

We are happy to welcome you to our office!
Please completely fill out this form and if you have any questions, we will be glad to help you!

Patient Information

Date _____
 Patient's last name _____ First name _____ Middle initial _____
 Prefers to be called _____ Date of Birth _____ Sex Male Female
 Social Security# _____ School _____
 Email address(es) _____
 Home address _____ City, State, Zip code _____
 Home phone () _____ Cell phone () _____

Parent / Guardian (if patient is under 18)

Custodial parent(s) name(s) _____
 Patient lives with (check all that apply) Mother Father Stepmother Stepfather Grandparent(s)
 Other _____
 Primary Guardian Full Name _____ Date of Birth _____
 Occupation _____ Email address _____
 Address (if different) _____
 Home Ph. () _____ Cell Ph. () _____ Work Ph. () _____
 Secondary Guardian Full Name _____ Date of Birth _____
 Occupation _____ Email address _____
 Address (if different) _____
 Home Ph. () _____ Cell Ph. () _____ Work Ph. () _____

Financial Responsibility

Who is financially responsible for this account? _____
 Address _____
 City _____ State _____ Zip code _____
 Home phone () _____ Cell phone () _____
 Email address(es) _____
 Social Security # _____ Employer _____
 Who will be responsible for bringing the patient to appointments? _____

Dental / Orthodontic Insurance

Primary policy holder's full name _____
 Social Security # _____ Relationship to patient _____
 Address and phone number (e) _____
 Employer _____ Address _____
 Insurance company _____ Group # _____ ID# _____
 Does this policy have orthodontic benefits? Yes No Don't Know
 Secondary policy holder's full name _____ Date of Birth _____
 Social Security # _____ Relationship to patient _____
 Address and phone number (e) _____
 Employer _____ Address _____
 Insurance company _____ Group # _____
 Does this policy have orthodontic benefits? Yes No Don't Know

Medical / Vision Insurance

Primary policy holder's full name _____ Date of Birth _____
 Social Security # _____ Relationship to patient _____
 Address and phone (if not listed on front.) _____
 Employer _____ Address _____
 Insurance company _____ Policy # _____ ID# _____

Secondary policy holder's full name _____ Date of Birth _____
 Social Security # _____ Relationship to patient _____
 Address and phone (if not listed on front.) _____
 Employer _____ Address _____
 Insurance company _____ Policy # _____ ID# _____

Physician

Patient Phys. _____ City, State _____
 Last seen _____ Reason _____ Appointment _____
 Most recent physical exam _____
 Other physicians/health care providers by _____
 Name _____
 Reason _____
 Name _____ City, State _____
 Reason _____

Notice of Privacy

Acknowledgment of Receipt of Notice of Privacy Practices Posted. Copies available upon request.

I have read over this office's Notice of Privacy Practices records and materials.
 X _____
 Patient/Guardian Signature _____ Date _____

----- For Office Use Only -----
 We attempted to obtain written acknowledgment of receipt of our Notice of Privacy Practices, but acknowledgment could not be obtained because:
 Individual refused to sign Communication barriers prohibited obtaining acknowledgment.
 An emergency situation prevented us from obtaining acknowledgment. Other (Specify) _____

Authorization

I authorize the Provider to release any information including the diagnosis and records of treatment or examination rendered to the patient during the period of such care to third party payers and/or other health practitioners. I authorize and request my insurance company to assign benefits and pay directly to the Provider or Provider's group those insurance benefits otherwise payable to me. I understand that my insurance carrier may pay less than the actual bill for services. I authorized the use of my signature on all insurance submissions. I agree to be responsible for payment of all services rendered on my behalf or my dependents
 X _____
 Patient/Guardian Printed Name _____
 X _____
 Patient/Guardian Signature _____ Date _____