

# Welcome to our Practice

## PATIENT INFORMATION...

Date \_\_\_\_\_

Mr.  Mrs.  Ms.  Dr. First Name \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name \_\_\_\_\_ Nickname \_\_\_\_\_  
Sex:  Male  Female Birth Date \_\_\_\_\_ Age \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_ E-mail \_\_\_\_\_  
Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Tel.( \_\_\_\_\_ ) \_\_\_\_\_ Cell.( \_\_\_\_\_ ) \_\_\_\_\_ Have you ever been a patient of our practice?  Yes  No  
Referred By FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ Has a family member ever been a patient of our practice?  Yes  No  
Dentist FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ Medical Doctor FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_  
Driver's Lic.# \_\_\_\_\_ Nearest relative not living with you FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ Tel.( \_\_\_\_\_ ) \_\_\_\_\_  
Employer \_\_\_\_\_ Bus. Tel.( \_\_\_\_\_ ) \_\_\_\_\_ Personal Payment Type:  Cash  Check  Credit Card  
In case of emergency, please contact \_\_\_\_\_ Tel. ( \_\_\_\_\_ ) \_\_\_\_\_ Relation \_\_\_\_\_

## WHO WILL BE RESPONSIBLE FOR YOUR ACCOUNT...

Self (If self, skip this section)  Spouse  Father  Mother  Other \_\_\_\_\_  
Name FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ S.S.# \_\_\_\_\_ Birth Date \_\_\_\_\_ Age \_\_\_\_\_ Tel.( \_\_\_\_\_ ) \_\_\_\_\_  
Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Driver's Lic.# \_\_\_\_\_ Employer \_\_\_\_\_ Bus. Tel.( \_\_\_\_\_ ) \_\_\_\_\_

## SPOUSE OR OTHER GUARANTOR INFORMATION (if different from above)...

Name FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ Relation \_\_\_\_\_ S.S.# \_\_\_\_\_ Birth Date \_\_\_\_\_  
Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Tel. ( \_\_\_\_\_ ) \_\_\_\_\_ Employer \_\_\_\_\_ Bus. Tel.( \_\_\_\_\_ ) \_\_\_\_\_

## INSURANCE INFORMATION...

**Student:** .....  Full Time  Part Time  Not ..... School Name and Address \_\_\_\_\_  
SCHOOL NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
**Marital Status:** ..  Married  Divorced  Widow  Single  Legally Separated \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
**Employed:** .....  Full Time  Part Time  Retired  Not ..... Do you belong to a PPO or HMO?  Yes  No

## PRIMARY INSURANCE COMPANY...

**Insurance Type:**  Dental  Medical  
Employer \_\_\_\_\_  
Bus. Address ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
Bus. Tel.( \_\_\_\_\_ ) \_\_\_\_\_ Plan \_\_\_\_\_  
Ins. Co. Name \_\_\_\_\_ I.D. # \_\_\_\_\_  
Address ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_  
STATE \_\_\_\_\_ ZIP \_\_\_\_\_ Tel.( \_\_\_\_\_ ) \_\_\_\_\_  
Group # \_\_\_\_\_ Group Name \_\_\_\_\_  
Insured Party FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ Relation \_\_\_\_\_  
Sex:  M  F Birth Date \_\_\_\_\_ S.S. # \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_  
State, Zip \_\_\_\_\_ Tel.( \_\_\_\_\_ ) \_\_\_\_\_

## SECONDARY INSURANCE COMPANY...

**Insurance Type:**  Dental  Medical  
Employer \_\_\_\_\_  
Bus. Address ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
Bus. Tel.( \_\_\_\_\_ ) \_\_\_\_\_ Plan \_\_\_\_\_  
Ins. Co. Name \_\_\_\_\_ I.D. # \_\_\_\_\_  
Address ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_  
STATE \_\_\_\_\_ ZIP \_\_\_\_\_ Tel.( \_\_\_\_\_ ) \_\_\_\_\_  
Group # \_\_\_\_\_ Group Name \_\_\_\_\_  
Insured Party FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ Relation \_\_\_\_\_  
Sex:  M  F Birth Date \_\_\_\_\_ S.S. # \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_  
State, Zip \_\_\_\_\_ Tel.( \_\_\_\_\_ ) \_\_\_\_\_

## 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:

- |  |   |  |  |
|--|---|--|--|
| <input type="checkbox"/> Discomfort, clicking, or popping in jaw   | <input type="checkbox"/> Lost / broken filling(s)   | <input type="checkbox"/> Stained teeth         | <input type="checkbox"/> Difficulty closing jaw    |
| <input type="checkbox"/> Red, swollen, or bleeding gums  | <input type="checkbox"/> Teeth grinding / clenching | <input type="checkbox"/> Locking jaw           | <input type="checkbox"/> Difficulty opening jaw    |
| <input type="checkbox"/> A removable dental appliance  | <input type="checkbox"/> Ringing in ears            | <input type="checkbox"/> Bad breath            | <input type="checkbox"/> Loose / shifting teeth    |
| <input type="checkbox"/> Blisters / sores in or around the mouth   | <input type="checkbox"/> Broken / chipped tooth     | <input type="checkbox"/> Burning tongue / lips | <input type="checkbox"/> Food caught between teeth |
| <input type="checkbox"/> Prolonged bleeding from an injury / extraction  | <input type="checkbox"/> Gum disease                | <input type="checkbox"/> Toothache             | <input type="checkbox"/> Swelling / lumps in mouth |
| <input type="checkbox"/> Recent infections or sore throat  | <input type="checkbox"/> Other _____                |  |  |
| <input type="checkbox"/> My teeth are sensitive to: <input type="checkbox"/> Hot <input type="checkbox"/> Cold |   |  |  |
| <input type="checkbox"/> Sweets <input type="checkbox"/> 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  No

What type of toothbrush bristles do you use?  Soft  Medium  Hard



**I certify** that I have read and I understand the questions above. I acknowledge that my questions, if any, about the inquiries set forth above have been answered to my satisfaction. I will not hold my doctor, or any other member of his / her staff, responsible for any errors or omissions that I have made in the completion of this form.

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

**X** \_\_\_\_\_  
**Reviewed by**

**X** \_\_\_\_\_  
**Date**

### FEES & PAYMENTS

We make every effort to keep down the cost of your care. You can help by paying upon completion of each visit. Other arrangements can be made with our office manager depending upon special circumstances. An estimate of the charge for any procedure or surgery you may require will be given to you upon request. If you have any dental and/or medical insurance we will be glad to fill out the proper forms, but please complete the identifying information on this form.

Please remember that insurance is considered a method of reimbursing the patient for fees paid to the doctor and is not a substitute for payment. Some companies pay fixed allowances for certain procedures and others pay a percentage of the charge. **It is your responsibility to pay any deductible amount, co-insurance or any other balance not paid for by your insurance company.** You will be responsible for all collection costs, attorneys fees, and court costs.

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

**X** \_\_\_\_\_  
**Date**

This signature on file is my authorization for the release of information necessary to process my claim. I hereby authorize payment to this doctor named of the benefits otherwise payable to me.

**X** \_\_\_\_\_  
**Signature of patient:** (*Parent or Guardian if Minor*)

**X** \_\_\_\_\_  
**Date**

**I hereby acknowledge that a copy of this office's Notice of Privacy Practices has been made available to me.** I have been given the opportunity to ask any questions I may have regarding this Notice.

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

**X** \_\_\_\_\_  
**Date**