

NOVA Perio Specialists

www.perioperio.com

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(571)291-2596

Welcome to NOVA Perio Specialists-Leesburg

Chart#:

FOR OFFICE USE ONLY

Patient Name:

_____ Last _____ First _____ MI

Preferred Name
Title: _____

Gender:

Male Female

Family Status:

Married Single Child Other

Mr/Ms/Mrs/etc

Birth Date: _____

SS#: _____

Prev. Visit: _____

Email Address: _____

Best time to call:

Phone:

Home

Mobile

Work

Ext

Fax

Other

Address:

Address 1

Address 2

City

State

Zip Code

Employer

The following is for:

the patient the person responsible for payment both not applicable

Employer Name:

Phone:

Employer Address:

Address 1

Address 2

City

State

Zip Code

Whom may we thank for referring you to our practice? Referring Doctor, patient or internet?

In an emergency who should be notified? Please enter Name and Phone number below:

How do you prefer to be contacted

Email

Text

Home Phone

Leave a Message

Responsible Party Information

This ONLY needs to be completed if the insurance subscriber is NOT the patient, or you are the parent/guardian of the patient

The following is for:

the patient's spouse the person responsible for payment both neither-not applicable

Name:

_____ Last _____ First _____ MI

_____ Preferred Name
Title:

Gender:

Male Female

Family Status:

Married Single Child Other

_____ Mr/Ms/Mrs/etc

Birth Date:

SS#:

DL#:

Email Address:

Best time to call:

Phone:

_____ Home

_____ Mobile

_____ Work

_____ Ext

_____ Fax

_____ Other

Address:

_____ Address 1

_____ Address 2

_____ City

_____ State

_____ Zip Code

Primary Dental Insurance:

Insurance Company Address and Phone Number:

Name of Insured:

Last

First MI

Patient's relationship to insured: Self Spouse Child Other

Insurance Plan Name:

Subscriber ID and Group Number

Secondary Dental Insurance

Name of Insured:

Last

First MI

Patient's relationship to insured: Self Spouse Child Other

Insurance Plan Name:

Subscriber ID and Group Number

Insurance Authorization:

- * By checking this box,
 I authorize my insurance company to pay the dentist all insurance benefits rendered.
 I authorize the use of this electronic signature on all insurance submissions.
 I authorize the dentist to release all information necessary to secure the payment of benefits.
 I understand that I am financially responsible for all charges whether or not paid by insurance.
 I do not have dental insurance.

Dental Health

What is the reason for your visit?

What is your general dentist's name, phone number and how long have you been a patient

What was the date of your last general dentist visit?

When were your last dental xrays taken?

How would you rate your dental health?

Excellent Good Fair Poor

Have you seen a periodontist before and if yes please explain for what reason?

- Wears removable partial/denture
- Gums bleed when brushing or flossing
- Treated for gum disease or were told you have lost bone around your teeth
- Noticed an unpleasant taste or odor in your mouth
- History of periodontal disease in your family
- Experienced gum recession
- Had any teeth become loose on their own (without injury), or have difficulty eating an apple
- Experienced a burning sensation in your mouth

If any of the checked boxes need further explanation, please describe:

Consent for Services and Financial Policy

As a condition of treatment by this office, financial arrangements must be made in advance. The practice depends upon reimbursement from patients for the costs incurred in their care. Financial responsibility on the part of each patient must be determined before treatment.

Patients with dental insurance understand that all dental services are charged directly to the patient and that he or she is personally responsible for payment of all dental services. A deposit is required to secure an appointment for dental surgery, which is refundable unless less than 48 hours cancellation notice is given. This office will help prepare the patient's insurance forms or assist in making collections from insurance companies and will credit any collections to the patient's account. However, this dental office cannot render services on the assumption that our charges will be paid by an insurance company.

A service charge of 1.5% per month (18% per annum) on the unpaid balance will be charged on all accounts exceeding 60 days, unless previously written financial arrangements are satisfied.

I understand that any fee estimate for this dental care can only be extended for a period of six months from the date of the patient examination.

In consideration for the professional services rendered to me by this practice, I agree to pay the charges for the services at the time of treatment, or within five (5) days of billing if credit is extended. I further agree that the charges for services shall be as billed unless objected to, by me, in writing, within the time payment is due. I further agree that a waiver of any breach of any time or condition hereunder shall not constitute a waiver of any further term or condition and I further agree to pay all costs and reasonable attorney fees if suit be instituted hereunder.

I grant my permission to you or your assignee, to telephone me to discuss this statement or my treatment.

* **By checking this box, I understand the above information and agree with its contents, and this will serve as my electronic signature for the Administration Form.**

HIPAA Acknowledgement

I understand that I may inspect or copy the protected health information described by this authorization.

I understand that at any time, this authorization may be revoked, when the office that receives this authorization receives a written revocation, although that revocation will not be effective as to the disclosure of records whose release I have previously authorized, or where other action has been taken in reliance on an authorization I have signed. I understand that my health care and the payment for my healthcare will not be affected if I refuse to sign this form.

I understand that information used or disclosed, pursuant to this authorization, could be subject to re-disclosure by the recipient and, if so, may not be subject to federal or state law protecting its confidentiality,

* **By checking this box, I understand the above information and agree with its contents, and this will serve as my electronic signature for the HIPAA Disclosure Form.**

Consent for Internet Communications

I grant my permission to the dental practice to upload and store confidential patient information (including account information, appointment information and clinical information) to the secured web site for the dental practice. I understand that, for security purposes, the site requires a user ID and password for access and use. I also understand the dental practice and I are responsible for maintaining the strict confidentiality of any ID and password assigned to me; and that the dental practice is not liable for any charges, damages, or losses that may be incurred or suffered as a result of my failure to maintain confidentiality. I understand the dental practice is not liable for any harm related to the theft of my ID and password, my disclosure of my ID and password, or my authorization to allow another person or entity to access and use the dental practice web site with my ID and password. I also agree to immediately notify the dental practice of any unauthorized use of my ID or of any other need to deactivate my ID due to security concerns.

I also understand that State and Federal laws, as well as ethical and licensure requirements impose obligations with respect to patient confidentiality that limit the ability to make use of certain services or to transmit certain information to third parties. I understand the dental practice will represent and warrant that they will, at all times during the terms of this Agreement and thereafter, comply with all laws directly or indirectly applicable that may now or hereafter govern the gathering, use, transmission, processing, receipt, reporting, disclosure, maintenance, and storage of my information, and use their best efforts to cause all persons or entities under their direction or control to comply with such laws. I agree that the dental practice has the right to monitor, retrieve, store, upload and use my information in connection with the operation of such services, and is acting on my behalf in uploading my patient information. I understand the dental practice will use commercially reasonable efforts to maintain the confidentiality of all patient information that is uploaded to the web site on my behalf. I understand the dental practice CANNOT AND DOES NOT ASSUME ANY RESPONSIBILITY FOR MY USE OR MISUSE OF PATIENT INFORMATION OR OTHER INFORMATION TRANSMITTED, MONITORED, STORED, UPLOADED OR RECEIVED USING THE SITE OR THE SERVICES.

* **I have read the information above regarding the secured uploading of patient information to the web site for the dental practice, and grant the dental practice permission to securely upload my patient information to the web site. This will serve as my electronic signature.**

Response Date: _____