

**REGISTRATION FORM**

**Patient Name** \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Male \_\_\_\_\_ Female \_\_\_\_\_ Single \_\_\_\_\_ Married \_\_\_\_\_ Other \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_  
Phone # Home \_\_\_\_\_ Work # \_\_\_\_\_  
Cell # \_\_\_\_\_ E-mail \_\_\_\_\_  
Employer \_\_\_\_\_  
Employer's address \_\_\_\_\_  
Who may we thank for referral? \_\_\_\_\_  
Emergency Contact \_\_\_\_\_ Phone # \_\_\_\_\_  
IF PT UNDER AGE OF 18:  
Mother Name: \_\_\_\_\_  
Father Name: \_\_\_\_\_

**INSURANCE INFORMATION**

Name of Policy Holder \_\_\_\_\_  
Policy Holders Birth Date \_\_\_\_\_ Social Security # \_\_\_\_\_  
Policy Holders ID # \_\_\_\_\_  
Insured's Employer Name \_\_\_\_\_  
Insurance Plan Name \_\_\_\_\_  
Insurance Group Name \_\_\_\_\_ Group # \_\_\_\_\_  
Insurance Address \_\_\_\_\_  
Insurance Co Phone Number \_\_\_\_\_  
  
SECONDARY Insurance Plan \_\_\_\_\_ Group # \_\_\_\_\_  
Policy Holder's Name \_\_\_\_\_ DOB \_\_\_\_\_  
Social Security Number of ID # of Secondary Policy Holder \_\_\_\_\_  
Address of Secondary Insurance \_\_\_\_\_

Please indicate if you have experienced any of the following:

YES NO

- Artificial Joints (where?) \_\_\_\_\_
- Anemia
- Alzheimer's
- Back Problems
- Cancer, where \_\_\_\_\_
- Diabetes
- Excessive Bleeding
- Fibromyalgia
- Head Injuries
- Heart Murmur
- High Blood Pressure
- Jaundice
- Liver Disease
- Nervous Disorder
- Parkinson's
- Radiation Treatment
- Chemo Treatment
- Rheumatic Fever
- Sinus Problems
- Stomach Problems
- Tumors, where \_\_\_\_\_
- Venereal Disease

YES NO

- Allergies
- Arthritis
- Asthma
- Blood Disease
- Cholesterol
- Dizziness
- Epilepsy
- Fainting
- Glaucoma
- Heart Disease
- Hepatitis A\_\_\_ B\_\_\_ C\_\_\_
- HIV
- Kidney Disease
- Mental Disorders
- Pacemaker
- Pregnancy
- Rheumatism
- STD
- Stroke
- Tuberculosis
- Ulcers or Acid Reflux
- OTHER \_\_\_\_\_

Any other Health Issues? \_\_\_\_\_

Please list all medications that you are currently taking

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you required to have PRE-MEDICATION prior to dental treatment?  Yes  No

If yes, what type of Pre-Med?  Amoxicillin  Clindamycin  Penicillin  Other \_\_\_\_\_

Are you allergic to the following?

- |  |   |   |
|--|---|---|
| Aspirin <input type="checkbox"/> Yes <input type="checkbox"/> No | Codeine <input type="checkbox"/> Yes <input type="checkbox"/> No    | Erythromycin <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Latex <input type="checkbox"/> Yes <input type="checkbox"/> No   | Penicillin <input type="checkbox"/> Yes <input type="checkbox"/> No | Sulfa Drugs <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| Other _____  |   |   |

WOMEN ONLY Are you pregnant?  Yes  No

If yes, when is the due date? \_\_\_\_\_

By signing, the above medical information is true to my knowledge.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## MEDICAL AND DENTAL HISTORY

Please take a moment to let us know about your medical and dental history so we may serve you more effectively and in a way that watches out for your overall health and well being.

Would you consider yourself to be in fairly good health?  Yes  No

Within the past year, have there been any changes in your general health?  Yes  No

What is the approximate date of your last medical exam? \_\_\_\_\_

Primary care Physicians Name, Address and Phone Number \_\_\_\_\_

- Yes  No Have you ever had any complications following dental treatment?
- Yes  No Are you currently under the care of a physician due to a specific condition?
- Yes  No Have you been hospitalized within the last 5 years due to a surgery or illness?
- Yes  No Are you currently taking any prescriptions or non-prescription medications?
- Yes  No Do you use tobacco? (Smoking or chewing?)
- Yes  No Do you require the use of corrective lenses? (Contacts or glasses)?
- Yes  No Do you have any other conditions, diseases, etc. not listed that we should be aware of?  
If yes, please indicate \_\_\_\_\_

What is the reason for your dental visit today? \_\_\_\_\_

Name of prior dentist \_\_\_\_\_

When was your last visit to the dentist \_\_\_\_\_

How often do you brush?  Once a day  Twice a day  Weekly  Seldom

How often do you floss? \_\_\_\_\_

Do your teeth experience sensitivity to cold or hot temperatures?  Yes  No

Are any of your teeth currently causing you pain?  Yes  No

Do you grind your teeth (either consciously or during sleep?)  Yes  No

Are any of your teeth loose?  Yes  No

Do you currently have any dental implants, dentures or partials?  Yes  No

**We are happy to submit your dental claims to your insurance. Please note that you will be responsible for any and all charges not paid for insurance. We ask that you pay your portion at the start of treatment, unless other arrangements are made.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

## AGREEMENT

I understand that my employer provides me with dental insurance which helps offset my dental costs. Dr. Tariq Sawaqed works for himself, not the insurance companies/ Medicaid. He sets his own fees, the insurance companies do not. In some instances there is only a fee agreement with an insurance company. Dental insurance is a contract between you and your insurance company / Medicaid. We are not a party to this contract and cannot guarantee what your contract states.

**I understand in advance that I am entirely responsible for the total charge incurred regardless on insurance coverage.** As a courtesy, our office will file your insurance claim if you provide us with the proper information. I understand that Dr. Sawaqed accepts the insurance company's/ Medicaid verification of benefits in good faith that the claim will actually be covered as described by the insurance company / Medicaid. Although we estimate what your insurance company / Medicaid may pay, it is the insurance company / Medicaid that makes the final determination of your eligibility. The office will collect the estimated patient **out-of-pocket of your total charge** at the time of service. **Our office cannot guarantee your insurance / Medicaid will pay for the total amount of services.** To avoid disappointment, we encourage you to call your insurance and listen to their disclaimer regarding coverage. In the event that the insurance company **does not pay** the claim for the treatment charges, I am **responsible for all charges** for dental services that I or my dependents have incurred and authorized in our treatment. A bill will be sent for any portions unpaid by the insurance.

Upon default, I am responsible for 24% per annum interest, cost of collection, and attorney's fees even if no lawsuit is filed.

I understand that this office will help my insurance / Medicaid coverage to me but I, as the patient or guardian, am fully and solely responsible for understanding my insurance coverage: yearly maximum, deductible, frequencies, exclusions, etc.

I understand that the office will bill my primary insurance company / Medicaid. The bill my secondary insurance company. I secondary claim but will not wait for payment from them.

I understand that this office does not directly offer payment plans. The office currently offers payment through CareCredit , Lending Club and Simple Pay. I will need to ask for the information on how I can apply for the plans that are offered through this office.

I understand there is a **\$75.00** charge if I do not cancel my appointment more than **24** hours prior to its scheduled time or do not show up for the appointment. In addition, there is a \$50.00 charge for returned checks. Accounts are referred to collections at 90 days.

I understand that I will need to request in writing and pay \$25.00 pre-paid copying fee to have copies of my records sent to another doctor. I understand this will include all relevant information including my payment history.

I understand that reminder calls for appointments are only done as a courtesy.

I have read and understand the above policies and my signature indicates my agreement to abide by this agreement of the financial policy.

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Patient's signature over printed name

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Date

## PATIENT HIPAA CONSENT FORM

I understand that I have certain rights to privacy regarding my protected health information. These rights are given to me under the Health Insurance Portability and Accountability Act of 1966 (HIPAA). I understand that by signing this consent I authorize you to use and disclose my protected health information to carry out:

- \* Treatment (including direct or indirect treatment by other healthcare providers involved in my treatment)
- \* Obtaining payment from third party payers (e.g. insurance company)
- \* The day-to-day healthcare operations of the practice.

I have also been informed of and given the right to review and secure a copy of your Notice of Privacy Practices, which contains a more complete description of the uses and disclosures of my protected health information and my rights under HIPAA. I understand that you reserve the right to change the terms of this notice from time to time and that I may contact you at any time to obtain the most current copy of this notice.

I understand that I have the right to request restrictions on how my protected health information is used and disclosed to carry out treatment, payment and health care operations, but that you are not required to agree to these requested restrictions. However, if you do agree, you are bound to comply with this restriction.

I understand that I may revoke this consent, in writing, at any time. However, any use or disclosure that occurred prior to the date I revoked this consent is not affected.

**Printed Patient Name** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Relationship to the Patient** \_\_\_\_\_