

# Gustafson D E N T A L

## REGISTRATION AND HEALTH RECORD

Today's Date \_\_\_\_\_

Name First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_ Marital Status \_\_\_\_\_

Residence Address \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Birth Date \_\_\_\_\_ Home Phone \_\_\_\_\_

Social Security # \_\_\_\_\_ Cell Phone \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Contact Phone \_\_\_\_\_

Employed By \_\_\_\_\_ Their Phone \_\_\_\_\_

Employer's Address \_\_\_\_\_ Email \_\_\_\_\_

Your Driver's License No. \_\_\_\_\_ Occupation \_\_\_\_\_

Person Financially Responsible \_\_\_\_\_ Their Phone \_\_\_\_\_

Responsible Party's Home Address \_\_\_\_\_ Their Work Number \_\_\_\_\_

Spouse Name \_\_\_\_\_ Birth date \_\_\_\_\_ Driver's License # \_\_\_\_\_

Employed By \_\_\_\_\_ Work Phone \_\_\_\_\_

Spouse Social Security # \_\_\_\_\_ Names of family members we have seen \_\_\_\_\_

Whom may we thank for referring you to our office?  Newspaper  Yellow Pages  Web site Name \_\_\_\_\_

**I verify the above and give my consent for treatment and I also understand that I am financially responsible for all dental services rendered. I agree that payment is to be made on the same day services are rendered.**

Signature \_\_\_\_\_

How will your account be paid?  Cash  Check  Visa  Mastercard  Discover  American Express  Including Insurance

**As a courtesy, we will verify your dental insurance coverage, you must pay the difference between our fees and your insurance benefits for all services rendered including orthodontics.**

Signature \_\_\_\_\_

## DENTAL HISTORY

Do you have any present dental complaints?  Yes  No If so, what? \_\_\_\_\_

When was your last cleaning? \_\_\_\_\_

Date of last dental treatment \_\_\_\_\_

Are your gums tender?  Yes  No

Do they bleed when you brush?  Yes  No

Are you happy with your smile?  Yes  No If not, what changes would you make? \_\_\_\_\_

Would you like whiter teeth?  Yes  No

Would you like fresher breath?  Yes  No

**If you need to cancel or reschedule your appointment please call 48 hours in advance.**

<b>MEDICAL ALERT</b>
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Patient Name:

Birth Date:

Date Created:

Although dental personnel primarily treat the area in and around your mouth, your mouth is a part of your entire body. Health problems that you may have, or medication that you may be taking, could have an important interrelationship with the dentistry you will receive. Thank you for answering the following questions.

Are you under a physician's care now?  Yes  No If yes \_\_\_\_\_

Have you ever been hospitalized or had a major operation?  Yes  No If yes \_\_\_\_\_

Have you ever had a serious head or neck injury?  Yes  No If yes \_\_\_\_\_

Are you taking any medications, pills, or drugs?  Yes  No If yes \_\_\_\_\_

Do you take, or have you taken, Phen-Fen or Redux?  Yes  No If yes \_\_\_\_\_

Have you ever taken Fosamax, Boniva, Actonel or any other medications containing bisphosphonates?  Yes  No If yes \_\_\_\_\_

Are you on a special diet?  Yes  No

Do you use tobacco?  Yes  No

Women: Are you...

Pregnant/Trying to get pregnant?  Nursing?  Taking oral contraceptives?

Are you allergic to any of the following?

Aspirin  Penicillin  Codeine  Acrylic  
 Metal  Latex  Sulfa Drugs  Local Anesthetics

Do you use controlled substances?  Yes  No If yes \_\_\_\_\_  
 Other?  If yes \_\_\_\_\_

Do you have, or have you had, any of the following?

AIDS/HIV Positive <input type="radio"/> Yes <input type="radio"/> No	Cortisone Medicine <input type="radio"/> Yes <input type="radio"/> No	Hemophilia <input type="radio"/> Yes <input type="radio"/> No	Radiation Treatments <input type="radio"/> Yes <input type="radio"/> No
Alzheimer's Disease <input type="radio"/> Yes <input type="radio"/> No	Diabetes <input type="radio"/> Yes <input type="radio"/> No	Hepatitis A <input type="radio"/> Yes <input type="radio"/> No	Recent Weight Loss <input type="radio"/> Yes <input type="radio"/> No
Anaphylaxis <input type="radio"/> Yes <input type="radio"/> No	Drug Addiction <input type="radio"/> Yes <input type="radio"/> No	Hepatitis B or C <input type="radio"/> Yes <input type="radio"/> No	Renal Dialysis <input type="radio"/> Yes <input type="radio"/> No
Anemia <input type="radio"/> Yes <input type="radio"/> No	Easily Winded <input type="radio"/> Yes <input type="radio"/> No	Herpes <input type="radio"/> Yes <input type="radio"/> No	Rheumatic Fever <input type="radio"/> Yes <input type="radio"/> No
Angina <input type="radio"/> Yes <input type="radio"/> No	Emphysema <input type="radio"/> Yes <input type="radio"/> No	High Blood Pressure <input type="radio"/> Yes <input type="radio"/> No	Rheumatism <input type="radio"/> Yes <input type="radio"/> No
Arthritis/Gout <input type="radio"/> Yes <input type="radio"/> No	Epilepsy or Seizures <input type="radio"/> Yes <input type="radio"/> No	High Cholesterol <input type="radio"/> Yes <input type="radio"/> No	Scarlet Fever <input type="radio"/> Yes <input type="radio"/> No
Artificial Heart Valve <input type="radio"/> Yes <input type="radio"/> No	Excessive Bleeding <input type="radio"/> Yes <input type="radio"/> No	Hives or Rash <input type="radio"/> Yes <input type="radio"/> No	Shingles <input type="radio"/> Yes <input type="radio"/> No
Artificial Joint <input type="radio"/> Yes <input type="radio"/> No	Excessive Thirst <input type="radio"/> Yes <input type="radio"/> No	Hypoglycemia <input type="radio"/> Yes <input type="radio"/> No	Sickle Cell Disease <input type="radio"/> Yes <input type="radio"/> No
Asthma <input type="radio"/> Yes <input type="radio"/> No	Fainting Spells/Dizziness <input type="radio"/> Yes <input type="radio"/> No	Irregular Heartbeat <input type="radio"/> Yes <input type="radio"/> No	Sinus Trouble <input type="radio"/> Yes <input type="radio"/> No
Blood Disease <input type="radio"/> Yes <input type="radio"/> No	Frequent Cough <input type="radio"/> Yes <input type="radio"/> No	Kidney Problems <input type="radio"/> Yes <input type="radio"/> No	Spina Bifida <input type="radio"/> Yes <input type="radio"/> No
Blood Transfusion <input type="radio"/> Yes <input type="radio"/> No	Frequent Diarrhea <input type="radio"/> Yes <input type="radio"/> No	Leukemia <input type="radio"/> Yes <input type="radio"/> No	Stomach/Intestinal Disease <input type="radio"/> Yes <input type="radio"/> No
Breathing Problems <input type="radio"/> Yes <input type="radio"/> No	Frequent Headaches <input type="radio"/> Yes <input type="radio"/> No	Liver Disease <input type="radio"/> Yes <input type="radio"/> No	Stroke <input type="radio"/> Yes <input type="radio"/> No
Bruise Easily <input type="radio"/> Yes <input type="radio"/> No	Genital Herpes <input type="radio"/> Yes <input type="radio"/> No	Low Blood Pressure <input type="radio"/> Yes <input type="radio"/> No	Swelling of Limbs <input type="radio"/> Yes <input type="radio"/> No
Cancer <input type="radio"/> Yes <input type="radio"/> No	Glaucoma <input type="radio"/> Yes <input type="radio"/> No	Lung Disease <input type="radio"/> Yes <input type="radio"/> No	Thyroid Disease <input type="radio"/> Yes <input type="radio"/> No
Chemotherapy <input type="radio"/> Yes <input type="radio"/> No	Hay Fever <input type="radio"/> Yes <input type="radio"/> No	Mitral Valve Prolapse <input type="radio"/> Yes <input type="radio"/> No	Tonsillitis <input type="radio"/> Yes <input type="radio"/> No
Chest Pains <input type="radio"/> Yes <input type="radio"/> No	Heart Attack/Failure <input type="radio"/> Yes <input type="radio"/> No	Osteoporosis <input type="radio"/> Yes <input type="radio"/> No	Tuberculosis <input type="radio"/> Yes <input type="radio"/> No
Cold Sores/Fever Blisters <input type="radio"/> Yes <input type="radio"/> No	Heart Murmur <input type="radio"/> Yes <input type="radio"/> No	Pain in Jaw Joints <input type="radio"/> Yes <input type="radio"/> No	Tumors or Growths <input type="radio"/> Yes <input type="radio"/> No
Congenital Heart Disorder <input type="radio"/> Yes <input type="radio"/> No	Heart Pacemaker <input type="radio"/> Yes <input type="radio"/> No	Parathyroid Disease <input type="radio"/> Yes <input type="radio"/> No	Ulcers <input type="radio"/> Yes <input type="radio"/> No
Convulsions <input type="radio"/> Yes <input type="radio"/> No	Heart Trouble/Disease <input type="radio"/> Yes <input type="radio"/> No	Psychiatric Care <input type="radio"/> Yes <input type="radio"/> No	Venereal Disease <input type="radio"/> Yes <input type="radio"/> No
Yellow Jaundice <input type="radio"/> Yes <input type="radio"/> No			

Have you ever had any serious illness not listed above?  Yes  No If yes \_\_\_\_\_

Do you have problems sleeping or ever been told you have Sleep Apnea?  Yes  No

Comments:  
 \_\_\_\_\_  
 \_\_\_\_\_

To the best of my knowledge, the questions on this form have been accurately answered. I understand that providing incorrect information can be dangerous to my (or patient's) health. It is my responsibility to inform the dental office of any changes in medical status.

Signature of Patient, Parent or Guardian:

X

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

**NOTICE OF PRIVACY PRACTICES ACKNOWLEDGEMENT**

I understand that under the Health Insurance Portability and Accountability Act (HIPAA), I have certain rights to privacy regarding my protected health information. I understand that this information can and will be used to:

- Conduct, plan and direct my treatment and follow-up among the multiple healthcare providers who may be involved in that treatment directly and indirectly.
- Obtain payment from third party payers
- Conduct normal healthcare operations such as quality assessments and physician certifications.

I acknowledge that I have received your Notice of Privacy Practices containing a more complete description of the uses and disclosures of my health information. I understand that this organization has the right to change its Notice of Privacy Practices from time to time and that I may contact this organization at any time at the address above to obtain a current copy of the Notice of Privacy Practices.

I understand that I may request in writing that you restrict how my private information is used or disclosed to carry out treatment, payment or health care operations. I also understand you are not required to agree to my requested, but if you agree then you are bound to abide by such restrictions.

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

Signature \_\_\_\_\_

Date \_\_\_\_\_

**OFFICE USE ONLY**

I attempted to obtain the patients signature in acknowledgement on this Notice of privacy Practices Acknowledgement, But was unable to do so as documented below:

Date: \_\_\_\_\_ Initials \_\_\_\_\_ Reason \_\_\_\_\_

## Financial Policy

Thank you for choosing Gustafson Dental as your dental office. We look forward to providing quality dental care for you and achieving the maximum oral health that you deserve. The following statement is our financial policy, which we require you to sign prior to any and all treatment. This will become part of your payment record in our office.

YOUR COPAY AND OTHER ESTIMATED CHARGES THAT YOUR INSURANCE DOES NOT COVER ARE DUE AT THE TIME OF SERVICE, WE ARE UNABLE TO DETERMINE WHAT BENEFITS HAVE BEEN PURCHASED FOR YOU BY YOUR EMPLOYER OR YOUR SPOUSES EMPLOYER.

WE ACCEPT CASH, CHECK, CREDIT CARDS (MASTER CARD/VISA/DISCOVER/AMERICAN EXPRESS) AND DEBIT CARDS. OUR OUTSIDE FINANCING COMPANY IS CARE CREDIT AND WITH PRIOR APPROVAL, YOU COULD POSSIBLY QUALIFY FOR AN INTEREST FREE LOAN.

### Regarding insurance

As a courtesy to our patients, Gustafson Dental will file a claim for you. Dental claims are normally sent electronically to avoid delays. If the insurance company has not processed and paid the claim within 45 days from the date of filing the claim or has denied the claim, the payment of the account in full then becomes the responsibility of the patient. Payment is then due within 30 days from the statement date.

### Assignment of Benefits

It is the patient's/member's responsibility to be familiar with and understand their benefits. It would be impossible for us to be familiar with every individual policy. We ask that you contact your insurance company to confirm coverage for specific procedures. We will assist you in this task when possible. If ever an after hour's visit becomes necessary, an additional co pay is required. A signature is required for assignment of Insurance Benefits

Please Sign: \_\_\_\_\_ Date: \_\_\_\_\_

### Missed appointments

Unlike a medical doctor's office we schedule only one patient for an allotted time. We reserve the chair for you and we value your time. We request you place the same importance on the scheduled appointment. If it becomes necessary to alter your scheduled appointment, please give us the courtesy of calling 48 hours in advance.

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

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_