



### WELCOME TO OUR CLINIC

The following information is required to enable us to provide you with the best possible dental care. All information is strictly private, and is protected by doctor-patient confidentiality. The dentist will review the questions and explain any that you do not understand. Please fill in the entire form.

Date: DD \_\_\_\_\_ MM \_\_\_\_\_ YY: \_\_\_\_\_ Medical Alert (office Use only): \_\_\_\_\_

### PERSONAL INFORMATION

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of birth: DD: \_\_\_\_\_ MM: \_\_\_\_\_ YY: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Email: \_\_\_\_\_

Referral source:  Google  Flyer  Sign outside  Other: \_\_\_\_\_

If child patient, which parent to contact? \_\_\_\_\_

Mother's name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Father's name: \_\_\_\_\_ Phone number: \_\_\_\_\_

(In case on an emergency, contact) Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Do you have Any dental insurance? Yes  Or No

Primary insurance company name: \_\_\_\_\_

Employer: \_\_\_\_\_

ID Number: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Secondary insurance company name: \_\_\_\_\_

Employer: \_\_\_\_\_

ID Number: \_\_\_\_\_ Policy Number: \_\_\_\_\_

### CANCELLATION POLICY:

When you book an appointment with us, we reserve that time specifically for you to see the dentist or hygienist. As such, we require two business days (48 business hours) notice in the event an appointment must be changed or cancelled. This allows other patients awaiting treatment to be rescheduled into the time slot initially reserved for you. **Short notice cancellations (i.e. less than 48-hour notice) and missed appointments will be subject to a broken appointment fee, in the amount of \$50, charged directly to the credit card on file.** Life happens and we understand that sometimes you just can't make it for a valid reason. Your credit card will not be charged for a first offense: **if it is for a valid reason. PLEASE NOTE OUR VOICE MAIL DOES NOT ACCEPT CHANGES OF SCHEDULE.** Please contact the clinic for any changes to your scheduled appointment.

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: DD: \_\_\_\_\_ MM: \_\_\_\_\_ YY: \_\_\_\_\_