

# PATIENT ACCOUNT & INSURANCE INFORMATION

## PATIENT:

NAME: MR. \_\_\_\_\_ MRS. \_\_\_\_\_ MS. \_\_\_\_\_ DR. \_\_\_\_\_  
FIRST M.I. LAST BIRTHDATE: \_\_\_\_\_  
MONTH DAY YEAR

SCHOOL ATTENDING (IF STUDENT): \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

DATE OF LAST DENTAL VISIT: \_\_\_\_\_ PROCEDURES PERFORMED THIS YEAR: \_\_\_\_\_

## SPOUSE:

NAME: MR. \_\_\_\_\_ MRS. \_\_\_\_\_ MS. \_\_\_\_\_ DR. \_\_\_\_\_  
FIRST M.I. LAST MARITAL STATUS: MARRIED PARTNERED SEPARATED WIDOWED DIVORCED

## CHILDREN:

NAME(S) AND AGES: \_\_\_\_\_

## EMERGENCY CONTACT:

NAME: MR. \_\_\_\_\_ MRS. \_\_\_\_\_ MS. \_\_\_\_\_ DR. \_\_\_\_\_  
FIRST M.I. LAST RELATION TO PATIENT: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_  
STREET SUITE  
\_\_\_\_\_  
CITY STATE ZIP CODE

HOME PHONE #: (\_\_\_\_\_) \_\_\_\_\_  
OTHER PHONE #: (\_\_\_\_\_) \_\_\_\_\_

## PRIMARY INSURANCE CARRIER:

POLICY HOLDER NAME: \_\_\_\_\_  
FIRST LAST BIRTHDATE: \_\_\_\_\_  
MONTH DAY YEAR

SOCIAL SECURITY NUMBER: \_\_\_\_\_ RELATION TO PATIENT: \_\_\_\_\_ HOME PHONE #: (\_\_\_\_\_) \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ WORK PHONE #: (\_\_\_\_\_) \_\_\_\_\_

WORK ADDRESS: \_\_\_\_\_  
STREET SUITE OCCUPATION: \_\_\_\_\_  
\_\_\_\_\_  
CITY STATE ZIP CODE DATE POLICY BEGAN: \_\_\_\_\_

INSURANCE COMPANY: \_\_\_\_\_ TYPE (EX. PREMIER): \_\_\_\_\_

INSURANCE ADDRESS: \_\_\_\_\_  
STREET SUITE INSURANCE PHONE #: (\_\_\_\_\_) \_\_\_\_\_  
\_\_\_\_\_  
CITY STATE ZIP CODE GROUP/POLICY #: \_\_\_\_\_

**SECONDARY INSURANCE CARRIER:**

POLICY HOLDER NAME: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_  
FIRST LAST MONTH DAY YEAR

SOCIAL SECURITY NUMBER: \_\_\_\_\_ RELATION TO PATIENT: \_\_\_\_\_ HOME PHONE #: (\_\_\_\_) \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ WORK PHONE #: (\_\_\_\_) \_\_\_\_\_

WORK ADDRESS: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_  
STREET SUITE  
CITY STATE ZIP CODE

INSURANCE COMPANY: \_\_\_\_\_ DATE POLICY BEGAN: \_\_\_\_\_

INSURANCE ADDRESS: \_\_\_\_\_ TYPE (EX. PREMIER): \_\_\_\_\_  
STREET SUITE  
CITY STATE ZIP CODE

INSURANCE PHONE #: (\_\_\_\_) \_\_\_\_\_

GROUP/POLICY #: \_\_\_\_\_

**MEDICAL INSURANCE CARRIER:**

POLICY HOLDER NAME: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_  
FIRST LAST MONTH DAY YEAR

SOCIAL SECURITY NUMBER: \_\_\_\_\_ RELATION TO PATIENT: \_\_\_\_\_ HOME PHONE #: (\_\_\_\_) \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ WORK PHONE #: (\_\_\_\_) \_\_\_\_\_

WORK ADDRESS: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_  
STREET SUITE  
CITY STATE ZIP CODE

INSURANCE COMPANY: \_\_\_\_\_ DATE POLICY BEGAN: \_\_\_\_\_

INSURANCE ADDRESS: \_\_\_\_\_ TYPE (EX. PREMIER): \_\_\_\_\_  
STREET SUITE  
CITY STATE ZIP CODE

INSURANCE PHONE #: (\_\_\_\_) \_\_\_\_\_

GROUP/POLICY #: \_\_\_\_\_

**ADDITIONAL INFORMATION:**

WHOM MAY WE THANK FOR REFERRING YOU TO OUR OFFICE? MR. \_\_\_\_\_  
MRS. FIRST M.I. LAST  
MS. \_\_\_\_\_  
DR. \_\_\_\_\_

DO YOU HAVE ANY SPECIAL REQUESTS? \_\_\_\_\_

**CONSENT:**

1. I AUTHORIZE THIS OFFICE TO TAKE X-RAYS, STUDY MODELS, PHOTOGRAPHS, AND ANY OTHER DIAGNOSTIC AIDS DEEMED APPROPRIATE BY THE DOCTOR TO MAKE A THOROUGH DIAGNOSIS OF THE PATIENT'S DENTAL NEEDS.
2. I HAVE RECEIVED FROM THIS OFFICE COPIES OF THE DENTAL MATERIALS FACT SHEET AND THE NOTICE OF PRIVACY PRACTICES.
3. I AUTHORIZE THIS OFFICE TO PERFORM ALL RECOMMENDED TREATMENT MUTUALLY AGREED UPON BY ME AND TO USE THE APPROPRIATE MEDICATION AND THERAPY INDICATED FOR SUCH TREATMENT.
4. I PERMIT THIS OFFICE TO COMMUNICATE WITH MY DENTAL INSURANCE PROVIDER(S) IN ORDER TO ESTIMATE MY BENEFITS AND TO SUBMIT CLAIMS ON MY BEHALF.
5. I PERMIT THIS OFFICE TO COMMUNICATE WITH MY MEDICAL INSURANCE PROVIDER(S) IN ORDER TO ESTIMATE MY BENEFITS AND TO SUBMIT CLAIMS ON MY BEHALF.
6. I AUTHORIZE PAYMENT DIRECTLY TO LORI ROSS TIJERINO, DDS, INC. OF THE DENTAL BENEFITS OTHERWISE PAYABLE TO ME.
7. I UNDERSTAND THAT THERE IS USUALLY AN ANNUAL DEDUCTIBLE FEE THAT I MUST SATISFY BEFORE MY INSURANCE PROVIDER(S) WILL ACCEPT CLAIMS.
8. I KNOW THAT INSURANCE PROVIDERS PAY ONLY A PERCENTAGE OF EACH PROCEDURE, AND THAT THERE IS AN ANNUAL MAXIMUM THAT INSURANCE PAY OUT.
9. I ACCEPT THAT MY INSURANCE PROVIDER(S) MAY DENY MY CLAIMS, AND THAT I WILL BE RESPONSIBLE TO PAY FOR ALL SERVICES RENDERED IN THIS OFFICE.
10. I AGREE TO PAY A SIXTY-FIVE DOLLAR (\$65) CANCELTION FEE FOR EACH MISSED APPOINTMENT, WHEN I DO NOT PROVIDE FORTY-EIGHT (48) HOURS NOTICE.
11. I ACKNOWLEDGE THAT ANY BALANCE OVER THIRTY (30) DAYS WILL BEGIN TO ACCRUE A FINANCE CHARGE OF ONE-AND-ONE-HALF PERCENT (1 1/2%) PER MONTH.

SIGNATURE OF RESPONSIBLE PARTY: \_\_\_\_\_ DATE: \_\_\_\_\_ RELATION TO PATIENT: \_\_\_\_\_