

### PATIENT INFORMATION

Patient Name: Last	 First		Date:
Preferred Name:			Gender: Male 🗆 Female 🗆
Marital Status: 🗆 Married			
Social Security#	 	Birthdate	·///
Address	 		
City	 	State	Zip
Home Phone	 _ Cell Phone _		Work Phone
Email:	 	Which is best to re	each you at?

## SPOUSE OR RESPONSIBLE PARTY

Name:			Gender: Male 🗆 Female 🗆	
Last	First	MI		
Marital Status: 🗆 Married 🛛 🗆 Singl	e 🗆 Divorced	$\Box$ Separated $\Box$ Widowe	d	
Social Security# Birthdate/				
Address				
City		State	Zip	
Home Phone	Cell Phone _	V	/ork Phone	
Which is best to reach you at?				

### INSURANCE INFORMATION

#### Primary Insurance

Subscriber's Name:							
	Last		First	MI			
Insured's Birthdate	/	/	ID#	Grou	ıp#		
Employer's Name:			Relationship	to Subscriber: $\Box$ Self	🗆 Spouse	🗆 Child	$\Box$ Other
Insurance Plan Name &	Address:						
Insurance Plan Phone #							
Secondary Insuran	ce						
Subscriber's Name:							
	Last		First	MI			
Insured's Birthdate	/	/	ID#	Grou	ıp#		
Employer's Name:			Relationship	to Subscriber: $\Box$ Self	🗆 Spouse	🗆 Child	🗆 Other
Insurance Plan Name &	Address:						
Insurance Plan Phone #							



HEALTH HISTORY						
Major Operations or Hospitalizations:						
Please list any MEDICATIONS you are taking:						
Are you allergic to any of the following:						
	□ Aspirin □ Metal □ Penicillin □ Latex □ Codeine □ Sulfa Drugs □ Acrylic □ Local Anesthetics Other Allergies (Including Food Allergies):					
Have you been diagnosed with Sleep Apne	ea? If yes, ao you wear an appliance?					
PLEASE MARK IF YOU HAVE OR HAD ANY (						
PLEASE MARK IF YOU HAVE OR HAD ANY O	of the following medical condition	NS:				
□ AIDS/HIV POSITIVE	EPILEPSY/SEIZURES	□ LIVER DISEASE				
□ ALZHEIMER'S	□ EXCESSIVE BLEEDING	□ LOW BLOOD PRESSURE				
	□ EXCESSIVE THIRST	LUNG DISEASE				
	□ FAINTING SPELLS/DIZZINESS	□ LYMES DISEASE				
	□ FREQUENT COUGH					
	□ FREQUENT HEADACHES	□ MITRAL VALVE PROLAPSE				
ARTIFICIAL HEART VALVE	□ GLAUCOMA	□ RHEUMATIC FEVER				
ARTIFICIAL JOINT	□ HEAD/NECK INJURIES	RHEUMATISM				
🗆 ASTHMA	□ HEART ATTACK/FAILURE	□ SCARLET FEVER				
□ BLOOD DISEASE	□ HEART MURMUR	□ SHINGLES				
□ BLOOD TRANSFUSION	□ HEART PACEMAKER	□ SICKLE CELL DISEASE				
BREATHING PROBLEMS	□ HEART TROUBLE/DISEASE	□ SINUS TROUBLE				
□ BRUISE EASILY	🗆 HEMOPHILIA	SPECIAL DIET				
	□ HERPES	SPINA BIFIDA				
CHEMOTHERAPY/RADIATION	□ HIGH BLOOD PRESSURE	□ STOMACH/INTESTINAL DISEASE				
□ COLD SORES/FEVER BLISTERS	□ HIGH CHOLESTEROL	□ STROKE				
CONGENITAL HEART DISORDERS	□ HIVES OR RASH	□ THYROID DISEASE				
	HYPOGLYCEMIA	□ TOBACCO USE				
	□ IRREGULAR HEARTBEAT					
DRUG ADDICTION	□ KIDNEY PROBLEMS					
🗆 EMPHYSEMA						

Name of Physician:	Pharmacy:
Print Name:	Signature:
Relationship to Patient:	Date:



# FINANCIAL AGREEMENT

Our goal is to provide the highest quality of dental care possible and to have clear communication of our financial policy.

ALL ACCOUNTS ARE DUE AND PAYABLE AT THE TIME OF SERVICE.

Payment Options:

- 1. Cash
- 2. Check
- 3. Mastercard
- 4. Visa
- 5. Discover
- 6. American Express
- 7. CareCredit

Patient with Insurance: The PATIENT is responsible for the ESTIMATED non-covered portion, procedures and/or deductibles at the time of service.

Parents not accompanying their children are financially responsible for payment.

Records can be viewed at any time.

We submit to insurance as a courtesy although, your account balance is your responsibility.

I,, agree to these financial term
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Signature: Date:



## BROKEN APPOINTMENT POLICY

Our goal is to provide quality dental care to all of our patients. In order to do so, we have implemented the following cancellation policy at our office. This policy allows us to better use available appointments for our patients in need of dental care.

When you schedule an appointment, we reserve that time exclusively for you. If you do not show up for your appointment, it prevents another patient from being seen for needed treatment.

#### HOW TO CANCEL YOUR APPOINTMENT

We understand that there may be times when you must miss an appointment due to emergencies or obligations for work or family. If you need to cancel your appointment, **please call us at (937) 864-2341 with at least 24 hours notice in advance.** If necessary, you may leave a message with your name and phone number. A receptionist will get back with you as soon as possible.

Additionally, <u>if you are 15 minutes past your scheduled time, we may have to reschedule</u> <u>your appointment.</u>

#### CANCELLATION FEE

If you miss a scheduled appointment without informing us within 24 hours, we will apply a \$35 fee to your account for each missed appointment.

#### DISMISSAL

We reserve the option to dismiss you as a patient if you miss three (3) appointments in a one-year period without a 24 hour notice under this policy.

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

Signature/Parent/Guardian:\_\_\_\_\_

Date:\_\_\_\_\_



### HIPAA OMNIBUS RULE

#### PATIENT ACKNOWLEDGMENT FORM FOR RECEIPT OF NOTICE OF PRIVACY PRACTICES CONSENT/LIMITED AUTHORIZATION AND RELEASE FORM

You may refuse to sign this acknowledgment & authorization. In refusing we may not be allowed to process your insurance claims.

Date:	Patient Name:		
	Idressed when summoned fro	-	
access to your health infor		your health care and who can have	
Name:	Relationship:		
	Relationship:		
I authorize contact from th information via:	nis office to confirm my appo	pintments, treatment & billing	
CELL PHONE CONFIRMATION	EMAIL CONFIRMATION	□ TEXT MESSAGE TO MY CELL PHONE	
WORK PHONE CONFIRMATION	HOME PHONE CONFIRMATION	ANY OF THE ABOVE	
I authorize information abo	out my health can be convey	ved via:	
CELL PHONE CONFIRMATION		□ TEXT MESSAGE TO MY CELL PHONE	
□ WORK PHONE CONFIRMATION	□ HOME PHONE CONFIRMATION	□ ANY OF THE ABOVE	
I approve being contacted on behalf of this Healthcar	-	s, fund raising efforts or new health info	
D PHONE MESSAGE	□ TEXT MESSAGE	EMAIL	
□ ANY OF THE ABOVE	□ NONE OF THE ABOVE (OPT OUT)	)	
services to promote your improved he		thorize, that this office may recommend products or third party remuneration from these affiliated on with your knowledge and consent.	
A copy of this signed, dated documer	nt shall be as effective as the original. $M$	ice of Privacy Practices for this healthcare facility. Y SIGNATURE WILL ALSO SERVE AS A PHI DOCUMENT ITTENDING DOCTOR/FACILITIES IN THE FUTURE.	
Please PRINT name of Patient	Please SIGN	Patient/Guardian of Patient	