling an initial appointment you are entering into an agreement for me to provide a psychiatric evaluation service to you and in exchange you agree to abide by the policies and procedures outlined below (e.g. paying for this or future appointments even if missed, not disturbing other patients in the waiting room, etc)

**Initial Evaluations.** An initial evaluation for generally takes 90 minutes if the new patient forms are completed and returned in advance of your appointment. These include two types of documents, in PDF format: Administrative and New Patient: History. These provide me with an overview about your medical and social history and improve the efficiency of your first visit. Please understand that the aim of this initial session is to provide an assessment of your mental health needs and to determine the best available treatment options, which may include referral to another provider. *The evaluation is not an agreement that I will take you on as a patient.*

**Location:** I have relocated my practice from UCLA-Westwood to Santa Monica, effective September 1st, 2012. I am now conveniently located at 2730 Wilshire Blvd, Suite 325, at the southeast corner of Wilshire Blvd and Harvard street (two blocks past 26th street)

**Parking** Metered street parking is often readily available. However, for convenience you may also choose to park in the building's private underground lot, at an additional parking charge (enter from Harvard street)

### Directions

*Malibu:* Proceed south of the PCH. At the Santa Monica Pier bear left onto I-10 East. Use Exit 1B to exit onto 20th st. Turn left onto 20th street, then right onto Wilshire Blvd.

*Downtown LA-Pasadena:* Take 110 South to I-10 West. Use Exit 1C "Cloverfield Blvd/26th street". Turn left onto Cloverfield then bear left onto 26th Street. Turn right onto Wilshire Blvd, your destination will be two blocks ahead on the right side.

*San Fernando Valley:* Take the 405 South (East) to I-10 West. Use Exit 1C "Cloverfield Blvd/26th street". Turn left onto Cloverfield then bear left onto 26th Street. Turn right onto Wilshire Blvd, your destination will be two blocks ahead on the right side.

*Beverly Hills, Century City, Brentwood, Westwood, Bel Air:* You may prefer to use local streets to get here. Please keep in mind that during busy times of the day Google maps is not always correct. Wilshire Blvd is usually preferable to Santa Monica Blvd because the timing of the traffic lights on the latter slows down the flow of cars.

**When you arrive:** Once you enter the building take the elevator to the third floor, then turn right and proceed to the end of the hallway. Once inside the waiting room, press the light next to the nameplate for Eric Wexler, M.D. to alert me that you have arrived

**Appointments:** Ongoing psychotherapy sessions are scheduled weekly and last 50 minutes. Medication management (pharmacotherapy) visits are scheduled for 25- or 40-minute appointments, depending upon your needs. The appointment time is reserved for you so it is important that you are on time. If you are late, your appointment may still conclude at the end of your scheduled appointment time. If significantly late, you may have to reschedule your appointment and will be charged my usual fees.

**48-Hour Cancellation Policy (Including initial visit)** The scheduled appointment time is reserved specifically for you/your child and this is your time. Therefore, if you are unable to keep an appointment, please be sure to cancel at least 48 hours in advance or you will be charged my usual fee for that session. Please be aware that insurance companies generally do not reimburse for a cancelled session. For urgent appointment, those scheduled less than 48 hours prior to the appointment; you are responsible for the full initial visit fee. Similarly, if you terminate a visit prior to its scheduled end time you are still responsible for the full visit fee. In other words, you are paying to reserve my time in exchange for my expertise and advice, how you choose to use it is your choice and I respect it.

**Payments and Reimbursement** Payment of fees is expected at the time of service; methods of payment include credit card (Mastercard Visa AMEX or Discover), cash or check. ACH or wire transfers are reserved for payment of larger fees.

Services are billed at a rate of \$400/hr. These rates apply only to “doctor-patient” type service and do not apply to forensic services (e.g. evaluations, testimony in court or by deposition, expert consulting) or other business-type consulting. Any discounts are predicated on the patient maintaining a valid credit card on file in perpetuity or a retainer of \$200 (refundable upon termination), to insure against non-payment of future visits.

I reserve the right to charge on a “time-spent” basis, not on a per service basis. In other words, at my sole discretion, I will charge you based on how much time I spend on your care, not necessarily the time I spend talking with you. By extension this includes any time spent communicating with other providers of medical or legal services (e.g. conference calls, written reports, depositions). Consultations of significant length occurring between office appointments are billed at the same rate as an office visit, independent of their mode of communication. “Significant” is defined at my sole discretion; however, I often waive fees for individual phone calls less than 5 minutes, fewer than 2 calls per week and total time spent less than 15 minutes between visits. “Calls” are defined as any form of communication, including, but not limited to telephone, video, email, written letter, preparation of written reports, etc. The final charges billed to you are rounded up or down to the nearest 5 minutes. I reserve the right to “bulk or bundle-bill,” the practice of pooling time spent on several small matters into a single charge (e.g. if you call me 6 days in a row and each call last 4 minutes, I will charge you for 30 minutes (6 calls rounded up to 5 minutes each)).

**Insurance.** I am not on insurance panels, and would be considered an “out-of-network” provider under the terms of your insurance policy. If you elect to seek reimbursement from your insurance company for my services, I will provide a monthly statement that you can submit to your insurance company. You are responsible for collecting reimbursement from your insurance company or other funding source, and for negotiating any claims. You are solely responsible for payment of your medical care, regardless of what your insurance company agrees to reimburse. If you seek reimbursement and your insurer send the reimbursement check to me I will void the check and return it to the insurer. I cannot accept these checks and transfer the money to you because of the financial (and administrative) liability incurred – I apologize for this inconvenience.

**Disclosures to carriers:** Most insurance companies require information about your diagnosis, the type of service provided, the date of the session, and fees. I will include this information on your statement, at your request. In some cases, insurance companies require that the physician send information about the patient’s diagnosis and treatment plan, progress reports, and other records. Almost all insurance companies state that they will keep this information confidential, but I cannot assure this. For example, some may share the information they receive with a national medical information data bank for the purposes of deciding eligibility for future life, disability, health, and other insurance. Before I send any information to an insurance company, I will talk with you first, discuss the information to be provided, and obtain your written permission to do so. You have a choice about whether to release medical information requested by an insurance carrier, but if you refuse to have information released, most insurance programs will not reimburse for services.

**Prior Authorizations:** More and more often insurance carriers are either denying coverage of medications outright or requiring “Prior Authorization or PA.” I cannot guarantee that a medication I prescribe will be covered by your insurance plan. I will make a reasonable effort to obtain prior authorization of your prescription, but I cannot guarantee it, nor can I devote unlimited resources towards doing so. I will complete any physician-mandated forms, however, I (staff) cannot spend HOURS on hold waiting for a clerk at the carrier to fax the forms to me. (Naturally, if you have them faxed to me at 310-919-1919 I will complete them and fax them back to the carrier)

**Record Keeping** I maintain a clinical chart for each patient, as required by the standards of my profession. Information in the chart includes a description of you/your family member’s condition, diagnosis, treatment and progress. An entry is made for each appointment, as well as for phone communications. I keep records of any consent, information release, assessment, insurance documents, outside treatment/testing, and other records completed or collected during the course of treatment. Clinical records are kept in a locked cabinet and/or as password-protected files. Information contained in this record will not be released without your written consent except in the circumstances outlined below and as explained in the Notice of Privacy Practices.

**Confidentiality** Information shared between patient and provider is strictly confidential, with certain exceptions required by law. You hold the privilege of deciding with whom I may disclose information about evaluation and treatment. If you would like for me to share information with other providers, therapists, school officials, or other persons, please fill out an Authorization for Release of Information for each person/entity with whom you would like me to communicate.

I will release information only with your written permission with the following exceptions:

- 1) suspected abuse or neglect of a minor, elder or dependent individual;
- 2) a patient is in imminent danger of harming him or herself or another person;
- 3) a patient communicates a serious threat of physical violence against another person;
- 4) a parent or guardian is unable to adequately provide for a child's basic needs;
- 5) records are ordered to be released by a judge or court; and/or
- 6) as otherwise required by law.

**Prescriptions** It is my policy to only write and refill prescriptions for psychotropic medications when you/your child is seen in person at a scheduled appointment. In emergency cases, I may authorize medication refills by phone or fax to your pharmacy, but generally I like to see my patients for regular, at least monthly, appointments. If you need a prescription called in before your next regular appointment, please give me at least a week to process your request. This will prevent any interruption in your medication use. It is best to contact your pharmacy directly when you need a medication refill, and they will fax me a refill request form.

**Phone Calls** If you need to reach me between appointments, please call 310-744-5102 and leave a message with your telephone number, even if you think I have it, and some times when you may be reached. Phone consultations lasting over 5 minutes are subject to a fee (See *Payments and Reimbursement* above). Please consider the need for a more immediate appointment if a longer conversation is necessary.

**E-mail Correspondence** You are welcome to send non-urgent information to me by e-mail, but I cannot guarantee the confidentiality or security of e-mail correspondence (for example, from hackers) despite my use of password-protected electronic mail.

**Video Conferencing.** Video sessions (e.g. Skype) are inherently less secure than face to face meetings. For example the popular services record sessions on their servers. By requesting a video session you are (1) acknowledging the higher probability that others may gain access to personal information about you, and (2) waiving certain rights and protections under HIPPA, and (3) giving your active consent to have your protected health information (e.g. name, voices, life details) recorded by me, by the video service conferencing service; thereby effectively releasing this information to all parties affiliated with me or the video conferencing service.

**Text Messaging** "Texting" is not HIPPA compliant (1) Text messaging is NOT encrypted, (2) Text messaging cannot show full audit trails of when the messages are received and read, and (3) Text messaging cannot ensure priority delivery; a message about a patient in critical condition could be in queue behind a teenagers "haha" text message. Therefore, text messaging is not appropriate for communications related to your clinical information, including, but not limited to your diagnosis, treatment plans, medications, lab results, side effects or symptoms, etc.

**Urgent or Emergency Issues** I will do my best to respond to phone calls as soon as possible; however, I do not provide urgent, crisis or emergency services. In the event of an urgent need outside of an appointment, please contact your child's pediatrician, the local emergency room, crisis intervention services, or call 911. On the occasion that I am away from my practice, I will inform you in advance and the message on my voicemail will direct you to the doctor providing coverage for my practice.

**Ending Treatment** You may withdraw from treatment at any time. I recommend that we discuss a plan to terminate care before doing so, so that we have the opportunity to discuss further treatment recommendations, any potential risks for ending treatment at that time, and referral options if they are needed.

If you have any questions about these policies or any of the information above, I would be happy to discuss them with you in further detail. Thank you.



## NOTICE OF HIPAA PRIVACY POLICY

**THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION.**

**PLEASE READ IT CAREFULLY.**

The following is the privacy policy ("Privacy Policy") of Eric Wexler M.D. as described in the Health Insurance Portability and Accountability Act of 1996 and regulations promulgated there under, commonly known as HIPAA. HIPAA requires Covered Entity by law to maintain the privacy of your personal health information and to provide

you with notice of Covered Entity's legal duties and privacy policies with respect to your personal health information.

We are required by law to abide by the terms of this Privacy Notice.

**Your Personal Health Information** We collect personal health information from you through treatment, payment and related healthcare operations, the application and enrollment process, and/or healthcare providers or health plans, or through other means, as applicable. Your personal health information that is protected by law broadly includes any information, oral, written or recorded, that is created or received by certain health care entities, including health care providers, such as physicians and hospitals, as well as, health insurance companies or plans. The law specifically protects health information that contains data, such as your name, address, social security number, and others, that could be used to identify you as the individual patient who is associated with that health information.

**Uses or Disclosures of Your Personal Health Information** Generally, we may not use or disclose your personal health information without your permission. Further, once your permission has been obtained, we must use or disclose your personal health information in accordance with the specific terms that permission. The following are the circumstances under which we are permitted by law to use or disclose your personal health information.

**Without Your Consent** Without your consent, we may use or disclose your personal health information in order to provide you with services and the treatment you require or request, or to collect payment for those services, and to conduct other related health care operations otherwise permitted or required by law. Also, we are permitted to disclose your personal health information within and among our workforce in order to accomplish these same purposes. However, even with your permission, we are still required to limit such uses or disclosures to the minimal amount of personal health information that is reasonably required to provide those services or complete those activities. Examples of treatment activities include: (a) the provision, coordination, or management of health care and related services by health care providers; (b) consultation between health care providers relating to a patient; or (c) the referral of a patient for health care from one health care provider to another. Examples of payment activities include: (a) billing and collection activities and related data processing; (b) actions by a health plan or insurer to obtain premiums or to determine or fulfill its responsibilities for coverage and provision of benefits under its health plan or insurance agreement, determinations of eligibility or coverage, adjudication or subrogation of health benefit claims; (c) medical necessity and appropriateness of care reviews, utilization review activities; and (d) disclosure to consumer reporting agencies of information relating to collection of premiums or reimbursement.

**Examples of health care operations include:** (a) development of clinical guidelines; (b) contacting patients with information about treatment alternatives or communications in connection with case management or care coordination; (c) reviewing the qualifications of and training health care professionals; (d) underwriting and premium rating; (e) medical review, legal services, and auditing functions; and (f) general administrative activities such as customer service and data analysis.

**As Required By Law** We may use or disclose your personal health information to the extent that such use or disclosure is required by law and the use or disclosure complies with and is limited to the relevant requirements of such law. Examples of instances in which we are required to disclose your personal health information include: (a) public health activities including, preventing or controlling disease or other injury, public health surveillance or investigations, reporting adverse events with respect to food or dietary supplements or product defects or problems to the Food and Drug Administration, medical surveillance of the workplace or to evaluate whether the individual has a work-related illness or injury in order to comply with Federal or state law; (b) disclosures regarding victims of abuse, neglect, or domestic violence including, reporting to social service or protective services agencies; (c) health oversight activities including, audits, civil, administrative, or criminal investigations, inspections, licensure or disciplinary actions, or civil, administrative, or criminal proceedings or actions, or other activities necessary for appropriate oversight of government benefit programs; (d) judicial and administrative proceedings in response to an order of a court or administrative tribunal, a warrant, subpoena, discovery request, or other lawful process; (e) law enforcement purposes for the purpose of identifying or locating a suspect, fugitive, material witness, or missing person, or reporting crimes in emergencies, or reporting a death; (f) disclosures about decedents for purposes of cadaveric donation of organs, eyes or tissue; (g) for research purposes under certain

conditions; (h) to avert a serious threat to health or safety; (i) military and veterans activities; (j) national security and intelligence activities, protective services of the President and others; (k) medical suitability determinations by entities

that are components of the Department of State; (l) correctional institutions and other law enforcement custodial situations; (m) covered entities that are government programs providing public benefits, and for workers' compensation.

**All Other Situations, With Your Specific Authorization** Except as otherwise permitted or required, as described above, we may not use or disclose your personal health information without your written authorization. Further, we are required to use or disclose your personal health information consistent with the terms of your authorization. You may revoke your authorization to use or disclose any personal health information at any time, except to the extent that we have taken action in reliance on such authorization, or, if you provided the authorization as a condition of obtaining insurance coverage, other law provides the insurer with the right to contest a claim under the policy.

**Miscellaneous Activities, Notice** We may contact you to provide appointment reminders or information about treatment alternatives or other health-related benefits and services that may be of interest to you. We may contact you to raise funds for Covered Entity. If we are a group health plan or health insurance issuer or HMO with respect to a group health plan, we may disclose your personal health information to be sponsor of the plan.

**Your Rights With Respect to Your Personal Health Information** Under HIPAA, you have certain rights with respect to your personal health information. The following is a brief overview of your rights and our duties with respect to enforcing those rights.

**Right to Request Restrictions On Use Or Disclosure** You have the right to request restrictions on certain uses and disclosures of your personal health information about yourself. You may request restrictions on the following uses or disclosures: to carry out treatment, payment, or healthcare operations; (b) disclosures to family members, relatives, or close personal friends of personal health information directly relevant to your care or payment related to your health care, or your location, general condition, or death; (c) instances in which you are not present or your permission cannot practicably be obtained due to your incapacity or an emergency circumstance; (d) permitting other persons to act on your behalf to pick up filled prescriptions, medical supplies, X-rays, or other similar forms of personal health information; or (e) disclosure to a public or private entity authorized by law or by its charter to assist in disaster relief efforts. While we are not required to agree to any requested restriction, if we agree to a restriction, we are bound not to use or disclose your personal healthcare information in violation of such restriction, except in certain emergency situations. We will not accept a request to restrict uses or disclosures that are otherwise required by law.

**Right to Receive Confidential Communications** You have the right to receive confidential communications of your personal health information. We may require written requests. We may condition the provision of confidential communications on you providing us with information as to how payment will be handled and specification of an alternative address or other method of contact. We may require that a request contain a statement that disclosure of all or a part of the information to which the request pertains could endanger you. We may not require you to provide an explanation of the basis for your request as a condition of providing communications to you on a confidential basis. We must permit you to request and must accommodate reasonable requests by you to receive communications of personal health information from us by alternative means or at alternative locations. If we are a health care plan, we must permit you to request and must accommodate reasonable requests by you to receive communications of personal health information from us by alternative means or at alternative locations if you clearly state that the disclosure of all or part of that information could endanger you.

**Right to Inspect and Copy Your Personal Health Information** Your designated record set is a group of records we maintain that includes Medical records and billing records about you, or enrollment, payment, claims adjudication, and case or medical management records systems, as applicable. You have the right of access in order to inspect and obtain a copy your personal health information contained in your designated record set, except for (a) psychotherapy notes, (b) information compiled in reasonable anticipation of, or for use in, a civil, criminal, or administrative action or proceeding, and (c) health information maintained by us to the extent to which the provision of access to you would be prohibited by law. We may require written requests. We must provide you with access to your personal health information in the form or format requested by you, if it is readily producible in such form or format, or, if not, in a readable hard copy form or such other form or format. We may provide you with a summary of the personal health information requested, in lieu of providing access to the personal health information or may provide an explanation of the personal health information to which access has been provided, if you agree in advance to such a summary or explanation and agree to the fees imposed for such summary or explanation. We will provide you with access as requested in a timely manner, including arranging with you a convenient time and place to inspect or obtain copies of your personal health information or mailing a copy to you at your request. We will discuss the scope, format, and other aspects of your request for access as necessary to facilitate timely access. If you request a copy of your personal health information or agree to a summary or explanation of such information, we may charge a reasonable cost-based fee for copying, postage, if you request a mailing, and the costs of preparing an explanation or summary as agreed upon in advance. We reserve the right to deny you access to and copies of certain personal

health information as permitted or required by law. We will reasonably attempt to accommodate any request for personal health information by, to the extent possible, giving you access to other personal health information after excluding the information as to which we have a ground to deny access. Upon denial of a request for access or request for information, we will provide you with a written denial specifying the legal basis for denial, a statement of your rights, and a description of how you may file a complaint with us. If we do not maintain the information that is the subject of your request for access but we know where the requested information is maintained, we will inform you of where to direct your request for access.

#### Right to Amend Your Personal Health Information

You have the right to request that we amend your personal health information or a record about you contained in your designated record set, for as long as the designated record set is maintained by us. We have the right to deny your request for amendment, if: (a) we determine that the information or record that is the subject of the request was not created by us, unless you provide a reasonable basis to believe that the originator of the information is no longer available to act on the requested amendment, (b) the information is not part of your designated record set maintained by us, (c) the information is prohibited from inspection by law, or (d) the information is accurate and complete. We may require that you submit written requests and provide a reason to support the requested amendment. If we deny your request, we will provide you with a written denial stating the basis of the denial, your right to submit a written statement disagreeing with the denial, and a description of how you may file a complaint with us or the Secretary of the U.S. Department of Health and Human Services ("DHHS"). This denial will also include a notice that if you do not submit a statement of disagreement, you may request that we include your request for amendment and the denial with any future disclosures of your personal health information that is the subject of the requested amendment. Copies of all requests, denials, and statements of disagreement will be included in your designated record set. If we accept your request for amendment, we will make reasonable efforts to inform and provide the amendment within a reasonable time to persons identified by you as having received personal health information of yours prior to amendment and persons that we know have the personal health information that is the subject of the amendment and that may have relied, or could foreseeably rely, on such information to your detriment. All requests for amendment shall be sent to Eric Wexler MD, PhD, 2730 Wilshire Blvd Suite 315, Santa Monica CA 90403. .

#### Right to Receive An Accounting Of Disclosures Of Your Personal Health Information

Beginning April 14, 2003, you have the right to receive a written accounting of all disclosures of your personal health information that we have made within the six (6) year period immediately preceding the date on which the accounting is requested. You may request an accounting of disclosures for a period of time less than six (6) years from the date of the request. Such disclosures will include the date of each disclosure, the name and, if known, the address of the entity or person who received the information, a brief description of the information disclosed, and a brief statement of the purpose and basis of the disclosure or, in lieu of such statement, a copy of your written authorization or written request for disclosure pertaining to such information. We are not required to provide accountings of disclosures for the following purposes: (a) treatment, payment, and healthcare operations, (b) disclosures pursuant to your authorization, (c) disclosures to you, (d) for a facility directory or to persons involved in your care, (e) for national security or intelligence purposes, (f) to correctional institutions, and (g) with respect to disclosures occurring prior to 4/14/03. We reserve our right to temporarily suspend your right to receive an accounting of disclosures to health oversight agencies or law enforcement officials, as required by law. We will provide the first accounting to you in any twelve (12) month period without charge, but will impose a reasonable cost-based fee for responding to each subsequent request for accounting within that same twelve (12) month period. All requests for an accounting shall be sent to Eric Wexler MD, PhD, 2730 Wilshire Blvd Suite 315, Santa Monica CA 90403.

**Complaints** You may file a complaint with us and with the Secretary of DHHS if you believe that your privacy rights have been violated. You may submit your complaint in writing by mail Eric Wexler MD, PhD, 2730 Wilshire Blvd Suite 315, Santa Monica CA 90403. A complaint must name the entity that is the subject of the complaint and describe the acts or omissions believed to be in violation of the applicable requirements of HIPAA or this Privacy Policy. A complaint must be received by us or filed with the Secretary of DHHS within 180 days of when you knew or should have known that the act or omission complained of occurred. You will not be retaliated against for filing any complaint.

**Amendments to this Privacy Policy** We reserve the right to revise or amend this Privacy Policy at any time. These revisions or amendments may be made effective for all personal health information we maintain even if created or received prior to the effective date of the revision or amendment. We will provide you with notice of any revisions or amendments to this Privacy Policy, or changes in the law affecting this Privacy Notice, by mail or electronically within 60 days of the effective date of such revision, amendment, or change.

**On-going Access to Privacy Policy** We will provide you with a copy of the most recent version of this Privacy Policy at any time upon your written request sent to Eric Wexler MD, PhD, 2730 Wilshire Blvd Suite 315, Santa Monica CA 90403. For any other requests or for further information regarding the privacy of your personal health information, please contact us Eric Wexler MD, PhD, 2730 Wilshire Blvd Suite 315, Santa Monica CA 90403. .

