

Today's Date: \_\_\_\_\_

Patient Account #: \_\_\_\_\_

## Patient Information

Patient Name: \_\_\_\_\_ Nickname: \_\_\_\_\_  
Last Name First Name Middle

Mailing Address: \_\_\_\_\_  
Street City State Zip

Home Address (If Different): \_\_\_\_\_  
Street City State Zip

Patient Birthdate: \_\_\_\_\_ Social Security # (If patient is over 18yrs old) : \_\_\_\_\_ Sex: M  F

Primary Phone #: \_\_\_\_\_ Home  Cell  Work  Secondary Phone #: \_\_\_\_\_ Home  Cell  Work

Email Address: \_\_\_\_\_ How would you prefer to receive appointment confirmations? Phone  Text  Email

How did you hear about our office? \_\_\_\_\_

## Responsible Party/Guardian Information

\*If this information is the same as above you may skip the next 4 lines and continue at the Employer information section.

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
Last Name First Name Middle

Social Security #: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City State Zip

Primary Phone #: \_\_\_\_\_ Home  Cell  Work  Secondary Phone #: \_\_\_\_\_ Home  Cell  Work

\*Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ # Years Employed: \_\_\_\_\_

Spouse Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ SS #: \_\_\_\_\_  
Last First Middle

Spouse Primary Phone #: \_\_\_\_\_ HM  Cell  WRK  Spouse Secondary Phone #: \_\_\_\_\_ HM  Cell  WRK

Spouse Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_ # Years Employed: \_\_\_\_\_

## Dental Insurance Information

Subscriber Name: \_\_\_\_\_ Subscriber ID or SS #: \_\_\_\_\_

Subscriber DOB: \_\_\_\_\_ Insurance Co. Name: \_\_\_\_\_ Insur Phone #: \_\_\_\_\_

Subscriber Employer: \_\_\_\_\_ Group #: \_\_\_\_\_

Do you have dual coverage? Yes  No  If yes:

Subscriber Name: \_\_\_\_\_ ID or SS #: \_\_\_\_\_ Subscriber DOB: \_\_\_\_\_

Insur Co. Name: \_\_\_\_\_ Insur Phone #: \_\_\_\_\_ Employer: \_\_\_\_\_ Grp #: \_\_\_\_\_

## Emergency Contact Information

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Medical Health**

What would you consider your general health to be?      Excellent     Good     Fair     Poor   
Primary Care Physician Name: \_\_\_\_\_ Physician Phone #: \_\_\_\_\_  
When was your last complete physical/check-up? \_\_\_\_\_

**Are you taking any medication?** Yes  No

Medication: \_\_\_\_\_ For what purpose? \_\_\_\_\_  
Medication: \_\_\_\_\_ For what purpose? \_\_\_\_\_  
Medication: \_\_\_\_\_ For what purpose? \_\_\_\_\_  
Medication: \_\_\_\_\_ For what purpose? \_\_\_\_\_  
Medication: \_\_\_\_\_ For what purpose? \_\_\_\_\_

**Do you have or have you ever had:**

Heart Disease	Yes <input type="checkbox"/> No <input type="checkbox"/>	Tuberculosis or Lung Disease	Yes <input type="checkbox"/> No <input type="checkbox"/>
Rheumatic Fever	Yes <input type="checkbox"/> No <input type="checkbox"/>	Heart Murmur	Yes <input type="checkbox"/> No <input type="checkbox"/>
Abnormal Blood Pressure	Yes <input type="checkbox"/> No <input type="checkbox"/>	Asthma or Hay Fever	Yes <input type="checkbox"/> No <input type="checkbox"/>
Ulcers	Yes <input type="checkbox"/> No <input type="checkbox"/>	Sinus Trouble	Yes <input type="checkbox"/> No <input type="checkbox"/>
Diabetes	Yes <input type="checkbox"/> No <input type="checkbox"/>	Hepatitis	Yes <input type="checkbox"/> No <input type="checkbox"/>
Epilepsy/Seizures	Yes <input type="checkbox"/> No <input type="checkbox"/>	Liver Disease	Yes <input type="checkbox"/> No <input type="checkbox"/>
Anemia	Yes <input type="checkbox"/> No <input type="checkbox"/>	Arthritis	Yes <input type="checkbox"/> No <input type="checkbox"/>
Congenital Heart Lesions	Yes <input type="checkbox"/> No <input type="checkbox"/>	Stroke	Yes <input type="checkbox"/> No <input type="checkbox"/>
Kidney Disease	Yes <input type="checkbox"/> No <input type="checkbox"/>	Glaucoma	Yes <input type="checkbox"/> No <input type="checkbox"/>
Frequent Headaches	Yes <input type="checkbox"/> No <input type="checkbox"/>	Pacemaker	Yes <input type="checkbox"/> No <input type="checkbox"/>
HIV-positive	Yes <input type="checkbox"/> No <input type="checkbox"/>	AIDS	Yes <input type="checkbox"/> No <input type="checkbox"/>
Cancer/Radiation Treatment	Yes <input type="checkbox"/> No <input type="checkbox"/>	Joint Replacements	Yes <input type="checkbox"/> No <input type="checkbox"/>
Angina (Chest Pain)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Dry Mouth	Yes <input type="checkbox"/> No <input type="checkbox"/>
Tumors	Yes <input type="checkbox"/> No <input type="checkbox"/>	Dementia/Alzheimer's Disease	Yes <input type="checkbox"/> No <input type="checkbox"/>
Substance Abuse Problems	Yes <input type="checkbox"/> No <input type="checkbox"/>	Organ Transplant	Yes <input type="checkbox"/> No <input type="checkbox"/>
Mental Illness	Yes <input type="checkbox"/> No <input type="checkbox"/>		

**Are you allergic to:** Penicillin  Codeine  Sulfa Drugs  Local Injected Anesthetics  Iodine  Metals/Nickel   
Aspirin  Ibuprofen  Latex or Plastics  Any Other Medications/Materials? \_\_\_\_\_

Do you take antibiotics prior to dental treatment? Yes  No       Do you use tobacco products? Yes  No   
Are you subject to prolonged bleeding? Yes  No       Are you taking any blood thinners? Yes  No   
Do you have excessive urination and/or thirst? Yes  No       Are you subject to fainting spells? Yes  No   
Have you had any major surgeries? Year: \_\_\_\_\_ Type of Surgery: \_\_\_\_\_ Year: \_\_\_\_\_ Type of Surgery: \_\_\_\_\_  
Do you have any other medical problems not listed? Yes  No  If yes explain: \_\_\_\_\_

**Women:** Are you or could you be pregnant? Yes  No  If yes, Due Date? \_\_\_\_\_ Are you nursing? Yes  No

**Dental Health**

Reason for your visit today: \_\_\_\_\_ When was your last dental visit? \_\_\_\_\_  
Have you ever had any serious problem associated with previous dental treatment? Yes  No   
Explain: \_\_\_\_\_  
Are you experiencing any tooth, mouth, or jaw pain? Yes  No  Explain: \_\_\_\_\_  
Do you avoid brushing any part of your mouth because of pain? Yes  No  Explain: \_\_\_\_\_  
How often do you brush your teeth? \_\_\_\_\_ How often do you floss? \_\_\_\_\_  
What type/texture toothbrush to you use? Soft  Medium  Hard  Nylon  Natural   
Do your gums bleed when brushing? Yes  No       Do your gums bleed when flossing? Yes  No   
Do you use an electric toothbrush and/or WaterPik? Yes  No   
Overall, are you satisfied with the appearance of your teeth? Yes  No   
Would you like to talk with us about making your teeth straighter? Yes  No   
Would you like your teeth to be whiter? Yes  No

<b>OFFICE USE: Periodic Medical/Dental Health Review</b>			
Date: _____	Changes to health: _____	New Medications _____	Staff Initials _____
Date: _____	Changes to health: _____	New Medications _____	Staff Initials _____
Date: _____	Changes to health: _____	New Medications _____	Staff Initials _____
Date: _____	Changes to health: _____	New Medications _____	Staff Initials _____



# NOTICE OF PRIVACY PRACTICES

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**THIS NOTICE DESCRIBES HOW HEALTH INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION.**

**PLEASE REVIEW IT CAREFULLY.  
THE PRIVACY OF YOUR HEALTH INFORMATION IS IMPORTANT TO US.**

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## **OUR LEGAL DUTY**

We are required by applicable federal and state law to maintain the privacy of your health information. We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your health information. We must follow the privacy practices that are described in this Notice while it is in effect. This Notice takes effect (01/01/2009), and will remain in effect until we replace it.

We reserve the right to change our privacy practices and the terms of this Notice at any time, provided such changes are permitted by applicable law. We reserve the right to make the changes in our privacy practices and the new terms of our Notice effective for all health information that we maintain, including health information we created or received before we made the changes. Before we make a significant change in our privacy practices, we will change this Notice and make the new Notice available upon request.

You may request a copy of our Notice at any time. For more information about our privacy practices, or for additional copies of this Notice, please contact us using the information listed at the end of this Notice.

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## **USES AND DISCLOSURES OF HEALTH INFORMATION**

We use and disclose health information about you for treatment, payment, and healthcare operations. For example:

**Treatment:** We may use or disclose your health information to a physician or other healthcare provider providing treatment to you.

**Payment:** We may use and disclose your health information to obtain payment for services we provide to you.

**Healthcare Operations:** We may use and disclose your health information in connection with our healthcare operations. Healthcare operations include quality assessment and improvement activities, reviewing the competence or qualifications of healthcare professionals, evaluating practitioner and provider performance, conducting training programs, accreditation, certification, licensing or credentialing activities.

**Your Authorization:** In addition to our use of your health information for treatment, payment or healthcare operations, you may give us written authorization to use your health information or to disclose it to anyone for any purpose. If you give us an authorization, you may revoke it in writing at any time. Your revocation will not affect any use or disclosures permitted by your authorization while it was in effect. Unless you give us a written authorization, we cannot use or disclose your health information for any reason except those described in this Notice.

**To Your Family and Friends:** We must disclose your health information to you, as described in the Patient Rights section of this Notice. We may disclose your health information to a family member, friend or other person to the extent necessary to help with your healthcare or with payment for your healthcare, but only if you agree that we may do so.

**Persons Involved In Care:** We may use or disclose health information to notify, or assist in the notification of (including identifying or locating) a family member, your personal representative or another person responsible for your care, of your location, your general condition, or death. If you are present, then prior to use or disclosure of your health information, we will provide you with an opportunity to object to such uses or disclosures. In the event of your incapacity or emergency circumstances, we will disclose health information based on a determination using our professional judgment disclosing only health information that is directly relevant to the person's involvement in your healthcare. We will also use our professional judgment and our experience with common practice to make reasonable inferences of your best interest in allowing a person to pick up filled prescriptions, medical supplies, x-rays, or other similar forms of health information.

**Marketing Health-Related Services:** We will not use your health information for marketing communications without your written authorization.

**Required by Law:** We may use or disclose your health information when we are required to do so by law.

**Abuse or Neglect:** We may disclose your health information to appropriate authorities if we reasonably believe that you are a possible victim of abuse, neglect, or domestic violence or the possible victim of other crimes. We may disclose your health information to the extent necessary to avert a serious threat to your health or safety or the health or safety of others.

**National Security:** We may disclose to military authorities the health information of Armed Forces personnel under certain circumstances. We may disclose to authorized federal officials health information required for lawful intelligence, counterintelligence, and other national security activities. We may disclose to correctional institution or law enforcement official having lawful custody of protected health information of inmate or patient under certain circumstances.

**Appointment Reminders:** We may use or disclose your health information to provide you with appointment reminders (such as voicemail messages, text messages, emails, postcards, or letters).

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#### **PATIENT RIGHTS**

**Access:** You have the right to look at or get copies of your health information, with limited exceptions. You may request that we provide copies in a format other than photocopies. We will use the format you request unless we cannot practicably do so. You must make a request in writing to obtain access to your health information. You may obtain a form to request access by using the contact information listed at the end of this Notice. We may charge you a reasonable cost-based fee for expenses such as copies and staff time. You may also request access by sending us a letter to the address at the end of this Notice.

**Disclosure Accounting:** You have the right to receive a list of instances in which we or our business associates disclosed your health information for purposes, other than treatment, payment, healthcare operations and certain other activities, for the last 6 years, but not before April 14, 2003. If you request this accounting more than once in a 12-month period, we may charge you a reasonable, cost-based fee for responding to these additional requests.

**Restriction:** You have the right to request that we place additional restrictions on our use or disclosure of your health information. We are not required to agree to these additional restrictions, but if we do, we will abide by our agreement (except in an emergency).

**Alternative Communication:** You have the right to request that we communicate with you about your health information by alternative means or to alternative locations. **{You must make your request in writing.}** Your request must specify the alternative means or location, and provide satisfactory explanation how payments will be handled under the alternative means or location you request.

**Amendment:** You have the right to request that we amend your health information. (Your request must be in writing, and it must explain why the information should be amended.) We may deny your request under certain circumstances.

**Electronic Notice:** If you receive this Notice on our Web site or by electronic mail (e-mail), you are entitled to receive this Notice in written form.

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#### **QUESTIONS AND COMPLAINTS**

If you want more information about our privacy practices or have questions or concerns, please contact us.

If you are concerned that we may have violated your privacy rights, or you disagree with a decision we made about access to your health information or in response to a request you made to amend or restrict the use or disclosure of your health information or to have us communicate with you by alternative means or at alternative locations, you may complain to us using the contact information listed at the end of this Notice. You also may submit a written complaint to the U.S. Department of Health and Human Services. We will provide you with the address to file your complaint with the U.S. Department of Health and Human Services upon request.

We support your right to the privacy of your health information. We will not retaliate in any way if you choose to file a complaint with us or with the U.S. Department of Health and Human Services.

Contact Officer: Dr. James V. Frohnmayr

Telephone: 503-289-7043

Fax: 503-289-1425

E-mail: smile@portsmouthdentalcare.us

Address: 5228 N Lombard St. Portland, OR 97203

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Portsmouth Dental Care

## ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

**\*\*You May Refuse to Sign This Acknowledgement\*\***

I, \_\_\_\_\_, have received a copy of this office's Notice of Privacy Practices.

\_\_\_\_\_  
{Please Print Name}

\_\_\_\_\_  
{Signature}

\_\_\_\_\_  
{Date}

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### For Office Use Only

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We attempted to obtain written acknowledgement of receipt of our Notice of Privacy Practices, but acknowledgement could not be obtained because:

- Individual refused to sign
- Communications barriers prohibited obtaining the acknowledgement
- An emergency situation prevented us from obtaining acknowledgement
- Other (Please Specify)

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

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