

# WELCOME

## PATIENT INFORMATION (CONFIDENTIAL)

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ Date \_\_\_\_\_  
Last Mr. Mrs. Ms First Middle

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DRIVER'S LICENSE \_\_\_\_\_ SOCIAL SECURITY# \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_ HOME# \_\_\_\_\_ MOBILE# \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

EMPLOYED BY \_\_\_\_\_ WORK PHONE \_\_\_\_\_

### Person to Contact in Case of Emergency:

1. Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone: \_\_\_\_\_

3. Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone: \_\_\_\_\_

Whom may we thank for referring you? \_\_\_\_\_

Name of person responsible for this account \_\_\_\_\_ Relationship to Patient \_\_\_\_\_

Address of responsible party \_\_\_\_\_ Phone \_\_\_\_\_

Driver's License \_\_\_\_\_ Social Security# \_\_\_\_\_ Birthdate \_\_\_\_\_

Employer \_\_\_\_\_ Work phone \_\_\_\_\_ Ext \_\_\_\_\_

## OFFICE, CANCELLATION AND FINANCIAL POLICIES

*Please initial each statement after reading.*

\*As a courtesy to you we may accept assignment of insurance after verification of your coverage. We must emphasize that, as your dental provider, our relationship is with you, the patient, and not your insurance company. Your insurance is a contract between you, your insurance company and possibly your employer. It is your responsibility to know and understand the level of services covered by your insurance company. \_\_\_\_\_

\*Please be aware that some or perhaps all of the services provided may not be covered in full by your insurance company. You are financially responsible for all services not covered by your insurance company. \_\_\_\_\_

\*Payment is due upon receipt of billing statement. Patient balance not paid, in full within 30 days of the statement issue date are deemed past due. Past due accounts may be subject to late fees, monthly finance charges and may be referred to a professional collection agency and/or attorney for further collection activity. If this action occurs, you will no longer be able to receive services from any dental providers at DentalFlossophy. \_\_\_\_\_

\*All returned checks are subjected to a \$35.00 return check fee. \_\_\_\_\_

\*All appointments that are not cancelled 48 hours prior to appointment time will be subject to a \$40.00 "No show" Fee. \_\_\_\_\_

\*All payments, including insurance co-payments and deductibles are due and collected in full at the time of service. \_\_\_\_\_

\*You must provide your most current billing address, all available telephone numbers and any other important contact information. \_\_\_\_\_

\*It is your responsibility to supply our office with any information changes (insurance, name, address, telephone numbers). \_\_\_\_\_

I have read and understand this Financial Policy.

Date \_\_\_\_\_

Signature of Responsible Party \_\_\_\_\_

Patient Name \_\_\_\_\_

Patient Date of birth \_\_\_\_\_

**MEDICAL HISTORY**

PHYSICIAN'S NAME \_\_\_\_\_

PHONE \_\_\_\_\_

Physician's address: \_\_\_\_\_

Date of Last Physical Exam \_\_\_\_\_

ARE YOU TAKING ANY MEDICATION (Prescription or Over the counter)? \_\_\_\_\_

IF YES, PLEASE LIST EACH ONE: \_\_\_\_\_

ARE YOU ALLERGIC TO OR HAVE YOU HAD REACTIONS TO ANY OF THE FOLLOWING

Please  any that apply to you:

Penicillin  Tetracycline  Latex  Aspirin  Dental Anesthetics  
 Erythromycin  Codeine  Other \_\_\_\_\_

ARE YOU TAKING ANY MEDICATION? \_\_\_\_\_ If yes, please list each one: \_\_\_\_\_

**DO YOU HAVE ANY OF THE FOLLOWING?**

Arthritis  Stroke  Drug Addiction  Asthma  
 Heart or Lung Ailments  Kidney Problem  Psychiatric Problems  Anemia  
 Heart Attack  Rheumatic Fever  HIV / AIDS  Stomach Disorder  
 Heart Murmur  Hepatitis  Venereal Disease  Sinus Problems  
 Mitral Valve Pro-lapse  Epilepsy or Seizures  Tuberculosis  Hay Fever  
 High/Low Blood Pressure  Diabetes  Malignancies  Blood Transfusion  
 Excessive Bleeding  Thyroid Problems  Radiation Treatment  Eye Disorders/Glaucoma

Hospitalization: \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

WOMEN: Are you pregnant? \_\_\_\_\_ If yes, week #: \_\_\_\_\_ Due Date: \_\_\_\_\_ Are you taking birth control pills? \_\_\_\_\_

**DENTAL HISTORY:**

Reason for today's visit: \_\_\_\_\_ Date of your last dental: Exam \_\_\_\_\_ Cleaning \_\_\_\_\_ X-ray \_\_\_\_\_

Name of previous Dentist: \_\_\_\_\_ Location: \_\_\_\_\_

**DO YOU HAVE ANY OF THE FOLLOWING:** (Please  any that apply to you)

Pain  Gums Bleed  Sensitivity if yes to what:  hot  cold  pressure  other \_\_\_\_\_  
 Clench/Grind  Jaw problems (TMJ/TMD)  Stain what kind? \_\_\_\_\_  
 Bad Breath  Other dental concerns: \_\_\_\_\_

Are you happy with the way your smile looks? \_\_\_\_\_ If no, what would like to change? \_\_\_\_\_

What is your regular oral hygiene care? (Example: brush 2 x day) Brush: \_\_\_\_\_ x \_\_\_\_\_ Floss: \_\_\_\_\_ x \_\_\_\_\_ Dental Visit: \_\_\_\_\_ x \_\_\_\_\_

**AUTHORIZATION AND RELEASE:**

I certify that I have read and understand the above information to the best of my knowledge. The above questions have been accurately answered. I understand that providing incorrect information can be dangerous to my health. I authorize the dentist to release any information including the diagnosis and the records of any treatment or examination rendered to me or my child during the period of such dental care to third party payors and/or health practitioners. I give my consent for the use of e-mail notifications. I authorize and request my insurance company to pay directly to the dentist or dental group insurance benefits other wise payable to me. I understand that my dental insurance carrier may pay less than the actual bill for services. I agree to be responsible for payment of all services rendered on my behalf or my dependents.

DATE \_\_\_\_\_

SIGNATURE OF PATIENT OR LEGAL GUARDIAN \_\_\_\_\_

**ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES**

I, \_\_\_\_\_, have received a copy of this office's Notice of Privacy Practices.

Please Print Patient's Name \_\_\_\_\_

Signature of Patient or Legal Guardian \_\_\_\_\_

Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

Individual refused to sign  
 Communications barriers prohibited obtaining the acknowledgement  
 An emergency situation prevented us from obtaining acknowledgement  
 Other (Please Specify) \_\_\_\_\_