



NORTH TEXAS

DENTAL SURGERY

PATIENT INFORMATION

Patient's Legal Name _____ Preferred Name _____
Birthdate _____ SS# _____ Sex _____ Height _____ Weight (lbs) _____
Cell Phone _____ Home Phone _____
Home Address _____ City _____ State _____ Zip _____
Email _____
Employer _____ Occupation _____
Whom may we thank for referring you to our office? _____
Are you currently under the care of a dental provider (i.e. general dentist, orthodontist, etc.)? no yes
If yes, please indicate provider name: _____
Is an immediate family member a patient here? no yes Name: _____

INSURANCE INFORMATION: Not covered by dental insurance.

Policy Holder Name _____ Policy Holder Date of Birth _____
Policy Holder Employer _____
Policy Holder ID or Social Security # _____ Dental Insurance Name _____
Group Number _____ Phone Number _____

PHARMACY INFORMATION (IF WE DON'T RECEIVE THIS INFORMATION, NO PRESCRIPTIONS WILL BE SENT):

Name _____ Phone Number _____
Address _____
City _____ Zip _____ State _____

EMERGENCY CONTACT INFORMATION:

Name of nearest relative _____
Relationship to patient _____
Contact Number _____

Patient's Signature: _____ Date: _____

Parent/Guardian (if patient is a minor): _____



MEDICAL HEALTH HISTORY

Do you have or have you had any of the following?

- no yes AIDS/HIV Positive
 - no yes Allergies or Hives
 - no yes Anemia
 - no yes Angina Pectoris
 - no yes Arthritis
 - no yes Anxiety
 - no yes Artificial Joint or Heart Valve
 - no yes Asthma
 - no yes Autoimmune Disease
 - no yes Blood Transfusion
 - no yes Bruise Easily
 - no yes Chemotherapy
 - no yes Cold Sores/Fever Blisters
 - no yes Congenital Heart Defects/Lesions
 - no yes Cortisone Medicine
 - no yes Cough
 - no yes Diabetes **Type 1/Type 2 A1C:** _____
 - no yes Dialysis
 - no yes Emphysema
 - no yes Epilepsy/Seizures
 - no yes Fainting/Dizzy Spells
 - no yes Gastric Bypass
 - no yes Glaucoma
 - no yes Heart Attack/Disease
 - no yes Heart Failure
 - no yes Heart Murmur
 - no yes Heart Surgery
 - no yes Hepatitis A or B
 - no yes High/Low Blood Pressure
 - no yes Kidney Dialysis
 - no yes Kidney Trouble
 - no yes Liver Disease
 - no yes Mitral Valve Prolapse
 - no yes Osteoporosis
 - no yes Pacemaker/Defibrillator
 - no yes Psychiatric Treatment
 - no yes Radiation Treatment
 - no yes Restless Leg Syndrome
 - no yes Rheumatism
 - no yes Sedation History
 - no yes Sleep Apnea
 - no yes Sickle Cell Disease/Traits
 - no yes Stroke
 - no yes STD or VD
 - no yes Thyroid Disease
 - no yes Tuberculosis
 - no yes Ulcers/Colitis
- Other: _____

Are you allergic to, or sensitive to any of the following?

- no yes sensitive Latex materials
- no yes sensitive Penicillin or other antibiotics
- no yes **Anaphylactic shock to Penicillin?**
- no yes sensitive Local anesthetics ("Novocain")
- no yes sensitive Codeine or other narcotics
- no yes sensitive Sulfa drugs
- no yes sensitive Barbiturates, sedatives, or sleeping pills.
- no yes sensitive Aspirin

Other: _____

Are you taking any of the following?

- no yes Anticoagulants (blood thinners)
- no yes Antibiotics or sulfa drugs
- no yes High blood pressure medicine
- no yes Antidepressants or tranquilizers
- no yes Insulin, Orinase, or other diabetes drug
- no yes Nitroglycerin
- no yes Cortisone or other steroids
- no yes Osteoporosis (bone density) medicine
- no yes Sleeping Pills
- no yes Anxiety Medicine

Please list **ALL** current medications you are taking:

Do you have a pain management doctor? yes no

Do you need to pre-medicate before any procedure due to an artificial joint? yes no

***This information is important for your safety during surgery**

***Do you smoke, chew tobacco, or vape?** yes no

How much per day? _____

***Do you use illicit drugs or have previously?** yes no

What type of illicit drugs? _____

How often? _____

***Alcohol usage?** yes no

Primary Doctor: _____

Office Number: _____

Women:

no yes May be pregnant.

no yes Taking hormones or contraceptives

CONSENT: I _____, authorize the Doctor to take radiographs, study models, photographs, or any other diagnostic aids deemed appropriate by the Doctor to make a thorough diagnosis of the patient's dental needs. I also authorize the Doctor to perform any and all forms of treatment, medication, and therapy, that may be indicated in connection with the Patient and further authorize and consent that the Doctor choose and employ such assistance as he deems fit. I also understand the use of anesthetic agents embodies a certain risk.

Patient's Signature: _____ Date: _____

Parent/Guardian (if patient is a minor): _____ Relationship To Patient: _____



MEDICAL HEALTH HISTORY CONT.

If you have marked "No" to any of the following medical conditions on the previous page, you may leave this page blank.

If you have marked "Yes" to any of the following medical conditions on the previous page:

- STROKE
- RADIATION TREATMENT/ CHEMOTHERAPY
- ANY HEART RELATED ISSUES (SUCH AS HEART ATTACK/DISEASE, HEART FAILURE, HEART MURMUR, HEART SURGERY, DEFIBRILLATOR, AND PACEMAKER)
- GASTRIC BYPASS
- AUTOIMMUNE DISEASE
- KIDNEY DIALYSIS

PLEASE BE AS DETAILED AS POSSIBLE. FOR EXAMPLE, THE DATE & YEAR, EXTREME DETAIL ABOUT THE CONDITION, ETC.

NEUROLOGIST INFORMATION (REQUIRED):

CARDIOLOGIST AND/OR ELECTROPHYSIOLOGIST INFORMATION (REQUIRED):

ONCOLOGIST INFORMATION (REQUIRED):

OTHER SPECIALISTS (REQUIRED):



ACKNOWLEDGEMENT OF RECEIPT OF HIPAA NOTICE OF PRIVACY PRACTICES

By signing this form, you will consent to our use and disclosure of your protected health information to carry out treatment, payment activities, filing insurance, and health care operations.

You have the right to read our Notice of Privacy Practices before you decide whether to sign this Consent. Our Notice provides a description of our treatment, payment activities, and health care operations, of the uses and disclosures we may make of your protected health information, and of other important 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 at any time

North Texas Dental Surgery

ACKNOWLEDGEMENT OF RECEIPT OF HIPAA NOTICE OF PRIVACY PRACTICES ("Acknowledgement")

I acknowledge that I have received a copy of this Dental Practice's **HIPAA Notice of Privacy Practices**.

Patient's Name: _____ Date: _____

Please list person(s) we can release information to on your behalf:

Patient's Signature

**Signature of Parent/Guardian responsible for Patient (if
under the age of 18)**

-OR-

Signature of Personal Representative:



Office Policies

Insurance Policy:

NTDS is in-network with all major PPO insurance companies, **EXCEPT** United Concordia.

Upon verifying your benefits, we will provide an estimate prior to your treatment. Please note, it is not guaranteed that your insurance will cover the treatment as estimated.

In the event you have limited coverage, you will be responsible for any charges and/or fees billed to your insurance company where payment is denied.

Medical Denials:

- Medical insurance will cover some oral surgeries, as some medical conditions may entitle you to dental coverage under your health insurance.
- Some dental insurance policies require that you bill the medical insurance company first, and once that claim is processed you can file a claim toward dental insurance. **This is when a Medical Denial is required.**
- To ensure your treatment can be done in a timely manner, we will collect for any procedure that requires medical denial up front.
- Upon request, we will provide the medical claim form for you to submit to your medical insurance carrier. Once you submit the medical claim form, the explanation of benefits (EOB) will be mailed to you. When you have received your EOB, send us a copy, and we will submit it to your dental insurance carrier on your behalf.
- Patient initial: _____

Primary and Secondary Insurance:

- NTDS will verify both primary and secondary insurance.
- Your primary insurance will apply at the time of treatment. We cannot show estimated coverage with your secondary insurance until we bill the primary insurance.
- NTDS will bill your primary insurance for treatment.
- **Once we receive the EOB back from your primary, we will bill your secondary. Secondary insurance requires an EOB from the primary insurance before a claim can be sent.**
- Patient initial: _____



Predeterminations:

- A predetermination (pre-d) of benefits is a review by your insurer's dental staff, to determine if they agree with your treatment that we have recommended for your dental needs.
- **Predeterminations are done prior to your treatment, to ensure you understand what is covered vs what is not covered by your dental insurance plan.**
- Patient initial: _____

Payment Policy:

For your convenience, NTDS accepts that following forms of payment:

- Debit cards
- All major credit cards (Visa, Master Card, and American Express)
- Care Credit
- Proceed Finance
- Check
 - **Please note, NTDS must receive all checks AT LEAST 5 business days prior to your surgery. NTDS requires the FULL amount to clear the bank prior to the date of your surgery.**
- Patient Initial: _____

Deposit Policy:

NTDS will collect the following deposits upon scheduling your surgery. Please note, all deposits will go towards your total treatment amount.

- All on "X":
 - Day of initial exam (impressions) the total payment is due in full.
 - **Remaining balances for the below surgeries are due in full the day of surgery.**
 - Implants: \$200 (deposit)
 - Wisdom teeth: \$200 (deposit)
 - Frenectomy: \$200 (deposit)
 - Gingivectomy: \$200 (deposit)
 - SRP (deep cleaning): \$200(deposit)
 - Expose & Bond: \$200 (deposit)
 - Incision & Drainage: \$200 (deposit)
 - Tissue Graft: \$400 (deposit)
 - Osseous: \$400 (deposit)
 - LANAP: \$400(deposit)
- Patient initial: _____



Rescheduling Policy:

- All on X initial exams (impressions) must be rescheduled **AT LEAST 7 calendar days in advance.**
 - 7 calendar days or less = \$100
- Initial exams cancelled more than once will require a \$100 deposit to rebook. \$100 deposit will go towards your treatment unless you cancel for a third time, \$100 deposit is nonrefundable for third cancellation.
- All on X, LANAP and Osseous surgeries:
 - All on X, LANAP, and Osseous surgeries must be rescheduled **AT LEAST 14 calendar days in advance.**
 - Due to scheduling difficulty for our surgeon and prosthodontist, rescheduling and All on X surgery less than calendar days in advance, is subject to the following nonrefundable office fees.
 - 7 calendar days or less = \$2,500
- All other surgeries:
 - Surgeries scheduled Monday – Thursday must be rescheduled **AT LEAST 5 calendar days in advance.**
- Rescheduling a Monday -Thursday surgery (i.e. wisdom teeth, implants, extractions, etc.) less than 5 calendar days in advance, is subject to the following nonrefundable office fees.
 - Rescheduling one time = \$200
 - Rescheduling two times = \$400
 - Rescheduling three times = NTDS will no longer accept you as patient.
- **Surgeries scheduled on Fridays must be rescheduled AT LEAST 7 calendar days in advance.**
- Rescheduling a Friday surgery (i.e. wisdom teeth, implants, extractions, etc.) less than 7 calendar days in advance, is subject to the following office fees.
 - 7 calendar days or less = \$400 nonrefundable office fee
- If at any point in time an individual has a documented injury, medical condition, illness or death of an immediate family member that prevents them from making it to their appointment, NTDS will waive all cancellation fees (if applicable) entirely.
- Patient initial: _____

NO SHOW POLICY:

- All on X surgeries: \$7,000 nonrefundable fee
- LANAP and Osseous surgeries: \$3,000 nonrefundable fee
- All other surgeries: \$500 nonrefundable fee

I, _____ have read, understand, and agree to NTDS’s Insurance Policy, Payment Policy, Deposit Policy, No show Policy and Rescheduling Policy. I understand failure to abide by these office policies could result in cancelation of my treatment and procedure.

I, _____ understand that as an independent organization, North Texas Dental Surgery reserves the right to dismiss me as a patient or refuse services at any point of the treatment. Reasons for dismissal include but are not limited to, patient continuous negligence to protocol, patient disrespect or harm to doctors or staff, etc.

Patient Signature: _____

Date: _____

Parent/Guardian Signature (minor patients): _____