Horizon Dental

#1-760 Mayfair St,
Kamloops, BC V2B 0E5
tel: 778-765-3928
fax: 778-765-3973

NEW PATIENT CHILD FORM

CONTACT INFORMATION

Date: _____

First Name: _____ Middle Name: _____ Last Name: _____

Date of Birth: Y_____/M_____/D _____ Age: _____ BC Care Card #: _____

Parents Names: _____

Email address: _____

Home Address: _____ City: _____

Postal Code: _____ Phone, Res: _____ Cellular: _____

Primary Doctor Name: _____ Phone: _____

Name of Previous Dentist:_____ Date of Last Dental Visit: Y_____/M_____

How did you find us?_____

DENTAL INSURANCE INFORMATION

Primary Carrier:_____ Insured:_____

Group Policy Number:_____ ID:_____

Employer:_____ Insured's DOB: Y_____/M_____/D_____

Basic %_____ Major %:_____ Prevent %:_____ Ortho %:_____

Secondary Carrier:_____ Insured:_____

Group Policy Number:_____ ID:_____

Employer:_____ Insured's DOB: Y_____/M_____/D_____

Basic %_____ Major %:_____ Prevent %:_____ Ortho %:_____

DENTAL HISTORY – PLEASE ANSWER FOR YOUR CHILD TO THE BEST OF YOUR ABILITY

	YES	NO
1) Does your child have any pain to his/her teeth or mouth?	◯	◯
2) Does your child have a fear of needles or difficulty "freezing"?	◯	◯
3) Does your child chew fingernails or pens, suck thumbs or fingers, use a pacifier or have any other habits?	◯	◯
4) Are you concerned your child may require sedation for dental treatment?	◯	◯
5) Are your child's teeth brushed 2 times daily?	◯	◯
6) Do you use fluoride toothpaste 2 times daily for your child?	◯	◯
7) Does your child drink anything other than water more than 3x daily between meals?	◯	◯
8) Does your child have anything other than water after brushing before bedtime, or through the night?	◯	◯

9) Has your child had any of the following dental treatment:	◯ Orthodontics (braces)	◯ Sedation for dentistry	◯ Extraction of teeth	◯ Cavities

10) Has your child had a negative dental experience or is nervous about the dentist? Please explain:_____

_____

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Family Dental History

Is there a family history of:	◯ Orthodontics (braces, surgery?)	◯ Periodontist (gum) therapy?	◯ Cavities and/or root canals?	◯ Missing teeth?

MEDICAL HISTORY

Does your child have or ever had:

◯ AIDS/HIV +	◯ Artificial Joint(s)	◯ Anemia	◯ Asthma
◯ Arthritis	◯ Chemotherapy or Radiation to the Head/Neck	◯ Artificial Heart Valve	◯ Autism or Special Needs
◯ Cancer	◯ Fainting	◯ Diabetes	◯ Lung disease
◯ Epilepsy/Seizures	◯ Heart disease or Trouble	◯ Glaucoma	◯ Hemophilia or blood disorder
◯ Hepatitis A B or C or liver disease	◯ Heart Murmur	◯ Heart surgery	◯ Kidney problems
◯ Hearing difficulty	◯ Lupus or Autoimmune disease	◯ Mental/Nervous disorder	◯ Migraines or frequent headaches
◯ Organ Transplant	◯ Thyroid Disease	◯ Snoring	◯ Stomach or digestive issues (ie: reflux, ulcers, celiac disease)

◯ Is there anything else?_____

Please list any prescription medications or supplements your child is taking: _____
_____
_____

Please list any allergies, including to medications, latex, food, etc: _____
_____

Has your child had a bad reaction to any medications? Please explain: _____
_____

	YES	NO
Is your child up to date on his/her vaccinations?	◯	◯
Have you been advised to give your child antibiotics before seeing a dentist?	◯	◯
Is your child often exhausted or fatigued?	◯	◯
Has your child recently (in last 2 years) been hospitalized or had a major operation?	◯	◯

NOTE: IT IS IMPORTANT THAT ANY CHANGES IN YOUR HEALTH STATUS BE REPORTED TO OUR OFFICE.

I, the undersigned, certify that all of the medical and dental information provided is true to the best of my knowledge, and I have not knowingly omitted any information. I also consent to my physician being contacted if necessary to obtain information that is required for my dental care.

Signature: _____

Name of Parent or Legally Authorized Representative: _____

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Thank you for choosing our office. Our primary goal is to provide thorough dental care in a comfortable, relaxed environment. To ensure a long lasting and well-informed relationship we have listed our policies concerning you, the patient. Please read through the following policy information – should you have any questions please do not hesitate to ask one of our team members.

Financial Policy

Insurance

We accept *most* types of dental insurance on assignment (meaning having the payment come directly to our office). Please check with our staff to ensure your insurance can be accepted before your initial visit.

We are happy to provide you (policyholder or patient) with assistance by submitting your claim electronically and filling out insurance forms.

Assignment is accepted provided that:

- The appropriate forms, cards and/or any other relevant insurance information are provided in a timely manner.
- The policyholder / subscriber is present to sign the appropriate forms for insurance processing.
- The policyholder / subscriber understands and agrees to pay for any outstanding amounts not covered by the insurance company in full at the time of treatment.
- The patient understands that if any difficulty is encountered by our office with the collection of payment from the insurance company, the patient is ultimately responsible for any outstanding payment and must deal with any insurance company inquiries.
- Assignment will not be accepted if correct, up-to-date insurance information is not provided.

Before each appointment, it is your responsibility to confirm your dental insurance coverage and understand its limits and short-comings in order to avoid unexpected charges. It is not our responsibility to know your dental insurance contract.

Payments

Prior to your visit, our team will make every attempt to provide you with an estimate of the costs, however this is not a guarantee and costs can go up or down depending on your individual needs. Upon completion of every dental visit, the front desk staff will produce an invoice outlining final costs. Please be prepared to pay any outstanding amount that is not covered by your insurance.

Forms of payment

Cash, Debit, VISA, Master Card

Extensive or Long Term Treatment

Treatment such as; crowns, bridges, partial, dentures, implants or orthodontics may require a separate payment agreement. This will be discussed at the time your customized treatment options are presented.

Please note: You are responsible for having your account paid in full each time treatment is provided. If payment is not received, an alternative arrangement can be discussed with our practice coordinator.

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Warranties

If you have an issue or concern regarding treatment, please alert the practice in a timely manner.

Dr. Nagel has chosen to provide a 5 year warranty on major treatment, which depreciates by 20% of cost each year after treatment is performed. Basic dental treatment falls under a 1-2 year warranty at the sole discretion of Dr. Nagel.

All warranties on dental treatment are void if the patient does not follow the recommended recare schedule, perform the recommended at-home dental hygiene, or due to loss or accident/injury not related to the office.

Scheduling Policy

Cancelling, Missed, & Late Appointments

If you are unable to attend your appointment, we ask that you inform us at least two working days (48 hours) prior to that appointment. This gives us an opportunity to give your appointment time to someone on our urgent care waiting list.

If you miss your appointment, or cancel on short notice, we reserve the right to charge a fee based on the amount of time booked and what procedure was planned.

If you should arrive late, we may not be able to see you for that appointment, or may have to limit the amount of treatment done.

The office reserves the right to dismiss a patient who repeatedly no-shows, cancels on short notice, or arrives late.

Courtesy Calls

We will attempt to reach you by telephone, email, or text-message to remind you of your scheduled appointments 2 weeks and/or 2 days prior to your scheduled day.

Cell Phones & Media Devices - Please feel free to use your cell phones and other media devices in our waiting area.

To ensure the privacy, comfort and safety of all our patients and staff, please respect the following rules:

- Use earphones if you're watching a video or listening to music
- Mute or turn off your device once you enter the operatory for your treatment
- Respect the privacy of other patients and staff, and our need to provide you with a safe treatment environment.
- Refrain from moving, touching or photographing equipment; or photographing or recording your procedure.

Horizon Dental has a zero tolerance policy for violence, threats of violence, harassment, or intimidation of any team member or client. The office reserves the right to immediately dismiss any patient who does not respect the safety and well-being of others, whether in person or through other means of communication.

Name:_____

Signature:_____

Date:_____

Patient Personal Information Consent Form

We are committed to protecting the privacy of our patients' personal information in a responsible and professional manner. This document summarizes the personal information that we collect, use and disclose. In addition to the circumstances describe in this form, we also collect, use and disclose personal information when permitted or required by law.

We collect information from our patients such as names; home and work addresses; home, cell and work telephone numbers and e-mail addresses. (Collectively referred to as "Contact Information") Contact Information is collected and used for the following purposes:

- To open and update patient files
- To invoice patients for dental services, to process credit card payments, or to collect unpaid accounts.
- To process claims for payment of reimbursement from third-party health benefit providers and insurance companies.
- To send reminders to patients concerning the need for further dental examination or treatment.
- To send patients informational material about our dental practice.

Contact information is disclosed to third party health benefit providers and insurance companies where the patient has submitted a claim for reimbursement or payment of all or part of the cost of dental treatment or has asked us to submit a claim on the patient's behalf.

Financial information may be collected in order to make arrangements for the payment of dental services.

We collect information from our patients about their health history, their family health history, physical condition, and dental treatments. (Collectively referred to as "Medical Information") Patients' Medical Information is collected and used for the purpose of diagnosing dental conditions and providing dental treatment.

Patients' Medical Information is disclosed to the following:

- To third party health benefit providers and insurance companies where the patient has submitted a claim for reimbursement or payment of all or part of the cost of dental treatment or has asked us to submit a claim on the patients' behalf.
- To other dentists and dental specialists, where we are seeking a second opinion and the patient has consented to us obtaining the second opinion.
- To other dentists and dental specialists where those dentists have asked us, with the consent of the patient, to provide a second opinion.
- To other health care professional such as physicians if the patient, with their consent, has been referred by us to the other health care professional for either a second opinion or treatment.

We may also use your photos and x-rays for educational or research purposes only. We will not distribute photos or x-rays without your permission; complete confidentiality will be respected.

If we are ever considering selling all or part of our practice, qualified potential purchasers may be granted access to patient information as part of the due diligence process. This is to verify information pertaining to the potential sale. If this occurs, we will take steps to ensure that the prospective purchaser safeguards all personal information.

Dentists are regulated by the CDSBC which may inspect our records and interview our staff as part of its regulatory activities in the public interest.

I consent to the collection, use and disclosure of my personal information as set out above.

_____	_____	_____
(Date)	(Print Name)	(Signature)