

Patient Information

Patient Name: _____ Date: _____
Last, First MI (Preferred Name)
 Gender: _____ Marital Status: _____
 Social Security #: _____ Birth Date: _____
 Phone (Home): _____ (Work): _____ (Cell): _____
 Preferred appointment times: Mornings Afternoons Monday Tuesday Wednesday
 Address: _____
Street Apartment #
City State Zip Code
 Email Address: _____

Change in office policy: I, _____ (PATIENT/GUARDIAN NAME), understand that there will be a \$25 cancellation fee charged per patient for any appointments cancelled with less than 24hours notice. We appreciate your understanding and patience while we implement this new policy.

Health Information

Date of Last Dental Visit: _____ Reason for this visit: _____

Have you ever had any of the following? Please check those that apply:

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> AIDS | <input type="checkbox"/> Epilepsy | <input type="checkbox"/> Kidney Disease | <input type="checkbox"/> Stomach Problems |
| <input type="checkbox"/> Allergies
Type: _____ | <input type="checkbox"/> Excessive Bleeding | <input type="checkbox"/> Liver Disease | <input type="checkbox"/> Stroke |
| <input type="checkbox"/> Codeine Allergy | <input type="checkbox"/> Fainting | <input type="checkbox"/> Mental Disorders | <input type="checkbox"/> Tuberculosis |
| <input type="checkbox"/> Penicillin Allergy | <input type="checkbox"/> Glaucoma | <input type="checkbox"/> Nervous Disorders | <input type="checkbox"/> Tumors |
| <input type="checkbox"/> Arthritis | <input type="checkbox"/> Growths | <input type="checkbox"/> Pacemaker | <input type="checkbox"/> Thyroid Problems |
| <input type="checkbox"/> Artificial Joints | <input type="checkbox"/> Hay Fever | <input type="checkbox"/> Are you pregnant
Due date: _____ | <input type="checkbox"/> Ulcers |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Head Injuries | <input type="checkbox"/> Radiation Treatment | <input type="checkbox"/> Venereal Disease |
| <input type="checkbox"/> Blood Disease | <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Respiratory Problems | OTHER:
<input type="checkbox"/> _____ |
| <input type="checkbox"/> Cancer | <input type="checkbox"/> Heart Murmur | <input type="checkbox"/> Rheumatic Fever | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Hepatitis | <input type="checkbox"/> Rheumatism | |
| <input type="checkbox"/> Dizziness | <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Sinus Problems | |
| | <input type="checkbox"/> Jaundice | | |

- Have you ever had any complications following dental treatment? Yes No
If yes, please explain: _____
- Have you been admitted to a hospital or needed emergency care during the past two years? Yes No
If yes, please explain: _____
- Are you now under the care of a physician? Yes No Name & Ph# of Physician: _____
If yes, please explain: _____
- List of medications: _____
- Do you have any health problems that need further clarification? Yes No
If yes, please explain: _____

To the best of my knowledge, all of the preceding answers and information provided are true and correct. If I ever have any change in my health, I will inform the doctors at the next appointment without fail.

Signature of patient, parent or guardian _____ Date: _____

Referral Information

Whom may we thank for referring you to our practice? Another patient, friend Another patient, relative
 Dental Office Yellow Pages Newspaper School Work Other _____
 Name of person or office referring you to our practice: _____

Employment Information

The following is for:

Employer Name _____ Occupation: _____

Address: _____

Street
City,
State
Zip Code
Phone

Responsible Party Information

PLEASE FILL OUT IF PATIENT IS UNDER 18 YEARS OF AGE:

Name: _____
 Male Female Married Single Child Other _____

Social Security #: _____ Birth Date: _____

Phone (Home): _____ (Work): _____ Ext: _____ Best time to call: _____

Address: _____

Street
City
State
Zip Code
Apartment #

Insurance Information

Primary Insurance

Name of Subscriber: _____

Subscriber's Date of Birth: _____

Subscriber's Employer: _____

Patient's relationship to insured:

Self Spouse Child Other _____

Insurance Name: _____

ID #: _____

Group #: _____

Insurance's Mailing Address: _____

Street City State Zip Code

Secondary Insurance

Name of Subscriber: _____

Subscriber's Date of Birth: _____

Subscriber's Employer: _____

Patient's relationship to insured:

Self Spouse Child Other _____

Insurance Name: _____

ID #: _____

Group #: _____

Insurance's Mailing Address: _____

Street City State Zip Code

COLLECTION POLICY

ASSIGNMENT OF INSURANCE BENEFITS. I hereby authorize and request my insurance company to pay directly to the Doctor the amount due on my claim for services rendered to me or my dependents. I further agree that should the amount be insufficient to cover the entire dental expense incurred, I will be responsible for payment of the difference; and if for any reason that it is not covered by the policy, I will be responsible to the Doctor for payment of the entire bill.

In consideration for the professional services rendered to me, or at my request, by the Doctor, I agree to pay any unpaid balance by my insurance company. For any reason, that I cannot pay my balance in full, financial arrangements must be made between myself and the dental office. I oblige to all financial arrangements made and understand that a finance charge of \$10 per month will be applied to my balance if any deviations occur from the financial agreement between myself and the dental office.

RETURNED CHECKS: A \$25 returned check fee will be charged for each check returned unpaid by your bank. If such should happen, we will only accept payments by cash, money order, or credit card. If you fail to make full restitution for an NSF check, pursuant to NRS 205.130, we are obligated to submit your information to the Clark County District Attorney for legal penalties.

COLLECTIONS: If it should be necessary to initiate legal proceedings to collect any unpaid amount, I will be responsible for all collection fees (35% of the unpaid amount) and/or legal fees (50% of the unpaid amount) incurred in the process.

I have read the above conditions of treatment and payment and agree to their content.

 Signature of patient, parent or guardian Date: _____ Relationship to Patient: _____

NOTICE OF PRIVACY PRACTICES ACKNOWLEDGEMENT

I understand that, under the Health Insurance Privacy & Accountability Act of 1996 (HIPPA), I have certain rights to privacy regarding my health information. I understand that this information can and will be used to:

- Conduct, plan and direct my treatment and follow- up among the multiple health care providers who may be involved in that treatment directly and indirectly
- Obtain payment from third – party payers
- Conduct normal health care operations such as quality assessments and physician certifications.

I have received, read and understand your Notice of Privacy Practices containing a more complete description of the uses and disclosures of my health information. I understand that this organization has the right to change its Notice of Privacy Practices from time to time and that I may contact this organization at any time at the address above to obtain a current copy of the Notice of Privacy Practices.

I understand that I may request in writing that you restrict how my private information is used or disclosed to carry out treatment, payment, or health care operations. I also understand you are not required to agree to my requested restrictions but if you do agree you are bound to abide by such restrictions.

Patient Name: _____

Relationship to Patient: _____

Signature: _____

Date: _____

OFFICE USE ONLY

I attempted to obtain the patient’s signature in acknowledgement on this Notice of Privacy Practices Acknowledgement, but was unable to do so as documented below.

Date:

Initials:

Reason:

PATIENT CONSENT TO TREATMENT

DRUGS, MEDICATIONS, AND ANESTHESIA:

I understand that antibiotics, analgesics, and other medications may cause adverse reactions, some of which are, but are not limited to , redness and swelling of tissues, pain, itching, vomiting, dizziness, miscarriage, cardiac arrest.

I understand that medications, drugs and anesthetics may cause drowsiness and lack of coordination, which can be increased by the use of alcohol and drugs, I have been advised not to consume alcohol, nor operate any vehicle or hazardous device while taking medications and / or drugs, or until fully recovered from their effects (this includes a period of at least twenty-four [24] hours after my release from surgery.)

I understand that occasionally, upon injection of local anesthetic, I may have prolonged, persistent anesthesia, numbness, and / or irritation to the areas of injections.

I understand that if I select to utilize Nitrous Oxide, "Atarax", Chloral hydrate, "Zanax", or any other sedative, possible risks include, but are not limited to, loss of consciousness, obstruction of airway, anaphylactic shock, and cardiac arrest, I understand that someone needs to watch me closely for a period of 8 to 10 hours, following my dental appointment, to observe for possible deleterious side effects, such as obstruction of airway.

Initial _____

HYGIENE AND PERIODONTICS (TISSUE AND BONELOSS):

I understand that the long-term success of treatment and status of my oral condition depends on my efforts at proper oral hygiene (i.e. brushing and flossing) and maintaining regular re-call visits.

PERIODONTICS – I understand that I have a serious condition, causing gum and bone inflammation and/or loss, and that it can lead to loss of my teeth and other complications, the various treatment plans have been explained to me, including gum surgery, replacements and / or extractions, I also understand that although these treatments have a high degree of success, they cannot be guaranteed, occasionally, treated teeth may require extraction.

Initial _____

I UNDERSTAND THAT NO GUARANTEE OR ASSURANCE HAS BEEN GIVEN AND THAT THE PROPOSED TREATMENT WILL BE CURATIVE AND / SUCCESSFUL TO MY COMPLETE SATISFACTIONS. I AGREE TO COOPERATE COMPLETELY WITH THE RECOMMENDATIONS OF THE DOCTOR WHILE I AM UNDER HIS/ HER CARE, REALIZING THAT ANY LACK OF IT COULD RESULT IN LESS THAN OPTIMUM RESULTS.

I CERTIFY THAT I HAVE HAD AN OPPORTUNITY TO READ AND FULLY UNDERSTAND THE TERMS AND WORDS WITHIN THE ABOVE AND CONSENT TO QUESTIONS, AND HAVE HAD THEM ANSWERED TO MY SATISFACTION.

I UNDERSTAND THESE DENTAL SERVICES ARE PROVIDED WITHOUT DISCRIMINATION BASED ON RACE, RELIGION, COLOR, NATIONAL ORIGIN, SEX, SEXUAL ORIENTATION, PHYSICAL OR MENTAL DISABILITY, AGE OR MARITAL STATUS AND PROTECT THE PRIVACY OF EACH OF ITS PATIENTS.

Signature _____ **Relationship** _____ **Date** _____
Patient or legal representative

Doctor _____ Witness _____