

## **Please complete the following confidential information.**

The benefits of a happy, healthy smile are immeasurable! Our goal is to help you reach and maintain maximum oral health. Please fill out these forms completely. The better we communicate, the better we can serve you.

### **1- Personal information**

#### **A. PATIENT:**

Name \_\_\_\_\_  
Today's Date \_\_\_\_\_ Birthdate \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Preferred Nickname? \_\_\_\_\_ Age \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Zip Code \_\_\_\_\_  
H. Phone \_\_\_\_\_ Cell \_\_\_\_\_  
Other Phone Numbers \_\_\_\_\_  
E-mail Address \_\_\_\_\_  
Married \_\_\_\_ Single \_\_\_\_ Divorced \_\_\_\_ Widowed \_\_\_\_  
Social Security No \_\_\_\_\_  
Driver License No \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
Business Address \_\_\_\_\_  
Business Phone ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_ Ext. \_\_\_\_  
If minor, please give name of parent or legal guardian: \_\_\_\_\_  
Referred by \_\_\_\_\_  
Person to contact in case of emergency \_\_\_\_\_  
\_\_\_\_\_ Phone \_\_\_\_\_

#### **B. SPOUSE:**

Name \_\_\_\_\_  
Social Security No \_\_\_\_\_  
Driver License No \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
Business Address \_\_\_\_\_  
Business Phone ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_ Ext. \_\_\_\_

### **2- Account information**

#### **A. RESPONSIBLE PARTY:** (if different from patient)

Name \_\_\_\_\_  
Relationship to Patient \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone Number ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_ Ext. \_\_\_\_  
Business Address \_\_\_\_\_  
Social Security No \_\_\_\_\_  
Driver License No \_\_\_\_\_

#### **B. PRIMARY DENTAL INSURANCE:**

Name of Insured \_\_\_\_\_  
Date of Birth of Insured \_\_\_\_\_  
SSN or Ins. ID \_\_\_\_\_  
Relationship to Patient \_\_\_\_\_  
Employer \_\_\_\_\_  
Insurance Co \_\_\_\_\_

#### **C. SECONDARY DENTAL INSURANCE:**

Name of Insured \_\_\_\_\_  
Date of Birth of Insured \_\_\_\_\_  
SSN or Ins. ID \_\_\_\_\_  
Relationship to Patient \_\_\_\_\_  
Employer \_\_\_\_\_  
Insurance Co \_\_\_\_\_

### **3- Terms and Conditions:**

As a condition of treatment by this office, I understand financial arrangements must be made in advance. All emergency dental services, or any services performed without prior financial arrangement, must be paid for in cash at the time of service.

I understand that dental services rendered are charged directly to me and that I am personally responsible for payment for all dental services performed.

If I carry insurance, I understand that this office will help prepare forms to assist in making collections from insurance companies and will credit such collections to my account.

I authorize the dental office to release any information, including the diagnosis and records of any dental treatment rendered, to third party payers or other health care practitioners.

I authorize my insurance company to pay directly to the dental office for any exam or treatment rendered to my dependents or me from benefits accruing to me under my dental policy.

I understand that my dental insurance carrier may pay less than the actual estimate given to me for the services rendered. My benefits are based purely on a contract between my insurance company and myself. I agree to be responsible for full payment on all services rendered to my dependents or me.

I understand there is a 1.5% monthly finance charge (18% annually) for any balance 60 days overdue.

I authorize this dental office to call or text me on my home, work or cell phone to discuss relevant treatment, account and insurance information. I can withdraw my consent anytime.

A photocopy of this form shall be considered as effective and valid as the original.

I have read the above conditions and agree to their content.

Signature \_\_\_\_\_

Date \_\_\_\_\_