



**PATIENT NAME:** \_\_\_\_\_ **DOB:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
First MI Last mm/dd/yyyy

**RESPONSIBLE PARTY INFORMATION** \*Person to be billed if other than patient

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_  
Social Security Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Sex:  Male  Female  
Address: \_\_\_\_\_  
(Address) (City) (State) (Zip)  
Phone Number: \_\_\_\_\_

**INSURANCE INFORMATION:** Check all that apply

Medicaid  Allkids  Medicare  Private Insurance  Self pay  Sliding Fee

Name of Policy Holder: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security Number of Policy Holder: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Name of **Medical Insurance:** \_\_\_\_\_ Policy Number: \_\_\_\_\_

Group Number: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Name of **Dental Insurance:** \_\_\_\_\_ Policy Number: \_\_\_\_\_

Group Number: \_\_\_\_\_ Effective Date: \_\_\_\_\_

All clients have the right to treatment by the Cass County Health Department (CCHD) without discrimination to age, race, color, religion, sex, sexual orientation or national origin.

The above information is true and correct to my knowledge.

I accept full responsibility for my/my child's care and treatment and release the CCHD and staff of any and all liability for any adverse results that may occur due to my refusal to follow the recommended plan of treatment.

I authorize the CCHD to provide service to me and to release necessary information to bill, process and receive payment of Medical / Dental Benefits (private insurance, Medicare, or Medicaid, etc.), for Medical and Professional Services Rendered.

PATIENT NAME: \_\_\_\_\_ DOB: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
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**PATIENT RIGHTS AND RESPONSIBILITIES:** I understand it is my responsibility to read and follow the information contained in this notice. All clients have the right to treatment by CCHD without discrimination to age, race, color, religion, sex, sexual orientation or national origin.

**NOTICE OF PRIVACY PRACTICES:** My signature below also indicates that I have been offered a copy of CCHD's "Notice of Privacy Practices." I understand it is my responsibility to ask any questions I may have.

**CONSENT TO RELEASE INFORMATION TO DESIGNATED FAMILY MEMBER OR CAREGIVER**  
The names listed below are allowed to have information released to them from Cass County Health Department with the undersigned consent.

Name	Relationship	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Patient / Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*This consent may be revoked at any time upon written request.

PATIENT NAME: \_\_\_\_\_ DOB: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
First MI Last mm/dd/yyyy

### ACKNOWLEDGEMENT OF POLICIES AND PROCEDURES

*Thank you for choosing Cass County Health / Dental / Behavioral Health Clinic for your medical / dental and behavioral health care. Our staff values your time and we hope you will, in turn, value ours. In order to serve you better we have the following office policies for you to review and sign. Agreeing to these policies will enable us to provide better care to you in a timely and efficient manner.*

#### PAYMENT

- All payments / copays for services performed are due at the time of service
- Eligibility for services under Illinois Medicaid will be determined prior to the start of each visit.
- You must bring your current insurance card for each appointment. If eligibility cannot be verified, you will be required to pay for the service.
- Any services not covered by Medicaid, Medicare and/or medical / dental insurance will be your responsibility to pay.
- A patient with a past due balance will be required to consult with our billing office to set up a payment plan to pay off the past due amount.
- I understand if my account is referred to a Collection Agency I will be responsible for Collection costs incurred.

#### SLIDING FEE SCHEDULE

- We offer a sliding fee plan to allow patients who have provided proof of income to receive services at an affordable fee. Your fee is determined by the income and size of your family.
- The sliding fee schedule is based on the United States Department of Health and Human Services Guidelines.

#### APPOINTMENTS

- It is your responsibility to remember your appointment. In order for us to provide a courtesy call, a current contact phone number is required. It is your responsibility to inform us of any changes.
- Staff will call to confirm appointments. You must answer, or call us back within 24 hours, or your appointment will be cancelled.
- If your phone number is disconnected or not updated or your voicemail is not working, your appointment may be filled with another patient.
- New patients will be asked to show up to their appointment 30 minutes prior to the start of their appointment to complete new patient paperwork.

#### TREATMENT OF MINORS

All minors must be accompanied by a legal guardian or a legal guardian must give written permission for another individual to accompany them by completing the required Proxy Form. Depending on the treatment to be provided a legal guardian may be required to be on site to give informed consent except in cases where minors may seek care as allowed by Illinois state law.

#### PATIENT CENTERED MEDICAL HOME

A patient centered medical home is a system of care in which a team of health professionals work together to provide all of your health care needs. We use technology such as electronic medical records to communicate and coordinate your care and provide the best possible outcomes for you. You, the patient, are the most important part of the patient-centered medical home. When you take an active role in your health and work closely with us, you can be sure that you're getting the care you need!

**I understand and agree to the above written policies.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

DATE: \_\_\_\_\_

# MEDICAL HISTORY

PATIENT'S NAME: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_

*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 that you may be taking, could have an important interrelationship with the dentistry you will receive. Thank you for answering the following questions.*

Are you under a physician's care now?       No    Yes \_\_\_\_\_

Have you ever been hospitalized or had major operation?       No    Yes \_\_\_\_\_

Have you ever had a serious head or neck injury?       No    Yes \_\_\_\_\_

Are you taking any medications?       No    Yes \_\_\_\_\_

Do you take, or have you taken Phen-Fen, Redux?       No    Yes \_\_\_\_\_

Are you or have you ever taken, Fosamax, Boniva, Actonel, or any other medications containing bisphosphonates?       No    Yes

Are you on a special diet?       No    Yes

Do you use tobacco?       No    Yes

Do you use controlled substances?       No    Yes

**Women, Are you:**

Pregnant/Trying to Get Pregnant    No    Yes      Taking Oral Contraceptives    No    Yes      Nursing    No    Yes

Are you allergic to any of the following?:

Aspirin    Penicillin    Codeine    Acrylic    Metal    Latex    Local Anesthetics

Food -If yes, please explain: \_\_\_\_\_

Other-If yes, please explain: \_\_\_\_\_

I have no known allergies

**Do you have, or have you had, any of the following:**

AIDS/HIV Positive	<input type="checkbox"/> Yes	Cortisone Medicine	<input type="checkbox"/> Yes	Hemophilia	<input type="checkbox"/> Yes	Radiation Treatments	<input type="checkbox"/> Yes
Alzheimer's Disease	<input type="checkbox"/> Yes	Diabetes	<input type="checkbox"/> Yes	Hepatitis A	<input type="checkbox"/> Yes	Recent Weight Loss	<input type="checkbox"/> Yes
Anaphylaxis	<input type="checkbox"/> Yes	Drug Addiction	<input type="checkbox"/> Yes	Hepatitis B or C	<input type="checkbox"/> Yes	Renal Dialysis	<input type="checkbox"/> Yes
Anemia	<input type="checkbox"/> Yes	Easily Winded	<input type="checkbox"/> Yes	Herpes	<input type="checkbox"/> Yes	Rheumatic Fever	<input type="checkbox"/> Yes
Angina	<input type="checkbox"/> Yes	Emphysema	<input type="checkbox"/> Yes	High Blood Pressure	<input type="checkbox"/> Yes	Rheumatism	<input type="checkbox"/> Yes
Arthritis/Gout	<input type="checkbox"/> Yes	Epilepsy or Seizures	<input type="checkbox"/> Yes	High Cholesterol	<input type="checkbox"/> Yes	Scarlet Fever	<input type="checkbox"/> Yes
Artificial Heart Valve	<input type="checkbox"/> Yes	Excessive Bleeding	<input type="checkbox"/> Yes	Hives or Rash	<input type="checkbox"/> Yes	Shingles	<input type="checkbox"/> Yes
Artificial Joint	<input type="checkbox"/> Yes	Excessive Thirst	<input type="checkbox"/> Yes	Hypoglycemia	<input type="checkbox"/> Yes	Sickle Cell Disease	<input type="checkbox"/> Yes
Asthma	<input type="checkbox"/> Yes	Fainting Spells/Dizziness	<input type="checkbox"/> Yes	Irregular Heartbeat	<input type="checkbox"/> Yes	Sinus Trouble	<input type="checkbox"/> Yes
Blood Disease	<input type="checkbox"/> Yes	Frequent Cough	<input type="checkbox"/> Yes	Kidney Problems	<input type="checkbox"/> Yes	Spina Bifida	<input type="checkbox"/> Yes
Blood Transfusion	<input type="checkbox"/> Yes	Frequent Diarrhea	<input type="checkbox"/> Yes	Leukemia	<input type="checkbox"/> Yes	Stomach/Intestinal Disease	<input type="checkbox"/> Yes
Breathing Problem	<input type="checkbox"/> Yes	Frequent Headaches	<input type="checkbox"/> Yes	Liver Disease	<input type="checkbox"/> Yes	Stroke	<input type="checkbox"/> Yes
Bruise Easily	<input type="checkbox"/> Yes	Genital Herpes	<input type="checkbox"/> Yes	Low Blood Pressure	<input type="checkbox"/> Yes	Swelling of Limbs	<input type="checkbox"/> Yes
Cancer	<input type="checkbox"/> Yes	Glaucoma	<input type="checkbox"/> Yes	Lung Disease	<input type="checkbox"/> Yes	Thyroid Disease	<input type="checkbox"/> Yes
Chemotherapy	<input type="checkbox"/> Yes	Hay Fever	<input type="checkbox"/> Yes	Mitral Valve Prolapse	<input type="checkbox"/> Yes	Tonsillitis	<input type="checkbox"/> Yes
Chest Pains	<input type="checkbox"/> Yes	Heart Attack/Failure	<input type="checkbox"/> Yes	Osteoporosis	<input type="checkbox"/> Yes	Tuberculosis	<input type="checkbox"/> Yes
Cold Sores/Fever Blisters	<input type="checkbox"/> Yes	Heart Murmur	<input type="checkbox"/> Yes	Pain in Jaw Joints	<input type="checkbox"/> Yes	Tumors or Growths	<input type="checkbox"/> Yes
Congenital Heart Disorder	<input type="checkbox"/> Yes	Heart Pacemaker	<input type="checkbox"/> Yes	Parathyroid Disease	<input type="checkbox"/> Yes	Ulcers	<input type="checkbox"/> Yes
Convulsions	<input type="checkbox"/> Yes	Heart Trouble/Disease	<input type="checkbox"/> Yes	Psychiatric Care	<input type="checkbox"/> Yes	Venereal Disease	<input type="checkbox"/> Yes
						Yellow Jaundice	<input type="checkbox"/> Yes

**Have you ever had any serious illness not listed above?    Yes    No**

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 \_\_\_\_\_ DATE: \_\_\_\_\_