1507 West Yosemite Avenue • Manteca, CA 95337

(209) 823-9341•valleyoakdentalgroup.com

Welcome

Adult Patient Registration Form

Patient's Name: _____ _____ _____ Date: _____ _____
Last First Middle Initial

Home Address: _____

City: _____State:_____ Zip: _____

Home Phone: (____)_____ Work Phone: (____)_____Cell Phone: (____)_____

If you work, may we call you at your work number to confirm your appointment? (Check one): □ Yes □ No

Mailing Address (if different than above): _____

Names and ages of family members (sons, daughters, spouse):

Name	Age	Boy	Girl	Spouse
_____	_____	□	□	□
_____	_____	□	□	□
_____	_____	□	□	□

A. Your Employment Information:

Name of Employer: _____

Employer Address: _____

Present Position: _____ How long: (years) _____(months)_____

Dental Insurance Name: _____ Group #: _____ Local #: _____

Insurance Address: _____

Social Security Number: _____ Date of Birth: _____ Driver's Lic.#: _____

B. Spouse's Name: _____ □ Husband □ Wife

Social Security Number: _____ Date of Birth: _____ Driver's Lic.#: _____

Name of Employer: _____

Employer Address: _____

Present Position: _____ How long: (years) _____(months)_____

Dental Insurance Name: _____ Group #: _____ Local #: _____

Insurance Address: _____

C. MARITAL STATUS: □ Single □ Married □ Widowed □ Other _____

If there is any change in your marital status, please let us know

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D. Are there other family members established patients in our practice?

If so, under what name is the account: _____

E. Dental Information

1. How long has it been since your last dental visit?

   □ Less than 6 months □ 6 months □ 1 year □ 2 years □ Over 2 years

2. Why did you leave your last dentist?

   □ I moved □ Did not have my interests in mind □ I had financial problems within the office

   □ The dentist moved □ Did not explain things □ Unresolved problems with office

   □ I always had to wait □ Was not gentle □ Prefer not to say

   □ Inconvenient hours □ Office staff was uncaring

3. Why did you choose to come in at this time?

   □ General Checkup □ I have areas of pain

   □ I have broken fillings or teeth □ I've put it off too long □ Other _____

4. How would you describe the general condition of your teeth?

   □ Excellent □ Good □Fair □ Poor

5. If you could change the appearance of your teeth, what would you change?

   □ Color □ Crowding or crooked teeth □ Black discolored filling □Other _____

6. Do you believe that having your teeth cleaned regularly will help prevent gum disease, and thereby prevent you from losing your teeth? □ Yes □ No

7. Do you smoke a pack or more of cigarettes a day? □ Yes □ No

8. Do you believe dental disease is avoidable? □ Yes □ No

9. Are you apprehensive about your visit here? □ Yes □ No

Whom may we thank for referring you to VALLEY OAK DENTAL GROUP? We want to thank them because we are always accepting new patients and we welcome all referrals. Name: _____

THIS IS MY AUTHORIZATION TO DR._____ TO PERFORM ALL NECESSARY DIAGNOSTIC, PREVENTIVE, RESTORATIVE, SURGICAL, ORTHODONTIC AND ASSOCIATED DENTAL TREATMENT. I WILL BE ADVISED OF ALL METHODS , MEDICATIONS AND AGENTS AS MAY BE INDICATED AND CONSENT THEREBY, MY CONSENT SHALL REMAIN IN EFFECT UNTIL CANCELLED IN WRITING.

DATE: _____ SIGNATURE: _____

AUTHORIZATION TO PAY BENEFITS

I HEREBY AUTHORIZE PAYMENT DIRECTLY TO THE UNDERSIGNED, VALLEY OAK DENTAL GROUP, FOR DENTAL BENEFITS. OTHERWISE MADE PAYABLE TO ME FOR DENTAL SERVICES PROVIDED. I UNDERSTAND THAT I AM FINANCIALLY RESPONSIBLE FOR ALL CHARGES NOT COVERED BY THIS AUTHORIZATION.

DATE: _____ SIGNATURE OF PERSON RESPONSIBLE FOR ACCOUNT: _____

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Health History Form

Name _____ Home Phone _____Business Phone_____
Address _____City _____State_____ Zip code _____
Occupation _____ Height _____ Weight _____ Date of Birth ___/___/____ Sex □ M □ F
Emergency Contact _____ Relationship _____ Phone (____)_____
If you are completing this form for another person, what is your relationship to that person? _____
Name Relationship

For the following questions, please (X) whichever applies, your answers are for our records only and will be kept confidential in accordance with applicable laws. Please not that during your initial visit you will be asked some questions about your responses to this questionnaire and there may be additional questions concerning your health. This information is vital to allow us to provide appropriate care for you. This office does not use this information to discriminate.

Dental Information

Yes	No	Don't Know		Yes	No	Don't Know	
□	□	□	Do your gums bleed when you brush?	□	□	□	Have you ever had orthodontic (braces) treatment?
□	□	□	Have you had any periodontal (gum) treatments?	□	□	□	Do you have headaches, earaches or neck pains?
□	□	□	Do you wear removable dental appliances?	□	□	□	Are your teeth sensitive to cold, hot, sweets or pressure?

□ □ □ Have you had a serious/difficult problem associated with any previous dental treatment? If so, explain _____

How would you describe your current dental problem? _____
Date of your last dental exam _____Date of last dental X-Ray _____
What was done at that time? _____
How do you feel about the appearance of your teeth? _____

Medical Information

Yes	No	Don't Know	
□	□	□	Are you in good health?
□	□	□	Has there been any change in your general health within the past year?

Do you have any of the following diseases or problems: **If you answer yes to any of the 3 items below, please stop and return this form to the receptionist.**

□ □ □ Active Tuberculosis
□ □ □ Persistent cough greater than a 3 week duration
□ □ □ Cough that produced blood
□ □ □ Are you under the care of a physician? If so, what is /are the condition(s) being treated? _____
Physician(s) _____
Name Phone Address
□ □ □ Have you had any serious illness, operation, or been hospitalized in the past 5 years? If so, what was the illness or problem? _____
□ □ □ Are you taking or have you recently taken any medicine(s) including non-prescription medicine? If so, what medicine(s) are you taking? _____
□ □ □ Are you taking, or have you taken, any diet drugs such as Pondimin (fendiuramine), Reduz (dexphenfluramine) or phen-fen(Phentermine)?
□ □ □ Do you drink alcoholic beverages? If yes, how much alcohol did you drink in the last 24 hours? ____ In the past month? ____
If yes, _____# of drinks per day for _____ # of years
□ □ □ Are you alcohol and/or drug dependent? If so, have you received treatment? (Check one) □ Yes □ No
□ □ □ Do you use drugs or other substances for recreational purposes? If yes, please list _____
Frequency of use (daily, weekly, etc.) _____ Number of years of recreational drug use _____
□ □ □ Do you use tobacco (smoking, snuff, chew)? If so, how interested are you in stopping? (Check one) □ Very □ Somewhat □ Not
□ □ □ Do you wear contact lenses?

Allergies – Are you allergic to or have you had a reaction to: (please fill out both columns)

Yes	No	Don't Know		Yes	No	Don't Know	
□	□	□	Local anesthetics	□	□	□	Latex
□	□	□	Aspirin	□	□	□	Iodine
□	□	□	Penicillin or other antibiotics	□	□	□	Hay fever/seasonal
□	□	□	Barbiturates, sedatives, or sleeping pills	□	□	□	Animals
□	□	□	Sulfa drugs	□	□	□	Food (Specify) _____
□	□	□	Codeine or other narcotics	□	□	□	Other (Specify) _____

To yes responses, specify type of reaction _____

Yes No Don't Know

□ □ □ Are you pregnant?
□ □ □ Nursing?
□ □ □ Taking birth control pills?
□ □ □ Have you had an orthopedic total joint (hip, knee, elbow, finger) replacement? If so, when was this operation done? _____
□ □ □ Have you ever had any complications or difficulties with your orthopedic joint?

Has a physician or previous dentist recommended that you take antibiotics prior to your dental treatment? If so, what antibiotic and dose, and what reason? _____

Name of physician or dentist* _____ Phone _____

Note to patient: A new report (July 1997) prepared and endorsed by the American Dental Association and the American Academy of Orthopaedic Surgeons has recommended that antibiotic prophylaxis before dental treatment is not indicated for most dental patients with artificial orthopedic prosthetic joints. This office will be glad to discuss this report with you and provide a copy of it to you and your orthopedic surgeon/physician.

Please (x) if you have or had any of the following diseases or problems.

Yes No Don't Know

□ □ □ Abnormal bleeding
□ □ □ AIDS or HIV
□ □ □ Anemia
□ □ □ Arthritis
□ □ □ Rheumatoid arthritis

□ □ □ Asthma
□ □ □ Blood Transfusion
If yes, date _____
□ □ □ Cancer/chemotherapy
Radiation treatment
□ □ □ Cardiovascular disease
If yes, specify
O Angina
O Arteriosclerosis
O Artificial heart valve
O Coronary insufficient
O Damages heart valves
O Heart attack
O Heart murmur
O High blood pressure
O Inborn heart defects
O Mitral valve prolapse
O Pacemaker
O Rheumatic Heart disease
□ □ □ Chest pain upon exertion

Yes No Don't Know

□ □ □ Disease, drug or radiation induced immunosuppression
□ □ □ Diabetes, if yes specify type
□ □ □ Dry mouth
□ □ □ Eating disorder

□ □ □ Epilepsy
□ □ □ Fainting spells or seizures
□ □ □ G.E. reflux
□ □ □ Glaucoma
□ □ □ Hemophilia
□ □ □ Hepatitis, jaundice or liver disease
□ □ □ Recurrent infections
Indicate type of infection
_____
□ □ □ Kidney problems
□ □ □ Low blood pressure
□ □ □ Mental health disorders
If yes, specify below:
_____
_____
□ □ □ Malnutrition
□ □ □ Migraines
□ □ □ Night sweats

Yes No Don't Know

□ □ □ Neurological disorders
If yes, specify _____
□ □ □ Osteoporosis
□ □ □Persistent swollen glands in neck
□ □ □ Respiratory problems

□ □ □ Severe headaches
□ □ □ Severe or rapid weight loss
□ □ □ Sexually transmitted diseases
□ □ □ Sinus trouble
□ □ □ Sleep disorder
□ □ □ Sores or ulcers in the mouth
□ □ □ Stroke
□ □ □ Systemic lupus erythematosus
□ □ □ Thyroid problems
□ □ □ Tuberculosis
□ □ □ Ulcers
□ □ □ Excessive urination
□ □ □ Do you have any disease, conditions, or problem not listed above that you think I should know about? Please explain:
_____

Note: Both doctor and patient are encouraged to discuss any and all relevant patient health issues prior to treatment.

I certify that I have read and understand the above. I acknowledge that my questions, if any, about inquiries set forth above have been answered to my satisfaction. I will not hold my dentist, or any other member of his/her staff, responsible for any action they take or do not take because of errors or omissions that I may have made in the completion of this form.

_____

Signature of Patient/Legal Guardian Date

For completion by dentist

Comments on patient interview concerning health history _____

_____

Significant findings from questionnaire or oral interview _____

_____

Dental management considerations _____

_____

Signature of Dentist Date

Health History Update: On a regular basis the patient should be questioned about any medical history changes, date and comments notated, along with signatures.

Date	Comments	Signature of Patient and dentist
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

VALLEY OAK DENTAL GROUP

CONSENT FOR USE AND DISCLOSURE OF HEALTH INFORMATION

SECTION A: PATIENT GIVING CONSENT

Name: _____

Address: _____

Telephone: _____ E-mail: _____

Patient Number: _____ Social Security Number: _____

SECTION B: TO THE PATIENT - PLEASE READ THE FOLLOWING STATEMENT CAREFULLY.

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

Notice of Privacy Practices: You have the right to read our Notice of Privacy Practices before you decide whether to sign this Consent. Out Notice provides a description of our treatment, payment activities and healthcare operations, of the uses and disclosures we may make of your protected health information, and of other matters about 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 that we maintain.

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

Contact Person:	Jorge Lustre, MBA		
Telephone:	(209) 823-9341	Fax:	(209) 823-7836
E-mail:	valleyoakdentalgroup@gmail.com		
Address:	1507 W. Yosemite Ave, Manteca CA 95337		

Right to Revoke: You will have the right to revoke this Consent at any time by giving us written notice of your revocation submitted 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, and that we may decline to treat you or to continue treating you if you revoke this Consent.

SIGNATURE

I, _____, have had full opportunity to read and consider the contents of this 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, payment activities and health care operations.

Signature:_____ Date _____

If this Consent is signed by a personal representative on behalf of the patient, complete the following:

Personal Representative's Name: _____

Relationship to Patient: _____

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

Include completed Consent in the patient's chart.

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Allowable Fees

In an ongoing effort to serve you, we would like to help you understand your insurance benefits and patient statements.

We strive to give the most accurate financial estimates based on the information that your insurance carrier gives to us. No one likes surprises, and we try very hard to ensure that you understand the cost of your dental treatment prior to receiving care.

It is important that you understand that until we actually receive payment from your insurance company, we can only provide an estimate of your share of costs.

We are increasingly aware of insurance companies who base their payments on what they call an “allowable fee” rather than our usual and customary fee. Generally, the allowable fee is an internal, unpredictable amount that is less than our fee. This effectively lowers your insurance benefit. 100% coverage can sometimes be less than payment in full when the “allowable fee” is less than our usual and customary fee.

Explanation of Benefits

Please be sure to review your “Explanation of Benefits” that should be sent to you by your insurance company within 3-4 weeks after your appointment. This will show you the amount we have billed, your insurance company’s “allowable fees”, the amount they paid and your expected patient responsibility. As always, if there is something you do not understand, we encourage you to call right away and we will be happy to assist you in understanding your billing statements or your insurance correspondence.

Assignment of Benefits

I assign all dental payments to which I am entitled from any Insurance Company to Valley Oak Dental Group. I wish this to stay in effect until revoked by me in writing. I understand that I am financially responsible for all charges if they are not paid by my Insurance Company within 30 days from claim and billing date (professional services are rendered and charged to the patient or guardian and not to the Insurance Company).

Collection Fees

In the event that legal action is necessary to collect a debt, ALL fees associated with collection, including but not limited to, attorney fees will be assessed and are the responsibility of the patient and/or account holder.

I authorize Valley Oak Dental Group to release any dental information to my Insurance Company. I wish this to stay in effect until revoked by me in writing.

I have read this agreement and understand it. I have also received a copy of this agreement.

_____

Patient or Patient’s Guardian Date