



Dr. Fred Haight, DDS  
Dr. Katie James, DDS

Compassion • Integrity • Convenience

www.HaightFamilyDentistry.com

6317 Preston Road Suite 500  
Plano, TX 75024  
Tel: 972-527-5555

1711 Cooper Street  
Melissa, Texas 75454  
Tel: 972-838-4500

**PATIENT INFORMATION**

Date: \_\_\_\_\_  NEW PATIENT  UPDATE  
 Patient: \_\_\_\_\_  
 LAST FIRST MI PREFERRED TITLE  
 MALE  FEMALE  CHILD\*  STUDENT\*\*  SINGLE  MARRIED  DIVORCED  WIDOWED

\*IF CHILD, PROVIDE PARENT/GUARDIAN NAME(S) BELOW: \_\_\_\_\_  
 PARENT/GUARDIAN NAME(S)

\*\*IF STUDENT, PLEASE COMPLETE:  FULL-TIME  PART-TIME  
 SCHOOL/LOCATION \_\_\_\_\_

Patient Date of Birth: \_\_\_\_\_ Patient SSN: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 ADDRESS LINE 1  
 ADDRESS LINE 2  
 CITY ST ZIP CODE  
 HOME: \_\_\_\_\_  
 CELL: \_\_\_\_\_  
 OTHER: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ PAGER: \_\_\_\_\_  
 FAX: \_\_\_\_\_  
 Referral?  Yes  No Referred by: \_\_\_\_\_

**EMERGENCY INFORMATION**

In case of emergency, please provide information for the nearest relative or designated contact person not at the patient's address:  
 \_\_\_\_\_ Tel: \_\_\_\_\_  
 NAME RELATIONSHIP

**INSURANCE INFORMATION**

**Subscriber:**  
 LAST FIRST MI PREFERRED TITLE  
 Subscriber Date of Birth: \_\_\_\_\_ Subscriber SSN: \_\_\_\_\_  
 Subscriber Employer: \_\_\_\_\_  
 Patient Relationship to Subscriber:  SELF  SPOUSE  CHILD  OTHER

**PRIMARY INSURANCE CARRIER:**  
 Group/Policy No.: \_\_\_\_\_ ID#.: \_\_\_\_\_  
 Address: \_\_\_\_\_ TEL: \_\_\_\_\_  
 TOLL-FREE: \_\_\_\_\_  
 FAX: \_\_\_\_\_  
 CITY ST ZIP CODE

**SECONDARY INSURANCE CARRIER:**  
 Group/Policy No.: \_\_\_\_\_ ID No.: \_\_\_\_\_  
 Address: \_\_\_\_\_ TEL: \_\_\_\_\_  
 TOLL-FREE: \_\_\_\_\_  
 FAX: \_\_\_\_\_  
 CITY ST ZIP CODE



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**DENTAL HISTORY**

ORAL HEALTH: EXCELLENT GOOD FAIR POOR

Date of Last Dental Visit: \_\_\_\_\_ Treatment Type: \_\_\_\_\_

- YN Are you currently having dental discomfort? If yes, explain: \_\_\_\_\_
- YN Any unhappy/unpleasant dental experiences? If yes, explain: \_\_\_\_\_
- YN Any injuries to mouth/teeth/head? If yes, explain: \_\_\_\_\_
- YN Any missing teeth other than wisdom teeth or orthodontic extractions?
- YN Have missing teeth been replaced?
- YN Orthodontic appliances now or in the past?
- YN Gums bleed when brushing or flossing?
- YN Concerned about gum disease? History of gum disease? YN
- YN Any concerns about the appearance of your teeth?
- YN Does it hurt to bite or chew?
- YN Do you clench or grind your teeth? If so, do you wear a night guard or splint? YN
- YN Do you want to become a regular continuing care patient in our practice?
- YN Do you want your mouth properly restored and pain free?
- YN Does any type of dental treatment make you nervous? If yes, please explain below:

The most important concerns regarding my dental treatment are:  
 \_\_\_\_\_

What factors are most important for your satisfaction with our office?  
 \_\_\_\_\_

Any additional concerns/comments?  
 \_\_\_\_\_

**Please Read prior to filling out Medical History:**

*Although dental personnel primarily treat in and around your mouth, your mouth is a part of your entire body. Health problems that you may have, or medication that you may be taking, could have an important interrelationship with the dentistry you will receive.  
 Thank you for thoroughly answering the following questions.*



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**PRIMARY PHYSICIAN INFORMATION**

Physician: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Clinic: \_\_\_\_\_

**MEDICAL HISTORY**

GENERAL HEALTH:  EXCELLENT  GOOD  FAIR  POOR

- Y  N Under a physician's care now?
- Y  N Any hospitalization in the past 5 years? \_\_\_\_\_
- Y  N Any serious illnesses/surgeries? \_\_\_\_\_
- Y  N Use tobacco in any form? If Yes, Type: \_\_\_\_\_
- Y  N Is pre-medication required before dental visits due to heart condition or artificial joint?
- Y  N Taking any prescription or daily OTC medications/drugs? *If yes, list details in the Medication Section.*

FEMALE PATIENTS:  Y  N Currently nursing?  Y  N Currently pregnant? Due Date: \_\_\_\_\_

Do you know of any reason why routine dental procedures might pose a risk to you, our staff, or other patients?  Y  N  
If yes, please describe:

Is there anything important about your medical condition we have not asked?  Y  N If yes, please describe:

**ALL PATIENTS: DO YOU HAVE, OR HAVE YOU EVER HAD ANY OF THE FOLLOWING? (CHECK ALL THAT APPLY):**  NONE

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> ANGINA                 | <input type="checkbox"/> BLOOD TRANSFUSION         | <input type="checkbox"/> EMPHYSEMA                    | <input type="checkbox"/> PSYCHIATRIC TREATMENT |
| <input type="checkbox"/> ALZHEIMER'S DISEASE    | <input type="checkbox"/> CANCER                    | <input type="checkbox"/> EXCESSIVE BLEEDING           | <input type="checkbox"/> RADIATION             |
| <input type="checkbox"/> AIDS/HIV CIRCLE        | <input type="checkbox"/> CHEMO THERAPY             | <input type="checkbox"/> GLAUCOMA                     | <input type="checkbox"/> RESPIRATORY DISEASE   |
| <input type="checkbox"/> ANEMIA                 | <input type="checkbox"/> CHEST PAINS               | <input type="checkbox"/> HEART MURMUR                 | <input type="checkbox"/> RHEUMATIC FEVER       |
| <input type="checkbox"/> ANAPHYLAXIS            | <input type="checkbox"/> COLD SORES                | <input type="checkbox"/> HEPATITIS A, B OR C (CIRCLE) | <input type="checkbox"/> SINUS PROBLEMS        |
| <input type="checkbox"/> ANXIETY                | <input type="checkbox"/> CONVULSIONS               | <input type="checkbox"/> HIGH BLOOD PRESSURE          | <input type="checkbox"/> STROKE                |
| <input type="checkbox"/> ARTIFICIAL HEART VALVE | <input type="checkbox"/> CONGENITAL HEART DISORDER | <input type="checkbox"/> HEART ATTACK/DISEASE         | <input type="checkbox"/> THYROID CONDITION     |
| <input type="checkbox"/> ARTIFICIAL JOINTS      | <input type="checkbox"/> CORTISONE MEDICATION      | <input type="checkbox"/> KIDNEY/ LIVER DISEASE        | <input type="checkbox"/> TUBERCULOSIS          |
| <input type="checkbox"/> ARTHRITIS              | <input type="checkbox"/> DIABETES                  | <input type="checkbox"/> HEART PACEMAKER              | <input type="checkbox"/> ULCERS                |
| <input type="checkbox"/> ASTHMA                 | <input type="checkbox"/> DIZZINESS/ FAINTING       | <input type="checkbox"/> EXCESSIVE THIRST             | <input type="checkbox"/> VENEREAL DISEASE/ STD |
| <input type="checkbox"/> BREATHING PROBLEMS     | <input type="checkbox"/> EPILEPSY/ SEIZURES        | <input type="checkbox"/> MITRAL VALVE PROLAPSE        |  |
| <input type="checkbox"/> BLOOD DISORDER         | <input type="checkbox"/> FREQUENT HEADACHES        | <input type="checkbox"/> HIGH CHOLESTEROL             | OTHER: _____                                   |

**ALL PATIENTS: ARE YOU ALLERGIC TO OR HAVE YOU EVER HAD ANY REACTION TO THE FOLLOWING? (CHECK ALL THAT APPLY):**  NONE

- |   |                                  |   |   |  |
|---|----------------------------------|---|---|--|
| <input type="checkbox"/> ASPIRIN                    | <input type="checkbox"/> CODEINE | <input type="checkbox"/> LACTOSE INTOLERANCE    | <input type="checkbox"/> SLEEPING PILLS               | <input style="border: 1px solid black;" type="checkbox"/> NONE |
| <input type="checkbox"/> ANESTHETIC – LOCAL         | <input type="checkbox"/> DAIRY   | <input type="checkbox"/> METAL SENSITIVITY      | <input type="checkbox"/> SULFA DRUGS                  |  |
| <input type="checkbox"/> BARBITURATES               | <input type="checkbox"/> LATEX   | <input type="checkbox"/> NITROUS OXIDE SEDATION | <input type="checkbox"/> PENICILLIN/OTHER ANTIBIOTICS |  |
| <input type="checkbox"/> OTHER – PLEASE LIST: _____ |                                  |   |   |  |

**MEDICATION INFORMATION**

**ALL PATIENTS: ARE YOU CURRENTLY TAKING ANY OF THE FOLLOWING? (CHECK ALL THAT APPLY):**  NONE

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> ANTIBIOTICS/SULFA DRUGS    | <input type="checkbox"/> ANTIHISTAMINES/ALLERGY   | <input type="checkbox"/> DAILY ASPIRIN       | <input type="checkbox"/> BLOOD PRESSURE MEDS        |
| <input type="checkbox"/> BLOOD THINNERS             | <input type="checkbox"/> CANCER/CHEMO MEDICATIONS | <input type="checkbox"/> CORTISONE/STEROIDS  | <input type="checkbox"/> HEART MEDICATION/DIGITALIS |
| <input type="checkbox"/> INSULIN                    | <input type="checkbox"/> NITROGLYCERIN            | <input type="checkbox"/> ORAL CONTRACEPTIVES | <input type="checkbox"/> OSTEOPOROSIS MEDICATIONS   |
| <input type="checkbox"/> OTHER DIABETIC MEDICATIONS | <input type="checkbox"/> RECREATIONAL DRUGS       | <input type="checkbox"/> THYROID MEDICATIONS | <input type="checkbox"/> TRANQUILIZERS              |
| <input type="checkbox"/> OTHER (PLEASE LIST BELOW)  |   |  |   |

DRUG NAME	DOSAGE	REASON PRESCRIBED



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## Financial Guidelines/Office Policies

We are committed to providing you with the best care possible to achieve total oral health. In order to achieve these goals, we need your assistance and your understanding of our financial guidelines. We ask that you provide us with any changes to your insurance no later than 48 hours prior to your appointment.

### Insurance

**We accept all major dental insurance payments, however we may not be an in network provider for your plan.** If we are not an in network provider, review your plan details, as in many cases insurance reimbursement is very similar.

- **No estimate is a guarantee of payment.** Please understand, you are responsible for all charges not paid by your insurance. Also, many insurance companies are excluding certain dental procedures or downgrading procedures to a lesser reimbursement level; in which case, you would be responsible for the difference.
- **Workers Compensation claims** will be filed for you. Please understand the carrier will assign a dollar amount that will be paid towards the claim, which *may or may not* cover the entire fee. Any amount not covered by the carrier, will be your responsibility.
- **Minors must be accompanied by a parent or legal guardian.** If the parents are separated or divorced, the person accompanying the minor will be responsible for co-payment at the time of service.

### Payments

- **Patient portion or patient co-pay is due at the time services are rendered** - unless prior financial arrangements have been made.
- **Payment Information:**
  - o All major credit cards are accepted (Visa, MasterCard, Discover, American Express)
  - o 10% Discount for Senior Citizens
  - o 5% Cash Discount when paid in full
  - o Various financing options with CareCredit®
- **Balances left over 90 days will begin going through the process of collections:** We realize that temporary financial problems may affect timely payment of your account. If such problems do arise, we encourage you *to contact us promptly* for assistance in the management of your account.

## Short Cancelled/ Missed Appointments

When your appointment is made, a room is reserved, your records are prepared and special instruments are readied for your visit. Except for emergency treatment for another patient, you can expect us to be prompt. We ask that if you must change an appointment, you give at least 24 hours notice. This makes it possible to give your reserved room to another patient.

**There is a \$25 charge for not showing up to your appointment.**

**Repeated cancellations or missed appointment will result in loss of future appointment privileges.**

By signing below, I acknowledge I have read and understand the guidelines above.

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

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



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## CONSENT FOR USE AND DISCLOSURE OF HEALTH INFORMATION

### Section A: PATIENT GIVING CONSENT

Patient's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Section B: TO THE PATIENT – PLEASE READ THE FOLLOW STATEMENTS CAREFULLY

**Purpose of Consent:** By signing this form, you will consent to our use and disclosure of your protected health information to carry out treatment, payment activities, and healthcare operations.

**Notice of Privacy Practices:** You have the right to read our Notice of Privacy Practices before you decide whether to sign this consent. Please ask for a copy if you chose to do so. Our Notice provides a description of our treatment, payment activities, and healthcare operations of the uses and disclosures we may make of your protected health information, and of other important matters about your protected health information. We encourage you to read it completely before signing this document.

We reserve the right to change our privacy practices as described in our Notice of Privacy Practices. If we change our privacy practices, we will issue a revised Notice of Privacy Practices, which will contain the changes. Those changes may apply to any of you protected health information that we obtain.

You may obtain a copy of Notice of Private Practices, including any revisions, at any time by contacting:

**Telephone:** 972-527-5555

**Fax:** 972-378-0810

**Email:** [frontdesk@drhaight.com](mailto:frontdesk@drhaight.com)

**PLANO:** 6317 PRESTON ROAD STE. 500, PLANO, TX 75024

**MELISSA:** 1711 COOPER STREET, MELISSA, TX 75454

I, \_\_\_\_\_ have had full opportunity to read and consider the contents of this Consent form and Notice of Privacy Practices. I understand that, by signing this Consent form, I am giving my consent to your use and disclosure of my/my child's protected health information to carry out treatment, payment activities and healthcare operations.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**If this Consent is signed by a guardian or personal representative on behalf of the patient, please complete the following:**

Guardian/ Personal Representative Name: \_\_\_\_\_

Relationship to Patient: \_\_\_\_\_

### **YOU ARE ENTITLED TO A COPY OF THIS CONSENT AFTER YOU SIGN IT.**

**Right to Revoke:** You will have the right to revoke this consent at any time by giving us written notice of revocation submitted to the contact person listed above. Please understand that revocation of this Consent will not affect any action we took in reliance on this Consent before we received your revocation, and that we may decline to treat you or to continue treating you if you revoke this Consent.

#### **REVOCAION OF CONSENT:**

I revoke my Consent for you and disclosure of my protected health information for treatment, payment activities, and healthcare operations.

I understand that revocation of Consent will not affect any action you took in reliance on this Consent before you received my revocation, and that you may decline to treat me or to continue treating me if I have revoked this consent.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_