



DULLES DENTAL GROUP

Name _____ Dr Mr Mrs Miss Ms
Last First MI
Date of Birth _____ Age _____ Who may we thank for referring you? _____
Reason for your visit _____
Social Security # _____ Home Phone _____ Business Phone _____ Cell Phone _____
E - mail _____ Which one do you prefer us to use as primary point of contact: Home Phone Cell Phone Business Phone E-mail
Home Address _____ City _____ State _____ Zip _____
Employer _____ Occupation _____ Spouse's Name _____
Spouse's Employer _____ Spouse's Social Security # _____ Legal Guardian _____
Dental Insurance Yes No If yes, Insurance Co. _____ Group # _____
Policy Holder _____ Date of Birth _____ Employer _____
Employer address and phone _____ ID # _____
Relationship _____ If you are not the policy holder, your Member ID # _____
Contact in case of emergency _____ Relationship _____ Phone _____

Please check those conditions that now are or have ever pertained to you

YES NO YES NO
Heart Murmur or Congenital Heart Defect
Heart Surgery or Heart Disease
Rheumatic Fever
Mitral Valve Prolapse
Heart Pacemaker
Abnormal Blood Pressure High Low
Bleeding Problems
Diabetes
Joint Replacement
Convulsions or Seizure
Hepatitis A B C
Venereal Disease
HIV +
Herpes
Cancer
Radiation or Chemotherapy
Do you have a snoring problems
Do you smoke
Are you pregnant
Headaches
Recent weight loss
Chemical dependency
Dizziness or Fainting Spells
Strokes
Lung Problems or Tuberculosis
Thyroid disease
Glaucoma
Ulcers
Arthritis
Kidney Disease
Blood Disease, i.e, Anemia
Sinus Trouble
Jaundice or Liver Disease
Are you taking Birth control pills

Other medical problem not listed above? _____

List any medication you are currently taking and the reason _____

Are you allergic or sensitive to:

YES NO YES NO
Penicillin
Aspirin
Codeine
Local Anesthetics like Novocain
Other Drugs or Medicines (list) _____
Food (list) _____

Name of Physician _____ Phone _____ Date of last physical _____

Name of your former Dentist _____ Phone _____

When was your last visit? _____ What was done at that time? _____

Date of last Professional Dental Cleaning _____

YES NO YES NO
Are you teeth sensitive to sweet? Temperature?
Do you notice popping in your jaw?
Do your gums bleed or have pain?
Do you clench or grind your teeth?

PERMIT FOR TREATMENT

This is to certify that I, undersigned, consent to the performing of the dental and oral surgical procedures agreed to be necessary or advisable, including the use of local anesthetic as indicated and I will assume responsibility for fees associated with those procedures.

Patient or Guardian Signature _____ Date _____



DULLES DENTAL GROUP

WELCOME TO DULLES DENTAL GROUP

We appreciate you choosing us to meet your dental needs. We take this responsibility seriously and our highly-qualified staff ready to accommodate you during your reserved appointment time.

Appointment Commitment

Please review the following:

If unforeseen circumstances occur which make it necessary for you to change your scheduled appointment, we request that you give us at least two business days notice.

A broken appointment, one in which a patient does not call or show up, there may be a fee of 30.00 per missed appointment, per provider, per half hour.

_____(Initials) I agree to the above terms

Financial Policy

In order to provide our patients with the highest quality dental care on a sound business basis, we provide estimates of fees. Patient, parent and/or guardian are responsible for the patient portion on the date of service. This is not your insurance company's responsibility. **We will file all necessary claims to your insurance as a courtesy to you.** It is the patient's responsibility to contact their insurance companies if their claim remains unpaid within 45 days from the date of service. Any balance beyond 45 days is the patient's responsibility, and interest will be applied at a rate of 1.5% per month.

Financial options that we provide at this time:

- Cash or check on date of service treatment.
- 5% reduction on patient portion over 500.00 if paid prior to treatment with **cash or check only.**
- Major credit card (American Express, Discover, MasterCard, Visa).
- Extended payment plan (based on credit approval).
- 5% Senior Citizen courtesy (age 65 and over).

It is patient's responsibility to complete treatment and follow recommended maintenance schedule. If the treatment and maintenance plans are not followed and/or appointments are missed, adverse results could affect your dental health. If the treatment plan is not followed in a timely manner, additional treatment for the involved teeth, supporting tissues, adjacent and opposing teeth, muscles or joints might become necessary.

_____(Initials) I agree to the above terms

Insurance Policy

Importance of patient awareness regarding insurance benefits:

Dulles Dental Group realizes the importance of insurance benefits. We ask patients to carefully review their policies and/or contact their insurance carriers with doubts about the terms of their coverage: benefits, frequencies, allowances, limitations, maximums and/or restrictions. Please be informed that dental insurance is a contract between patients and their insurance companies. Ideal Dental Solutions is pleased to provide the courtesy of assisting patients in filing their claims. Our dentist's focus and dedication is aimed at providing the highest quality of care, independent of the terms of your insurance coverage. Patients are encouraged to take the time to learn the extent of their coverage, and this office will make any effort to help you to make your dental needs and financial needs come into alignment. Your insurance mails a copy of an Explanation of Benefits (EOBs) to you. Please pay attention to these statements. Check your policy for a dental deductible and whether your insurance pays at a percentage or by their allowed fee schedule. We will ask you for a copy of your insurance card and benefit booklet (if available) at your first visit or at the time of dental coverage changes. **It is your responsibility to provide us with any future changes in your insurance.** If any dental services have been provided with any other provider within the existing benefit year, please advise us as well. Providing us with your Social Security number is required for accounting purposes, if you choose to do not provide the SSN the full payment is required at the time of service.

_____(Initials) I agree to the above terms

I understand and agree to the aforementioned, and I acknowledge that I am responsible for any/all remaining balance on my account not covered by insurance. _____ (Initials)

Patient or Guardian Signature _____ Date _____



DULLES DENTAL GROUP

CONSENT AGREEMENT

Though it is not necessary to have your consent to allow us to use or disclose your individually identifiable health information (IIHI) to others who will treat you or support in providing you quality health care services, it is important to have your consent to use or disclose your IIHI to health care plans to insure accurate and timely payments for the services rendered. The law requires that we inform you of our policy regarding the protection of your IIHI through our Privacy Notice.

Thank you for your confidence in our practice and for supporting our requirements.

I, _____, have been presented with a Privacy Notice explaining my right regarding my individually identifiable health information (IIHI). I consent to the disclosure of my IIHI for purposes of treatment, payment, release of X – Ray or other health care operations to those individuals that I have listed below:

- Name _____ Relationship _____
- Name _____ Relationship _____
- Name _____ Relationship _____
- Patient's Name (if under 18) _____ Relationship _____

Acknowledgement of Receipt of Privacy and Practices

**** You may refuse to sign this acknowledgement****

I, _____, have received a copy of this office's privacy notice and Practices.

Patient or Guardian Signature _____ Date _____

THIS SECTION FOR OFFICE USE ONLY

- We attempted to obtain written acknowledgement of receipt of our Privacy notice and Practices.
- Obtained signature and acknowledgement of "acceptable individuals to release IIHI to" form.
 - Individual refused to sign.
 - Emergency situation prevented the patient from receiving information during initial visit.
 - Communication barrier prohibited release of IIHI and acknowledgement of agreement.