

*Come see us at*  
*Hormone Health Strategies*  
for  
*Your Journey*  
to  
*Hormone Health 2011*



For women and men, from puberty to menopause or andropause and beyond, we can assist you in reaching optimal hormone balance and improved health, zest and vitality. To make an appointment with Dr. Vliet in Tucson or Dallas, please read the following information carefully, fill in the requested information and all forms.

*Return all of the forms by mail* to our administrative address below.

***Elizabeth Lee Vliet, M.D.***

Central Scheduling and Information: 520-797-9131 FAX 520-797-2948

MAIL address: Post Office Box 64507, Tucson, AZ 85728

Medical Consultations in both Tucson and Dallas

Hello!

Thank you for your interest in my medical practice based on the overlooked hormone connections described in my books *Screaming To Be Heard: Hormone Connections Women Suspect and Doctors <sup>Still</sup> Ignore, Women, Weight and Hormones, It's My Ovaries, Stupid!, The Savvy Woman's Guide to Testosterone, The Savvy Woman's Guide to PCOS*. Here is the information you requested, along with yellow forms for you to return to us if you wish to schedule an evaluation. Please call us if you have questions on any of this.

*Hormone Health Strategies* is an unusual medical practice in today's climate because it is very time-intensive, and personalized. Our initial consults are *several hours in length* to insure we have time to address your concerns more fully. Time is spent with both Dr. Vliet and with our exercise physiologist/nutrition health educator.

We provide *comprehensive evaluations for both women and men* to address crucial overlooked hormone connections in common health problems that cause symptoms now, as well risk of later diseases like diabetes, heart attacks, osteoporosis and dementia.

Our practice is a **consultative** one, and we do not take the place of your primary care physicians, current gynecologist, or other specialists. Our services are designed to provide a thorough evaluation of the many factors, particularly hormone imbalance, that may contribute to your symptoms. We then offer you treatment recommendations that encompass the best of traditional Western medicine and complementary medicine approaches where appropriate. We work to tailor our recommendations to your particular needs. We encourage you to take control of your health care decisions by being an active partner in this process.

We take pride that we incorporate the latest advances in health options for women and men, based on the newest research from the international medical literature about the nuances of hormone effects on the entire person and the overlooked hormone connections that if not addressed, will increase your risk for later problems like diabetes, heart disease, osteoporosis, memory loss and others.

We are dedicated to an integrated approach to your health care. Please refer to the enclosed **Health Action Sheet** for a list of the services we offer.

**Follow these simple steps if you would like to schedule appointments with Dr. Vliet's *Hormone Health Strategies*:**

- 1) Fill out and return all of the yellow forms: Choice of Services Sheet, Personal Information Sheet, Terms of Payment, Terms of Cancellation, all of the Self-Questionnaires, and Credit Card Authorization Form.**
- 2) Once we receive your completed forms, we will call to set up your appointment.**
- 3) If you wish to make an appointment, we charge your credit card when the appointment is made to hold your time, since it is a large block of professional time. Lab services must also be prepaid prior to our sending your requisition to you.**

## **An explanation regarding insurance:**

I have not signed any insurance contracts with third party payors, *so that my allegiance and advocacy is focused on YOU*, not on what insurance companies dictate as to what tests can be ordered or what treatment can be recommended. I am free to order tests that you and I agree are needed to properly evaluate you, without interference from insurance clerks who do not know you and your needs. Therefore, I am **not** a contracted provider for any *private or government insurance plans* (including Medicare, Medicaid or Champus/TriCare).

In order to keep our costs (and your fees) lower, we do not have an insurance staff to file insurance claims for you. We do, however, provide you with documentation such as service codes and receipts so that you can file your claim after the appointment.

Many patients do not know that doctors who have signed insurance contracts are required to send medical information directly to insurance companies, without the patient's further permission, when requested by the insurance company to process a claim.

The fact that we do not file insurance claims electronically means that we do not send records directly to any insurance carrier. ***This insures maximum privacy for your medical information.*** In our office, your medical records are only given to YOU. Then you decide what information you wish released to any other third party – whether it is a doctor or an insurance company.

***Our policy is payment in full at the time an appointment is made and when lab requisitions are sent.*** We accept cash, money order, or MasterCard/VISA. Using your credit card allows YOU to decide the payment plan that best fits your needs and budget.

It is our goal to provide the most thorough and up-to-date medical evaluation and care for your health concerns as is possible. Restoring hormone balance and helping the body heal from years of health problems and hormone imbalances takes time, patience, good communication and a partnership between you and our staff. We do our best to “persevere” and find answers to complex problems. We encourage you to be patient during the process.

Restoring hormone health is your individual journey, and we embark on it with you because we want to help you feel better. We look forward to helping you achieve renewed health, zest and vitality.

To Your Good Health!

Elizabeth Lee Vliet, M.D.  
Founder, Hormone Health Strategies, P.C.  
and Hormone Health Strategies, P.A. (Texas)

**SUMMARY: STEPS TO SCHEDULE A HORMONE HEALTH EVALUATION**

1. Send in signed YELLOW administrative forms and ALL of the Self-questionnaires to help determine which services will be most beneficial for you.
2. **We must have the originals MAILED to us. Faxed copies are not legible. Please do not fax the yellow forms to us.**
3. When we receive the forms and self-questionnaires, our office will contact you to arrange your appointments and lab options. You will be contacted in order of our receipt of the yellow pages.
4. Because your appointment is several hours of time being held for you, the appointment fee for initial consults will be charged to your credit card at the time an appointment is made.
5. The lab fees will be charged to your credit card at the time the requisition is prepared and sent to you. The date the requisition is prepared and sent is considered "date of service" since this requisition is a cash voucher for you to use and all lab costs will then be billed to our account. If you later are unable to use the lab requisition, fees will be promptly refunded only AFTER you return the original lab requisition to our office.
6. The prices listed in this package are to be used as a guide. The prices charged will be those in effect when we receive your completed forms and are scheduled.
7. **We will send you our second set of New Patient materials on WHITE paper (detailed medical history, registration form, additional questionnaires and directions to our office).**
8. **Fill out and PROMPTLY RETURN the ORIGINALS of the WHITE forms (second package) AT LEAST TWO WEEKS prior to your appointment so that we can prepare your chart and Dr. Vliet can review them.**
9. We will call you 1-2 weeks before your appointment if we have not received all of the new patient information or labs. This is to help insure that you have everything you need at your appointment, and to give you time to track down any missing items. Our goal is to help you have everything you need to make your appointment as helpful as possible.
10. **Does insurance cover Dr. Vliet's services?** Most patients are reimbursed by their insurance plans a percentage of the fees depending on the plan and the terms of coverage for out-of-network coverage. We are not able to tell ahead of time what reimbursement is possible, since each plan varies. Each plan will require the diagnostic and service codes that can only be provided after the consultation. We do not file claims, but will give you the necessary forms and receipts with diagnoses and service codes to file your claim. We will also provide you a letter explaining the charges so you may file this with your plan.

# *Hormone Health Strategies: Services and Fees – 2011*

## **We have New Package and Services Options for 2011!**

We have designed a number of new approaches to pricing and packaging of our services to give you more flexibility in working with your particular budget and medical insurance plan. Please review these to see which approach works best for you.

Just as there is no "one-size-fits-all" approach to solving the complex hormone issues many women and men face, we have found there is no simple "one-price-fits all" pricing plan either. Dr. Vliet will tailor the types of laboratory tests she feels will be needed to give a complete and integrated picture of your current hormone and other health issues, as well as provide guidance for the types of treatment approaches that will be most medically appropriate for you.

Dr. Vliet does not use the unreliable saliva tests to evaluate something as critical to your health as your hormones. Dr. Vliet uses only the gold standard serum tests, as used by fertility specialists and menopause reserachers worldwide, are the most medically sound method to evaluate these complex health measures.

Remember, doing all the labs as an integrated approach at the same time helps get you the best information as to what's wrong and what to do about it. While it may seem "expensive," our patients have consisently told us *"I was amazed at all you uncovered by doing all of these tests at the beginning! It has been expensive to keep going to doctor after doctor after doctor and still not getting answers or help to feel better."*

Our philosophy is that it is more time and cost-effective for you if Dr. Vliet does an integrated history, physical and lab evaluation at the beginning to help you identify potential multiple causes of the same symptoms.

Most patients get some insurance coverage for our services, keep in mind that insurance plans vary in the amount that they will reimburse when you submit the documentation that we provide at your appointment.

## **SUMMARY OF PACKAGE OPTIONS: SEE FOLLOWING FOR DETAILS ON EACH**

- I. **In-Depth Consultation with Dr. Vliet, including comprehensive laboratory studies.** There are several different packages for men and women, based on the types of clinical problems you may have, with each package having slightly different lab tests tailored to that particular set of health problems.
- II. **Consult Only**, with any labs done through your contracted insurance plan physician. The pros and cons of this approach are explained below.
- III. **Second Opinion Consults:** We have several options for this, explained below. This approach is for those who want only recommendations from Dr. Vliet, and will be obtaining ALL prescriptions and labs through another physician.
- IV. **Hormone Health Education Consult and Lifestyle Coaching Sessions** with our exercise physiologist/hormone health specialist/and wellness coach.

## *Services and Fees – 2011*

### **I. In-Depth Consultation with Dr. Vliet, including comprehensive laboratory studies.**

There are several different packages shown on the next page for men and women, based on the types of clinical problems you may have, with each package having slightly different lab tests tailored to that particular set of health problems.

Regardless of which laboratory package you select, the Consult components are very time-intensive, and allows you an in-depth evaluation and treatment planning experience, far from the 5-10 minute, symptom-focused medical office visit so common today. With such short medical visits being the norm now, it isn't surprising that it's hard to get answers to your complex hormone problems!

In addition to the lab studies outlined below for each package, **Dr. Vliet's In-Depth Consultation includes about four hours of professional time.** This includes approximately an hour before your appointment to review your medical records, new patient information, history forms. Then Dr. Vliet spends 1 ½ to 2 hours with you in-person for an in-depth history, focused physical, discussion of lab results, and development of an individualized treatment plan for you. The In-Depth Consultation also includes an hour for one-to-one coaching with our Exercise Physiologist/Nutrition and Wellness Coach who has worked with Dr. Vliet since 1995.

You will also receive a summary notebook of lab reports, treatment recommendations, instruction sheets, educational material, and recommendations for additional tests to address your health concerns, such as sleep studies, physical therapy evaluations, or others.

People often ask, "Can I get my labs done through my own doctor?" There are several reasons we have found this is not a productive approach: (1) Other doctors do not always agree with Dr. Vliet that hormone tests are needed or helpful to do (which is why you often have a hard time getting answers to hormone-triggered health problems!), (2) other doctors often do not do the right tests or do them at the right time of day, leading to frustration for the patient when Dr. Vliet does not have the information needed to guide your treatment options.

Having all of Dr. Vliet's recommended labs done through our office helps to insure that the *right* tests are done at the *right* time to get the *right* answers to your health questions. When the proper lab evaluation is done in advance of your initial visit, Dr. Vliet is then able to focus the consultation time to tailor the approaches you need in order to regain your health and hormone balance.

The price for complete metabolic and cholesterol profile, blood counts, thyroid, adrenal, ovarian and pituitary hormone profiles will vary in cost depending upon the type of problem or problems you have, and will also vary depending upon whether you are a male or female and whether a woman is menstruating or no longer having periods.

If you have had a comprehensive metabolic profile and cholesterol profile done by your primary care physician within one month of your appointment with Dr. Vliet, these tests will not be repeated and the cost can be deducted from the package price.

**OPTIONS for Laboratory Package with In-Depth Consultation:** Check the package that best addresses your particular concerns, then RETURN THIS SHEET WITH ALL YELLOW PAGES TO SCHEDULE YOUR APPOINTMENT

- ❑ **Men's In-Depth Consult plus Comprehensive Laboratory Package** (to assess heart disease and diabetes risk, abnormal weight gain, hormone imbalances affecting sexual function and other metabolic problems).....**\$3,795**
- ❑ **Consult plus Women's Lab Package 1: Comprehensive Hormone Evaluation**  
We feel this combination of tests offers you the essential elements necessary to design an effective health enhancement plan tailored to your needs and health goals. **\$3,750** for menstruating women and **\$3,575** for non-menstruating women. Includes the following tests: Comprehensive metabolic profile (screens for diabetes, liver, kidney, and other problems) complete cholesterol profile, complete blood counts/screen for types of anemia common in women, hormone levels (adrenal, ovarian, thyroid, pituitary), heart disease and bone loss risk markers.
- ❑ **Consult plus Women's Lab Package 2: Perimenopause/Menopause Health Risk**  
This package includes the components listed in #1, with the addition of laboratory tests that provide a more detailed assessment of cardiovascular disease risk, based on some of the latest research findings to show the importance of these blood test markers. With these additional lab tests, the price for non-menstruating women is **\$3,955** and **\$4,150** for menstruating women.
- ❑ **Consult plus Women's Lab Package 3: PCOS and Adrenal Evaluation**  
PCOS is the most common endocrine disorder in young women, particularly those suffering from infertility, excess body hair, and/or excessive weight gain. Sadly, it is too often overlooked or not diagnosed because the complete laboratory tests and hormone levels are not done. This package includes the components listed in #1, with the addition of laboratory tests that are important to clarify whether a woman has an ovarian or adrenal disorder causing such symptoms. If you have answered yes to a number of the symptom on the PCOS questionnaire that follows, we encourage you to consider selecting this package. With the additional lab tests needed to evaluate the adrenal and PCOS hormone imbalances, the price for non-menstruating women is **\$4,350** and **\$4,575** for menstruating women.
- ❑ **Consult plus Women's Lab Package 4: Hormones and Weight Evaluation**  
For many women struggling with excessive weight gain, "exercising more and eating less" are simply not enough for effective weight loss. Many endocrine factors unique to women, especially at midlife, are too often not diagnosed because the complete laboratory tests and hormone levels are not done. This package includes the components listed in #1, with the addition of laboratory tests that are important to clarify a number of common endocrine causes of unusual or rapid weight gain. If you have been frustrated feeling that "nothing is working" to help you lose weight successfully, we encourage you to consider selecting this package. With the additional lab tests needed to diagnose overlooked conditions, the price for non-menstruating women is **\$4,055** and for menstruating women **\$4,250**.
- ❑ **Consult plus Women's Lab Package 5: Hormone Factors in Sexual Dysfunction**  
This package includes the components listed above, with added tests to provide a detailed assessment of hormonal factors affecting sexual desire, pain with intercourse, difficulty achieving orgasm, and aspects of your ability to enjoy sexual vitality. We also help identify lifestyle factors, situational stress and relationship factors that may be contributing to loss of sexual desire. With these additional lab tests, the price for non-menstruating women is **\$3,975** and **\$4,150** for menstruating women.

***Services and Fees – 2011***

**II. Consult Only, with any labs done through your contracted insurance plan physician.**

Over the years, we have consistently found that having all of Dr. Vliet’s recommended labs done through our office helps to insure that the *right* tests are done at the *right* time to get the *right* answers to your health questions. When the proper lab evaluation is done in advance of your initial visit, Dr. Vliet is then able to focus the consultation time to tailor the approaches you need in order to regain your health and hormone balance.

We are offering, however, a Consult Only (i.e., without labs being done ahead through our office) as a response to people who have requested a lower cost option, and who are willing to invest the time and effort it takes to try and get all the correct lab tests done through another physician.

While we want to accommodate your desire to use your insurance plan physician to order tests for you, we want to caution you that this may ultimately be time-consuming and difficult, based on experience with many patients over the years. There are several reasons it can be a problem:

- (1) Other doctors do not always agree with Dr. Vliet that hormone tests are needed or helpful to do (which is why you often have a hard time getting answers to hormone-triggered health problems!),
- (2) Other doctors often do not do the right tests or do them at the right time of day, or right time of the menstrual cycle for women having periods, and this leads to frustration for the patient when Dr. Vliet does not have the information needed to guide your treatment options.

If you wish to work with your own physician to get all your laboratory tests to make the consultation with Dr. Vliet meaningful for you, then the procedure is the following:

- 1. Download the booklet from Dr. Vliet’s website, [www.HormoneHealthStrategies.com](http://www.HormoneHealthStrategies.com) called “Getting the Right Medical Tests.” These are the tests that Dr. Vliet feels are important to have done to make your consultation worthwhile for you to address the overlooked hormone and metabolic causes of symptoms often written off as “stress” or “depression” or “adrenal fatigue” or “just thyroid problems.”
- 2. Schedule an appointment with your contracted insurance plan physician to review the labs requested and arrange to have them drawn.
- 3. Fill out our paperwork in this Yellow Packet and schedule your consultation with Dr. Vliet. Consult fee is paid at time of scheduling in order to hold the block of time for your Consultation. Getting the lab reports to us will be your responsibility.
- 4. Keep in mind, lab tests should be completed within ONE MONTH of your Consult with Dr. Vliet for valid information upon which to base treatment recommendations.

**Dr. Vliet’s In-Depth Consultation includes 3 ½ to four hours of professional time.**

This includes approximately an hour before your appointment to review your medical records, new patient information, history forms. Then Dr. Vliet spends 1 ½ to 2 hours with you in-person for an in-depth history, focused physical, discussion of lab results, and development of an individualized treatment plan for you. The In-Depth Consultation also includes an hour for one-to-one coaching with our Exercise Physiologist/Nutrition and Wellness Coach who has worked with Dr. Vliet since 1995. You will also receive a summary notebook of lab reports, treatment recommendations, instruction sheets, educational material, and recommendations for additional tests to address your health concerns, such as thyroid imaging, pelvic ultrasounds, sleep studies, physical therapy evaluations, or others that Dr. Vliet feels are medically needed.

**Price for the Consult ONLY (you provide all the lab tests):.....\$2,500.**

***Services and Fees – 2011***

**III. Second Opinion Consultation Options:** This approach is for those who want only evaluation and treatment recommendations and guidance from Dr. Vliet, and will be obtaining ALL prescriptions and labs through another physician. This allows Dr. Vliet to review your medical history, discuss the questions you have, provide recommendations for testing, and suggestions for treatment options that could help your symptoms. State regulations do not allow Dr. Vliet to prescribe medications after the Second Opinion Consultation, but the “Second Opinion Consultation” service does give you a written summary of specific recommendations to take to your own physician to complete the testing and try the initial treatment suggestions.

Download the PDF flier at [www.hormonehealthstrategies.com](http://www.hormonehealthstrategies.com) that explains FAQ and Second Opinion options if you have further questions about what the process entails and the fees. **You may call our Scheduling Coordinator at 520-797-9131.** Later, if you would like Dr. Vliet to manage your hormone and other medications to help you achieve your goals, then you would need to be seen in person in the office and go through our detailed process of becoming an established patient. “Becoming a patient” means having an in-person appointment for an in-depth evaluation and physical, so that Dr. Vliet is able to prescribe and manage your hormone medications, and order further tests as needed.

❑ **One hour Second Opinion Consult with Email Summary of Recommendations**  
.....**\$895.00**

Individualized time by phone or in-person with Dr. Vliet to review the health information you send, discuss your questions and concerns. Dr. Vliet will recommend tests and treatment options for you to consider, and provide a written summary of those suggestions to help you work with your own physician(s).

❑ **90 minute Second Opinion Consult with Email Summary of Recommendations**  
.....**\$1095.00**

The longer time allows for more detailed review of your medical records and longer discussion time with Dr. Vliet to answer your questions and for to explain treatment options to help you more fully understand pros and cons of various approaches. Dr. Vliet will provide you a written list of suggestions to help you work with your own physician(s).

❑ **One hour Second Opinion Consult with ½ hour Follow Up Appointment in 3-4 months** for Dr. Vliet to review your progress with the initial recommendations and make additional suggestions for further changes to your treatment plan.  
.....**\$1195.00**

**PLEASE NOTE:**

Current regulations do not allow physicians to order laboratory studies if not also seeing the patient for in-office consultation. We cannot process requests for you to do the laboratory packages alone without the consultation with Dr. Vliet. Patients may choose to do the consultation without having labs done, although the value of the consultation is limited unless lab studies can be discussed as part of the process.

**Services and Fees – 2011**

IV. **Hormone Health Education Consult** with our exercise physiologist/nutrition coach to discuss your current health concerns and help you decide whether there appear to be hormone issues that need further medical evaluation, and to assist you in reaching your health goals . One hour.....**\$150.00**

**V. OTHER SERVICES:**

- ❑ **Individualized Diet and Exercise Coaching Sessions** (45-60 minutes) with our Exercise Physiologist/nutrition coach to assist you in developing individualized strategies to help you reach your overall health goals. .... **\$125.00**
- ❑ **3- Day Computerized Nutritional Analysis:**.....**\$150.00**  
This provides a detailed print out of your current nutritional intake for protein, carbs, fat, and various vitamins and minerals, and we provide you with recommended meal plan changes to help you reach your weight loss and goals for healthy eating.
- ❑ **Spectracell Functional Intracellular Vitamin Analysis** – Blood test to determine the effectiveness of vitamins and minerals you may be taking and deficiencies so you can better plan the supplements you may need for optimal results.....**\$525.00**
- ❑ **Discount Laboratory Services, pre-paid through our office.** Prices reflect discounts negotiated with laboratories nationwide and are generally about 40-50% less than lab’s patient retail prices. Specific cost is determined by the tests ordered, based on your health needs. We do not bill directly to your insurance. Not available for Medicare patients due to Federal regulations.
- ❑ **Additional specialty lab tests** such as Vitamin D, heavy metals, Gluten intolerance and others are available at additional charge. Price varies according to the test requested.

**PLEASE NOTE:**

Current regulations do not allow physicians to order laboratory studies if not also seeing the patient for a consultation. We cannot process requests for you to do the laboratory packages alone without the consultation with Dr. Vliet. Patients may choose to do the consultation without having labs done, although the value of the consultation is limited unless lab studies can be discussed as part of the process.

**FOLLOW UP APPOINTMENTS:**

**Follow up appointments are not included in the initial evaluation fee. These are billed separately.** In order to fine-tune any medications prescribed, most people will need to plan for follow up appointments, usually spaced 2-3 months apart, depending on symptoms and one’s response to therapeutic approaches being tried. Complex hormone-related problems arising over several years cannot be “fixed” with just one consultative visit.

<b>Follow Up Appointment Fees:</b>	<u><b>15-30 minutes</b></u>	<u><b>35-45 minutes</b></u>	<u><b>50-60 minute</b></u>
<b>Dr. Vliet</b>	<b>\$345</b>	<b>\$485</b>	<b>\$595</b>

Prices subject to change without notice. Above patient fees valid through 12/31/11

## Terms of Payment

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We want to be very clear “up front” about payment issues that could lead to later questions. Our goal is to avoid misunderstandings, so we have been as specific as possible in outlining our policies and procedures. If you have questions, please discuss these with our staff prior to scheduling an appointment.

Please initial each of the following boxes and then sign on page 2 of this form to indicate you have read, understand and accept our payment and cancellation policies:

- I understand that I am responsible for payment at the time of services except when prepayment is required. I may pay by cash, money order or credit card. I understand that a monthly service charge (interest) of 1.5% will be added each month on any past due accounts. Checks are not accepted for new patient consultations. If follow up appointments are paid by check, a \$50 fee will be charged for any returned checks.
- I understand that Dr. Vliet’s practice is *not* a contracted provider with *any* insurance plans. Since all insurance plans vary, I am responsible for payment for all services rendered, regardless of the amount my insurance plan reimburses.
- I understand that it is my responsibility to contact my insurance company to find out if they will cover part or all of the *Hormone Health Strategies, P.A. and P.C.* services and that I will obtain and complete any insurance forms required for prior authorization of medical services, including any required prior authorizations for prescription refills.
- I understand that I am responsible for submitting to my insurance company the superbill/receipt provided by *Hormone Health Strategies, P.A. and P.C.* to obtain reimbursement based on what my plan allows.
- Because of the large block of time reserved, I understand that prepayment is required by credit card in order for *Hormone Health Strategies, P.A. and P.C.* to reserve an appointment time for me. All new patient consultations require payment at time of scheduling to hold the block of time. Lab services are charged at the time requisitions are sent to me. If there are unused lab services, I understand that I must return any original lab requisitions for these before any credit can be given.
- I understand that follow up appointment fees are not included in the initial consultation fee and are charged separately but are not charged to my credit card until the appointment.
- I understand that laboratory services may be purchased through Dr. Vliet’s accounts at discounted contracted prices, and that charges for such services will be billed to my credit card on file at the time the requisition for labs is sent out from Dr. Vliet’s office, even if earlier than lab draws are performed. Once requisitions are charged out and sent to the patient, no refunds can be issued unless the requisition is first returned to Dr. Vliet’s office.
- I understand that prepaid laboratory services will not be reimbursed once these lab services have been performed and that I will abide by the terms and conditions agreed to in purchasing discount laboratory services through Dr. Vliet’s office.
- I understand that all appointments are charged based on time spent for medical services on behalf of patient. (this time includes chart review, direct patient contact, filling prescriptions, etc.)
- I understand that if I do not cancel an appointment with at least **one work week notice (5 business days)**, a missed appointment charge for the full appointment fee will be made to my credit card or billed to me, accruing interest of 1.5% per month until paid.
- I understand that I will be charged a 10% administrative processing fee for cancelling and requesting a full refund if I cancel a New Patient appointment after I have been scheduled and my paperwork has been processed.
- I understand that I may be issued a credit for any of the new patient labwork (part of initial Comprehensive Hormone Evaluation package) pre-paid and NOT performed by my choice. This credit will be applied to future lab services only. Also, I understand that only cancellation of the entire New Patient Package will result in a refund of monies prepaid less the appropriate cancellation fee of 10%.

**Terms of Payment**

- I understand that one medical necessity letter will be provided at no charge, not including requests for additional medical records. Subsequent requests for insurance medical necessity letters, medical records, etc. will be charged a \$50-\$100 fee, depending upon complexity of request.
- I understand **Hormone Health Strategies, P.A. and P.C.** consults are not a covered service under either Medicare or Medicaid and that **Hormone Health Strategies, P.A. and P.C.** health professionals do not participate in Medicare, Medicaid, or any managedcare (HMO) programs. Dr. Vliet is approved by Medicare as an OPTED-OUT physician.
- If I have federal coverage, such as Medicare, or Champus/TriCare, I understand I will responsible for all fees since federal law does not allow individual patients to file their own claims. If I am covered under Medicare, I will sign the "private contract" form required by federal law for non-participating physicians. Since Dr. Vliet is approved by Medicare as an OPTED-OUT physician, this means I may file claims directly with my *secondary* insurance rather than Medicare being the primary insurer.
- Should I interfere with payment of described charges for any services rendered to me, I agree to pay the costs of any attorney fees and/or any collection efforts undertaken to insure my performance on this agreement and full payment of all fees for services rendered.
- I have read, understand and accept all of the above payment and cancellation policies.

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

Please **PRINT** your name clearly \_\_\_\_\_

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

**City/State/Zip** \_\_\_\_\_

**SUMMARY:** When your completed forms (Health Action Sheet, Personal Information Sheet, Terms of Payment, Terms of Cancellation) have been received at our office, we will call you to set up appointments for the services you have requested. Please review your calendar prior to our calling to know the dates you will be free to have an appointment. Because of the amount of time involved in providing our type of services and the number of patients requesting those services, we need to avoid late cancellations and no shows so that everyone's needs can be accommodated.

**Insurance Information**

*In the event that we receive inquiries from your insurance carrier, we would like to have the correct plan information on file, even though we do not participate in or contract with any plans and will not be filing claims on your behalf. Please provide this information below.*

<i>Primary Insurance:</i>	
Name of Carrier: _____	_____
Group ID #: _____	Your individual contract # _____
Address of carrier: _____	
_____	
Phone number to call for medication authorizations: _____	
<i>Secondary Insurance:</i>	
Name of Carrier: _____	_____
Group ID #: _____	Your individual contract # _____
Address of carrier: _____	
_____	
Phone number to call for medication authorizations: _____	

**AUTHORIZATION FOR CREDIT CARD PAYMENT**

**FROM (Your name):** \_\_\_\_\_

I hereby authorize you to charge my VISA or MasterCard for services provided by Elizabeth Lee Vliet, M.D. and *Hormone Health Strategies, P.A.* or *Hormone Health Strategies, P.C.* This includes initial consultations, follow up appointments (telephone or in person), laboratory services, prior authorizations and/or insurance appeals, email questions needing medical decision-making, and other services or products purchased by me from *Hormone Health Strategies, P.A.* or *Hormone Health Strategies, P.C.*

This authorization is valid for the entire time I am a patient of Dr. Vliet's and I am responsible for providing updated expiration dates and/or credit card changes. **THIS INFORMATION PROVIDED WILL BE HELD IN STRICT CONFIDENCE.**

Please note that we only accept the credit cards listed below. We are not set up to process personal checks. Please check the appropriate box.

VISA       MASTER CARD

Credit Card Account Number:

Expiration Date: Month   Year

Security Code: (3 digit for Visa/MC) \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_  
(Please print)

I have read the information on this form, understand the amounts that will be charged to my credit card and the dates these amounts will be charged, as follows: (1) New patients: charges are made at the time appointment is scheduled in order to hold the block of time, (2) follow up appointments or missed appointment fees are charged on the date of appointment, (3) lab charges are made at the time the requisitions are sent to me, and will be earlier than the date the lab is actually performed. I agree to pay all of the charges described above. I hereby authorize you to charge my credit card company for professional and lab services without further signature by me. Should I interfere with payment of described charges for any services rendered to me, I agree to pay the costs of any attorney fees and/or collection efforts undertaken to insure my performance on this agreement and full payment of all fees due.

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

**Note: This form must be signed for us to reserve an appointment time for you.**

**Personal Information: WOMEN**

Date: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Address: \_\_\_\_\_ SS # \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ Cell: \_\_\_\_\_  
 Occupation \_\_\_\_\_ FAX(W): \_\_\_\_\_ FAX (H): \_\_\_\_\_  
**Email address:** \_\_\_\_\_ (for future HHS announcements only)

How I heard about Dr. Vliet \_\_\_\_\_  
 Referred by: \_\_\_\_\_

**Health Concerns/Reason for Coming:** \_\_\_\_\_  
 \_\_\_\_\_

**Current Medications:** \_\_\_\_\_  
 \_\_\_\_\_

**Symptoms:** (check all that apply)

- Anxiety Attacks
- Bladder problems
- Bleeding problems
- Constipation
- Confused fuzzy thinking
- Depressed mood
- Dry skin
- Eating disorder
- Fatigue
- Fibromyalgia
- Weight loss (bothersome)
- Hair Loss
- Hot flashes, sweats
- Incontinence
- Insomnia, restless sleep
- Leg/Joint aches
- Low libido, loss of sex drive
- Memory problems
- Migraines
- Mood swings
- Muscle pain
- Night sweats
- Pelvic pain
- PMS
- Sensitivities (chemical)
- Sensitivities (foods)
- Stress
- Suicidal
- Vaginal dryness
- Warm sensations, sweats
- Weight gain, food cravings

Others: \_\_\_\_\_

**What triggers do you think started your problems?**

- Abortion
- Anorexia/bulimia
- Birth control pill
- Cancer
- Fertility drugs
- Please describe any other triggers you suspect or have had confirmed by other evaluations: \_\_\_\_\_
- Getting older
- Hysterectomy
- Menopause
- Missing periods
- Ovarian cysts
- Postpartum depression
- Pregnancy or miscarriage
- Puberty
- Stress
- Tubal ligation

\_\_\_\_\_  
 \_\_\_\_\_

Current height _____	Max height reached _____	Current Weight _____	Desired Weight _____
Hysterectomy? <input type="checkbox"/> No <input type="checkbox"/> Yes	Year _____	Reason: _____	
Ovaries removed? <input type="checkbox"/> No <input type="checkbox"/> Yes	Reason: _____		
Tubal ligation : <input type="checkbox"/> No <input type="checkbox"/> Yes	Year _____		
Still menstruating regularly every month: <input type="checkbox"/> No <input type="checkbox"/> Yes Date of last menstrual period: _____			
Describe period: (i.e., cramps, flow light or heavy, any other pain? _____			
Venous blood clots: <input type="checkbox"/> No <input type="checkbox"/> Yes Year(s) _____ Do you smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever? Years _____			
Pregnancies, #full-term: _____ #miscarriages or abortions: _____ Fertility drugs: _____			
Are you on birth control pills: <input type="checkbox"/> No <input type="checkbox"/> Yes SCORE on Hormone Self-Questionnaire: _____			
Date of last Pap: _____ Results: _____ Date of last mammogram: _____ Results: _____			

## HORMONE QUESTIONNAIRE: WOMEN

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date: \_\_\_\_\_

Hormones: \_\_\_\_\_ Other Medications: \_\_\_\_\_

Hysterectomy: \_\_\_No \_\_\_Yes (Year:\_\_\_\_) Ovaries Removed: \_\_\_No \_\_\_Yes Last menstrual period date: \_\_\_\_\_

Directions: CIRCLE number that best describes degree of symptom intensity:

SEVERITY:	None	Mild	Moderate	Severe	
1. Hot flushes, excessive sweating and/or chilly sensations?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
2. Sensations of numbness and/or tingling of arms, legs, or skin?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
3. Restless, fragmented sleep; multiple awakenings?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
4. Irritability, angry outbursts, feeling anxious or apprehensive?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
5. Sad, depressed mood, unhappiness and/or being miserable without any obvious reason?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
6. Sensations of dizziness, spinning and/or "swimming in the head"?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
7. Feeling unusually fatigued, with a tiredness of mind and body associated with desire for rest; feeling a lack of desire or motivation to make further efforts?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
8. Pain or aches affecting joints or muscles?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
9. Migraine, and/or tension headaches?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
10. Fluttering/pounding and/or rapid heartbeat in a sitting or resting position?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
11. "Crawly skin" sensations, like ants or other insects creeping over the skin?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
12. Diminished memory, concentration; feeling "foggy" brained?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
	<b>Never</b>	<b>Infrequently</b>	<b>Sometimes</b>	<b>Most of Time</b>	<b>Always</b>
	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
13. Vaginal burning or itching?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
14. Vaginal dryness, diminished lubrication during sexual arousal?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
15. Painful urination or increased frequency of urination?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
16. Leaking of urine during coughing, laughing, sneezing, or strenuous activity?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
17. Leaking of urine during walking, running, climbing steps or light activity?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
18. Leaking of urine, regardless of activity, even when in a lying position?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
19. Increased urges to urinate, with difficulty holding back urination?	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>



NAME \_\_\_\_\_ DATE \_\_\_\_\_

**SELF TEST: DO YOU HAVE PCOS?**

Poly-Cystic Ovary Syndrome (PCOS) is characterized by multiple small ovarian cysts, obesity, hypertension, diabetes, insulin resistance, and hirsutism (elevated levels of male hormones). The ovarian cysts may not produce any definite symptoms, and may come and go, so they may not show on ultrasound at the time the test is done. It may, therefore, be difficult to prove the presence of this disorder. In view of the combined cluster of problems you are experiencing (weight gain, glucose intolerance and almost certain insulin resistance, hormonal imbalances, high blood pressure), it may be reasonable to make treatment recommendations based on what would be appropriate for PCOS.

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 1. I crave carbohydrates and sugar.  |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 2. I have had continuous weight gain.  |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 3. I have always had difficulty with losing weight.                              |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 4. My waistline is greater than 35 inches.                                       |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 5. I have or had problems in the past with acne.                                 |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 6. My periods last longer than 35 days.  |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 7. My periods are unpredictable.   |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 8. My periods last longer than a week.   |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 9. My periods are very heavy or prolonged.                                       |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 10. I have excess facial hair.   |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 11. I have symptoms of hypoglycemia.   |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 12. I have a family history of diabetes.   |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 13. I have a family history of cardiovascular disease.                           |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 14. I have a history of gestational diabetes.                                    |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 15. I feel extremely hungry, irritable, sleepy, or fatigued after eating sweets. |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 16. I have noticed skin color or pigmentation changes.                           |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 17. I have a history of high blood pressure.                                     |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 18. I have had difficulties getting pregnant.                                    |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 19. I have PMS symptoms.   |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 20. I have unusual amount of hair on my breasts.                                 |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 21. I have hair growth on my upper thighs.                                       |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 22. I have pubic hair that grows up my abdomen and around the navel.             |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO | 23. My acne is worse at different times of my cycle.                             |

TOTALS

\_\_\_\_\_      \_\_\_\_\_  
The more "YES" answers you have, the more important it is to have a comprehensive hormone and health risk evaluation.

**Personal Information Sheet: MEN**

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

Name: \_\_\_\_\_ Age: \_\_\_\_\_ DOB: \_\_\_\_\_

SS# \_\_\_\_\_ Occupation: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ Cell \_\_\_\_\_

Fax: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Email address: \_\_\_\_\_ (for patient announcements only)

How I heard about **Hormone Health Strategies and Dr. Vliet**, or referred by:

\_\_\_\_\_

Health Concerns I am experiencing/Reason for Consult: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Current Medications:**

\_\_\_\_\_

\_\_\_\_\_

Date of last physical and prostate exam: \_\_\_\_\_ Results: \_\_\_\_\_

**Symptoms:** (check all that apply)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Anxiety Attacks         | <input type="checkbox"/> Hair Loss                | <input type="checkbox"/> Night sweats                |
| <input type="checkbox"/> Bladder problems        | <input type="checkbox"/> Hot flashes, sweats      | <input type="checkbox"/> Prostate problems           |
| <input type="checkbox"/> Bleeding problems       | <input type="checkbox"/> Incontinence             | <input type="checkbox"/> Sensitivities-food/chemical |
| <input type="checkbox"/> Constipation            | <input type="checkbox"/> Insomnia, restless sleep | <input type="checkbox"/> Snoring                     |
| <input type="checkbox"/> Confused fuzzy thinking | <input type="checkbox"/> Leg/Joint aches          | <input type="checkbox"/> Stress                      |
| <input type="checkbox"/> Depressed mood          | <input type="checkbox"/> Low sex drive            | <input type="checkbox"/> Warm sensations, sweats     |
| <input type="checkbox"/> Dry skin                | <input type="checkbox"/> Memory problems          | <input type="checkbox"/> Weight gain/food cravings   |
| <input type="checkbox"/> Eating disorder         | <input type="checkbox"/> Migraines                | <input type="checkbox"/> Weight loss (bothersome)    |
| <input type="checkbox"/> Fatigue                 | <input type="checkbox"/> Mood swings              | <input type="checkbox"/> Blood sugar swings          |
| <input type="checkbox"/> Fibromyalgia            | <input type="checkbox"/> Muscle pain              | <input type="checkbox"/> Urinary frequency/urgency:  |
| <input type="checkbox"/> Other (list): _____     |   |  |

**What triggers do you think started your problems?**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Getting older | <input type="checkbox"/> Alcohol, drug use | <input type="checkbox"/> Medication side effects |
| <input type="checkbox"/> Stress        | <input type="checkbox"/> Cigarette smoking | <input type="checkbox"/> Male Menopause          |
| <input type="checkbox"/> Weight gain   | <input type="checkbox"/> Weight loss       | <input type="checkbox"/> Heart problems          |
| <input type="checkbox"/> Cancer        | <input type="checkbox"/> Job change        | <input type="checkbox"/> Retirement              |
| <input type="checkbox"/> Other: _____  |  |  |

Please describe any other triggers you suspect or have had confirmed by other evaluations:

\_\_\_\_\_

**Questions you would like addressed at your consult:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Men's Hormone Health Questionnaire and Self-Test*

There are many hormones that play a role in our overall well-being – from thyroid to adrenal to testosterone and even insulin. Imbalance in any or several of these pathways can profoundly affect many aspects of your health and well-being. Take this simple self-test to see whether you are having changes that suggest hormone imbalance to help you see whether our consultation services may be of benefit to you.

	<u>Yes</u>	<u>No</u>
1. Have you noticed a decrease in your energy level, or feeling unusually tired more of the time?	_____	_____
2. Have you experienced a decrease in muscle strength and/or endurance?	_____	_____
3. Do you have a decrease in sex drive/interest?	_____	_____
4. Are your erections less firm, harder to achieve?	_____	_____
5. Are nighttime erections less frequent?	_____	_____
6. Have you lost height?	_____	_____
7. Have you gained weight around your waist or belly?	_____	_____
8. Are you more irritable, or grumpy than usual?	_____	_____
9. Have you been having less "enjoyment of life"?	_____	_____
10. Are you falling asleep after lunch or dinner?	_____	_____
11. Have you noticed a decline in work performance?	_____	_____
12. Has your memory or concentration declined?	_____	_____
13. Has your body hair pattern changed significantly?	_____	_____
14. Have you been experiencing more food cravings, especially for sweets or carbs?	_____	_____
15. Have you had problems with insomnia, restless sleep, or snoring?	_____	_____
16. Do you wake up more often at night to urinate?	_____	_____
17. Have you experienced a decline in energy to play sports or exercise?	_____	_____
18. Do you have flashes of anger or rage?	_____	_____
19. Do you have feelings of sadness or depression for no clear reason?	_____	_____
20. Do you wake up in the morning feeling tired?	_____	_____

TOTALS: \_\_\_\_\_

The more "YES" answers you have, the more important it is to have a comprehensive hormone and health risk evaluation.