### **MEDICAL HISTORY**

PATIENT NAME		Birth Date	
Although dental personnel primarily tre have, or medication that you may be tal		•	
Have you ever been hospitalized or ha  Have you ever had a serious  Are you taking any medicati  Do you take, or have you taken, F  Have you ever taken Fosamax, Boniva,	head or neck injury?  Yes No ions, pills, or drugs? Yes No Phen-Fen or Redux? Yes No	If yes, please explain:  If yes, please explain:  If yes, please explain:  If yes, please explain:	
Ĺ	ou on a special diet?  Yes No o you use tobacco? Yes No ntrolled substances? Yes No		
Pregnant/Trying to get pregnant?	Yes O No Taking oral contracep	otives? O Yes O No N	ursing? O Yes No
Are you allergic to any of the following?  Aspirin Penicillin  Other If yes, please explain:	Codeine Local Anesthetic	s Acrylic	Metal Latex Sulfa drugs
Do you have, or have you had, any of the AIDS/HIV Positive Yes No Alzheimer's Disease Yes No Anaphylaxis Yes No Anaphylaxis Yes No Anemia Yes No Anglina Yes No Arthritis/Gout Yes No Artificial Heart Valve Yes No Artificial Joint Yes No Asthma Yes No Blood Disease Yes No Blood Transfusion Yes No Breathing Problem Yes No Bruise Easily Yes No Bruise Easily Yes No Cancer Yes No Chemotherapy Yes No Congenital Heart Disorder Yes No Conyulsions Yes No Have you war had any serious illow	Cortisone Medicine Yes No Diabetes Yes No Drug Addiction Yes No Easily Winded Yes No Emphysema Yes No Excessive Bleeding Yes No Excessive Thirst Yes No Frequent Cough Yes No Frequent Diarrhea Yes No Frequent Headaches Yes No Genital Herpes Yes No Glaucoma Yes No Hay Fever Yes No Heart Attack/Failure Yes No Heart Pacemaker Yes No Heart Trouble/Disease Yes No Diabetes No N	Hepatitis A Yes of Hepatitis B or C Yes of Herpes Yes of High Blood Pressure Yes of High Cholesterol Yes of High Cholesterol Yes of High Cholesterol Yes of Hives or Rash Yes of Hypoglycemia Yes of Kidney Problems Yes of Leukemia Yes of Leukemia Yes of Low Blood Pressure Yes of Lung Disease Yes of Mitral Valve Prolapse Yes of Osteoporosis Yes of Parathyroid Disease Yes o	No         Rheumatism         Yes         No           No         Scarlet Fever         Yes         No           No         Shingles         Yes         No           No         Sickle Cell Disease         Yes         No           No         Sinus Trouble         Yes         No           No         Spina Bifida         Yes         No           No         Stomach/Intestinal Disease         Yes         No           No         Swelling of Limbs         Yes         No           No         Thyroid Disease         Yes         No           No         No         Tuberculosis         Yes         No           No         No         Ves         No           No         Ves         No
Comments:			
To the heet of my knowledge, the gives	tions on this form have been accurately	v anewared. Lunderstand that are	oviding incorrect information can be
To the best of my knowledge, the ques dangerous to my (or patient's) health.	It is my responsibility to inform the den		=
SIGNATURE OF PATIENT, PARENT,	or GUARDIAN		DATE

## **McGovern Family Dentistry**

#### Justin H. McGovern, DMD

1370 W. Gordon St. Douglas, GA 31533 • (912) 384-1306

#### **RESPONSIBILITY OF ACCOUNT**

Welcome to McGovern Family Dentistry! Should you have a dental benefit plan that you would like for us to check on to help you with your dental expenses, please provide that information at your appointment. In all cases, it is our intent to fully explain and inform you of all procedures, options, and fees associated with treatment, in advance. After your initial exam, we can provide you with a treatment plan which estimates your portion of payment. If your benefit plan contributes less, you will be responsible for the difference. All fees associated with treatment are due at the time services are rendered. We accept cash, credit card, and Care Credit for payment.

Please be advised that we can only estimate what your dental benefit plan will contribute to the cost of your treatment. In addition, some necessary services may not be covered by your plan. If there is a balance remaining after your dental benefit plan has paid their portion, you will be responsible for paying it within 14 days. Payment inactivity on your balance for 60 days will result in further collection action. This may involve a third party collection agency that may report your unpaid balance to all three credit bureaus. If your account needs to be turned over to a third party for collection, there may be additional charges added to your account to cover collection agency fees or any legal fees.

#### **BROKEN APPOINTMENT / CANCELLATION POLICY**

Missed or broken appointments waste valuable time and may put you at risk of infection. A broken appointment interferes with the doctor's ability to properly complete the planned treatment which has been scheduled for you. We do require 48 hours notice to cancel or reschedule an appointment. Any combination of failing to give adequate cancellation notice or not showing for 3 appointments in a 12 month time period will result in dismissal from McGovern Family Dentistry. Patients who have been dismissed will receive a written notification and will be seen for emergency care only for 30 days from the date of the dismissal letter.

#### **CONSENT TO TREATMENT**

I hereby give consent to McGovern Family Dentistry to provide treatment to myself or the listed patient in which I am the parent/guardian/caretaker. I consent to any x-rays, examinations, or other dental treatments rendered under general, direct supervision of any dentist associated with McGovern Family Dentistry and/or staff members, as the doctor may deem necessary.

We hope by presenting our policies to you in the beginning, we will avoid any misunderstandings and, therefore, have more time to dedicate to your dental care. If you have any questions regarding the above information, please do not hesitate to ask.

By signing below, you indicate that you have read, understand, and agree to comply with the policies listed above.

\*\*This form will be signed on the Electronic Signature Pad at the front desk.\*\*

Signature of the Patient/Parent/Guardian

# McGovern Family Dentistry

#### Justin H. McGovern, DMD

1370 W. Gordon St. Douglas, GA 31533 • (912) 384-1306

#### HIPAA AUTHORIZATION FOR RELEASE OF PROTECTED HEALTH INFORMAITON

My signature confirms that I have been informed of my rights to privacy regarding my protected health information, under the Health insurance Portability & Accountability Act of 1996 (HIPAA). I understand that this information can and will be used to:

- 1. Provide and coordinate my treatment among a number of health care providers who may be involved in that treatment directly and indirectly.
- 2. Obtain payment from third-party payers for my health care services.
- 3. Conduct normal health care operations such as quality assessment and improvement activities.

### The Health Insurance Portability & Accountability Act

continuation of your care.

I have been informed of my dental provider's Notice of Privacy Practices containing a more complete description of the uses and disclosures of my protected health information. I have been given the right to review and receive a copy of such Notice of Privacy Practices. I understand that my dental provider has the right to change the Notice of Privacy Practices and that I may contact this office at the address above to obtain a current copy of Notice of Private Practices. I understand that I may request in writing that you restrict how my private information is used or disclosed to carry out treatment, payment, or healthcare operations.

Without specific written authorization, we are permitted to use and disclose your health care records for the purposes of treatment, payment, and healthcare operations as we see need at our discretion and as stated in our HIPAA Notice of Privacy Practices ó Last updated: January 2011 versionø

- Privacy Practices & Last updated: January 2011 version

  1. Treatment means providing, coordinating, or managing healthcare and related services by one or more health care providers. For example, we may need to share information with other providers or specialists involved in the
  - 2. Payment means such activities as obtaining reimbursement for services, confirming coverage, billing or collection activities, and utilitarian review. For example, we disclose treatment information when billing a dental plan for your dental services.
  - 3. Health Care Operations include the business aspects of running our practice. For example, patient information may be used for training purposes or quality assessment.

You have certain rights in regards to your protected health information, which you can exercise by presenting a written request to the practice address listed above.

- 1. The right to request restrictions on certain uses and disclosures of protected health information, including those related to disclosures to family members, others relatives, close personal friends, or any other person identified by you. We are, however, not required to agree to a requested restriction. If we do agree to a restriction, we must abide by it unless you agree in writing to remove it.
- 2. The right to request to receive confidential communications of protected health from us by alternative means or at alternative locations.
- 3. The rights to access, inspect, and copy your protected health information.
- 4. The right to request an amendment to your protected health information.
- 5. The right to receive an accounting of disclosures of protected health information outside of treatment, payment and health care operations.
- 6. The right to obtain a paper copy of this notice from us upon request.

By signing below, I understand and agree to the above information and agree that I have had the opportunity to review the office's HIPAA Notice of Privacy Practices (Last updated: January 2012 version). A full copy of the office® õHIPAA NOTICE OF PRIVACY PRACTICESÖ can be obtained from the front desk.

\*\*This form will be signed on the Electronic Signature Pad at the front desk. \*\*