

# "We treat you beautifully"

| Name                                     |                |                       |                                    | Preferred Name: |                        |          |                     |          |
|--|----------------|-----------------------|------------------------------------|-----------------|------------------------|----------|---------------------|----------|
|  |                |                       |                                    | DL #/State:     |                        |          |                     |          |
| Address:                                 |                |                       |                                    | Ap              | t. #: Citv:            |          | State: Zip          | :        |
| Home #:                                  | ome #: Cell #: |                       |                                    |                 | E-mail                 | :        |                     |          |
| Marital Status: Reason for Dental Visit: |                |                       | How did you hear about our office? |                 |                        |          |                     |          |
|  |                |                       |                                    |                 | what would it be?      |          |                     |          |
| Medical History                          | <u>′</u>       |                       |                                    |                 |                        |          |                     |          |
|  |                |                       | oYes                               | ONo If yes      | , please explain:      |          |                     |          |
|  |                |                       |                                    |                 | , please list:         |          |                     |          |
|  |                |                       |                                    |                 | , please list:         |          |                     |          |
|  |                |                       |                                    |                 | P                      |          |                     |          |
|  |                |                       |                                    |                 |                        |          |                     |          |
| Please check if any                      | of the follov  | ving apply to y       | ou:                                |                 |                        |          |                     |          |
| AIDS/HIV Positive                        | oYes oNo       | Diabetes              |                                    | oYes oNo        | High Blood Pressure    | oYes oNo | Renal Dialysis      | oYes oNo |
| Alzheimer's Disease                      | oYes oNo       | Drug Addiction        |                                    | oYes oNo        | High Cholesterol       | oYes oNo | Rheumatic Fever     | oYes oNo |
| Allergies                                | oYes oNo       | Emphysema             |                                    | oYes oNo        | Hives or Rash          | oYes oNo | Scarlet Fever       | oYes oNo |
| Anemia                                   | oYes oNo       | Epilepsy or Seizures  |                                    | oYes oNo        | Hypoglycemia           | oYes oNo | Shingles            | oYes oNe |
| Arthritis/Gout                           | oYes oNo       | Fainting/Dizziness    |                                    | oYes oNo        | Irregular Heartbeat    | oYes oNo | Sickle Cell Disease | oYes oNo |
| Artificial Heart Valve                   | oYes oNo       | Frequent Headaches    |                                    | oYes oNo        | Kidney Problems        | oYes oNo | Sinus Trouble       | oYes oNe |
| Artificial Joints                        | oYes oNo       | Glaucoma              |                                    | oYes oNo        | Latex Allergy          | oYes oNo | Spina Bifida        | oYes oNe |
| Asthma                                   | oYes oNo       | Hay Fever             |                                    | oYes oNo        | Leukemia               | oYes oNo | Stomach/intestinal  | oYes oNe |
| Blood Disease                            | oYes oNo       | Head Injuries         |                                    | oYes oNo        | Liver Disease          | oYes oNo | Stroke              | oYes oNe |
| Blood Transfusion                        | oYes oNo       | Heart Attack/Failures |                                    | oYes oNo        | Low Blood Pressure     | oYes oNo | Swelling of Limbs   | oYes oNe |
| Breathing Problems                       | oYes oNo       | Heart Murmur          |                                    | oYes oNo        | Lung Disease           | oYes oNo | Thyroid Disease     | oYes oNe |
| Cancer                                   | oYes oNo       | Heart Pacemaker       |                                    | oYes oNo        | Mitral Valve Prolapsed | oYes oNo | Tonsillitis         | oYes oNe |
| Chemotherapy                             | oYes oNo       | Hemophilia            |                                    | oYes oNo        | Nervous Disorder       | oYes oNo | Tuberculosis        | oYes oNe |
| Chest Pains                              | oYes oNo       | Hepatitis A           |                                    | oYes oNo        | Osteoporosis           | oYes oNo | Tumors or Growths   | oYes oNo |
| Cold Sores                               | oYes oNo       | Hepatitis B or        | С                                  | oYes oNo        | Psychiatric Care       | oYes oNo | Ulcers              | oYes oNe |
| Cortisone Medicine                       | oYes oNo       | Herpes                |                                    | oYes oNo        | Radiation Treatments   | oYes oNo | Venereal Disease    | oYes oN  |
| Women                                    |                |                       |                                    |                 |                        |          |                     |          |
| Are you Pregnant?                        | Yes oNo        | Are                   | you tak                            | ing contrac     | eptives? oYes oNo      |          | Are you Nursing? o  | Yes oNo  |
| Do you have a healt                      | h condition/   | problem we h          | ave not                            | covered: c      | Yes ONo If yes, please | e list:  |                     |          |
| Dental History                           |                |                       |                                    |                 |                        |          |                     |          |
| Do you experience a                      | nv of the fo   | llowing?              |                                    |                 |                        |          |                     |          |

o Pain in joint, ear, side of face

Sore muscles (neck, shoulder)

O Difficulty in opening or closing the mouth

o Clicking or popping of the jaw

o Clenching/ Grinding

O Difficulty in chewing on either side of the mouth

O Headaches, neck aches or shoulder aches

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| Date of last dental visit: what services we                                   | ere rendered? is there anything else   |
|---|--|
|   | d experience, good experience etc.)  |
|   |  |
| Medical Insurance Information   | <u>Dental Insurance Information</u>  |
| Name of Insurance:  | Name of Insurance:   |
| Name of Insured/Sub:  |  |
| Insured Id:   |  |
| Insured DOB:  |  |
| Insurance Phone #:  |  |
| To the host of my knowledge, all the preceding informat                       | tion is true and correct. If I ever have a change in my health, I will   |
| inform the office at my next dental appointment withou                        |  |
| ,   | Initial  |
|   |  |
| Authorization   |  |
| I hereby certify that I have read and understand the medi                     | ical history information is accurate and true to the best of my  |
|   | r inaccurate information has the potential of being hazardous to my  |
|   |  |
| I authorize the diagnosis of my dental health by means of deemed appropriate. | radiographs, study models, photographs, or other diagnostics aids  |
| and my dependent(s) to third-party insurance carriers, pa                     | ng the diagnosis and records of treatment or examination for myself ayors, and/or healthcare practitioners. I authorize the payment from entist or dental practice to be applied directly to any outstanding |
| ·   | standing balance for services provided that are not fully covered by I consent and agree to be financially responsible for payment of all idents (if any).   |
| Signature of patient, parent, or guardian:                                    | Date:  |



We are privileged you have chosen us as your dental care provider. We are committed to providing you and your family with quality patient care. The following is a statement of our Financial Policy, which you need to understand prior to treatment. If you have any questions, please feel free to ask.

#### **FINANCIAL POLICY**

**FULL PAYMENT IS DUE AT THE TIME OF SERVICE.** We accept cash, all major credit cards and care credit.

### **REGARDING INSURANCE**

Your insurance policy is a contract between you and your insurance company. We have no control over their decisions and the amount they decide to pay. However, as a courtesy to our patients, we will file your primary insurance claims for you.

Before treatment, we will verify your coverage and calculate your deductible and copayments as accurately as possible. Please understand that all treatment plans given are only an **ESTIMATE** based on the information your insurance company provides. All deductibles and co-payments are due the day the treatment is rendered.

Please be aware that your insurance company does not guarantee payment over the phone. We will not know the exact amount they will pay until they respond to the claim.

REGARDLESS OF WHAT YOUR INSURANCE COMPANY PAYS, YOU REMAIN FULLY RESPONSIBLE FOR PAYMENT OF YOUR BILL. Once a payment is received on your claim, we will send you a bill for any remaining balance on your account.

At our discretion, any unpaid balance after 90 days will be sent to collections at which the patient is responsible for any fees associated with the collection of the balance.

### **BROKEN APPOINTMENT POLICY**

Reserved appointment time in any dental office is limited and valuable. It is extremely important that all patients honor their reserved dental appointments. Failure to do so deprives our other patients from receiving needed dental care in a timely fashion.

So that the dentist, our staff and our patients will not be penalized by those who fail to keep scheduled appointments, our office policy stipulates that failure to give sufficient warning to keep a scheduled appointment (24 hours advance notification), will result in a \$50.00 fee being charged. That charge which is in accordance with our dental office's broken appointment policy for all of our patients is to be paid within 30 days to prevent collection procedures. The patient/parent/legal guardian is responsible for the payment of the charge.

I have read and understand the above Financial Policy by signing below; I acknowledge responsibility and agree to the terms above.

| Signature of Responsible Party: | Date: |
|---------------------------------|-------|
| Please Print Name:              |       |



# CONSENT FOR USE AND DISCLOSURE OF HEALTH INFORMATION

| SECTION A: PATIENT GIVING CONSENT  |
|--|
| Responsible Party:   |
| Patient Name:  |
| SECTION B: TO THE PATIENT – PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY   |
| <b>Purpose of Consent:</b> By signing this form, you will consent to our use and disclosure of your protected health information to carry out treatment, payment activities, and health care operations.   |
| <b>Notice of Privacy Practices:</b> You have the right to read our Notice of Privacy Practices before you decide whether to sign this consent. Our notice provides a description of our treatment, Payment activities, and health care operations, of the use and disclosures we may make of your health information, and other important matters about your protected health information, and or other important matters about your protected health information. A copy of our notice is available upon request. We encourage you to read it carefully and completely before signing this consent. |
| We reserve the right to change our privacy practices as described in our Notice of Privacy Practices. If we change our privacy practices, we will issue a revised Notice of Privacy Practices, which will contain the changes. Those changes may apply to any of your protected health information that we maintain. You may obtain a copy of our Notice at any time by contacting our office.   |
| <b>Right to Revoke:</b> You will have the right to revoke this Consent at any time by giving us written notice of your revocation of this Consent, this will not affect any action we took in reliance on this consent before we received your revocation, and that we may decline to treat you or continue treating you if you revoke this consent.  SIGNATURE:   |
| I,, have had full opportunity to read and consider the contents of this form and your Notice of Privacy Practices; I understand that, by signing this consent form I am giving my consent to your use and disclosure of my protected health information to carry out treatment, payment activities and health care operations.   |
| Signature: Date:   |
| If this consent is signed by a personal representative on behalf of the patient, please complete the following:  |
| Personal Representative's Name: Date: Date: Date:  |