



# Health History and Registration

Text

## PATIENT INFORMATION

NAME: LAST \_\_\_\_\_ FIRST \_\_\_\_\_ MI \_\_\_\_\_ SEX: M F

BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ AGE: \_\_\_\_\_ SS# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ HOME PHONE \_\_\_\_\_ CELL \_\_\_\_\_

OTHER \_\_\_\_\_ **EMAIL** \_\_\_\_\_

How did you hear about our office? \_\_\_\_\_

## HEAD OF HOUSEHOLD

NAME: LAST \_\_\_\_\_ FIRST \_\_\_\_\_ MI \_\_\_\_\_ SEX: M F

BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ AGE: \_\_\_\_\_ SS# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ MARITAL STATUS: S M W D

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ HOME PHONE \_\_\_\_\_ WORK \_\_\_\_\_

CELL \_\_\_\_\_ EMPLOYER \_\_\_\_\_

NUMBER OF YEARS EMPLOYED: \_\_\_\_\_ RELATIONSHIP TO PATIENT \_\_\_\_\_

**SPOUSE/OTHER PARENT INFORMATION:** NAME \_\_\_\_\_ EMPLOYER \_\_\_\_\_

OCCUPATION \_\_\_\_\_ SS# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ BIRTH DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

WORK PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

IT IS IMPORTANT THAT THE MEDICAL AND DENTAL INFORMATION PROVIDED IS CURRENT AND ACCURATE. FOR OUR DOCTORS TO PROVIDE SAFE AND EFFECTIVE DENTAL CARE, IT IS NECESSARY FOR THEM TO KNOW YOUR MEDICAL AND DENTAL HISTORY. THANK YOU FOR TAKING YOUR TIME TO FILL OUT THIS FORM COMPLETELY.

## DENTAL HISTORY

NAME OF PREVIOUS DENTIST \_\_\_\_\_ PHONE \_\_\_\_\_

HOW LONG HAS IT BEEN SINCE YOU'VE SEEN A DENTIST? \_\_\_\_\_ DATE OF LAST X-RAYS \_\_\_\_\_

HAVE YOU HAD ANY PERIODONTAL (GUM) PROBLEMS?	YES	NO	DO YOU HAVE HEADACHES, EARACHES, OR NECK PAIN?	YES	NO
DO YOUR GUMS BLEED OR FEEL IRRITATED OR TENDER?	YES	NO	HAVE YOU WORN BRACES ON YOUR TEETH?	YES	NO
DO YOU FLOSS REGULARLY?	YES	NO	ARE YOU HAPPY WITH THE APPEARANCE OF YOUR TEETH?	YES	NO
ARE YOUR TEETH SENSITIVE TO (PLEASE CIRCLE)	HOT	SWEETS	If not please explain: _____		
	COLD	PRESSURE			

# Medical History

Conditions	<b>Does the patient have any MEDICAL CONDITIONS?</b> <span style="float: right;">__YES__ __NO__</span> <small>(For example: ADHD, Asthma, Autism, Cerebral Palsy, Diabetes, Epilepsy, Seasonal Allergies, ETC)</small>
	If YES, what conditions?
	<b>Does the patient have any HEART conditions?</b> <span style="float: right;">__YES__ __NO__</span> <small>(For example: Heart Murmur, Congenital Heart Defects, ETC)</small>
	If YES, what conditions?
	<b>Does the patient require an ANTIBIOTIC before being seen?</b> <span style="float: right;">__YES__ __NO__</span> <small>If YES, did the patient take the antibiotic?</small> <span style="float: right;">__YES__ __NO__</span>
	<b>Does the patient have any history of Cancer or Kidney Disease?</b> <span style="float: right;">__YES__ __NO__</span> <small>If Yes, please explain:</small>
	<b>Is there any possibility of pregnancy?</b> <span style="float: right;">__YES__ __NO__</span>
Allergies	<b>Does the patient have an ALLERGY to LATEX?</b> <span style="float: right;">__YES__ __NO__</span>
	<b>Does the patient have any OTHER ALLERGIES?</b> <span style="float: right;">__YES__ __NO__</span> <small>(For example: Animals, Foods, Medications, Nickel, ETC)</small>
	If YES, what allergies?
Medications	<b>Is the patient currently taking ANY Medications/Vitamins?</b> <span style="float: right;">__YES__ __NO__</span>
	If Yes, what medications/Vitamins?
	Why is the patient taking this medication (what condition is it for)?
Dental Concerns	<b>Do you (or the patient) have any DENTAL CONCERNS?</b> <span style="float: right;">__YES__ __NO__</span>
	If YES, what concerns do you have?
Surgery	<b>Has the patient had any surgeries/hospitalizations in the past 2 years?</b> <span style="float: right;">__YES__ __NO__</span>
	If YES, what was the approximate date and reason?

**Emergency Contact:** \_\_\_\_\_ **Relationship to patient:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

I certify that the information I have given is correct to the best of my knowledge. If any changes do occur I will notify Smiles for Kids and update my file.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Welcome to our practice and thank you for choosing us as your dental care providers. We are committed to your treatment being successful. All patients must complete and sign our information/new patient form prior to any treatment. We ask that you please read the following office policies to familiarize yourself with our office. After reading, please sign below. Thank You.**

### **FULL PAYMENT IS DUE AT THE TIME OF SERVICE**

Estimates for major dental care are available. A monthly financial fee of 18% is applied to balances not paid by the 1st of the following month after treatment. There will be a \$35.00 handling fee, in addition to any bank charges for any returned checks. For your convenience we accept cash, checks, Visa, Master Card, American Express and Discover.

### **REGARDING INSURANCE**

We must emphasize that as dental care providers, our relationship is with you and not your insurance company. Your insurance policy is a contract between you and your insurance company. Although we are happy to assist you with your insurance claims, we are not a party to that contract. In the event we do accept assignment of benefits, we require that you pay the deductible (or provide proof that you have done so) and pay the estimated portion of your bill at the time of service. We often accept assignment of insurance benefits, however the balance is your responsibility whether your insurance company pays or not. We are unable to bill your insurance company unless you give us your complete insurance information.

We allow 60 days for your insurance company to pay. In the event your insurance has not paid within a 60-day period, the bill will then be turned over to you and you will be responsible to pay within the next 30 days. At that time we also resubmit to your insurance company for the last time. A simple call to your insurance company for you will greatly facilitate the payment. Remember, payment for your dental bill is always your responsibility. We allow your insurance company 60 days to pay as a service to you. All percentages and deductibles are due in full at the time of treatment.

**REMEMBER, WHAT WE COLLECT FROM YOU AT THE TIME OF VISIT IS ONLY AN ESTIMATE.** AFTER RECEIVING YOUR INSURANCE PAYMENT, WE WILL BILL OR CREDIT YOUR ACCOUNT THE DIFFERENCE.

### **USUAL AND CUSTOMARY RATES**

**OUR PRACTICE IS COMMITTED TO PROVIDING THE BEST TREATMENT FOR OUR PATIENTS AND WE CHARGE WHAT IS USUALLY AND CUSTOMARY FOR OUR AREA. YOU ARE RESPONSIBLE FOR PAYMENTS REGARDLESS OF ANY INSURANCE COMPANY'S ARBITRARY, OUT-DATED DETERMINATION OF USUAL AND CUSTOMARY RATES.**

### **APPOINTMENTS AND SCHEDULING**

PLEASE REMEMBER THAT ONCE YOU MAKE AN APPOINTMENT, THE DOCTOR'S TIME, TREATMENT ROOM, AND SUPPORT PERSONNEL HAVE BEEN RESERVED SPECIFICALLY FOR YOU. WHEN WE SET ASIDE THIS RESERVED APPOINTMENT TIME FOR YOU WE WILL CONSIDER IT AS TIME YOU HAVE COMMITTED. IF YOU FEEL THAT YOU REQUIRE A REMINDER PHONE CALL, PLEASE REQUEST THIS FROM OUR STAFF. **UNLESS CANCELLED AT LEAST 24 HOURS IN ADVANCE, OUR POLICY IS TO CHARGE \$25.00 PER REGULAR APPOINTMENT, OR \$50 PER SEDATION APPOINTMENT.** IF A MISSED APPOINTMENT DOES OCCUR, WE WOULD ASK YOU TO PAY YOUR MISSED APPOINTMENT FEE PRIOR TO BEING SEEN. IF A SECOND MISSED APPOINTMENT OCCURS, WE ASK THAT YOU PAY YOUR MISSED APPOINTMENT FEE PRIOR TO SCHEDULING YOUR NEXT APPOINTMENT. IF A THIRD MISSED APPOINTMENT OCCURS, WE ASK THAT YOU TAKE THE TIME TO FIND A NEW DENTAL CARE PROVIDER. WHEN PATIENTS FAIL TO ARRIVE FOR THE APPOINTMENTS THEY SCHEDULED, THAT TIME IS LOST WHICH COULD HAVE BEEN USED TO TREAT OTHER PEOPLE IN NEED. PLEASE HELP US SERVE YOU BETTER BY KEEPING THE APPOINTMENTS YOU SCHEDULE.

Your time is valuable to us. We try to stay on schedule and most of the time we do. We ask that you help us to do this by arriving at least 5 minutes prior to your appointment. **In order to keep our office operating on time, it may be necessary to reschedule your appointment if you are more than 15 minutes late.** If uncontrollable circumstances have occurred to make you up to 15 minutes late, there may be a possibility that you may still be seen. However, other patients that are currently scheduled will be seen first. Despite our best intent, treatment emergencies do, on occasion, arise in our schedule causing unavoidable delays. We will apprise you of any such circumstance at the earliest possible opportunity to avoid any inconvenience for you.

### **MINOR PATIENTS**

**The parent, adult, or guardian accompanying the child during the child's appointment, is responsible for full payment.** For an unaccompanied minor, non-emergency treatment will be denied unless charges have been pre-authorized to an approved credit plan, credit card, payment by case or check at the time of service. All children must be accompanied by their legal guardian. **If an adult that is not the child's legal guardian is bringing in the child, a signed letter by the legal guardian must be presented at the day of appointment or the child will not be able to be seen.**

### **NITROUS**

**Please be aware that we use nitrous oxide for all appointments requiring anesthesia.** The majority of insurances **DO NOT** cover Nitrous Oxide. If for any reason you are not wanting to have this administered to your child, please let the office know before the day of the appointment. **The parent or guardian bringing the child to the appointment MUST stay in the building the entire length of the appointment.**

### **I HAVE READ THE POLICIES AND I UNDERSTAND AND AGREE TO THEM**

_____	_____	_____
NAME (PLEASE PRINT)	SIGNATURE OF PATIENT OR RESPONSIBLE PARTY	DATE

# ACKNOWLEDGMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICE

## **H.I.P.A.A.**

*You may refuse to sign this acknowledgement*

I, \_\_\_\_\_, acknowledge that I have read a copy of Smiles for Kids, East  
Notice of Privacy Practices.

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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### FOR OFFICAL USE ONLY

**We attempted to obtain written acknowledgement of receipt of our Privacy Practices, but acknowledgment could not be obtained because:**

- Individual refused to sign
- Communication barriers prohibited obtaining the acknowledgement
- An emergency situation prevented us from obtaining acknowledgment
- Other (Please Specify) \_\_\_\_\_



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

Smiles for Kids, East communicates with our families in a number of ways. We use US Postal Service mail, telephone calls, and electronic communication. Electronic communication consists of email and/or text message.

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Please submit your email address if you would like to receive emails for appointment reminders, or other communication needs.

**Email Address 1:** \_\_\_\_\_

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Smiles for Kids, East is also capable of communicating appointment reminders via text message. If you would like to participate in text message reminders, please submit the mobile number you would like to use. Standard text messaging rates will apply

**Mobile Phone Number:** \_\_\_\_\_

I consent to electronic communication from Smiles for Kids, East as outlined above. I understand that all communication is via a secure network and that standard text messaging rates will apply for the text reminders

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_