



## Personal Information

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

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

\_\_\_\_\_

Telephone: \_\_\_\_\_

In an Emergency Contact: \_\_\_\_\_

\_\_\_\_\_

Allergies: \_\_\_\_\_

\_\_\_\_\_

Important Medical Problems: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Health Care Clinician's Phone Number(s): \_\_\_\_\_

\_\_\_\_\_

Medical Insurance Number(s): \_\_\_\_\_

\_\_\_\_\_





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## How to Use the Personal Health Guide

**W**orking with your health care clinician to stay well is as important as getting treatment when you are sick. This *Personal Health Guide* will help you and your health care clinician make sure that you get the tests, immunizations (shots), and guidance you need to stay healthy.

Read the important information at the top of each page. If you don't understand something, be sure to ask your doctor or nurse about it.

Wherever the guide suggests you talk to your doctor or nurse, be sure you do. This will help you get the answers you need to take care of your health.

After talking with your doctor or nurse, fill in the blanks provided on certain pages. This will help you to know which services you need and how often you need them.

Use the *Personal Prevention Record* in the center of this *Health Guide* to keep track of your preventive care. Take this *Health Guide* home and keep it in a safe place. Look at it often to make sure that you get the preventive care you need. Bring it with you every time you see a doctor or nurse.

We encourage you to discuss Advance Directives with your doctor or nurse. Advance Directives let you say what type of care you want if you cannot speak for yourself.





## Blood Pressure

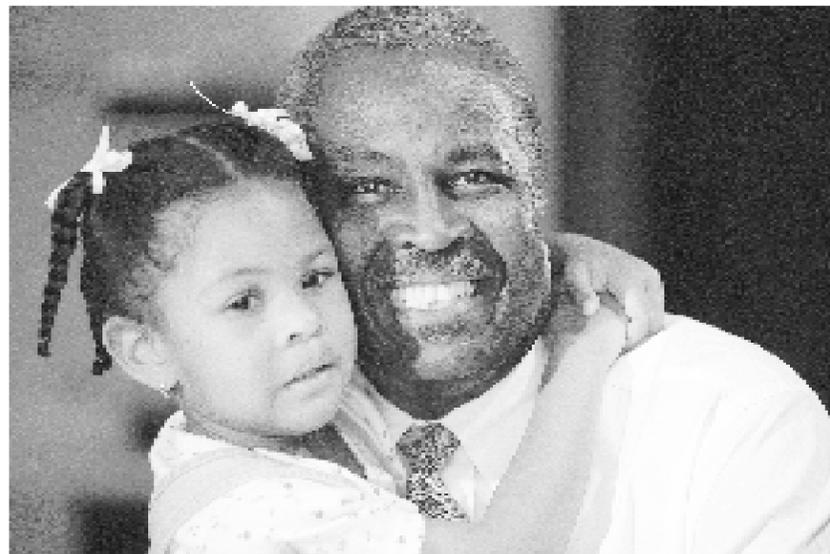
**M**aintaining a good blood pressure will help protect you from heart disease, stroke and kidney problems. Have your blood pressure checked regularly. Eating a healthy diet and getting regular physical activity are two ways you can help to keep your blood pressure under control. (see pages 13 and 14). Some people will need to take medicine to help keep a healthy blood pressure.

If you have high blood pressure, talk with your doctor or

nurse about how to lower it by changing your diet, losing excess weight, exercising or (if necessary) taking medication. If you need to take medicine, be sure to take it every day, as prescribed.

Ask your clinician how often you need your blood pressure checked and what a healthy blood pressure is for you. I need my blood pressure checked every \_\_\_\_\_ months/years.

My blood pressure should be Below \_\_\_\_/\_\_\_\_.



## Immunizations

**A**dults need immunizations (shots) to prevent serious diseases. The following are common shots that most people need:

- Tetanus – diphtheria shot – everyone needs this every ten years.
- Rubella – (German measles) shot – If you are a woman who is considering pregnancy and you have not had a shot for German measles, you should talk to your doctor or nurse.
- Pneumococcal (pneumonia shot) – Everyone needs this one time at about age 65.
- Influenza (flu) shots – Everyone 50 years of age and older, needs this shot each year.

If you have kidney disease, diabetes, HIV, or cancer, you may need a pneumococcal shot and flu shot before age 50. Health care workers may also benefit from annual flu shots.

- Hepatitis B – If you have contact with human blood or body fluids (such as semen or vaginal fluid) you may be at risk for hepatitis B. You may also be at risk if you have unprotected sex (vaginal, oral or anal) or share needles during intravenous drug use. Hepatitis B shots will protect you. Health care workers should also consider getting hepatitis B shots. Discuss this with your doctor or nurse.

Keep track of your blood pressure & immunizations using the *Personal Prevention Record* in the center of this *Health Guide*.





## Cholesterol

**H**aving your cholesterol checked is important. Everyone age 20 and older should have his/her cholesterol measured at least every five years. Too much cholesterol can clog your blood vessels and cause heart disease and other serious problems. Your clinician may check your levels of “bad” (LDL) and “good” (HDL) cholesterol.

You can lower your cholesterol level and keep a healthy level by

changing your diet, losing excess weight and getting regular exercise.

If necessary, your doctor may prescribe medication for you.

Ask your clinician what a healthy cholesterol level is for you and how often you need it checked.

My cholesterol should be less than \_\_\_\_\_ mg/dL.

My cholesterol should be checked every \_\_\_\_\_ year(s).

If you have high cholesterol, talk with your provider about creating a plan to lower it.

## Colorectal Cancer

**C**olorectal cancer is the second leading cause of cancer related deaths in the United States. If it is caught early, it can be treated. If you are 50 years of age or older, you should have tests regularly to detect it. The tests you may have are:

- Fecal Occult Blood Test – to look for small amounts of blood in your stool. This test should be done yearly.
- Sigmoidoscopy/Colonoscopy – to look inside the rectum and colon using a small, lighted tube. This test should be done every five to ten years.

Tell your health care clinician if you have had polyps or if you have a family member(s) with cancer of the intestine, breast, ovaries, or uterus. You may need testing before age 50 or more often.

Ask your health care clinician at what age you need to start and how often you need these tests: I need fecal occult blood tests every \_\_\_\_\_ year(s) starting at age \_\_\_\_\_.

I need a sigmoidoscopy/colonoscopy every \_\_\_\_\_ years starting at age \_\_\_\_\_.



## Weight

**W**eighing too much or too little can lead to health problems. You should have your weight checked regularly. You can control/maintain your weight by eating a healthy diet and getting regular physical activity. Pages 13 and 14 of this booklet provide more information on physical activity and nutrition.

Talk with your doctor or nurse about what a healthy weight is for you and ways you can control your weight.

I weigh \_\_\_\_\_ pounds.

A healthy weight for me is between \_\_\_\_\_ and \_\_\_\_\_ pounds.

Keep track of your cholesterol, weight & cancer screenings using the *Personal Prevention Record* in the center of this *Health Guide*.

## Prostate Cancer For Men

**M**en ages 40-50 should discuss prostate cancer screening with their doctor. Regular checkups are the best way to find prostate cancer. Your health care clinician may do a:

- Physical exam (which includes a rectal exam)
- Blood test (called a “PSA” test).

There are usually no early signs of prostate cancer. When signs do appear, they may include:

- Not being able to urinate
- A need to urinate often, especially at night
- Weak flow when you urinate

- Difficulty starting or stopping urine flow
- Pain or burning when urinating
- Pain or stiffness in lower back, hips or thighs
- Pain during sex

Talk with your doctor or nurse to find out when to begin and how often to have prostate cancer screening. Make sure to tell your clinician if your father or a brother have had prostate cancer. You may need to have prostate cancer screenings more often than other men.

I need prostate cancer screening every \_\_\_\_\_ year(s), starting at age \_\_\_\_\_.





### Pap Smear For Women

**Y**ou need to have Pap smears regularly. This simple test has saved the lives of many women by detecting cancer of the cervix early – when it is most easily cured.

Talk to your doctor or nurse about how often you need a Pap smear.

Tell your clinician if you have had genital warts, sexually transmitted diseases (STDs/VD), multiple sexual partners or abnormal Pap smears. You may need a Pap smear more often than other women.

I need a Pap Smear every \_\_\_\_\_ year(s).

### Mammogram For Women

**W**omen should ask their health care clinician about mammograms. As women age, their risk of breast cancer increases. For most women, high-quality mammography screening should begin at age 35. Each woman and her doctor should determine the exact frequency of screening. However, it is recommended that you have a mammogram each year. A mammogram is an x-ray that helps detect breast cancer when it is small and cannot be felt. This is when it is most easily

cured. Women should also have clinical breast exams by their doctor every year and perform self breast exams every month.

Make sure to tell your doctor if your mother or a sister has had breast cancer. You may need to have mammograms more often than other women.

My mother or sister has had breast cancer (yes/no).

I need a mammogram every \_\_\_\_\_ year(s), starting at age \_\_\_\_\_.

Keep track of your Pap smears and mammograms using the *Personal Prevention Record* in the center of this *Health Guide*.



### Preventive Care For Women

Type of Preventive Care	Enter Dates, Results and other information	
<b>Mammogram</b> Date		
Every _____ Year(s)		
<b>Pap Smear</b> Date		
Every _____ Year(s)		

Type of Preventive Care	Enter Dates, Results and other information	
Date		
Every _____ months/year(s)		
Date		
Every _____ months/year(s)		
Date		
Every _____ months/year(s)		
Date		
Every _____ months/year(s)		





## Personal Prevention Record

Use this Personal Prevention Record to keep track of the preventive care that you have received and/or will need in the future. With the help of your health care clinician fill in how often you need each type of preventive care. Use the remaining space in each box to record other information (such as results of tests and doctor's or clinic's name).



TYPES OF PREVENTIVE CARE		ENTER DATES, RESULTS AND OTHER INFORMATION BELOW				
<b>Blood Pressure</b>	Date					
Every _____ month/years						
Goals _____/_____						
<b>Cholesterol</b>						
Every _____ month/years						
Goals _____mg/dl/_____						
<b>Weight</b>	Date					
Every _____ month/years						
Goals _____lbs/_____						
<b>Fecal Occult Blood Testing</b>						
Every _____ years						
<b>Sigmoidoscopy/Colonoscopy</b>	Date					
Every _____ years						
<b>Tetanus (Td) shot</b>	Date					
Every 10 years						
<b>Pneumococcal shot</b>	Date					
Once at age 65						
<b>Influenza</b>	Date					
Every year starting at 50						
<b>Dental Visits</b>	Date					
Every _____ months						





## Additional Preventive Care

**B**elow is a list of preventive care. If you answer yes to any of the questions, discuss whether you need a screening with your doctor.

### Routine Eye Exams

- Do you have diabetes?
- Are you an African American over the age of 40?
- Are you over the age of 60?

### Screening for Sexually Transmitted Diseases

- Have you had sexual intercourse without condoms?
- Have you had multiple sexual partners?

### Hepatitis C Screening

- Have you been notified that you received blood from a donor who later tested positive for hepatitis C?
- Have you ever injected illegal drugs?
- Did you receive a blood transfusion or solid organ transplant before July 1992?
- Have you used a blood product for clotting problems produced before 1987?
- Have you ever been on long-term kidney dialysis?
- Do you have evidence of liver disease?

### Diabetes (Glucose) Test

- Does a member of your family have diabetes?
- Are you overweight?
- Have you had diabetes during pregnancy?

If you have diabetes, take special care of your feet. Poor care can lead to serious health problems.

### Hearing Test

- Are you over age 65?

### Mouth Examination

- Have you ever consumed large amounts of alcohol?
- Have you ever smoked?
- Have you ever used chewing tobacco?

### Testicular Examination

- Are you a man 15-35 years of age?
- Do you have a testicle that is abnormally small?
- Do you have a testicle that is not in the normal position?

### Skin Examination

- Is there a history of skin cancer in your family?
- Have you had a lot of sun exposure?

### Thyroid Examination

- Have you had radiation treatments to your upper body?

### Tuberculosis (PPD) Test

- Have you been exposed to tuberculosis (TB)?
- Have you recently moved from Asia, Africa, Central or South America, or the Pacific Islands?
- Do you have kidney failure, diabetes, or HIV?
- Do you use illegal drugs?
- Do you consume large amounts of alcohol?



## Tobacco Use

**D**on't start smoking or using smokeless tobacco. If you do smoke, quit. It is the best thing you can do to stay healthy. Ask your doctor or nurse to help you pick a date to quit and for advice on how to keep from starting again. Before trying to quit, stop smoking in places that you spend a lot of time (like at home or in the car). Once you have quit, avoid smoking even one puff and try to keep yourself away from all cigarettes. Talk with your clinician about things to do when you want a

cigarette. If you fail the first time, don't give up. Keep trying and learn from your experience. Ask yourself what helped or did not help you quit. You can succeed and live a healthier and longer life.

Smoking increases your risk for heart disease, stroke, chronic lung disease, diabetes, asthma, lung and other cancers.

If you have young children, your smoking may harm their health; if you quit, you will be helping them stay healthy, too.

## Physical Activity

**B**eing physically active will help you feel better and maintain a healthy weight. Regular physical activity helps you control your blood pressure and cholesterol, as well as strengthen your heart, muscles and bones. Even daily activities such as housework, walking, or raking leaves will help. Pick activities that you enjoy, that fit into your daily routine, and that you can do with a friend or

family member. Make time to exercise. Start slow and keep at it. Start with regular walking before choosing a more difficult activity. Try for a total of 30 minutes of physical activity most days of the week.

If you do not have a regular exercise program, talk with your doctor or nurse about ways you can start one.





## Nutrition

Eating the right foods will help you live a longer, healthier life. Many illnesses such as diabetes, heart disease, and high blood pressure can be prevented or controlled through a healthy diet. It is never too late to start eating right. Follow the simple guidelines below.

### *Dietary Guidelines for Americans*

- Eat a variety of foods.
- Balance the food you eat with physical activity – maintain or improve your weight.
- Choose a diet with plenty of grain products, vegetables and fruits.
- Choose a diet low in fat, saturated fat, and cholesterol.
- Choose a diet moderate in sugars.
- Choose a diet moderate in salt and sodium.
- If you drink alcoholic beverages, do so in moderation.

## Depression

At times, we all feel “down” or “blue.” However, if these feelings are very strong or last for a long time, they may be due to medical illness – depression.

This illness can be treated but is often overlooked by patients and health care clinicians. Some of the warning signs of depression are listed below. If you have four or more of these warning signs, be sure to talk to your doctor about depression.

### *Warning Signs of Depression:*

- Feeling sad, hopeless or guilty most of the time.
- Loss of interest and pleasure in daily activities.
- Sleep problems (either too much or too little).
- Fatigue, low energy, or feeling “slowed down.”
- Problems making decisions or thinking clearly.
- Crying a lot.
- Changes in appetite or weight (up or down).
- Thoughts of suicide or death.



## Safety

Many serious injuries can be prevented by following basic safety rules.

- Always wear safety belts while in the car.
- Never drive after drinking alcohol.
- Always wear a safety helmet while riding on a motorcycle or bicycle.
- Use smoke detectors in your home. Change the batteries every year and check to see that they work every month.
- Keep the temperature of hot water less than 120° F. This is especially important if there are children or older adults living in your home.
- Prevent falls. Repair slippery or uneven walking surfaces, improve poor lighting and install secure railings on all stairways.
- Be alert for hazards in your workplace and follow safety rules.

## HIV and AIDS

AIDS (Acquired Immuno-deficiency Syndrome) is a fatal disease that breaks down the body’s ability to fight infection and illness. AIDS is caused by the HIV virus. By preventing HIV infection, you can prevent AIDS. There is currently no cure for AIDS and no vaccine to prevent HIV infection.

### *How do you get HIV?*

People contract HIV when they come into contact with the blood or body fluids (semen or

vaginal fluid) of a person with HIV. This includes unprotected sex and needle sharing. You cannot get infected with HIV from casual contact such as shaking hands or hugging.

### *How to Reduce Your Risk of Getting HIV*

Do not have unprotected sex. Have sex with only one, mutually faithful, uninfected partner. Use a latex condom correctly every time you have sex. If you use drugs, do not share needles and syringes.





## Family Planning

The birth of a child is a joyful event. However, having a child requires time and planning. If you are a sexually active man or woman and are not ready to have a child, you and your partner should use a reliable form of contraception.

Some of the different methods of contraception are listed below. Talk with your doctor or nurse about the best method of contraception for you and how to use it properly.

### *Methods of Contraception and Their Effectiveness When Used Properly*

REVERSIBLE METHODS	PERMANENT METHODS
<b>Medications</b> Implants (99%+) Shots (99%+) Birth Control Pills (97%)	<b>Sterilization</b> Vasectomy (99%) Tubal Ligation (99%)
<b>Barrier Methods</b> Condoms (88%) Diaphragms (82%) Cervical Caps (64% - 82%)	
<b>Spermicides</b> (without condom) Foams/Suppositories (79%)	
<b>Natural Family Planning</b> "The Rhythm Method" (80%)	
<b>Intrauterine Devices</b> (IUDs) (98%)	



## Alcohol and Other Drug Use

- Don't use illegal (street) drugs of any kind, at any time.
- Use prescription drugs only as directed by your doctor.
- Use non-prescription drugs only as instructed on the label.
- Tell your doctor all of the medications you are currently taking.
- If you drink alcohol, do so only in moderation.
- Do not drink alcohol before or while driving a motor vehicle.
- It is extremely dangerous to drink alcohol and take certain drugs; it may result in death.

If you have concerns about your alcohol or drug use, talk to your doctor or nurse.

Read the questions below. Answering "yes" to any of the questions may be a warning sign that you have a drinking problem. Talk with your doctor or nurse.

- Have you ever felt that you should cut down on your drinking?
- Have people annoyed you by criticizing your drinking?
- Have you ever felt bad or guilty about drinking?
- Have you ever had a drink first thing in the morning to steady your nerves or to get rid of a hangover?





