

PATIENT INFORMATION

Today's Date _____

Patient Name _____ Birthdate _____

Home Address _____

City _____ State _____ Zip _____ Email _____

Home Phone _____ Cell Phone _____ Work Phone _____

Check Appropriate Box: Minor Single Married Divorced Widowed Separated

Employer _____ Employer Phone _____

Employer Address _____

City _____ State _____ Zip _____

Spouse or Parent's Name _____ Birthdate _____

Home Phone _____ Cell Phone _____ Work Phone _____

Spouse or Parent's Employer _____

Employer Address _____

City _____ State _____ Zip _____ Email _____

If patient is a student, name of school/college _____ City _____

Emergency Contact _____ Relation _____ Phone _____

Whom may we thank for referring you? _____

RESPONSIBLE PARTY

Person Responsible for this Account _____ Birthdate _____

Relationship to Patient _____ SS# _____ Email _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ Work Phone _____

Employer _____ Employer Phone _____

Employer Address _____

City _____ State _____ Zip _____

Is this person currently a patient in our office? Yes No

DENTAL INSURANCE INFORMATION

Name of Insured _____ Birth date _____

Relationship to Patient _____ SS# _____ Email _____

Is Insurance Through Employer? Yes No

If Yes, Name of Employer _____

Insurance Company _____ Group# _____ Insurance ID# _____

Do you have additional dental insurance? Yes No

If yes, complete the following:

Name of Insured _____ Birth date _____

Relationship to Patient _____ SS# _____ Email _____

Is Insurance Through Employer? Yes No

If Yes, Name of Employer _____

Insurance Company _____ Group# _____ Insurance ID# _____

PATIENT INFORMATION

Today's Date _____

Patient Name _____ Birthdate _____

Home Address _____

City _____ State _____ Zip _____ Email _____

Home Phone _____ Cell Phone _____ Work Phone _____

PATIENT MEDICAL / DENTAL HISTORY

Physician _____ Phone _____ Date of last exam _____

- | | YES | NO | | YES | NO |
|--|--------------------------|--------------------------|--|--------------------------|--------------------------|
| 1. Are you under medical treatment now? | <input type="checkbox"/> | <input type="checkbox"/> | 6. Have you had any addictions to alcohol or medications? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you ever been hospitalized for any surgical operation or serious illness? | <input type="checkbox"/> | <input type="checkbox"/> | 7. Are you allergic to or have you had any reactions to any drugs? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are you taking any medications including over the counter medicines and vitamins? | <input type="checkbox"/> | <input type="checkbox"/> | If yes, please specify _____ | | |
| If yes, what are you taking? _____ | | | | | |
| 4. Do you use tobacco? | <input type="checkbox"/> | <input type="checkbox"/> | 8. Women Only: | | |
| What type? _____ | | | A) Are you pregnant or think you may be pregnant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. How much alcohol do you consume? _____ | | | B) Are you nursing? | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | C) Are you taking birth control pills? | <input type="checkbox"/> | <input type="checkbox"/> |

Please indicate which of the following applies to you. Check only if the answer is yes.

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Asthma | <input type="checkbox"/> Liver Disease | <input type="checkbox"/> Hepatitis or Jaundice |
| <input type="checkbox"/> Low Blood Pressure | <input type="checkbox"/> Heart Murmur | <input type="checkbox"/> Cancer | <input type="checkbox"/> Arthritis |
| <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Joint Replacement / Implant | <input type="checkbox"/> Rheumatic Fever | <input type="checkbox"/> Diabetes |
| <input type="checkbox"/> Angina | <input type="checkbox"/> Leukemia | <input type="checkbox"/> Emphysema | <input type="checkbox"/> AIDS or HIV Infection |
| <input type="checkbox"/> Heart Attack | <input type="checkbox"/> Swollen Ankles | <input type="checkbox"/> Cold Sores / Fever Blisters | <input type="checkbox"/> Fainting / Seizures |
| <input type="checkbox"/> Heart Trouble | <input type="checkbox"/> Epilepsy / Convulsions | <input type="checkbox"/> Anemia | <input type="checkbox"/> Frequently Tired |
| <input type="checkbox"/> Chest Pains | <input type="checkbox"/> Easily Winded | <input type="checkbox"/> Stroke | <input type="checkbox"/> Hay Fever / Allergies |
| <input type="checkbox"/> Cardiac Pacemaker | <input type="checkbox"/> Tuberculosis | <input type="checkbox"/> Radiation Therapy | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Blood Thinners | <input type="checkbox"/> Respiratory Problems | <input type="checkbox"/> Bleeding Problems | _____ |
| <input type="checkbox"/> Kidney Diseases | <input type="checkbox"/> Sexually Transmitted Diseases | <input type="checkbox"/> Recent Weight Loss | _____ |
| <input type="checkbox"/> Stomach Troubles / Ulcers | <input type="checkbox"/> Thyroid Problem | <input type="checkbox"/> Glaucoma | _____ |

COMMENTS

Check only if the answer is yes.

- | | | | |
|--|--------------------------|--|--------------------------|
| 1. Do your gums bleed while brushing or flossing? | <input type="checkbox"/> | 9. Do you have frequent headaches? | <input type="checkbox"/> |
| 2. Have you ever been told that you have gum disease? | <input type="checkbox"/> | 10. Do you clench or grind your teeth? | <input type="checkbox"/> |
| 3. Have you ever had Root Debridement and Scaling? | <input type="checkbox"/> | 11. Do you bite your lips or cheeks frequently? | <input type="checkbox"/> |
| 4. Have you had gum / bone surgery? | <input type="checkbox"/> | 12. Have you ever had any difficult extractions in the past? | <input type="checkbox"/> |
| 5. Do you feel pain in any of your teeth? | <input type="checkbox"/> | 13. Have you had any orthodontic work? | <input type="checkbox"/> |
| 6. Do you have any sores or lumps in or near your mouth? | <input type="checkbox"/> | 14. Have you ever had prolonged bleeding following extractions? | <input type="checkbox"/> |
| 7. Have you had any head, neck or jaw injuries? | <input type="checkbox"/> | 15. Have you ever had instruction on the correct method of brushing your teeth? | <input type="checkbox"/> |
| 8. Have you ever experienced any of the following problems in your jaw? | | 16. Have you ever had instruction on the care of your gums? | <input type="checkbox"/> |
| <input type="checkbox"/> Clicking? <input type="checkbox"/> Pain (Joint, ear, side of face)? | | 17. Are your teeth sensitive to: (Mark all that apply) | |
| <input type="checkbox"/> Difficulty in opening or closing? <input type="checkbox"/> Difficulty in chewing? | | <input type="checkbox"/> hot <input type="checkbox"/> cold <input type="checkbox"/> sweet <input type="checkbox"/> sour <input type="checkbox"/> liquids / hard foods? | |
| <input type="checkbox"/> Waking up with headache or jaw tenderness? | | | |

I certify that I have read and understand the above information. To the best of my knowledge, the above questions have been accurately answered. I understand that providing incorrect information can be dangerous to my health.

Signature of Patient, Parent or Guardian _____ Date _____

Consent for Services

1. The undersigned hereby authorizes doctor to order x-rays, study models, photographs, or any other diagnostic aids appropriate for a thorough diagnosis of the patient's dental needs.
2. I also authorize doctor to perform treatment mutually agreed upon and to use medication and therapy indicated for such treatment in connection with (name of patient) _____. I understand that anesthetic agents involve a certain risk. Furthermore, I authorize doctor to choose and employ assistance as deemed fit to provide treatment.
3. I understand that responsibility for payment of services -- for me, or my dependents -- is mine, due and payable at the time services are given unless other arrangements are made. In the event that payments are not received as agreed upon a monthly 1 % finance charge may be added to my account.
4. I understand that, if needed, a credit report may be obtained. If my account goes to collections, a minimum fee of \$50, or 5% of the total delinquent balance, will be charged to cover collection expenses.
5. I understand it is my responsibility to advise of any changes regarding my name, residence, phone numbers, dependents, employer, or insurance benefits. I grant permission to doctor, or staff to phone me at home, or work to discuss matters related to this information.

I have read the above conditions and agree to their content.

Signature: _____ Date: _____ Relationship to Patient: _____
(of patient, parent, or guardian)

Date of Service:

Type of Service:

Patient Signature:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The results of dental treatment are not always predictable. Reputable practitioners cannot guarantee results. I acknowledge that no guarantee has been made by anyone regarding treatment I have authorized. I also understand my treating dentist is responsible for my treatment and that alternatives -- including no treatment -- have been discussed and are understood.

Rocky Mountain Dental Care

Financial Guidelines

THANK YOU FOR CHOOSING US AS YOUR DENTAL HEALTHCARE PROVIDER. Dr. Johnson and his staff are dedicated to serving your dental needs with the best professional advice, care, and service obtainable. Please understand that payment of your bill is considered a part of your treatment. The following is a statement of our financial policy and guidelines, which we require you to read and sign prior to any treatment. We are glad that you are here and we want to do our very best for you. If you have any questions during your dental exam or treatment, please feel free to ask.

PRIVATE PAY PATIENTS

Full payment is due at the time of service unless prior arrangements have been made. We accept cash, checks, Visa, Mastercard, Discover, American Express, Care Credit, and debit cards. Ask us about interest free financing through Care Credit or Citicards.

INSURANCE PLANS

We will always do our best to help you to maximize your benefits. Your dental insurance policy is a contract between you, your employer and your insurance company. We are not a party to that contract and cannot predict or guarantee any insurance coverage or benefits.

Your treatment plan is individually tailored and is not based on your dental insurance benefits or lack of benefits.

Not all services are covered benefits in all contracts. Most insurance plans arbitrarily select certain services they will not cover. The coverage your employer purchases from the insurance company may only cover the least expensive treatment, which may not be the most appropriate treatment for you. You are responsible for paying for your treatment, whether your insurance deems it covered or not. It is your responsibility to thoroughly understand the coverage, exceptions, yearly maximums, etc. of your particular policy.

As a courtesy to all of our insured patients, we will file your dental insurance claim forms for you. You are responsible at the time of treatment for payment to us of any applicable deductible and for your co-insurance portion. Any payments made directly to you by your insurance company on unpaid balances should be forwarded immediately to our office so that your account may be credited accordingly. Accruing interest at the rate of 1.5% monthly can be avoided if your personal financial responsibility is cleared within 90 days of your treatment.

Your claim will be filed immediately, and benefits are expected to be paid by your insurance within 30 days. The payment or non-payment of an insurance claim does not relieve you of timely payment on your account. If the claim is not cleared by your carrier in 60 days, the unpaid portion will automatically become "self pay" and a statement will be issued to you for the unpaid portion. Please feel free to contact your insurance company regarding unpaid benefits.

I understand and accept the financial and the dental insurance policies and guidelines listed above. I agree to pay for all treatment in a timely fashion as described so as to avoid any additional fees. I hereby authorize my insurance benefits to be paid directly to Dr. Johnson.

PATIENT (or parent of minor)

Date

Rocky Mountain Dental Care Course of Action for "No Shows"

A "No Show" occurs when a patient does not arrive for his or her scheduled appointment and does not call 48 hours in advance to cancel or reschedule the appointment. A "No Show" wastes both time and resources of the Doctor, Hygienist, and office staff, and also prevents another patient from utilizing that appointment time.

As a courtesy to you, we send reminder cards two to three weeks before scheduled appointments. Additionally, we call you to get verbal confirmation of all appointments. If a "No Show" still occurs, Rocky Mountain Dental Care has no other recourse but to charge a fee for it. The fee is \$40.00. The purpose of the fee is twofold: primarily, it is to recoup some of the lost office overhead expenses; second, it is a reminder to call in advance to reschedule an appointment should something unavoidable arise.

Generally, we track "No Shows", and after the third, our policy is to discharge you from our care. Obviously, we would prefer that you call ahead if something comes up such that you are unable to keep your appointment, thus avoiding a "No Show".

We thank you for your understanding in this matter, and appreciate your cooperation.

I understand, accept, and agree to the above guidelines for No Shows.

Patient (or parent of minor)

Date

Rocky Mountain Dental Care

1027 Robertson Street • Fort Collins, CO 80524 - Leslie Johnson, DDS

NOTICE OF PRIVACY PRACTICES

This notice describes how your health information may be used and disclosed and how you can access this information. Please review it carefully.

At Rocky Mountain Dental Care we have always kept your health information secure and confidential. HIPPA law requires us to maintain your privacy and to give this notice and to follow the terms of this notice.

The law permits us to use or disclose your health information to those involved in your treatment.

We may use or disclose your health information for payment of services. For example, we may send a report to your insurance company.

We may use or disclose health information for normal healthcare operations. For example, staff will enter your information into the computer. We may share medical information with business associates, such as a billing service, but we maintain a contract with each of these requiring them to protect your privacy just as we do.

We may use your information to contact you. For example, we may send reminders for your appointments. We may also leave appointment information with a person, or on your answering machine should you not be available.

We may release your information when required by law.

If this dental practice is sold, your information will be given to the new owner.

Except as described above, this practice will not use or disclose your health information without your prior written authorization. If you request a copy of your records, this must be done in writing and a reasonable fee may be charged.

Our HIPPA Privacy book is available for you to review, should you request it. This notice has been in effect since April 14, 2003.

Acknowledgement:

I have read this notice of Leslie G. Johnson, DDS Notice of Privacy Practices and give my consent.

Patient (or guardian) Printed Name: _____

Signature: _____ Date: _____

Patient (or guardian) Printed Name: _____

Signature: _____ Date: _____

Patient (or guardian) Printed Name: _____

Signature: _____ Date: _____

Patient (or guardian) Printed Name: _____

Signature: _____ Date: _____