

# Welcome to our Practice!

## PATIENT INFORMATION

Mr.  Mrs.  Ms.  Dr.  Child

Male  Female

First Name \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name \_\_\_\_\_ Nickname \_\_\_\_\_

Birth Date \_\_\_\_\_ Age \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_ E-mail: \_\_\_\_\_

Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home # \_\_\_\_\_ Cell# \_\_\_\_\_ Have you ever been a patient of our practice?  Yes  No

Referred By: \_\_\_\_\_ Has a family member ever been a patient of our practice?  Yes  No

In case of emergency please contact - Name: \_\_\_\_\_ Ph. \_\_\_\_\_

Employer Bus. Ph. \_\_\_\_\_ Relationship: \_\_\_\_\_

## PERSON RESPONSIBLE FOR ACCOUNT

Self (If self, skip this section)  Spouse  Father  Mother  Other Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ S.S.# \_\_\_\_\_ Birth Date: \_\_\_\_\_ Age \_\_\_\_\_ Ph# \_\_\_\_\_

Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Ph # \_\_\_\_\_ Employer Bus. Ph# \_\_\_\_\_

## SPOUSE OR SIGNIFICANT OTHERS INFORMATION ( IF DIFFERENT THAN ABOVE)

Name \_\_\_\_\_ Relation \_\_\_\_\_ S.S.# \_\_\_\_\_ Birth Date \_\_\_\_\_

Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Ph # \_\_\_\_\_ Employer Bus. Ph# \_\_\_\_\_

## INSURANCE INFORMATION *Please answer questions below for patient*

Student: . . . . .  Full Time  Part Time

Marital Status: .  Married  Divorced  Widow  Single

School Name -City-State \_\_\_\_\_

Employed: . . . . .  Full Time  Part Time  Retired  Not

Do You have Dental Insurance?  Yes  No

## DENTAL INSURANCE PLAN INFORMATION

Employer \_\_\_\_\_ Bus. Ph # \_\_\_\_\_

Bus. Address \_\_\_\_\_

Ins. Co. Name \_\_\_\_\_ Tel.# \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Group # \_\_\_\_\_ Policy Holders Name \_\_\_\_\_ Sex:  M  F

ID # \_\_\_\_\_ Policy Holders ph# \_\_\_\_\_ Email \_\_\_\_\_

Date of birth of Policy Holder \_\_\_\_\_ SS # \_\_\_\_\_ Relationship to patient: \_\_\_\_\_

**DENTAL INFORMATION**Reason for today's visit: Are you in pain?  Yes  No For How Long \_\_\_\_\_

Please indicate any of the following problems by checking off the corresponding box:

- Discomfort, clicking, or popping in jaw     Lost / broken filling(s)     Stained teeth     Difficulty closing jaw  
 Red, swollen, or bleeding gums     Gum disease     Locking jaw     Difficulty opening jaw  
 Do you have or use a dental appliance     Ringing in ears     Bad breath     Loose / shifting teeth  
 Blisters/sores in or around the mouth     Burning tongue / lips     Toothache     Broken / chipped tooth  
 Recent infections or sore throat     Teeth grinding / clenching     Are you prone to cold sores  
 Swelling / lumps in mouth     Prolonged bleeding from an injury / extraction     Food caught between teeth
- Are your teeth sensitive to:  Hot  Cold  Sweets  Biting

Last dental exam \_\_\_\_\_ Last dental x-rays \_\_\_\_\_ Times a day you brush? \_\_\_\_ Times a week you floss? \_\_\_\_

How would you rate your smile? (worst) 1 2 3 4 5 6 7 8 9 10 (best) Would you like whiter teeth?  Yes  NoWhat type of toothbrush bristles do you use?  Soft  Medium  Hard  Not sure**MEDICAL INFORMATION**Are you in good health?  Yes  No Are you under the care of a physician?  Yes  NoHas a physician or previous dentist recommended that you take antibiotics prior to your dental treatment?  Yes  NoHave you had any illness, operations, or been hospitalized in the past five years?  Yes  No

If yes what for: \_\_\_\_\_ When? \_\_\_\_\_

Do you have, or have you had, any of the following diseases, medical conditions, or procedures? *Please check all that apply*

- High blood pressure     Low blood pressure     Mitral valve prolapse     Heart murmur     Rheumatic fever  
 Chest pain / Angina     Heart attack(s)     Irregular heart beat     Pacemaker     Heart surgery     Damaged heart valve  
 Pneumonia / Bronchitis / Chronic cough     Chronic fatigue / Night sweats     Trouble climbing 1-2 flights of stairs  
 Anemia     HIV / AIDS     Mental health problems     Problems with immune system (*possibly from med./surg.*)  
 Delay in healing     Hay fever / Sinus problems     Snoring     Sleep apnea / CPAP     Respiratory problems  
 Tuberculosis     Emphysema     Asthma     Do you smoke If so, # packs a day \_\_\_\_     Do you use chewing tobacco  
 A history of drug or alcohol abuse     A history anorexia/bulimia     Abnormal bleeding     Bleeding tendency  
 Blood transfusion     Blood disorder     Bruise easily     Eye disease /Glaucoma     Jaundice /Liver disease     Hepatitis  
 Gallbladder trouble     Fainting spells     Convulsions / Epilepsy     Stroke     Thyroid trouble     Diabetes  
 Are you on dialysis     Kidney trouble     Contagious diseases     Infectious mononucleosis     Low blood sugar  
 Swollen ankles     Arthritis /Joint disease     Prosthetic implant     Joint replacement     Stomach ulcers     Osteonecrosis  
 Osteoporosis /Osteopenia     Tumor or growth     Cancer / Radiation / Chemotherapy

**MEDICATION & ALLERGIES**

Are you now taking:  Blood thinners (Coumadin, Plavix, Aspirin, etc...)

Are you taking, or have you ever taken, any bone density meds. or bisphosphonates, such as Fosamax, Boniva, Actonel, IV Zometa, Reclast, Xgeva, Prolia, or Aredia within the past 12 years.

Are you allergic to, or had a reaction to:

Penicillin     Lidocaine or other anesthetic     Amoxicillin     Codeine or other narcotics     Latex

<i>Please list any other medication or antibiotic you are allergic to:</i>	<i>Please list any allergies other than drug allergies:</i>

**Please list any medication(s) you are taking (including natural, herbal, or homeopathic products)**

Medication	Dosage	Frequency	Medication	Dosage	Frequency

**Please type below any other information you would like the Dentist to be aware of:**

**Questions below for women only**

**Women please note:** *antibiotics (such as penicillin) may alter the effectiveness of birth control pills.*

*Consult your physician / gynecologist for assistance regarding additional methods of birth control.*

- 1) Is there a possibility of pregnancy?  Yes  No      2) Expected delivery date: \_\_\_\_\_
- 3) Are you nursing?  Yes  No      4) Are you taking birth control pills:  Yes  No

I certify that I have read and I understand the questions above. I acknowledge that my questions, if any, about inquiries set forth above have been answered to my satisfaction. I will not hold my doctor, or any member of the staff responsible for any errors or omissions that I have made in the completion of this form. I agree that all information I provided is true and correct.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of patient (Parent or Guardian of Minor) Date

If you do have dental/medical insurance we will gladly submit you treatment/charges to you insurance company. However, it is your responsibility to complete the identifying information on this form and keep us updated with any insurance changes. Some insurance companies pay fixed allowances for procedures and other pay a percentage of the charges. It is your responsibility to pay any deductible amount, co-insurance or any other balance not paid by your insurance company.

This signature on file is my authorization for the release of information necessary to process my claim. I hereby authorize payment to Dr. Craig H. Etts and any of his Associate Dentists otherwise payable to me. A photocopy of this assignment shall be considered as effective and valid as the original.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of patient (Parent or Guardian of Minor) Date

If the insurance company sends payment directly to me I agree to endorse the back of the check over to Dr. Craig H. Etts and mail or deliver to the office towards payment of treatment rendered.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of patient (Parent or Guardian of Minor) Date

**Release of Information & Consent for Treatment**

All information provided herein is true and correct. I wish to receive treatment at the dental office of Dr. Craig H. Etts. I permit his staff and all other persons caring for me to treatment in ways they judge are beneficial to me. I understand that this care can include an evaluation, testing and treatment. No guarantees have been made to me about the outcome of this care.

I give permission to Dr. Craig H. Etts and his staff and associates to release information, verbal and written, contained in my dental record and other related information, to my insurance company, and all other persons as it related to my treatment. I understand that this information is sometimes sent via mail, email and fax.

This signature authorizes Dr. Craig H. Etts and his staff and associates to obtain/or release dental records and/or professional information from my Dentist or other medical professional as it relates to my treatment.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of patient (Parent or Guardian of Minor) Date

**Notice of Privacy Practices (HIPAA Acknowledgement/Consent)**

I hereby acknowledge that a copy of this office's Notice of Privacy Practices has been made available to me. In addition, I hereby consent to the use and disclosure of my personal health information for the purpose of treatment, payment and health care operations.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of patient (Parent or Guardian of Minor) Date

I agree to pay C. H. Etts, DDS, PA for the services provided to me or my dependants. If any insurance carrier requires additional information I will cooperate and assist in the provision of information, authorizations, releases, or any other type of information necessary to allow for speedy collection from my third-party payer. I acknowledge responsibility for any and all account balances. I understand that if I default on payment of my account balance, that my account can be turned over to a collection service and I can be charged, interest, late fees, attorney fees, including costs of a collection agency and associated fees if turned over to an agency and court costs in addition to the remaining balance that is due.

In an effort to contain the ever-rising costs of healthcare our office charges a rebilling fee on unpaid balance over sixty (60) days old at the rate of 1.5% (18% per annum). Also for patients needing a payment plan a \$25 late fee will be assessed on payments not received by the last day of each month. We feel this will help offset the costs of rebilling patient thus preventing the need to raise fees on all dental services. I also understand that I can be assessed a \$75 no-show or late cancellation fee for appointments that I fail to show-up to or did not give a 48 hour cancellation notice.

I further understand that this agreement is binding regardless of any legal transaction currently in progress or initiated during or after the course of my treatments unless agreed to in writing by myself and a representative of C. H. Etts, DDS, PA, and/or its affiliate or subsidiaries.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of patient (Parent or Guardian of Minor) Date