

## Confidential Dental and Medical History

Patient's Name \_\_\_\_\_ Age \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_

Work Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Best Contact: ☐ Email ☐ Cell ☐ Text ☐ Home Best Time to Reach You: \_\_\_\_\_

SS# \_\_\_\_\_ Marital Status: ☐ Single ☐ Married ☐ Widowed ☐ Divorced

Employer \_\_\_\_\_ Employer Address \_\_\_\_\_

Spouse's Name \_\_\_\_\_ Spouse's Phone: (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

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

Do you have dental insurance? ☐ Yes ☐ No If YES, Insurance Carrier's Name \_\_\_\_\_

Group # \_\_\_\_\_ Phone \_\_\_\_\_ Subscriber's Name \_\_\_\_\_

Relation to Patient \_\_\_\_\_ Subscriber's SS# \_\_\_\_\_ Subscriber's Date of Birth \_\_\_\_\_

Employer/Co. Name \_\_\_\_\_ Phone \_\_\_\_\_

Employer/Co. Address, City, State, Zip \_\_\_\_\_

Insurance Carrier Address, City, State, Zip \_\_\_\_\_

**HOW DID YOU HEAR ABOUT US?** \_\_\_\_\_

Would you like to receive appointment reminders via text message? ☐ Yes ☐ No

Would you like to become friends with IKON Dental Group on facebook.com to receive special offers? ☐ Yes ☐ No

**Office Policy Regarding Insurance:** Your dental insurance is a contract between you, your employer, and the insurance company. We are not a party to that contract. The responsibility of payment ultimately lies with the patient, not the insurance company. As a courtesy, we will file your claim on your behalf. I understand that I am required to pay my "Estimated Patient Portion" and any deductible due, to IKON Dental Group at the time of my visit. Failure to provide our office with all the information necessary to file your insurance claim will require full payment at the time of service. Any portion of treatment that the insurance does not cover is the patient's responsibility. A statement will be sent to the patient for any balance which is not paid by the insurance company. I hereby authorize the release of any dental information that is needed to file my insurance. I consent to treatment for myself/family under 18 years old. I have read the above statements and understand that I am responsible for payment in full after (45) days of my treatment, regardless of any delay in payment(s) by my insurance company. I understand that a 1.5% per month late charge may be added to my account for any overdue balance that is my responsibility.

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

\_\_\_\_\_  
Date

## Medical History

**In order for us to provide you with the safest and best possible care, please complete these Medical & Dental History forms. All information is kept strictly confidential.**

Have you taken any prescription drugs during the last 6 months? PLEASE LIST.

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Are you taking any over the counter medications or herbal supplements? PLEASE LIST.

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Are you allergic to (i.e. itching, rash, swelling of hands, feet, eyes) or made sick by any medication? PLEASE LIST.

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Any surgeries and/or hospitalizations? PLEASE LIST. \_\_\_\_\_

Have you ever had any excessive bleeding requiring special treatment? PLEASE LIST. \_\_\_\_\_

Have you ever taken drugs by mouth or by injection to strengthen bone for conditions such as osteoporosis, multiple myeloma, Paget's disease, breast or prostate cancer? PLEASE LIST. \_\_\_\_\_

Have you ever been told to take antibiotics prior to dental treatment? PLEASE LIST. \_\_\_\_\_

Use of alcohol: ☐ YES ☐ NO | ☐ DAILY ☐ WEEKLY ☐ MONTHLY      Use of recreational drugs: ☐ YES ☐ NO

Do you use tobacco? ☐ YES ☐ NO What type and how much per day? \_\_\_\_\_

**CHECK ANY OF THE FOLLOWING WHICH YOU HAVE AT THE PRESENT OR HAVE HAD IN THE PAST:**

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> LOW BLOOD PRESSURE     | <input type="checkbox"/> KIDNEY PROBLEMS               | <input type="checkbox"/> SEIZURES / EPILEPSY       | <input type="checkbox"/> LEUKEMIA                     |
| <input type="checkbox"/> HIGH BLOOD PRESSURE    | <input type="checkbox"/> SEXUALLY TRANSMITTED DISEASES | <input type="checkbox"/> ALLERGIES / SINUS TROUBLE | <input type="checkbox"/> BRUISE/BLEED EASILY          |
| <input type="checkbox"/> HEART DISEASE / ATTACK | <input type="checkbox"/> ACID REFLUX                   | <input type="checkbox"/> ASTHMA / BRONCHITIS       | <input type="checkbox"/> OSTEOPOROSIS                 |
| <input type="checkbox"/> ANGINA PECTORIS        | <input type="checkbox"/> ULCERS                        | <input type="checkbox"/> EMPHYSEMA / COPD          | <input type="checkbox"/> ARTHRITIS                    |
| <input type="checkbox"/> ARTIFICIAL HEART VALVE | <input type="checkbox"/> LIVER FAILURE                 | <input type="checkbox"/> CHEMOTHERAPY              | <input type="checkbox"/> JOINT REPLACEMENTS           |
| <input type="checkbox"/> HEART FAILURE          | <input type="checkbox"/> HEPATITIS / JAUNDICE          | <input type="checkbox"/> RADIATION TREATMENT       | <input type="checkbox"/> SLEEP APNEA                  |
| <input type="checkbox"/> HEART PACEMAKER        | <input type="checkbox"/> DIABETES TYPE I OR II         | <input type="checkbox"/> HIV/AIDS                  | <input type="checkbox"/> EXCESSIVE DAYTIME SLEEPINESS |
| <input type="checkbox"/> STROKE                 | <input type="checkbox"/> THYROID / GLAND PROBLEMS      | <input type="checkbox"/> ANEMIA                    |   |

Are you pregnant now? <input type="checkbox"/> YES <input type="checkbox"/> NO	Practicing birth control? <input type="checkbox"/> YES <input type="checkbox"/> NO	Plan to become pregnant? <input type="checkbox"/> YES <input type="checkbox"/> NO
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Emergency Contact \_\_\_\_\_ Relation \_\_\_\_\_ Emergency Phone \_\_\_\_\_

**PLEASE READ THE FOLLOWING CAREFULLY:** To the best of my knowledge all of the preceding answers are true and correct. If I ever have a change in my health, I will inform the office at the next appointment. I do hereby authorize and request for myself or the above named patient, dental services and/or whatever procedures the doctor may deem necessary. I also authorize the administration of those local anesthetic or pre-medications which may be deemed advisable.

PRINT NAME

DATE

# Dental History

*Answers to these questions help us provide safe and effective dental care personalized to your individual needs.*

## ARE ANY OF YOUR TEETH SENSITIVE TO:

YES NO

- |  |                          |                          |
|--|--------------------------|--------------------------|
| Hot or cold? .....   | <input type="checkbox"/> | <input type="checkbox"/> |
| Sweets? .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| Biting or chewing? .....                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you noticed any mouth odors or bad taste? .....         | <input type="checkbox"/> | <input type="checkbox"/> |
| Do you frequently get cold sores? .....                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Do you frequently get oral ulcers? .....                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Do your gums bleed or hurt? .....                            | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you noticed any loose teeth? .....                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Have your teeth shifted over the years? .....                | <input type="checkbox"/> | <input type="checkbox"/> |
| Does food tend to become caught in between your teeth? ..... | <input type="checkbox"/> | <input type="checkbox"/> |

## DO YOU:

- |   |                          |                          |
|---|--------------------------|--------------------------|
| Clench or grind your teeth while awake or asleep? Have tired jaws, especially in the morning? ..... | <input type="checkbox"/> | <input type="checkbox"/> |
| Have a hard time opening wide? .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| Mouth breathe while awake or asleep? .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| Hold foreign objects with your teeth (i.e. pencils, nails)? Chew ice often? .....                   | <input type="checkbox"/> | <input type="checkbox"/> |

## HAVE YOU EXPERIENCED ANY OF THE FOLLOWING:

- |  |                          |                          |
|--|--------------------------|--------------------------|
| Clicking or popping of the jaw? .....                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Pain in the jaw joint area near the ear? .....             | <input type="checkbox"/> | <input type="checkbox"/> |
| Difficulty in opening or closing your mouth? .....         | <input type="checkbox"/> | <input type="checkbox"/> |
| Headaches, neck aches, or shoulder aches frequently? ..... | <input type="checkbox"/> | <input type="checkbox"/> |
| Sore muscles in the neck or shoulders? .....               | <input type="checkbox"/> | <input type="checkbox"/> |

## I WOULD LIKE TO LEARN MORE ABOUT:

- ☐ Orthodontics   ☐ Cosmetic Dentistry   ☐ Sedation Dentistry   ☐ Implants  
☐ Whitening   ☐ Bridges   ☐ Veneers   ☐ Dentures   ☐ Other \_\_\_\_\_

When was your last dental visit? \_\_\_\_\_

What was completed during your last dental visit? \_\_\_\_\_

Last dental x-rays? \_\_\_\_\_ How often do you have dental examinations ? \_\_\_\_\_

How often do you brush your teeth? \_\_\_\_\_ How often do you floss? \_\_\_\_\_

What other dental aids do you use? (electric brushes, toothpick, etc.) \_\_\_\_\_

Do you have any dental problems that you are aware of now? If yes, please describe. \_\_\_\_\_

Do you feel nervous about dental treatment? If yes, what is your biggest concern? \_\_\_\_\_

PRINT NAME

DATE

# Acknowledgment Of Receipt Of Notice Of Privacy Practices

(You May Refuse to Sign This Acknowledgment)

I, \_\_\_\_\_, have received a copy of the NOTICE OF  
PRIVACY PRACTICES. I hereby authorize you to share/disclose my health information with the  
following persons/parties:

\_\_\_\_\_

\_\_\_\_\_  
TYPE NAME

\_\_\_\_\_  
PATIENT NAME

\_\_\_\_\_  
NAME OF LEGAL GUARDIAN

If you are the legal representative of the patient, please print the patient's name(s)  
and describe your authority/relationship.

\_\_\_\_\_

\_\_\_\_\_

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## Office Use Only

As privacy officer, I attempted to obtain the patient's (or representative's) signature on this ACKNOWLEDGMENT OF RECEIPT  
OF NOTICE OF PRIVACY PRACTICES document, but did not because:

- ☐ It was emergency treatment
- ☐ I could not communicate with the patient
- ☐ The patient refused to sign
- ☐ The patient was unable to sign because \_\_\_\_\_
- ☐ Other (please describe) \_\_\_\_\_

# Notice Of Privacy Practices

This notice describes how health information about you may be used and disclosed and how you can get access to this information.

Please review it carefully. The privacy of your health information is important to us.

## OUR LEGAL DUTY

We are required by applicable federal and state law to maintain the privacy of your health information. We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your health information. We must follow the privacy practices that are described in this Notice while it is in effect. The Notice takes effect 09/01/17, and will remain in effect until we replace it.

We reserve the right to change our privacy practices and the terms of this Notice at any time, provided such changes are permitted by applicable law. We reserve the right to make the changes in our privacy practice and the new terms of our Notice effective for all health information that we maintain. Including health information we created or received before we made the changes. Before we make a significant change in our privacy practices, we will change this Notice and make the new Notice available upon request.

You may request a copy of our Notice at any time. For more information about our privacy practices, or for additional copies of this Notice, please contact us using the information listed at the end of this Notice.

## USES AND DISCLOSURES OF HEALTH INFORMATION

We use and disclose health information about you for treatment, payment, and healthcare operation. For example:

**Treatment:** We may use or disclose your health information to a physician or healthcare provider providing treatment to you.

**Payment:** We may use and disclose your health information to obtain payment for services we provide to you.

**Healthcare Operations:** We may use and disclose your health information in connection with our healthcare operations. Healthcare operations include quality assessment and improvement activities, reviewing the competence or qualifications of healthcare professionals, evaluating practitioner and provider performance, conducting training programs, accreditation, certification, licensing or credentialing activities.

**Your Authorization:** In addition to our use of your health information for treatment, payment or healthcare operations, you may give us written authorization to use your health information or to disclose it to anyone for any purpose. If you give us an authorization, you may revoke it in writing any time. Your revocation will not affect any use or disclosures permitted by your authorization while it was in effect. Unless you give us written authorization, we cannot use or disclose your health information for any reason except those described in the Notice.

**To Your Family and Friends:** We must disclose your health information to you, as described in the Patient Rights section of this Notice. We may disclose your health information to a family member, friend, or other person to the extent necessary to help with your healthcare or with payment for your healthcare, but only if you agree that we may do so.

**Persons Involved In Care:** We may use or disclose health information to notify, or assist in notification of (including identifying or locating) a family member, your personal representative or another person responsible for your care, of your location, your general condition, or death. If you are present, then prior to use or disclosure of your health information, we will provide you with an opportunity to object to such uses or disclosures. In the event of your incapacity or emergency circumstances, we will disclose health information based on a determination using our professional judgment disclosing only health information that is directly relevant to the person's involvement in your healthcare. We will use our professional judgment and our experience with common practice to make reasonable inferences of your best interest in allowing a person to pick up filled prescriptions, medical supplies, x-rays, digital photographs, or similar forms of health information.

**Marketing Health-Related Services:** We will not use your health information for marketing communications without your written authorization.

**Required by Law:** We may use or disclose your health information when we are required to do so by law.

**Abuse or Neglect:** We may disclose your health information to appropriate authorities if we reasonably believe that you are a possible victim of abuse, neglect, or domestic violence or the possible victim of other crimes. We may disclose your health information to the extent necessary to avert a serious threat to your health or safety or safety of others.

**National Security:** We may disclose to military authorities the health information of Armed Forces personnel under certain circumstances. We may disclose to authorized federal officials health information required for lawful intelligence, counterintelligence, and other national security activities. We may disclose to correctional institutions or law enforcement official having lawful custody of protected health information of inmate or patient under certain circumstances.

**Appointment Reminders:** We may use or disclose your health information to provide you with appointment reminders (such as voicemail messages, postcards, or letters).

# Cancellation Policy

**Routine appointments require a 48-HOUR advance notice to reschedule.**

This will allow us time to offer your reserved appointment to someone who is waiting for an appointment and may also be in pain.

We know there are things that happen in life like flat tires, illness, and unforeseen circumstances that do come up. If you just let us know, we can help another patient with a dental emergency instead.

Thank you.

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TYPE NAME

DATE

## Financial Arrangements

Payment is due at time of service. Patients with insurance will be expected to pay their "Estimated Patient Portion" which is calculated based upon the information we receive from the particular insurance company. This estimated amount will be due on or before the day of service. Any balance due after the insurance has paid will be billed to the patient and due within thirty (30) days of the statement date.

**Appointments involving sedation must be paid in full one (1) week prior to the appointment.**

### Payment options:

- » Cash, Cashier's Check, Personal Check
- » MasterCard, VISA, Discover, American Express
- » Patient Financing - We work with several financial organizations that will allow you to get the treatment you need now and spread the payments over as much as 60 months, including "no-interest" programs.

Our mission is to help you to achieve the best possible dental health. Our job is to evaluate the state of your oral health and then discuss with you our findings and potential treatment options. We will always give you all of the options that pertain to your condition. Your job is to determine what treatment option is best for you, and the pace at which you wish to proceed with your treatment. We will gladly respect your decisions.

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TYPE NAME

DATE