



Welcome to our office. Please complete the following forms. The information provided on these forms is important to your care.

Patient's Name	Today's Date
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Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Age	Date of Birth	SSN	e-mail Address
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Address	City	State	Zip Code
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Billing Address (if different)	City	State	Zip Code
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Home Phone	Work Phone	Mobile
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Spouse's Name and Phone #	Emergency Phone # (other than spouse)
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Primary Dental Insurance	Group #	Subscriber's Name	ID#	DOB	SSN
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Secondary Dental Insurance	Group #	Subscriber's Name	ID#	DOB	SSN
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Primary Medical Insurance	Group #	Subscriber's Name	ID#	DOB	SSN
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Secondary Medical Insurance	Group #	Subscriber's Name	ID#	DOB	SSN
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Name & Phone of your Medical Doctor	Date of last visit	Name & Phone of your Dentist	Date of last visit
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Referred to us by	Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Divorced	Current living situation <input type="checkbox"/> Living with other adult(s) and children <input type="checkbox"/> Living alone <input type="checkbox"/> Single parent <input type="checkbox"/> Living with other adult(s) with no children
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**1. Chief complaints (why are you here?)**

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**2. Detection of problem**

<input type="checkbox"/> I detected the problem <input type="checkbox"/> My dentist found the problem <input type="checkbox"/> My physician found the problem <input type="checkbox"/> My friend/family found the problem
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**3. Do you clench or grind your teeth?**

<input type="checkbox"/> Day <input type="checkbox"/> Night <input type="checkbox"/> Day & night <input type="checkbox"/> N/A
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**4. Location of Oral Lessons (if applicable)**

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**5. Location of Pain**

A. Please MARK the locations of your pain: (R for right and/or L for left)

R	L	R	L	R	L	R	L	R	L
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scalp		Forehead		Gum Tissue		Ear		Chest	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neck		Temple		Tongue		Eye		Lips	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoulder		Upper jaw		Throat		Cheek		Extraction Site	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arm		Lower jaw		Roof of Mouth		Sinus			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Back		TMJ		Tooth		Denture Ridge			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

B. How long have you had this pain? \_\_\_\_\_

C. Do you feel it is associated with your overall problem  YES  NO

D. When did it start in relation to your overall problem?  Before  During  After  Not applicable

**6. When is the problem worse?**

<input type="checkbox"/> At night	<input type="checkbox"/> When eating	<input type="checkbox"/> During day	<input type="checkbox"/> With use of medication	<input type="checkbox"/> At work
<input type="checkbox"/> Upon awakening	<input type="checkbox"/> With specific foods	<input type="checkbox"/> During stress	<input type="checkbox"/> Related to denture wearing	

Other: \_\_\_\_\_

**7. Do you use any of the following to alleviate symptoms?**

<input type="checkbox"/> Chewing gum	<input type="checkbox"/> Frequent sips of water or liquid	<input type="checkbox"/> Saliva substitute (Name: _____)
<input type="checkbox"/> Candies or mints	<input type="checkbox"/> Get up at night to drink water	<input type="checkbox"/> Mouthwash (Name: _____)
<input type="checkbox"/> Hot/cold packs	<input type="checkbox"/> Pain medications	

Other: \_\_\_\_\_

**8. Do you have any of the following problems?**

<input type="checkbox"/> Difficulty chewing dry food	<input type="checkbox"/> Pain with swallowing	<input type="checkbox"/> Need water or liquid to help swallow
<input type="checkbox"/> Pain with swallowing	<input type="checkbox"/> Reflux problems	

**9. What does your pain feel like?**

Some of the words below describe your PRESENT pain. Mark ONLY those words that best describe it. Leave out any category that is not suitable. Use only a single word in each appropriate category -the one that applies best-. If you are not feeling any pain at the moment, please leave box empty.

1 <input type="checkbox"/> Flickering	4 <input type="checkbox"/> Sharp	<input type="checkbox"/> Scalding	<input type="checkbox"/> Rasping	<input type="checkbox"/> Killing	<input type="checkbox"/> Numb
<input type="checkbox"/> Quivering	<input type="checkbox"/> Cutting	<input type="checkbox"/> Searing	<input type="checkbox"/> Splitting	15 <input type="checkbox"/> Wretched	<input type="checkbox"/> Drawing
<input type="checkbox"/> Pulsing	<input type="checkbox"/> Lacerating	8 <input type="checkbox"/> Tingling	11 <input type="checkbox"/> Tiring	<input type="checkbox"/> Blinding	<input type="checkbox"/> Squeezing
<input type="checkbox"/> Throbbing	5 <input type="checkbox"/> Pinching	<input type="checkbox"/> Itchy	<input type="checkbox"/> Exhausting	16 <input type="checkbox"/> Annoying	<input type="checkbox"/> Tearing
<input type="checkbox"/> Beating	<input type="checkbox"/> Pressing	<input type="checkbox"/> Smarting	12 <input type="checkbox"/> Sickening	<input type="checkbox"/> Troublesome	19 <input type="checkbox"/> Cool
<input type="checkbox"/> Pounding	<input type="checkbox"/> Gnawing	<input type="checkbox"/> Stinging	<input type="checkbox"/> Suffocating	<input type="checkbox"/> Miserable	<input type="checkbox"/> Cold
2 <input type="checkbox"/> Jumping	<input type="checkbox"/> Cramping	9 <input type="checkbox"/> Dull	13 <input type="checkbox"/> Fearful	<input type="checkbox"/> Intense	<input type="checkbox"/> Freezing
<input type="checkbox"/> Flashing	<input type="checkbox"/> Crushing	<input type="checkbox"/> Sore	<input type="checkbox"/> Frightful	<input type="checkbox"/> Unbearable	20 <input type="checkbox"/> Nagging
<input type="checkbox"/> Shooting	6 <input type="checkbox"/> Tugging	<input type="checkbox"/> Hurting	<input type="checkbox"/> Terrifying	17 <input type="checkbox"/> Spreading	<input type="checkbox"/> Nauseating
3 <input type="checkbox"/> Pricking	<input type="checkbox"/> Pulling	<input type="checkbox"/> Aching	14 <input type="checkbox"/> Punishing	<input type="checkbox"/> Radiating	<input type="checkbox"/> Agonizing
<input type="checkbox"/> Boring	<input type="checkbox"/> Wrenching	<input type="checkbox"/> Heavy	<input type="checkbox"/> Gruelling	<input type="checkbox"/> Penetrating	<input type="checkbox"/> Dreadful
<input type="checkbox"/> Drilling	7 <input type="checkbox"/> Hot	10 <input type="checkbox"/> Tender	<input type="checkbox"/> Cruel	<input type="checkbox"/> Piercing	<input type="checkbox"/> Torturing
<input type="checkbox"/> Stabbing	<input type="checkbox"/> Burning	<input type="checkbox"/> Taut	<input type="checkbox"/> Vicious	18 <input type="checkbox"/> Tight	

**10. Pain intensity now**

←
→

0 Not Intense 10 Extremely Intense

**11. How has your pain changed since the onset?**

- Much improved     Slightly improved     Slightly worse     Much worse     Was better, now worse  
 Improved     Unchanged     Worse     Was worse, now better

**12. What is the recurrence pattern of your pain?**

- This is the first episode     Recurs daily     Constant     Several recurrences a year  
 Recurs several times daily     Recurs weekly     Recurs monthly     Recurs less than yearly

**13. Diagnostic tests and procedures**

List in order all diagnostic tests and X-Rays, where they were conducted and results if you know them.

Test #1 \_\_\_\_\_ Location/Doctor \_\_\_\_\_ Finding \_\_\_\_\_  
 Test #2 \_\_\_\_\_ Location/Doctor \_\_\_\_\_ Finding \_\_\_\_\_  
 Test #3 \_\_\_\_\_ Location/Doctor \_\_\_\_\_ Finding \_\_\_\_\_

**14. Treatments**

List in order all of the treatments you have received and CIRCLE the number indicating how successful the treatment was. Include medications and physical therapy. NOTE: If no treatments, skip to next question.

	NO SUCCESS	SOME SUCCESS	GOOD SUCCESS	COMPLETE SUCCESS
Treatment 1 _____	0	1	2	3
Treatment 2 _____	0	1	2	3
Treatment 3 _____	0	1	2	3

**15. Females only. Regarding your reproductive system, which of the following apply?**

- Regular periods     Going through menopause     Vaginal itching     Hormone therapy  
 Irregular periods     Presently pregnant (Month:\_\_\_\_)     Vaginal dryness     Hysterectomy (At age:\_\_\_\_)  
 Menstrual pains     Receive Depo-Provera injections     Recurrent vaginal yeast infections  
 Post menopausal     Had ovary(ies) removed (At age:\_\_\_\_)     Vaginal ulcersUse birth control pills

Comments: \_\_\_\_\_

**16. What other symptoms do you have?**

- Hearing loss     Urinary frequency     Eye Dryness     Itching or burning     Enlarged tonsils  
 Motion sickness     Tend to feel hot     Trembling     Reflux     Chronic sinusitis  
 Dizziness     Tend to feel cold     Numbness     Heartburn     Mouth breathing  
 Ringing ears     Frequent headaches     Paralysis     Stomach pains     Nasal obstruction  
 Plugged ears     Sleep difficulties     Faint Easily     Nausea     Aching joints  
 Earaches     Coughing spells     Convulsions     Constipation     Aching muscles  
 Neck pains     Cough up phlegm     Sadness     Diarrhea     Back or shoulder pains  
 Neck lumps     Cough up blood     Frustration     Handwriting change     Muscle cramping  
 Neck swelling     Wheezing     Anxiety     Excessively dry skin     Arm/hand weakness  
 Weight loss     Night sweats     Worry     Congested nose     Chest pain  
 Weight gain     Frequent colds     Bleed easily     Runny nose     Shortness of breath  
 Loss of appetite     Blurry vision     Bruise easily     Head colds     Racing heart  
 Always hungry     Double vision     Skin rashes     Nose bleeds     Fluid retention  
 Always thirsty     Eye pain or itching     Hay fever     Sore throat     Heart murmur  
 Fatigue     Watery eyes     Indigestion     Hoarseness     Sleep difficulties  
 Problems at work     Sexual difficulties     Reduced social activities

Comments: \_\_\_\_\_

**17. Your medical history, Past & Present Illnesses:**

- |   |  |  |  |  |
|---|--|--|--|--|
| <input type="checkbox"/> Cancer<br>Type: _____              | <input type="checkbox"/> Arteriosclerosis    | <input type="checkbox"/> Scoliosis     | <input type="checkbox"/> Bronchitis      | <input type="checkbox"/> Blood transfusion     |
| <input type="checkbox"/> Genetic Disease<br>Type: _____     | <input type="checkbox"/> High Cholesterol    | <input type="checkbox"/> Back problems | <input type="checkbox"/> Sinusitis       | <input type="checkbox"/> Coagulation disorder  |
| <input type="checkbox"/> Rheumatoid arthritis               | <input type="checkbox"/> Other heart disease | <input type="checkbox"/> Arthritis     | <input type="checkbox"/> Asthma          | <input type="checkbox"/> Anemia                |
| <input type="checkbox"/> Lupus<br>Erythematosis             | <input type="checkbox"/> Multiple sclerosis  | <input type="checkbox"/> Chicken pox   | <input type="checkbox"/> Tuberculosis    | <input type="checkbox"/> Tobacco use           |
| <input type="checkbox"/> Other autoimmune<br>disease: _____ | <input type="checkbox"/> Epilepsy            | <input type="checkbox"/> Herpes Zoster | <input type="checkbox"/> Kidney disease  | <input type="checkbox"/> Anxiety               |
| <input type="checkbox"/> Diabetes                           | <input type="checkbox"/> Neuralgia           | <input type="checkbox"/> Dermatitis    | <input type="checkbox"/> Bladder disease | <input type="checkbox"/> Depression            |
| <input type="checkbox"/> Gout                               | <input type="checkbox"/> Bells Palsy         | <input type="checkbox"/> Encephalitis  | <input type="checkbox"/> Hepatitis       | <input type="checkbox"/> Suicide attempt       |
| <input type="checkbox"/> Obesity                            | <input type="checkbox"/> Stroke              | <input type="checkbox"/> Meningitis    | <input type="checkbox"/> Jaundice        | <input type="checkbox"/> Eating disorder       |
| <input type="checkbox"/> Thyroid problems                   | <input type="checkbox"/> Migraine            | <input type="checkbox"/> Apendicitis   | <input type="checkbox"/> Strep throat    | <input type="checkbox"/> Sleep difficulties    |
| <input type="checkbox"/> Poor nutrition                     | <input type="checkbox"/> Hearing loss        | <input type="checkbox"/> Gastric ulcer | <input type="checkbox"/> Mononucleosis   | <input type="checkbox"/> Drug abuse            |
| <input type="checkbox"/> Angina                             | <input type="checkbox"/> Visual Loss         | <input type="checkbox"/> Colitis       | <input type="checkbox"/> Rheumatic fever | <input type="checkbox"/> Alcohol abuse         |
| <input type="checkbox"/> Hypertension                       | <input type="checkbox"/> Glaucoma            | <input type="checkbox"/> Pancreatitis  | <input type="checkbox"/> Measles         | <input type="checkbox"/> Recreational drug use |
|   | <input type="checkbox"/> Cataracts           | <input type="checkbox"/> Gastritis     | <input type="checkbox"/> Mumps           | <input type="checkbox"/> Venereal disease      |
|   | <input type="checkbox"/> Fractures           | <input type="checkbox"/> Headaches     | <input type="checkbox"/> German measles  |  |
|   | <input type="checkbox"/> Concussion          | <input type="checkbox"/> Enphysema     | <input type="checkbox"/> Scarlet fever   |  |
|   | <input type="checkbox"/> Osteoporosis        | <input type="checkbox"/> Pneumonia     | <input type="checkbox"/> Polio           |  |

Comments: \_\_\_\_\_

**18. Family medical history**

Please Mark medical problems that have been present in your parents, brothers/sisters, children.

- |  |                                     |   |   |   |
|--|-------------------------------------|---|---|---|
| <input type="checkbox"/> Cancer<br>Type: _____             | <input type="checkbox"/> Arthritis  | <input type="checkbox"/> Seizures         | <input type="checkbox"/> TMJ problems                   | <input type="checkbox"/> Gout               |
| <input type="checkbox"/> Stomach or intestinal<br>problems | <input type="checkbox"/> Back Pain  | <input type="checkbox"/> Hypertension     | <input type="checkbox"/> Bruxism                        | <input type="checkbox"/> Diabetes           |
| <input type="checkbox"/> Ulcers                            | <input type="checkbox"/> Drug abuse | <input type="checkbox"/> High Cholesterol | <input type="checkbox"/> Genetic disease                | <input type="checkbox"/> Thyroid problems   |
| <input type="checkbox"/> Kidney disease                    | <input type="checkbox"/> Alcoholism | <input type="checkbox"/> Heart disease    | <input type="checkbox"/> Rheumatoid arthritis           | <input type="checkbox"/> Anemia             |
| <input type="checkbox"/> Bladder problems                  | <input type="checkbox"/> Glaucoma   | <input type="checkbox"/> Malocclusion     | <input type="checkbox"/> Lupus Erythematosis            | <input type="checkbox"/> Blood coagulation  |
| <input type="checkbox"/> Nervous breakdown                 | <input type="checkbox"/> Headaches  | <input type="checkbox"/> Jaw Pain         | <input type="checkbox"/> Other immune<br>system disease | <input type="checkbox"/> Sleep difficulties |
|  | <input type="checkbox"/> Migraine   | <input type="checkbox"/> Jaw locking      |   | <input type="checkbox"/> Anxiety            |
|  | <input type="checkbox"/> Suicide    | <input type="checkbox"/> Depression       |   |   |

**19. Have you experienced an allergic or unusual reaction to any of the following drugs?**

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Penicillin       | <input type="checkbox"/> Sulfa            | <input type="checkbox"/> Aspirin         | <input type="checkbox"/> Iodine             |
| <input type="checkbox"/> Other antibiotic | <input type="checkbox"/> Local anesthesia | <input type="checkbox"/> Opiates/codeine | <input type="checkbox"/> Other drugs: _____ |

List other allergies (food, metals, etc.)  
\_\_\_\_\_

**20. Major hospitalizations**

REASON	DATE
_____	_____
_____	_____
_____	_____

**21. Current prescription medications and/or OTC**

List all medications now or recently used and amount.

- |         |         |
|---------|---------|
| 1 _____ | 4 _____ |
| 2 _____ | 5 _____ |
| 3 _____ | 6 _____ |

**22. Dental history**

- |  |  |  |                                       |
|--|--|--|---------------------------------------|
| <input type="checkbox"/> Regular dental care     | <input type="checkbox"/> Treatment for jaw trauma/fracture | <input type="checkbox"/> Periodontal surgery | <input type="checkbox"/> Dentures     |
| <input type="checkbox"/> Occasional dental care  | <input type="checkbox"/> Emergency treatment only          | <input type="checkbox"/> Other Oral surgery  | <input type="checkbox"/> Orthodontics |
| <input type="checkbox"/> Tooth infection/abscess | <input type="checkbox"/> Wisdom tooth extractions          | <input type="checkbox"/> Bite adjustment     |                                       |
| <input type="checkbox"/> Endodontic treatment    | <input type="checkbox"/> Orthographic Surgery              | <input type="checkbox"/> Night guard         |                                       |
- 

**23. What kind of work have you done most of your life?**

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Patient Name: \_\_\_\_\_

David Aronowitz, D.D.S., M.S.D.

Bellevue Specialized Dental Care

### SPECIAL CONSENT AND RELEASE FORM FOR TREATMENT

I understand that the expected results of said treatment cannot always be guaranteed. If I desire I can discuss, to my satisfaction the following:

1. At BSDC Dr. David Aronowitz performs General Dentistry, Orofacial Pain/TMD and Oral Medicine and IV Sedation. I fully understand that I must inform about my medical condition, including medications and allergies (Latex, Specific medications, Sodium Bisulfite, certain foods) during the exam, and inform if any changes happened during my dental treatment.. I fully understand that any omission of this information could represent a risk during and after my dental treatment. If you are pregnant, nursing or want to become pregnant please inform us.
2. I understand that adverse drug reaction could happen to anyone, including a healthy patient. Local anesthetics are drugs.
3. I provided information about ASTHMA, if any: Type (allergic/non-allergic), last asthma attack, medications, triggers, etc., ANEMIA of any kind and METAGLOBULINEMIA. I will report Dr. Aronowitz upon arrival if I do not feel well, or any important reason to postpone the treatment or to be re-scheduled.
4. If medical conditions are present I allow Dr. Aronowitz and associates to have a consultation with my primary physician, order blood tests or other exams when needed. In severe medically compromised cases I consent that Dr. Aronowitz may refer me to a hospital or hospital dental clinic.
5. I understand that reaction to stress, local anesthetics, medical condition, and medications are unique for each patient.
6. Medical emergencies in the dental office are rare but could include: Unconsciousness, respiratory distress, airway obstruction, hyperventilation, bronchospasm, heart failure, altered consciousness, seizures, MI, CVA, drug related emergencies, chest pain, cardiac arrest. In case I develop a life threatening condition after a dental procedure while at home I should call 911, if the situation is not life threatening I was advise to call the office.
7. Local anesthetics will be used and although complications or adverse reactions are rare, these include: Needle breakage, persistent anesthesia or paresthesia, facial nerve paralysis, trismus, soft-tissue injury, hematoma pain on injection, burning on injection, infection, edema, sloughing of tissues, postanesthetic intraoral lesion, etc. If I don't feel sick during or after the use of anesthetics I should inform Dr. Aronowitz as soon as possible.
8. When oral sedation (Valium, Halcion, etc.), inhalation sedation (Nitrous Oxide) and IV conscious sedation is to be used, I must be accompanied by a designated driver. The Dr. could deny treatment is designated driver is not present.
9. Vital signs are taken prior to any dental procedure involving local anesthetics and other drugs. If anything is abnormal the Doctor will discuss it with me, my appointment might be reschedule and a possible medical consultation might be needed.
10. Local anesthetics usage varies from patient to patient, type of procedure, area of injection, etc. Multiple attempts to anesthetize an area might be needed. Duration varies from 30 minutes to 10 hours.
11. When an infection is present local anesthetics might not be 100% effective. Treatment might need to be re-scheduled, and antibiotics and other medications will be prescribed.
12. Additional x-rays and clinic photographs might be necessary for documentation, insurance or treatment purposes, etc.
13. If a procedure cannot be performed at the office you might be given a referral for a specific procedure (surgical extractions, periodontal surgery, and complicated root canal treatments).
14. After selective procedures I will be provided with an emergency cellular phone number. I agree to use it ONLY for emergencies related to that procedure. I should not use it for general questions, cancellations, financial statements, etc.
15. Questions concerning financial plans, insurance coverage, benefits, WILL NOT BE ANSWERED BY DR. ARONOWITZ. They will be answered by the office manager or other staff members.
16. As a matter of office policy, at least 1staff members will be present with a patient.
17. I understand that no treatment will be performed until this consent is understood and signed. I understand that I am free to withhold or withdraw consent to the proposed treatment at any time.

\_\_\_\_\_  
Patient /guardian signature

\_\_\_\_\_  
Date



## FINANCIAL ARRANGEMENTS

We would like to thank you for selecting our dental team to help you improve and maintain your dental health. We enjoy what we do and are grateful for the opportunity to serve you.

We have adopted the following payment policy:

- We accept cash, personal check, Visa, Master card, and debit cards.
- Any patient (with insurance or not) that cancels his appointment with less than 48 hours will be charged with \$75.00. In case of a hygiene or perio appointment, there will be an additional charge of \$100.00 put into your account. There will be no exceptions. This charges, are not covered by any insurance. This amount will have to be pay before we can continue with any existing dental treatment.

**PLEASE NOTE:** Any and all charges incurred for dental services provided are the responsibility of the patient or guarantor of the patient, regardless of any type of third party (i.e. dental insurance). Any account balance still owing after 60 days from date of service will be assessed a finance charge of 1.5% monthly (18% annual) regardless of delayed, denied, or partial insurance coverage.

We will be happy to bill your dental insurance as a courtesy provided that you bring your insurance card with you to your visit. You may also submit insurance claims yourself. We must emphasize that as dental care providers, our relationship is with you, not your insurance company, with whom we have no legal relationship. While the filing of insurance claims is a courtesy that we extend to our patients, all charges are your responsibility from the date the services are rendered.

Please feel free to contact us and we will be happy to discuss any financial concerns you might have.

Dr. David Aronowitz and Staff

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Patient Signature

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Date



David Aronowitz, M.S.D.  
Bellevue Specialized Dental Care  
15700 Bel-Red Road Bellevue, WA 98008  
425-881-8448

## STATEMENT OF PRIVACY PRACTICES

Our office is dedicated to protect the privacy rights of our patients and the confidential information entrusted to us. The commitment of each employee to ensure that your health information is never compromised is a principle concept of our practice. We may, from time to time, amend our privacy policies and practices but will always inform you of any changes that might affect your rights.

### Protecting your personal healthcare information

We use and disclose the information we collect from you only as allowed by the Health Insurance Portability and Accountability Act and the state of Washington. This includes issues relating to your treatment, payment, and our dental care operations. Your personal health information will never be otherwise given to anyone – even family members – without your written consent. You, of course, may give written authorization for us to disclose your information to anyone you choose, for any purpose.

Our offices and electronic systems are secure from unauthorized access and our employees are trained to make certain that the confidentiality of your records is always protected. Our privacy policy and practices apply to all former, current, and future patients, so you can be confident that your protected health information will never be improperly disclosed or released.

### Collecting Protected Health Information

We will only request health information needed to provide our standard of quality dental care, implement payment activities, conduct normal dental practice operations, and comply with the law. This may include your name, address, telephone number(s), Social Security Number, employment data, medical history, health records, etc. While most of the information will be collected from you, we may obtain information from third parties if it is deemed necessary. Regardless of the source, your personal information will always be protected to the full extent of the law.

### Disclosure of your Protected Health Information

As stated above, we may disclose information as required by law. We are obligated to provide information to law enforcement and governmental officials under certain circumstances. We will not use your information for marketing purposes without your written consent.

We may use and/or disclose your health information to communicate reminders about your appointments including voicemail messages, answering machines, and postcards.

### Patient Rights

You have a right to request copies of your healthcare information; to request copies in a variety of formats; and to request a list of instances in which we, or our business associates, have disclosed your protected information for uses other than stated above. All such requests must be in writing. We may charge for your copies in an amount allowed by law. If you believe your rights have been violated, we urge you to notify us immediately. You can also notify the U.S. Department of Health and Human Services.

We thank you for being a patient at Bellevue Specialized Dental Care. Please let us know if you have any questions concerning your privacy rights at the protection of your personal health information.

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

I reviewed Bellevue Specialized Dental Care's Statement of Privacy Practices, which provides information about how my health information may be used and disclosed.

\_\_\_\_\_  
Patient / Guardian signature

\_\_\_\_\_  
Date



## RELEASE OF RECORDS

***The release of Dental /Medical Records is requested for:***

Patient's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Patient, Parent, or Legal Guardian Signature

***Facility Releasing Records:***

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

*Records include dental/medical history, x-ray findings, diagnosis, prognosis and access to all hospital records and photocopies of the same.*

*Please forward the records promptly by fax email or mail to:*

***Bellevue Specialized Dental Care***  
*3006 Nortup Way , Suite 102*  
*Bellevue, WA 98004*  
*425.881.8448*  
*Fax: 425.881.0355*  
*email: info@bellevuesdental.com*

***Authorization was received for the above patient by:***

Employee: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Records released: \_\_\_\_\_



Bellevue Specialized  
Dental Care

3006 Northup Way, Suite 102  
Bellevue, WA 98004

**Directions:**

***From Seattle:***

1. Merge onto I-5 N via the ramp on the left toward Vancouver B.C.
2. Merge onto WA-520 E via EXIT 168B toward Bellevue/Kirkland.
3. Take the exit toward Lake Washington Boulevard Northeast
4. Turn right onto Bellevue Way NE
5. Take the 1st right onto Northup Way

*Our office will be on the left.*

***From WA-520 East.***

1. Merge onto WA-520 W via the ramp to Seattle.
2. Take the 108th Ave NE exit.
3. Turn right onto 108th Ave NE.
4. Take the 1st right onto Northup Way.

*Our office will be on the left.*