### PATIENT INFORMATION (CONFIDENTIAL) DATE\_\_\_\_\_ NAME \_\_\_\_\_ FIRST LAST MI ADDRESS\_\_\_\_\_ \_\_\_\_\_ CITY\_\_\_\_\_ STATE/PROV\_\_\_\_\_ ZIP/P.C\_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_ SS#/SIN BIRTHDAY CHECK APPROPRIATE BOX: MINOR SINGLE MARRIED DIVORCED WIDOWED SEPARATED IF COLLEGE STUDENT, F.T./PT.T, NAME OF SCHOOL\_\_\_\_\_\_CITY\_\_\_\_\_STATE/PROV\_\_\_\_ PATIENT'S OR PARENT'S/GUARDIAN'S EMPLOYER\_\_\_\_\_\_\_WORK PHONE \_\_\_\_\_\_ BUSINESS ADDRESS\_\_\_\_\_\_CITY \_\_\_\_\_STATE/PROV \_\_\_\_ZIP/P.C\_\_\_\_ SPOUSE OR PARENT'S/GUARDIAN'S NAME \_\_\_\_\_\_ EMPLOYER \_\_\_\_\_\_ WORK PHONE \_\_\_\_\_ WHOM MAY WE THANK FOR REFERRING YOU? PERSON TO CONTACT IN CASE OF AN EMERGENCY\_\_\_\_\_\_ PHONE \_\_\_\_\_\_ PHONE \_\_\_\_\_\_ **RESPONSIBLE PARTY** RELATIONSHIP NAME OF PERSON RESPONSBILE FOR THIS ACCOUNT \_\_\_\_\_\_ TO PATIENT \_\_\_\_\_

ADDRESS		HOME PHONE
DRIVER'S LICENSE #	BIRTHDATE	SS#/SIN
EMPLOYER		_WORK PHONE
IS THIS PERSON CURRENTLY A PATIENT IN OUR OFFICE	□ YES □ NO	

INSURANCE INFORMATION					
			NI		
		DATE EMPLOYED			
UNION C	R LOCAL #	WORK PH	ONE		
CITY		STATE/PROV	ZIP/P.C.		
TEL #	GRP #	P	OLICY/ID#		
CITY		STATE/PROV	ZIP/P.C.		
DO YOU HAVE ANY ADDITIONAL INSURANCE $\Box$ YES $\Box$ NO IF YES, COMPLETE THE FOLLOWING:					
		DATE EMP	PLOYED		
UNION C	R LOCAL #	WORK PHO	ONE		
CITY		STATE/PROV	ZIP/P.C.		
TEL #	GRP #	P	OLICY/ID#		
CITY		STATE/PROV	ZIP/P.C.		
	UNION C CITY TEL # CITY YES NO UNION C CITY TEL #	UNION OR LOCAL # CITY GRP # CITY GRP # VES	DATE EMP DATE EMP UNION OR LOCAL #WORK PHO CITYGRP #PO CITYGRP #PO CITYSTATE/PROV UVION OR IF YES, COMPLETE THE FO RELATION TO PATIEN DATE EMP UNION OR LOCAL #WORK PHO CITYSTATE/PROV TEL #GRP #PO		

Welcome to our office! Thank you for selecting us to provide your dental care. Our dedicated staff provides great dental care and service for you in a kind and friendly manner. So that we may better serve you, please read the following information and fill out the registration and medical history forms. We will be happy to answer any questions.

We recognize that your time is valuable and we will strive to keep your waiting time to a minimum. A scheduled appointment is a commitment of time between you and Dr. Wu, a time reserved just for you. This reserved time for you is lost when appointments are missed or canceled. Therefore, we ask that every effort be made to keep scheduled appointments. If you cannot keep your scheduled appointment, please inform us with at least 24 hour notice. This will allow us to schedule another patient in need of treatment. There is a fee for any missed appointment without a 24 hour notice.

If you have an emergency, please call the office right away and we will do everything possible to see you that day. As emergencies arise, we ask for your patience if there is a delay during your appointment due to someone in need of immediate care. If at all possible, we will try to inform you of any necessary changes ahead of time.

Dental Insurance- As a courtesy to you, we will give you reasonable assistance with your insurance claims. We will attempt to estimate your insurance benefits for you. Please realize that we have no control over what your insurance will pay you and we do not guarantee the estimate in any way. To receive correct information concerning your benefits or if a problem arises with your insurance company, it is your responsibility to contact them. We will accept assignment of your estimated benefits for 30 days. If your insurance company has not paid you your benefits within 30 days, the balance is due from you. A monthly fee of 1.5% of the unpaid balance will be added to all accounts 30 days past due, with or without pending insurance claims. In the event a valid credit card is used for any type of payment on this said credit card for the total balance owed on this account including payment in full and late fees. Please realize that if we have to make attempts to collect amounts not paid on time, you agree to pay us for reasonable attorney's fees, court costs, collection agency fees, and other reasonable expenses to effect collection. A \$30 service fee will be applied to all returned checks. I agree that any dispute about the reasonableness or computation of fees, or any claim of negligent or intentional acts or omissions in the rendering of professional services by Dr. Wu, both doctor and patient that by agreeing to submit all claims or assertions that either patient or doctor may have against the other, arising out of this agreement, all disputes shall be resolved through arbitration.

### We accept MC, Visa, American Express, Discover, Cash, Checks, and Debit cards.

Thank you for choosing us to provide your dental care.

Dr. Colista Wu and staff

I would like assistance filing for my insurance benefits and agree to the above terms.

Signature

Date

## LONGHORN DENTAL 1300 W Audi Murphy Pkwy #300 Farmersville, TX 75442 (972)-782-7286

## Notice of Privacy Practices Patient Acknowledgement

*I have received this practice's Notice of Privacy Practices written in plain language. The notice provides in detail the uses and disclosures of my protected health information that may be made by this practice, my individual rights and the practice's legal duties with respect to my protected health information. The notice includes:* 

- A statement that this practice is required by law to maintain the privacy of protected health information.
- A statement that this practice is required to abide by the terms of the notice currently in effect.
- Types of uses and disclosures that this practice is permitted to make for each of the following purposes: treatment, payment, and health care operations.
- A description of each of the other purposes for which this practice is permitted or required to use or disclose protected health information without my written consent or authorization.
- A description of uses and disclosures that are prohibited or materially limited by law.
- A description of other uses and disclosures that will be made only with my written authorization and that I may revoke such authorization.
- My individual rights with respect to protected health information and a brief description of how I may exercise these rights in relation to:
  - The right to complain to this practice and to the Secretary of HHS if I believe my privacy rights have been violated, and that no retaliatory actions will be used against me in the event of such complaint.
  - The right to receive an accounting of disclosures of protected health information.
  - The right to obtain a paper copy of the Notice of Privacy Practices from this practice upon request.

This practice reserves the right to change the terms of its Notice of Privacy Practices and to make new provisions effective for all protected health information that it maintains. I understand that I can obtain this practice's current Notice of Privacy Practices on Request.

Patient Name:	Date of Birth:			
Patient Signature:	Today's Date:			
Relationship to patient (If signed by guardian):				

#### Uses and Disclosures of Protected Health Information Requiring Your Written Authorization:

Other uses and disclosures of medical information not covered by this Notice or the laws that apply to us will be made only with your written authorization. If you give us authorization to use or disclose medical information about you, you may revoke that authorization, in writing, at any time. If you revoke your authorization, we will thereafter no longer use or disclose medical information about you for the reasons covered by your written authorization. You understand that we are unable to take back any disclosures we have already made with your authorization, and that we are required to retain our records of the care we have provided you.

#### Your Individual Rights Regarding Your Medical Information:

**Complaints.** If you believe your privacy rights have been violated, you may file a complaint with the Privacy Officer at this practice or with the Secretary of the Department of Health and Human Services. All complaints must be submitted in writing. You will not be penalized or discriminated against for filing a complaint.

**Right to Request Restrictions.** You have the right to request a restriction or limitation on the medical information we use or disclose about you for treatment, payment, health-care operations, or to someone who is involved in your care and/or the payment for your care. We are not required to agree to your request. If we do agree, we will comply with your request unless the information is needed to provide you with emergency treatment. To request restrictions, you must submit your request in writing to the Privacy Officer at this practice. In your request, you must tell us what information you want to limit.

**Right to Request Confidential Communications.** You have the right to request how we should send communications to you about medical matters, and where you would like those communications to be sent. To request confidential communication, you must make your request to the Privacy Officer at this practice. We will not ask you the reason for your request. We will accommodate all reasonable requests. Your request must specify how or where you wish to be contacted. We reserve the right to deny a request if it imposes an unreasonable burden on the practice.

**Right to Inspect and Copy.** You have the right to inspect and copy medical information that may be used to make decisions about your care. Usually this includes medical and billing records, but does not include psychotherapy notes, information compiled for use in a civil, criminal, or administrative action or proceeding, and protected health information to which access is prohibited by law. To inspect and copy in certain very limited circumstances. If you are denied access by this practice we will review your request and the denial. The person conducting the review will not be the person who denied your request. We will comply with the outcome of the review.

**Right to Amend.** If you feel that medical information we have about you is incorrect or incomplete, you may ask us to amend the information. You have the right to request an amendment for as long as the information is kept. To request an amendment, your request must be made in writing and submitted to the Privacy Officer at this practice. In addition, you must provide a reason that supports your request. We may deny your request for an amendment if it is not in writing or does not include a reason that supports your request. We may also deny your request for amendment if the information was not created by us, is not part of the medical information kept at this practice, is not part of the information which you would be permitted to inspect and copy, or which we deem to be accurate and complete. If we deny your request for amendment, you have the right to file a statement of disagreement with us. We may prepare a rebuttal to your statement and will provide you with a copy of any such rebuttal. Statements of disagreement and any corresponding rebuttals will be kept on file and sent out with any future authorized requests for information pertaining to the appropriate portion of your record.

**Right to an Accounting of Non-Standard Disclosures.** You have the right to request a list of the disclosures we made of medical information about you. To request this list, you must submit your request to the Privacy Officer at this practice. Your request must state the time period for which you want to receive a list of disclosures that is no longer than six years, and may not include dates before April 14, 2003. Your request should indicate in what form you want the list (Example: on paper or electronically). The first list you request within a 12 month period will be free. For additional lists we reserve the right to charge you for the cost of providing the list.

**Right to Paper Copy of this Notice.** You have the right to a paper copy of the notice at anytime. Even if you have agreed to receive this notice electronically, you are still entitled to a paper copy. To obtain a paper copy of the current notice, please request one in writing from the Privacy Officer at this practice.

#### **Changes to this Notice**

We reserve the right to change this Notice. We reserve the right to make the revised or changed Notice effective for medical information we already have about you as well as any information we receive in the future. We will post a copy in a location to where it can be seen.

## **PATIENT MEDICAL HISTORY**

#### PATIENTS NAME \_\_\_\_\_ D.O.B \_\_\_\_\_

#### ALTHOUGH DENTAL PERSONNEL PRIMARLY 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 IMPOR-TANT INTERRELATIONSHIP WITH THE DENTISTRY THAT YOU WILL BE RECEIVING. THANK YOU FOR ANSWERING THE FOLLOWING QUESTIONS.

		YES	NO			YES	NO
1.	ARE YOU IN GOOD HEALTH			12.	HAVE YOU EVER TAKEN FEN-PHEN/REDUX	🗆	
2.	HAVE THERE BEEN ANY CHANGES IN YOUR			13.	HAVE YOU EVER TAKEN FOSAMAX, BONIVA,		
	GENERAL HEALTH WITHIN THE PAST YEAR				ACTONEL OR ANY CANCER MEDICATIONS		
3.	DATE OF LAST PHYSICAL EXAM:				CONTAINING BISPHOSPHONATES?	🗖	
4.	PHYSICIAN'S NAME			14.	HAVE YOU TAKEN VIAGRA, REVATIO, CIALIS	_	_
	ADDRESS				OR LAVITRA IN THE LAST 24 HOURS?		
	PHONE #			15.	DO YOU USE TOBACCO	🗖	
5.	ARE YOU NOW UNDER THE CARE OF A			16.	DO YOU OR HAVE YOU EVER USED CONTROLLED	_	_
	PHYSICIAN				SUBSTANCES		
6.	HAVE YOU BEEN HOSPITALIZED FOR			16.	ARE YOU WEARING CONTACT LENSES	🗖	
	ANY SURGICAL OPERATION OR SERIOUS ILLNESS			18.	DO YOU HAVE A PERSISTENT COUGH OR THROAT		
	PLEASE EXPLAIN.				CLEARING NOT ASSOCIATED WITH A KNOWN		
7.	ARE YOU TAKING ANY MEDICINE (S)				ILLNESS (LASTING MORE THAN 3 WEEKS)	🗖	
	INCLUDING NON-PRESCRIPTION MEDICINE			19.			
	IF YES, WHAT MEDICINE(S) ARE YOU TAKING				PROBLEM NOT LISTED ABOVE THAT YOU THINK	_	
					I SHOULD KNOW ABOUT	🛛	
8.	HAVE YOU HAD ANY ABNORMAL BLEEDING						
9.	DO YOU BRUISE EASILY				MEN ONLY:		
10.	HAVE YOU EVER REQUIRED A BLOOD TRANSFUSION				E YOU PREGNANT OR THINK YOU MAY BE PREGNANT		
11.	HAVE YOU HAD A RECENT WEIGHT LOSS				E YOU NURSING	🗖	
				ARE	E YOU TAKING BIRTH CONTROL	🗆	

	YES	NO
ARE YOU ALLERGIC TO OR HAVE YOU HAD		
REACTIONS TO:		
LOCAL ANESTHETICS LIKE NOVOCAINE	🗆	
PENICILLIN OR OTHER ANTIBIOTICS	🗆	
SULFA DRUGS		
BARBITURATES, SEDATIVES OR SLEEPING PILLS		
ASPIRIN		
IODINE		
ANY METALS (E.G, NICKEL, MERCURY, ETC)	—	
LATEX/RUBBER		
OTHER (PLEASE LIST)		
DO YOU HAVE OR HAVE YOU EVER HAD THE FOLLOWING:		
RHEUMATIC HEART DISEASE OR RHEUMATIC FEVER		
SCARLET FEVER	🗆	
HEART DEFECT OR HEART MURMUR		

SCARLET FEVER	
HEART DEFECT OR HEART MURMUR	
HEART TROUBLE, HEART ATTACK, OR ANGINA	
CHEST PAIN	
SHORTNESS OF BREATH	
PACEMAKER	
HEART SURGERY	
CONGENITAL HEART PROBLEM	
SWELLING OF FEET, ANKLES HANDS	
HEPATITIS, JAUNDICE OR LIVER DISEASE	
STROKE	
SINUS TROUBLE	
LUNG OR BREATHING PROBLEMS	
ASTHMA OR HAY FEVER	

	YES	NO
HIVES OR SKIN RASH	🗆	
FAINTING OR DIZZY SPELLS		
DIABETES	🗖	
AIDS OR HIV INFECTION	🗆	
THYROID PROBLEMS		
ALLERGIES	🗖	
ARTHRITIS OR RHEUMATISM	🗆	
JOINT REPLACEMENT OR IMPLANT	🗆	
STOMACH ULCER		
KIDNEY TROUBLE	🗆	
TUBERCULOSIS		
PERSISTENT COUGH	🗆	
COUGH THAT PRODUCES BLOOD		
CHEMOTHERAPY (CANCER, LEUKEMIA)		
SEXUALLY TRANSMITTED DISEASE	🗖	
EPILEPSY OR SEIZURES		
ANEMIA		
GLAUCOMA	🗖	
NERVOUSNESS	🗆	
TONSILLITIS	🗆	
TUMORS		
MENTAL HEALTH CARE	🗆	
BACK PROBLEMS	🗆	
CHEMICAL DEPENDENCY	🗖	
CORTISONE TREATMENT	🗆	
COLD SORES/FEVER BLISTERS	🗖	
HYPOGLYCEMIA	🗆	
EATING DISORDERS		

### **PATIENT'S DENTAL HISTORY**

PATIENT'S NAME \_\_\_\_\_\_ D.O.B \_\_\_\_\_

REASON FOR THIS VISIT

WHEN WAS YOUR LAST DENTAL VISIT \_\_\_\_\_\_ WHAT WAS DONE THEN\_\_\_\_\_

HOW OFTEN DID YOU VISIT THE DENTIST BEFORE THEN

PREVIOUS DENTIST (NAME AND LOCATION)

HAVE YOU HAD A COMPLETE SERIES OF DENTAL FILMS (X-RAYS) TAKEN WHEN/WHERE

HOW OFTEN DO YOU BRUSH YOUR TEETH \_\_\_\_\_\_ HOW OFTEN DO YOU FLOSS YOUR TEETH \_\_\_\_\_

ES	NO
]	
]	
]	
]	
]	
]	
]	
	ES 

IF YOU COULD CHANGE ANYTHING ABOUT YOUR SMILE, WHAT WOULD YOU CHANGE?

#### AUTHORIZATION AND RELEASE

CERTIFY THAT I HAVE READ AND UNDERSTOOD THE ABOVE INFORMA-TION TO THE BEST OF MY KNOWLEDGE. THE ABOVE QUESTIONS HAVE BEEN ACCURATELY ANSWERED. I UNDERSTAND THAT PROVIDING IN-CORRECT INFORMATION CAN BE DANGEROUS TO MY HEALTH. I AU-THORIZE THE DENTIST TO RELEASE ANY INFORMATION INCLUDING THE DIAGNOSIS AND THE RECORDS OF ANY TREATMENT OR EXAMINATION RENDERED TO ME OR MY CHILD DURING THE PERIOD OF SUCH DENTAL CARE TO THIRD PARTY PAYERS AND/OR HEALTH PRACTITIONERS. I AUTHORIZE AND REQUEST MY INSURANCE COMPANY TO PAY DIRECTLY

TO THE DENTIST OR DENTAL GROUP INSURANCE BENEFITS OTHERWISE PAYABLE TO ME. I UNDERSTAND THAT MY DENTAL INSURANCE CAR-RIER MAY PAY LESS THAN THE ACTUAL BILL FOR SERVICES. I AGREE TO BE RESPONSBILE FOR PAYMENT OF ALL SERVICES RENDERED ON MY BEHALF OR MY DEPENDENTS.

DATE SIGNATURE OF PATIENT OR PARENT/GUARDIAN IF MINOR

DOCTOR'S COMMENTS

SIGNATURE

DATE