

## Patient Information

Patient Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last, First MI (Preferred Name)  
Social Security #: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Gender: \_\_\_\_\_  
Phone (Home): \_\_\_\_\_ (Cell): \_\_\_\_\_ (Work): \_\_\_\_\_ Ext: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street Apartment # City State Zip Code  
E-Mail Address: \_\_\_\_\_ Name of person referring you: \_\_\_\_\_

## Employer Information

Employer Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

## Spouse or Responsible Party Information

The following is for:  the patient's spouse  the person responsible for payment

Name: \_\_\_\_\_  
Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_  Male  Female  
Phone (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ Ext: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street Apartment # City State Zip Code

## Dental Insurance Information

### Primary

Name of Insured: \_\_\_\_\_ Is insured a patient?  Yes  No  
Last First MI  
Insured's Birthdate: \_\_\_\_\_ ID #: \_\_\_\_\_ Group #: \_\_\_\_\_  
Insured's Address: \_\_\_\_\_  
Street City State Zip Code  
Insured's Employer Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street City State Zip Code  
Patient's relationship to insured:  Self  Spouse  Child  Other \_\_\_\_\_  
Insurance Plan Name and Address: \_\_\_\_\_

### Secondary

Name of Insured: \_\_\_\_\_ Is insured a patient?  Yes  No  
Last First MI  
Insured's Birthdate: \_\_\_\_\_ ID #: \_\_\_\_\_ Group #: \_\_\_\_\_  
Insured's Address: \_\_\_\_\_  
Street City State Zip Code  
Insured's Employer Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street City State Zip Code  
Patient's relationship to insured:  Self  Spouse  Child  Other \_\_\_\_\_  
Insurance Plan Name and Address: \_\_\_\_\_

## Policy of Care and Payment

### Initial

\_\_\_\_\_ As a condition of your treatment plan by this office, financial arrangements must be made in advance. Michael S Cho DDS, General Dentist requires payment in full for your portion at the time of service. We accept MasterCard, Visa, American Express, cash and check. If you are in need of an extended finance option, we also work with **Lending Club**.

### Initial

\_\_\_\_\_ **Insurance:** You are responsible for the entire balance of any treatment you receive. We will be glad to file your insurance electronically. Due to the large variety of insurance companies and plans, we are unable to determine the exact amount of coverage for each plan at the time of treatment. Your insurance coverage will be estimated and the remaining balance is due at time of treatment.

### Initial

\_\_\_\_\_ **Missed Appointment/Late Cancellation:** Please give us the courtesy of 48 hours notice if you are unable to make your appointment. If adequate notice is not given, a Missed appointment/Late Cancellation charge will be applied to your account in the amount of \$50.00 for each hour of time scheduled.

I have read the above conditions of treatment and payment and agree to their content.

\_\_\_\_\_  
Signature of patient, parent or guardian Date: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

# Dental History

So that we may provide you with the best possible care please complete this dental history form  
All information is completely confidential

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1. What is the reason for your visit today? \_\_\_\_\_
2. Date of last dental visit \_\_\_\_\_ Last cleaning \_\_\_\_\_
3. Name of your previous dentist \_\_\_\_\_
4. How often do you brush your teeth? \_\_\_\_\_ How often do you floss? \_\_\_\_\_  
What other dental aids do you use (Sonicare, Oral B, electric toothpicks)
5. Do you have any dental problems now? Yes No  
If yes, please explain \_\_\_\_\_
6. Are any of your teeth sensitive to:  
Hot or cold? Yes No  
Sweets? Yes No  
Biting or chewing? Yes No  
Have you noticed any mouth odors  
or bad tastes? Yes No  
  
Do you frequently get cold sores,  
blisters or any other oral lesions? Yes No
7. Do your gums bleed or hurt? Yes No  
Have your parents experienced gum  
disease or tooth loss? Yes No  
Does food tend to become caught in  
between your teeth? Yes No
8. Do you:  
Clench or grind your teeth while awake  
or asleep? Yes No  
Bite your lips or cheeks regularly? Yes No  
Hold foreign objects with your teeth?  
(pencils, pipe, pins, nails, fingernails) Yes No  
Mouth breathe while awake/asleep? Yes No  
Have tired jaws, especially in  
the morning? Yes No  
Smoke or chew tobacco? Yes No
9. Have you ever had:  
Orthodontic treatment? Yes No  
Oral surgery? Yes No  
Periodontal treatment? Yes No  
Your teeth ground or the bite  
adjusted? Yes No  
A bite plate or nite guard? Yes No  
A serious injury to the mouth or  
head? Yes No  
if so, please describe, including the  
cause \_\_\_\_\_  
\_\_\_\_\_
10. Have you ever experienced:  
Clicking/popping of the  
jaw? Yes No  
Pain (joint, ear, side of face) Yes No  
Difficulty opening/closing Yes No  
Difficulty chewing? Yes No  
Headaches, neck aches or  
shoulder aches? Yes No
11. Is it important to you to keep  
all of your teeth? Yes No
12. Do you feel nervous  
having dental treatment? Yes No
13. Have you ever had an upsetting  
dental experience? Yes No  
Describe \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
14. Is there anything else about having dental treatment that you would like us to know? Describe:

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Name \_\_\_\_\_ Date \_\_\_\_\_

Eaglesoft Medical History

Patient Name:

Birth Date:

Date Created:

Although dental personnel primarily treat the area in and around your mouth, your mouth is a part of your entire body. Health problems that you may have, or medication

Are you under a physician's care now?  Yes  No If yes

Have you ever been hospitalized or had a major operation?  Yes  No If yes

Have you ever had a serious head or neck injury?  Yes  No If yes

Are you taking any medications, pills, or drugs?  Yes  No If yes

Do you take, or have you taken, Phen-Fen or Redux?  Yes  No If yes

Have you ever taken Fosamax, Boniva, Actonel or any other medications containing bisphosphonates?  Yes  No If yes

Are you on a special diet?  Yes  No

Do you use tobacco?  Yes  No

Women: Are you...

Pregnant/Trying to get pregnant?  Nursing?  Taking oral contraceptives?

Are you allergic to any of the following?

Aspirin  Penicillin  Codeine  Acrylic  
 Metal  Latex  Sulfa Drugs  Local Anesthetics

Other?  If yes

Do you use controlled substances?  Yes  No If yes

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

AIDS/HIV Positive <input type="radio"/> Yes <input type="radio"/> No	Cortisone Medicine <input type="radio"/> Yes <input type="radio"/> No	Hemophilia <input type="radio"/> Yes <input type="radio"/> No	Radiation Treatments <input type="radio"/> Yes <input type="radio"/> No
Alzheimer's Disease <input type="radio"/> Yes <input type="radio"/> No	Diabetes <input type="radio"/> Yes <input type="radio"/> No	Hepatitis A <input type="radio"/> Yes <input type="radio"/> No	Recent Weight Loss <input type="radio"/> Yes <input type="radio"/> No
Anaphylaxis <input type="radio"/> Yes <input type="radio"/> No	Drug Addiction <input type="radio"/> Yes <input type="radio"/> No	Hepatitis B or C <input type="radio"/> Yes <input type="radio"/> No	Renal Dialysis <input type="radio"/> Yes <input type="radio"/> No
Anemia <input type="radio"/> Yes <input type="radio"/> No	Easily Winded <input type="radio"/> Yes <input type="radio"/> No	Herpes <input type="radio"/> Yes <input type="radio"/> No	Rheumatic Fever <input type="radio"/> Yes <input type="radio"/> No
Angina <input type="radio"/> Yes <input type="radio"/> No	Emphysema <input type="radio"/> Yes <input type="radio"/> No	High Blood Pressure <input type="radio"/> Yes <input type="radio"/> No	Rheumatism <input type="radio"/> Yes <input type="radio"/> No
Arthritis/Gout <input type="radio"/> Yes <input type="radio"/> No	Epilepsy or Seizures <input type="radio"/> Yes <input type="radio"/> No	High Cholesterol <input type="radio"/> Yes <input type="radio"/> No	Scarlet Fever <input type="radio"/> Yes <input type="radio"/> No
Artificial Heart Valve <input type="radio"/> Yes <input type="radio"/> No	Excessive Bleeding <input type="radio"/> Yes <input type="radio"/> No	Hives or Rash <input type="radio"/> Yes <input type="radio"/> No	Shingles <input type="radio"/> Yes <input type="radio"/> No
Artificial Joint <input type="radio"/> Yes <input type="radio"/> No	Excessive Thirst <input type="radio"/> Yes <input type="radio"/> No	Hypoglycemia <input type="radio"/> Yes <input type="radio"/> No	Sickle Cell Disease <input type="radio"/> Yes <input type="radio"/> No
Asthma <input type="radio"/> Yes <input type="radio"/> No	Fainting Spells/Dizziness <input type="radio"/> Yes <input type="radio"/> No	Irregular Heartbeat <input type="radio"/> Yes <input type="radio"/> No	Sinus Trouble <input type="radio"/> Yes <input type="radio"/> No
Blood Disease <input type="radio"/> Yes <input type="radio"/> No	Frequent Cough <input type="radio"/> Yes <input type="radio"/> No	Kidney Problems <input type="radio"/> Yes <input type="radio"/> No	Spina Bifida <input type="radio"/> Yes <input type="radio"/> No
Blood Transfusion <input type="radio"/> Yes <input type="radio"/> No	Frequent Diarrhea <input type="radio"/> Yes <input type="radio"/> No	Leukemia <input type="radio"/> Yes <input type="radio"/> No	Stomach/Intestinal Disease <input type="radio"/> Yes <input type="radio"/> No
Breathing Problems <input type="radio"/> Yes <input type="radio"/> No	Frequent Headaches <input type="radio"/> Yes <input type="radio"/> No	Liver Disease <input type="radio"/> Yes <input type="radio"/> No	Stroke <input type="radio"/> Yes <input type="radio"/> No
Bruise Easily <input type="radio"/> Yes <input type="radio"/> No	Genital Herpes <input type="radio"/> Yes <input type="radio"/> No	Low Blood Pressure <input type="radio"/> Yes <input type="radio"/> No	Swelling of Limbs <input type="radio"/> Yes <input type="radio"/> No
Cancer <input type="radio"/> Yes <input type="radio"/> No	Glaucoma <input type="radio"/> Yes <input type="radio"/> No	Lung Disease <input type="radio"/> Yes <input type="radio"/> No	Thyroid Disease <input type="radio"/> Yes <input type="radio"/> No
Chemotherapy <input type="radio"/> Yes <input type="radio"/> No	Hay Fever <input type="radio"/> Yes <input type="radio"/> No	Mitral Valve Prolapse <input type="radio"/> Yes <input type="radio"/> No	Tonsillitis <input type="radio"/> Yes <input type="radio"/> No
Chest Pains <input type="radio"/> Yes <input type="radio"/> No	Heart Attack/Failure <input type="radio"/> Yes <input type="radio"/> No	Osteoporosis <input type="radio"/> Yes <input type="radio"/> No	Tuberculosis <input type="radio"/> Yes <input type="radio"/> No
Cold Sores/Fever Blisters <input type="radio"/> Yes <input type="radio"/> No	Heart Murmur <input type="radio"/> Yes <input type="radio"/> No	Pain in Jaw Joints <input type="radio"/> Yes <input type="radio"/> No	Tumors or Growths <input type="radio"/> Yes <input type="radio"/> No
Congenital Heart Disorder <input type="radio"/> Yes <input type="radio"/> No	Heart Pacemaker <input type="radio"/> Yes <input type="radio"/> No	Parathyroid Disease <input type="radio"/> Yes <input type="radio"/> No	Ulcers <input type="radio"/> Yes <input type="radio"/> No
Convulsions <input type="radio"/> Yes <input type="radio"/> No	Heart Trouble/Disease <input type="radio"/> Yes <input type="radio"/> No	Psychiatric Care <input type="radio"/> Yes <input type="radio"/> No	Venereal Disease <input type="radio"/> Yes <input type="radio"/> No
			Yellow Jaundice <input type="radio"/> Yes <input type="radio"/> No

Have you ever had any serious illness not listed  Yes  No If yes

Comments:

To the best of my knowledge, the questions on this form have been accurately answered. I understand that providing incorrect information can be dangerous to my (or patient's) health. It is my responsibility to inform the dental office of any changes in medical status.

Signature of Patient, Parent or Guardian:

X

Date: \_\_\_\_\_

**Please read and initial the following statements**

**Scheduling Policy:** While Dr. Michael S. Cho DDS PS will make every effort to accommodate our patients' busy schedules, our policy is to reschedule any patient arriving late for an appointment, so as not to inconvenience others for whom we have reserved time. In these situations, we may shorten or reschedule the appointment, dependent upon the time we have reserved for others that day.

Initial \_\_\_\_\_

**Cancellation Policy:** We require two working days' notice (48 hours) to reschedule or cancel dental appointments. For each hour reserved for you, a charge of \$95 will be assessed for late appointment charges or for failure to keep an appointment. Please respect our other patients' time by informing us as soon as possible when you are unable to make an appointment.

Initial \_\_\_\_\_

**Estimation of Dental Benefits:** I understand that Dr. Michael S. Cho DDS PS can only provide an estimate of dental insurance benefits and cannot guarantee payment by my insurance company. It is in my best interest to understand my benefits as coverage varies from plan to plan (even with the same company). If I request, Michael S. Cho DDS PS will submit a predetermination of benefits to my insurance company prior to beginning treatment. If my account should be placed in the hands of an attorney for collections or if suit shall be brought to collect any of the principal, interest or monthly billing fee of this account, I promise to pay reasonable attorney's fees and cost of such suit.

Initial \_\_\_\_\_

**Photography:** I understand that as a part of my care, photographs may be taken of my teeth and face. The publication or showing of these photographs will be for insurance related, educational and healthcare operations only.

Initial \_\_\_\_\_

**Notice of Privacy Practices:** I have received a copy of the Notice of Privacy Practices.

Initial \_\_\_\_\_

**Release of Benefits and Information:** I authorize my insurance benefits to be paid directly to Michael S. Cho DDS PS. I am responsible for payment of my account even though an insurance claim has been filed. To the extent permitted under applicable law, I authorized Michael S. Cho DDS PS to release information relating to the claim. I am responsible for the portion not covered by insurance on the day of my appointment.

Initial \_\_\_\_\_

Patient Signature \_\_\_\_\_ Date \_\_\_\_\_

# Financial Policy Agreement

## **Outstanding Patient Service is Our Goal**

The goal of Dr. Michael S. Cho DDS PS is to make sure you receive the highest quality dental care and service. One step towards that goal is to make certain that our financial policies are clear and understood by you, our patient.

## **Insurance – We Go the Extra Mile**

If you have insurance, we will make a good faith estimate of your benefits. We will take care of completing and filing the appropriate claim forms with your insurance provider. We will also track your claim and make sure that it is paid in a timely manner. We are also happy to provide your insurance x-rays or other information they may require.

If your insurer denies coverage, or if we otherwise do not receive payment within 60 days from filing your claim, the amount will then become due and payable by you. Remember that your coverage is a contract between you and your insurer and/or your employer and your insurer. Although we will make every effort to help you obtain your benefits, we cannot compel your insurer to pay.

## **Payment Due at the Time of Treatment**

Fees for services are due at the time of treatment after deduction of your good faith estimate of insurance benefits.

## **Payment Options**

We accept cash, check, Visa, MasterCard, Discover and American Express. If you require a deferred payment option we offer Care Credit. If you would like to take advantage of this deferred payment option, please ask for the short and simple application. Approval takes only a few minutes.

## **Your Responsibility**

I acknowledge my responsibility for payment of services received from Dr. Michael S. Cho DDS PS in accordance with their regular fees and terms.

I understand that this account becomes delinquent if not paid within 60 days after the date of service and that at that time a billing fee of \$15.00 will be charged every month until the balance is paid in full.

## **Assignment and Release**

I authorize payment to be made directly to the dentist by my insurance company and I accept financial responsibility for all services not covered by my insurance and I authorize release of any health care information requested by my insurance carrier.

Patient

Signature \_\_\_\_\_ Date \_\_\_\_\_

Staff member initials \_\_\_\_\_ Date \_\_\_\_\_

# Notice of Privacy Practices – Acknowledgement

We keep a record of the health care services we provide you. You may ask to see and copy that record. You may also ask to correct that record. We will not disclose your record to others unless you direct us to do so or unless the law authorizes or compels us to do so. You may see your record or get more information about it by contacting Dr. Michael S. Cho.

Our Notice of Privacy Practices describes in more detail how your health information may be used and disclosed, and how you can access your information.

By my signature below I acknowledge receipt of the Notice of Privacy Practices.

\_\_\_\_\_  
Patient or legally authorized individual signature

\_\_\_\_\_  
Date Time

\_\_\_\_\_  
Printed Name if signed on behalf of the patient

\_\_\_\_\_  
Relationship

This form will be retained in your dental record.