

PATIENT REGISTRATION

First Name: _____ **Last Name:** _____ **Middle:** _____

Preferred Name: _____

Patient is: Responsible Party Policy Holder

Responsible Party: (if someone other than the patient)

First Name: _____ Last Name: _____ Middle Initial: _____

Address: _____

City, State, Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Birth date: _____ Social Security #: _____ Drivers Lic#: _____

Responsible Party is Policy Holder for Patient Primary Policy Holder Secondary Policy Holder

Patient Information:

Address: _____

City, State, Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Sex: Female Male Marital Status: Married Single Divorced Separated Widowed

Birth date: _____ Social Security #: _____ Drivers Lic#: _____

E-mail: _____ I would like to receive email correspondences

Patient Information (section 2):

Preferred Pharmacy: _____ Referred By: _____

Previous Dentist: _____

Emergency Contact: _____ Phone #: _____

Primary Insurance Information:

Name of Insured: _____ Relationship to Insured: Self Spouse Child Other

Employer ID: _____ Carrier ID: _____

Insured Social Security #: _____ Insured Birth date: _____

Employer: _____ Insurance Company: _____

Secondary Insurance Information:

Name of Insured: _____ Relationship to Insured: Self Spouse Child Other

Employer ID: _____ Carrier ID: _____

Insured Social Security #: _____ Insured Birth date: _____

Employer: _____ Insurance Company: _____

Patient Name:

Birth Date:

Date Created:

Although dental personnel primarily treat the area in and around your mouth, your mouth is a part of your entire body. Health problems that you may have, or medication

- Are you under a physician's care now? Yes No If yes
- Have you ever been hospitalized or had a major operation? Yes No If yes
- Have you ever had a serious head or neck injury? Yes No If yes
- Are you taking any medications, pills, or drugs? Yes No If yes
- Do you take, or have you taken, Phen-Fen or Redux? Yes No If yes
- Have you ever taken Fosamax, Boniva, Actonel or any other medications containing bisphosphonates? Yes No If yes
- Are you on a special diet? Yes No
- Do you use tobacco? Yes No

Women: Are you...

- Pregnant/Trying to get pregnant? Nursing? Taking oral contraceptives?

Are you allergic to any of the following?

- Aspirin Penicillin Codeine Acrylic
- Metal Latex Sulfa Drugs Local Anesthetics

Other? If yes

Do you use controlled substances? Yes No If yes

Do you have, or have you had, any of the following?

- | | | | |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| AIDS/HIV Positive <input type="radio"/> Yes <input type="radio"/> No | Cortisone Medicine <input type="radio"/> Yes <input type="radio"/> No | Hemophilia <input type="radio"/> Yes <input type="radio"/> No | Radiation Treatments <input type="radio"/> Yes <input type="radio"/> No |
| Alzheimer's Disease <input type="radio"/> Yes <input type="radio"/> No | Diabetes <input type="radio"/> Yes <input type="radio"/> No | Hepatitis A <input type="radio"/> Yes <input type="radio"/> No | Recent Weight Loss <input type="radio"/> Yes <input type="radio"/> No |
| Anaphylaxis <input type="radio"/> Yes <input type="radio"/> No | Drug Addiction <input type="radio"/> Yes <input type="radio"/> No | Hepatitis B or C <input type="radio"/> Yes <input type="radio"/> No | Renal Dialysis <input type="radio"/> Yes <input type="radio"/> No |
| Anemia <input type="radio"/> Yes <input type="radio"/> No | Easily Winded <input type="radio"/> Yes <input type="radio"/> No | Herpes <input type="radio"/> Yes <input type="radio"/> No | Rheumatic Fever <input type="radio"/> Yes <input type="radio"/> No |
| Angina <input type="radio"/> Yes <input type="radio"/> No | Emphysema <input type="radio"/> Yes <input type="radio"/> No | High Blood Pressure <input type="radio"/> Yes <input type="radio"/> No | Rheumatism <input type="radio"/> Yes <input type="radio"/> No |
| Arthritis/Gout <input type="radio"/> Yes <input type="radio"/> No | Epilepsy or Seizures <input type="radio"/> Yes <input type="radio"/> No | High Cholesterol <input type="radio"/> Yes <input type="radio"/> No | Scarlet Fever <input type="radio"/> Yes <input type="radio"/> No |
| Artificial Heart Valve <input type="radio"/> Yes <input type="radio"/> No | Excessive Bleeding <input type="radio"/> Yes <input type="radio"/> No | Hives or Rash <input type="radio"/> Yes <input type="radio"/> No | Shingles <input type="radio"/> Yes <input type="radio"/> No |
| Artificial Joint <input type="radio"/> Yes <input type="radio"/> No | Excessive Thirst <input type="radio"/> Yes <input type="radio"/> No | Hypoglycemia <input type="radio"/> Yes <input type="radio"/> No | Sickle Cell Disease <input type="radio"/> Yes <input type="radio"/> No |
| Asthma <input type="radio"/> Yes <input type="radio"/> No | Fainting Spells/Dizziness <input type="radio"/> Yes <input type="radio"/> No | Irregular Heartbeat <input type="radio"/> Yes <input type="radio"/> No | Sinus Trouble <input type="radio"/> Yes <input type="radio"/> No |
| Blood Disease <input type="radio"/> Yes <input type="radio"/> No | Frequent Cough <input type="radio"/> Yes <input type="radio"/> No | Kidney Problems <input type="radio"/> Yes <input type="radio"/> No | Spina Bifida <input type="radio"/> Yes <input type="radio"/> No |
| Blood Transfusion <input type="radio"/> Yes <input type="radio"/> No | Frequent Diarrhea <input type="radio"/> Yes <input type="radio"/> No | Leukemia <input type="radio"/> Yes <input type="radio"/> No | Stomach/Intestinal Disease <input type="radio"/> Yes <input type="radio"/> No |
| Breathing Problems <input type="radio"/> Yes <input type="radio"/> No | Frequent Headaches <input type="radio"/> Yes <input type="radio"/> No | Liver Disease <input type="radio"/> Yes <input type="radio"/> No | Stroke <input type="radio"/> Yes <input type="radio"/> No |
| Bruise Easily <input type="radio"/> Yes <input type="radio"/> No | Genital Herpes <input type="radio"/> Yes <input type="radio"/> No | Low Blood Pressure <input type="radio"/> Yes <input type="radio"/> No | Swelling of Limbs <input type="radio"/> Yes <input type="radio"/> No |
| Cancer <input type="radio"/> Yes <input type="radio"/> No | Glaucoma <input type="radio"/> Yes <input type="radio"/> No | Lung Disease <input type="radio"/> Yes <input type="radio"/> No | Thyroid Disease <input type="radio"/> Yes <input type="radio"/> No |
| Chemotherapy <input type="radio"/> Yes <input type="radio"/> No | Hay Fever <input type="radio"/> Yes <input type="radio"/> No | Mitral Valve Prolapse <input type="radio"/> Yes <input type="radio"/> No | Tonsillitis <input type="radio"/> Yes <input type="radio"/> No |
| Chest Pains <input type="radio"/> Yes <input type="radio"/> No | Heart Attack/Failure <input type="radio"/> Yes <input type="radio"/> No | Osteoporosis <input type="radio"/> Yes <input type="radio"/> No | Tuberculosis <input type="radio"/> Yes <input type="radio"/> No |
| Cold Sores/Fever Blisters <input type="radio"/> Yes <input type="radio"/> No | Heart Murmur <input type="radio"/> Yes <input type="radio"/> No | Pain in Jaw Joints <input type="radio"/> Yes <input type="radio"/> No | Tumors or Growths <input type="radio"/> Yes <input type="radio"/> No |
| Congenital Heart Disorder <input type="radio"/> Yes <input type="radio"/> No | Heart Pacemaker <input type="radio"/> Yes <input type="radio"/> No | Parathyroid Disease <input type="radio"/> Yes <input type="radio"/> No | Ulcers <input type="radio"/> Yes <input type="radio"/> No |
| Convulsions <input type="radio"/> Yes <input type="radio"/> No | Heart Trouble/Disease <input type="radio"/> Yes <input type="radio"/> No | Psychiatric Care <input type="radio"/> Yes <input type="radio"/> No | Venereal Disease <input type="radio"/> Yes <input type="radio"/> No |
| | | | Yellow Jaundice <input type="radio"/> Yes <input type="radio"/> No |

Have you ever had any serious illness not listed Yes No If yes

Comments:

To the best of my knowledge, the questions on this form have been accurately answered. I understand that providing incorrect information can be dangerous to my (or patient's) health. It is my responsibility to inform the dental office of any changes in medical status.

Signature of Patient, Parent or Guardian:

X

Date: _____

Patient consent to receive mail and/or telephone messages

Please print (Last Name) (First Name) (M.I.)

Email Address (please print)

Do we have your permission to?

Send a recall appointment reminder to your house: Y____N____

Leave appointment, billing or dental information on

Your answering machine/voice mail/e-mail: Y____N____

I give permission to share appointment, billing information with the person named below:

Name _____ relationship _____ phone number _____

Name _____ relationship _____ phone number _____

Name _____ relationship _____ phone number _____

Please provide us with the best phone number (s) to reach you at in the event of bad weather.

Phone number(s)

Appointment reminders:

I prefer to have reminders sent by

Voice message: _____ Text: _____

Email: _____

Acknowledgment of Receipt of Notice of Privacy Practices

I have received copy of the notice of Privacy Practices with an effective date of April 14.2003

Signature of Patient/Parent or Legal Guardian

Date

Financial Agreement

As a courtesy to our patients, we will file dental insurance claims for services rendered. However you, the patient, are ultimately responsible for any incurred fees. We expect payment of deductibles, co-payments and balances to be made at the time services are rendered.

There are hundreds of dental insurance policies. Therefore, we are unable to know about all individual dental plans. In an effort to avoid confusion, we recommend the following:

- **Be familiar with your own policy.** Information to inquire about would be:
 - 1) Do you need to see a provider in your network?
 - 2) Does your policy have a yearly deductible and what is the amount?
 - 3) Does your policy have a waiting period or missing tooth clause?
 - 4) Know what your policy covers and what percentage of a procedure is covered.
 - 5) Know the frequency and timing of your preventative maintenance program- some policies cover two cleanings per calendar year and others only cover every six months.
 - 6) Know your policy year maximums and when its calendar year starts.
- **Bring correct insurance information to your appointment.** Please provide us with your dental insurance ID card prior to start your appointment. We must have: policy, group and ID numbers to process your claim. We must also have the correct mailing address for your dental insurance carrier. If a claim is returned to us, you will be responsible for the fees and rendered services.
- **Let us know if a pre-authorization is required.** If a pre-estimate is needed for treatment over \$200, please inform us prior to starting the treatment. They usually take 6-8 weeks to respond to a claim.

Our general dentists, **Dr. Maria Faler and Dr. Gary Bartholomew**, participate in **Delta Dental**. Our periodontist, **Dr. Ragan Faler** participates in **Dental Dental and Cigna**. Even these plans have many policies within them, so make sure to know your plan. If you do not see our name on your list of providers, then we do not participate in your plan. However, some Network plans allow you to see providers outside their network. Your out-of-pocket expense may be slightly higher.

Dental insurance is meant to be an "aid" in receiving dental care. Our office bases treatment on your needs, not what your insurance will pay. Insurance payment is determined by "UCR" fees (usual, customary, and reasonable fees). These fees are not always the same as our fees. Some insurance companies may pay less, some pay more. Whether you're insurance pays 100%, 80%, or 50% of a procedure, they are determining payment based on **their** fee schedule, **not the actual fee** our office has charged for the service.

Filing your insurance is not a guarantee of payment for the service(s) performed. We have no way of knowing if, or what, your insurance company will pay until the actual claim is submitted. Therefore, all account balances which have not been paid within a 30 day period become due by the person/parent/guardian responsible.

I have read the above information and agree to its terms:

Signature

Date

Appointments and Cancellations

When we make your appointment, we are reserving a room for your particular needs. We ask that if you must change an appointment, please give us at least 24 hours notice. This courtesy makes it possible to give your reserved room to another patient who would like it.

There is a charge for not showing up for scheduled appointments. Repeated cancellations or missed appointments will result in loss of future appointment privileges.

We feel that our patient's time is valuable. When your appointment is made, a room is reserved, your records are prepared, and special instruments are readied for your visit. Except for emergency treatment for another patient, you can expect us to be prompt. We, of course, would appreciate the same courtesy from you.

Please Print Name

Signature of Patient or Guardian

Date