



(PLEASE PRINT)

NAME (first): _____

(last): _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: _____ WORK# _____

EMAIL: _____ CELL# _____

DATE OF BIRTH: _____ SS# _____

EMPLOYER: _____

INSURANCE COMPANY: _____

MEDICAL ALERTS

DATE OF LAST PHYSICAL? _____

NAME OF PHYSICIAN? _____

PHYSICIAN'S PHONE NUMBER: _____

IN CASE OF EMERGENCY NOTIFY? _____

EMERGENCY # _____

HOW DID YOU HEAR ABOUT SUNCOAST DENTAL? _____

YOUR REASON FOR TODAY'S VISIT? _____

DENTAL/HEALTH INFORMATION- CONFIDENTIAL

DR. SIGNATURE FOR MEDICAL HISTORY AND UPDATES. DATE: _____ DR. SIGNATURE: _____

DATE: _____ DR. SIGNATURE: _____ DATE: _____ DR. SIGNATURE: _____

DO YOU HAVE ANY HISTORY OF: YES NO MEDICAL YES NO DENTAL YES NO

- 1. RHEUMATIC FEVER... 2. HEART MURMUR... 3. HEART TROUBLE... 4. ARTIFICIAL JOINTS... 5. STINTS... 6. PACEMAKER/HEART SURERY.. 7. HIGH BLOOD PRESSURE... 8. LOW BLOOD PRESSURE... 9. BLOOD DISEASE... 10. H.I.V. POSITIVE... 11. DIABETES... 12. EXCESSIVE BLEEDING... 13. DO YOU BRUISE EASILY... 14. ANEMIA... 15. KIDNEY DISEASE... 16. ULCERS OR STOMACHE PROBLEMS... 17. LIVER DISEASE... 18. LUNG DISEASE... 19. TUBERCULOSIS... 20. ASTHMA OR BREATHING ISSUES... 21. EPILEPSY... 22. ALLERGIES TO DRUGS, LIST BELOW... 24. FAINTING OR DIZZINESS... 25. DO YOU TAKE ANY MEDICATIONS.. 26. ARE YOU PREGNANT... 27. IF PREGNANT HOW MANY MONTHS... 28. VENERAL DISEASE, HERPES... 29. ARTHRITIS... 30. ARE YOU PRESENTLY UNDER CARE OF A PHYSICIAN, IF YES WHY... 31. HAVE YOU EVER HAD TO PREMEDICATE BEFORE YOUR DENTAL APPOINTMENT BEFORE?... IS THERE ANY MEDICAL PROBLEM NOT LISTED YOU WOULD LIKE TO DISCUSS? YES NO

LIST ANY MEDICATIONS YOU ARE TAKING: _____

LIST ANY MEDICATIONS YOUR ARE ALLERGIC TO: _____

17. DATE OF LAST DENTAL VISIT: _____

18. DATE OF LAST DENTAL X-RAYS: _____

19. IF WEARING DENTURES HOW OLD? _____

DATE: _____ PATIENT OR GUARDIAN SIGNATURE _____

TREATMENT PLAN RELEASE

I AUTHORIZE SUNCOAST DENTAL TO PERFORM THE NECESSARY TREATMENT PLAN

DATE: _____ PATIENT OR GUARDIAN SIGNATURE _____

AUTHORIZATION OF PAYMENT OF BENEFITS

I HEARBY AUTHORIZE PAYMENT DIRECTLY TO SUNCOAST DENTAL I AGREE THAT A PHOTOCOPY IS VALID AS THE ORIGINAL

DATE: _____ PATIENT OR GUARDIAN SIGNATURE _____

PAYMENT AGREEMENT

IN THE EVENT THAT THIS ACCOUNT BECOMES PAST DUE AND IS TURNED OVER FOR COLLECTIONS, I AGREE TO PAY AN ADDITIONAL COLLECTION FEE BASED ON THE TOTAL AMOUNT DUE. ALL PAST DUE ACCOUNTS MAY BE CHARGED 1 1/2 % FINANCE CHARGE MONTHLY. I UNDERSTAND THAT SUNCOAST DENTAL MAY NOT TREAT ME IF I DO NOT SIGN THE FINANCIAL AGREEMENT.

DATE: _____ PATIENT OR GUARDIAN SIGNATURE _____

SUNCOAST DENTAL

CONSENT FOR USE AND DISCLOSURE OF HEALTH INFORMATION

SECTION A: Patient Giving Consent

Name: _____

Address: _____

SECTION B: PATIENT-PLEASE READ THE FOLLOWING CAREFULLY

Purpose of Consent: By signing this form, you will consent to our use and disclosure of your protected health information to carry out treatment, payment activities, and healthcare operations.

Notice of Privacy Practices: You have the right to read our Notice of Privacy Practices before you decide to sign this Consent. Our Notice provides a description of our treatment, payment activities, healthcare operations, the uses and disclosures we may make of your protected health information, and other important matters concerning your protected health information. A copy of our Notice accompanies this consent. We encourage you to read it carefully and completely before signing this Consent.

We reserve the right to change our privacy practices as described in our Notice of Privacy Practices. If we change our privacy practices, we will issue a revised Notice of Privacy Practices, which will contain the changes. Those changes may apply to any of your protected health information we maintain.

You may obtain a copy of our Notice of Privacy Practices, Including any revisions, by contacting:

craig cherwinski

Phone: 623-584-9910

Fax: 623-584-9940

13706 W. Bell Rd. Ste 2

Surprise, AZ 85374

I, _____, have had full opportunity to read and consider the Consent form and your Notice of Privacy Practices. I understand that, by signing this Consent form, I am giving my consent to your use and disclosure of my protected health information to carry out treatment.

Signature: _____ Date: _____

If patient is a minor, or a personal representative is signing this form please complete the following:

Personal representative's name: _____

Relationship to Patient: _____

YOU ARE ENTITLED TO A COPY OF THIS CONSENT AFTER YOU SIGN IT

REVOCACTION OF CONSENT:

You have the right to revoke your consent at anytime by giving us written notice of your revocation. Submit your revocation to the contact person listed above. Please understand that revocation of this Consent will not affect any action we took in reliance on this Consent, before we received your revocation. Also understand that we may decline to treat you or continue treating you if you revoke this consent.

REFUSAL TO SIGN:

If you refuse to sign this form, understand that we may not be able to treat you. Some methods of treatment require us to release your information. If we are able to treat you it will be as a cash only basis.

SUNCOAST DENTAL

**ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF
PRIVACY PRACTICES**

You May Refuse To Sign This Acknowledgement*

I, _____, have received a copy of this office's Notice of Privacy Practices.

Signature: _____

Date: _____

FOR OFFICE USE ONLY

We attempted to obtain written acknowledgement of receipt of our Notice of Privacy Practices, but acknowledgement could not be obtained for the following reason:

- _____ Individual refused to sign
- _____ Communication barriers prohibited us
- _____ An emergency situation prevented us
- _____ Other (Please Specify Below)

SUNCOAST DENTAL

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. This Notice takes effect on April 14th 2003 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 anytime, provided the applicable law permits such changes. We reserve the right to make the changes in our privacy practices 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 a 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 the Notice.

USES AND DISCLOSURES OF HEALTH INFORMATION

We use and disclose health information about you for treatment, payment, and healthcare operations.

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

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

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, 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 at 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 this 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 the 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 also 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, or other similar forms of health information.

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, 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 the health 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, countintelligence, and other national security activities. We may disclose to correctional institutions or law enforcement officials 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.)

PATIENT RIGHTS

Access: you have the right to look at or get copies of your health information, with limited exceptions. You may request that we provide copies in a format other than photocopies. We will use the format you request unless we cannot practicably do so. (You must make a request in writing to obtain access to your health information. You may obtain a form to request access by using the contact information listed at the end of this Notice. We will charge you a reasonable cost-based fee for expenses such as copies and staff time. You may also request access by sending us a letter to the address at the end of this Notice. If you request copies we will charge you per patient file.

Disclosure Accounting: You have the right to receive a list of instances in which we or our business associates disclosed your health information for purposes other than treatment, payment, healthcare operations and certain other activities for the last 6 years, but not before April 14, 2003. If you request this accounting more than once in a 12-month period, we may charge you a reasonable, cost-based fee for responding to these additional requests.

Restriction: You have the right to request that we place additional restrictions on our use or disclosure of your health information. We are not required to agree to these additional restrictions, but if we do, we will abide by our agreement. (Except in an emergency)

Alternative Communication: You have the right to request that we communicate with you about your health information by alternative means or to alternative locations. (You must make your request in writing.) Your request must specify the alternative means or location, and provide satisfactory explanation how payments will be handled under the alternative means or location you request.

Amendment: You have the right to request that we amend your health information. (Your request must be in writing, and it must explain why the information should be amended.) We may deny your request under certain circumstances.

Electronic Notice: If you view this notice by email, you are entitled to a written copy.

QUESTIONS AND COMPLAINTS

If you want more information about our privacy policies or have questions or concerns, please contact:

Craig Cherwinski
Phone: 623-584-9910

13706 W. Bell Rd Ste. 2
Surprise, AZ 85374

If you are concerned that we may have violated your privacy rights, or you disagree with a decision we made about access to your health information or in response to a request you made to amend or restrict the use or disclosure of your health information, you may complain to us using the contact information above. You also may submit a written complaint to the U.S. Department of Health and Humans Services. We can provide you with the address upon request.

We support your right to privacy of your health information. We will not retaliate in any way if you choose to file a complaint with us or with the U.S. Department of Health and Human Services.
