



# BRUCE A. SPIGNER, D.D.S.

## PATIENT INFORMATION

Date: / /

Name \_\_\_\_\_ Birthdate \_\_\_\_\_ S.S.# \_\_\_\_\_  
 HM PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WK PHONE \_\_\_\_\_  
 HOME ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 EMPLOYER \_\_\_\_\_ OCCUPATION \_\_\_\_\_  
 Sex:  M  F Marital Status:  S  M  D  W (IF MARRIED) SPOUSE'S NAME \_\_\_\_\_  
 SPOUSE'S CONTACT NUMBER \_\_\_\_\_  WK  CELL

## GUARDIAN

NAME \_\_\_\_\_ HM PHONE \_\_\_\_\_  
 CELL PHONE \_\_\_\_\_ WK PHONE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 Legal Guardianship Papers ?  YES  NO (Copy Attached) Does Patient live with you ?  YES  NO  
 Group HM \_\_\_\_\_ Group HM Address \_\_\_\_\_  
 Group HM Contact \_\_\_\_\_ GH# \_\_\_\_\_

## EMERGENCY CONTACT

### Outside of Immediate Family/Household

IN CASE OF AN EMERGENCY WHO MAY WE CONTACT ? \_\_\_\_\_  
 HM PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WK PHONE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## FINANCIAL RESPONSIBILITY

PERSON RESPONSIBLE FOR ACCOUNT:  Patient  Father (or Husband)  Guardian  Mother (or Wife)  
 Name \_\_\_\_\_ Birthdate \_\_\_\_\_ S.S.# \_\_\_\_\_  
 RELATIONSHIP TO PATIENT \_\_\_\_\_  
 LEGAL GUARDIAN (COPY ATTACHED) CONTACT NUMBER \_\_\_\_\_  
 HM PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WK PHONE \_\_\_\_\_  
 BILLING ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 EMPLOYER \_\_\_\_\_ OCCUPATION \_\_\_\_\_

## METHOD OF PAYMENT

Responsible party currently has an account with this office

- YES  NO  
 Payment in Full at each appointment (cash or personal check)  
 Payment in Full at each appointment  Visa  MC  
 Card# \_\_\_\_\_ Exp Date: \_\_\_\_\_  
 I wish to discuss the Dental Office's Financial Policy

### SERVICE CHARGE

If I do not pay the entire balance within 25 days of the monthly billing date, a service charge will be added to the account for the current monthly billing period. The service charge will be a periodic rate of 1.5% per month (or a minimum charge of \$3.00 for a balance under \$200.00), which is an annual percentage rate of 18% applied to the last month's balance. In the case of default of payment, I promise to pay any legal interest on the balance due, together with any collection costs and reasonable attorney fees incurred to effect collection of this account or future outstanding accounts.

SIGNATURE \_\_\_\_\_ (GUARDIAN/PARENT IF MINOR) DATE \_\_\_\_\_

As a courtesy, we will accept payment of benefits directly from your insurance company.  
Please fill this part out accurately and completely.

PATIENT NAME \_\_\_\_\_ DATE \_\_\_\_\_

### PRIMARY DENTAL INSURANCE

INSURANCE COMPANY NAME \_\_\_\_\_ GROUP # \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_  
Subscribers Name \_\_\_\_\_ Subscribers Birthdate \_\_\_\_\_  
Subscribers S.S.# \_\_\_\_\_ Drivers License# \_\_\_\_\_  
ID# \_\_\_\_\_ RELATIONSHIP TO PATIENT \_\_\_\_\_  
HM PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WK PHONE \_\_\_\_\_  
BILLING ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
EMPLOYER \_\_\_\_\_ OCCUPATION \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

### STUDENT STATUS

IS PATIENT A FULL TIME STUDENT ?  YES  NO  SCHOOL I.D. ATTCHED  
SCHOOL NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

### SECONDARY DENTAL INSURANCE

INSURANCE COMPANY NAME \_\_\_\_\_ GROUP # \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_  
Subscribers Name \_\_\_\_\_ Subscribers Birthdate \_\_\_\_\_  
Subscribers S.S.# \_\_\_\_\_ Drivers License# \_\_\_\_\_  
ID# \_\_\_\_\_ RELATIONSHIP TO PATIENT \_\_\_\_\_  
HM PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WK PHONE \_\_\_\_\_  
BILLING ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
EMPLOYER \_\_\_\_\_ OCCUPATION \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

### Authorization

I hereby authorize payment directly to the Dental Office of the group insurance benefits otherwise payable to me. I understand that I am responsible for all costs of dental treatment. I hereby authorize the Dental Office to administer such medications and perform such diagnostic and therapeutic procedures as they may be necessary for proper dental care. The information on this page and the dental/medical histories are correct to the best of my knowledge . I grant the right to the dentist to release my dental/medical histories and other information about my dental treatment to third party payors and/or other health professionals.

SIGNATURE \_\_\_\_\_ (GUARDIAN/PARENT IF MINOR) DATE \_\_\_\_\_

Print Name \_\_\_\_\_ Witness \_\_\_\_\_

A Referral...is the highest honor a business can receive from a customer.....

Who may we thank for referring you to our office ? \_\_\_\_\_

If not referred how did you hear about our office ? \_\_\_\_\_



# INITIAL CLINICAL EXAMINATION

Name:	Name you wished to be called:
Patient Account Number:	Date:

Initial Concern: \_\_\_\_\_

Date of last Dental Visit	Date of last Dental Cleaning	Date of last X-Rays
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1. Do you have any dental problems now? . . . . .  Yes  No
2. Do you have any teeth sensitive to hot or cold? . . . . .  Yes  No  
Sweets? . . . . .  Yes  No
3. Have you ever had?  
a. orthodontic treatment (braces). . . . .  Yes  No  
b. oral surgery? . . . . .  Yes  No  
c. periodontal treatment( gum surgery)? . . . . .  Yes  No  
d. your teeth ground or bite adjusted? . . . . .  Yes  No  
e. worn a bite plate or other appliance? . . . . .  Yes  No
4. Have you noticed loosening of your teeth?. . . . .  Yes  No
5. Does food tend to become caught between teeth?  Yes  No
6. Do you suffer from pain/swelling of gums?. . . . .  Yes  No
7. Do your gums often bleed when you brush?. . . . .  Yes  No
8. Have your parents experienced gum disease?. . . . .  Yes  No
9. Problems of the jaw: Have you ever experienced:  
a. clicking of the jaw? . . . . .  Yes  No  
b. pain ( joint, ear, side of face?). . . . .  Yes  No  
c. difficulty opening or closing mouth?. . . . .  Yes  No  
d. difficult in chewing? . . . . .  Yes  No
10. Habits: Do you:  
a. Clench or grind your teeth? . . . . .  Yes  No  
b. Bite your lips or cheeks regularly?. . . . .  Yes  No  
c. Hold foreign objects with your teeth such as pencils, pens, nails?. . . . .  Yes  No  
d. Mouth breath while awake or asleep? . . . . .  Yes  No  
e. Do you snore? . . . . .  Yes  No
11. Do you feel nervous about having dental treatment? . . . . .  Yes  No
12. Have you ever had an upsetting experience in a dental office? . . . . .  Yes  No
13. Do you expect to eventually lose your teeth?. . . . .  Yes  No
14. Are you dissatisfied with the appearance of your teeth? . . . . .  Yes  No  
The alignment? . . . . .  Yes  No  
The color?. . . . .  Yes  No
15. Is there anything about dental treatment that bothers you?  
Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**Consent:**  
The undersigned hereby authorizes Doctor to take x-rays, study models, photographs and any other diagnostic aids deemed appropriate by Doctor to make a thorough diagnosis of the patient's dental needs. I also authorize Doctor to perform any and all forms of treatment, medication, and therapy that may be indicated in connection (name of patient) \_\_\_\_\_ and further authorization and consent that Doctor choose and employ such as assistance as deemed fit. I also understand the use of anesthetic agents and embodies a certain risk. I understand that responsibility for payment of dental services provided in this office for myself or my dependants is mine, due and payable at time services are rendered unless financial arrangements have been made. I further understand that a 1.75% finance charge will be added to any balance over 60 days. In the event of default I promise to pay legal interest on the indebtedness, together with such collection costs and reasonable attorney fees as may be required to effect collection of this note.

Patient Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Witness: \_\_\_\_\_

Parent or Responsible Party: \_\_\_\_\_ Relationship to patient: \_\_\_\_\_

# HEALTH HISTORY

1. Are you having pain or discomfort at this time?..... **YES** NO
2. Have you been a patient in the Hospital during the past two years?..... **YES** NO  
If yes, please list: \_\_\_\_\_
3. Have you been under the care of a medical doctor during the past two years?..... **YES** **NO**  
Date of your last visit: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Reason for last visit: \_\_\_\_\_  
Physician's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_  
Address: \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
4. Are you now taking any medication, drugs, herbs or pills?..... YES NO

### MEDICATIONS

5. List any medications you are currently taking and the correlating diagnosis:


7. Do you take, or have you taken Phenphen or Redux?.....  YES  NO
8. Have you lost more than 10 pounds in the past year?.....  YES  NO
9. Are you on a special diet?.....  YES  NO
10. Do you take, or have you taken a Bisphosphonate such as Fossmax, Boniva, Actonel, Zometa, Aredia?.....  YES  NO

### ALLERGIES

6. Are you allergic or have you reacted adversely to any of the following substance?..... YES NO

Aspirin	Nembutal/Seconal	Novocaine or Xylocaine
Barbiturates (sleeping pills)	Penicillin	Tetracycline
Darvon	Other Antibiotics	Percodan
Codine	Latex	Erythromycin
Demerol	Iodine	Scopolamine
Nitrous Oxide	Sulfa	Valium
Other Antibiotics	Local Anesthetic	Acrylic

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

11. INDICATE WHICH OF THE FOLLOWING YOU HAVE HAD OR HAVE AT PRESENT CIRCLE "( YES ) OR ( NO )" TO EACH ITEM.

*Artificial Heart Valves..... YES NO	Chronic Cough..... YES NO	Mental Retardation..... YES NO
*Artificial Joints (hip, knee, etc.)..... YES NO	Cortisone Medicine /Treatments..... YES NO	Muscular Dystrophy..... YES NO
*Congenital Heart Disease..... YES NO	Diabetes..... YES NO	Multiple Sclerosis..... YES NO
*Heart Murmur..... YES NO	Down Syndrome..... YES NO	Pacemaker..... YES NO
*Hear Surgery..... YES NO	Drug Addiction..... YES NO	Pain in Jaw Joints..... YES NO
*Lupus..... YES NO	Ephysema..... YES NO	Psychiatric Treatment..... YES NO
*Mitral Valve Prolapse..... YES NO	Epilepsy or Seizures..... YES NO	Radiation Therapy..... YES NO
*Organ Transplant..... YES NO	Fainting or Dizzy Spells..... YES NO	Respiratory Disease..... YES NO
*Rheumatic Fever..... YES NO	Glaucoma..... YES NO	Scarlet Fever..... YES NO
*Rheumatic Heart Disease..... YES NO	Hay Fever..... YES NO	Sickel Cell Disease..... YES NO
*Shunt, Graft Or Fistula..... YES NO	Heart Failure..... YES NO	Shortness of Breath..... YES NO
A.I.D.S..... YES NO	Hepatitis A (infectious)..... YES NO	Sinus Trouble..... YES NO
Allergies or Hives..... YES NO	Hepatitis B (Infectious)..... YES NO	Skin Rash..... YES NO
Angina Pectoris..... YES NO	Hepatitis C..... YES NO	Spinal Cord Injury..... YES NO
Back Problems..... YES NO	Herpes..... YES NO	Stroke..... YES NO
Blood Transfusion..... YES NO	Hemophilia /Bleed Easily..... YES NO	Thyroid Problems..... YES NO
Bruise Easily..... YES NO	High Blood Pressure..... YES NO	Tuberculosis..... YES NO
Cancer..... YES NO	H.I.V. POSITIVE..... YES NO	Ulcers..... YES NO
Cerebral Palsy..... YES NO	Jaundice..... YES NO	Venereal Disease..... YES NO
Cold Sores / Fever Blisters..... YES NO	Jaw Pain..... YES NO	Yellow Jaundice..... YES NO
Chemotherapy..... YES NO	Joint Replacement..... YES NO	OTHER: _____
Circulatory Problems..... YES NO	Kidney Trouble..... YES NO	_____
Cosmetic Surgery..... YES NO	Liver Disease..... YES NO	_____
	Nervousness..... YES NO	

12. Do you have or have you had any disease, condition or problem not listed?..... YES NO  
IF YES, PLEASE EXPLAIN BELOW: \_\_\_\_\_

<b>13. HEIGHT:</b>	<b>WEIGHT:</b>

14. When you walk up stairs or take a walk, do you ever have to stop because of pain in your chest, shortness of breath, or because you are very tired?.....  YES  NO
15. Do Your Ankles swell during the day?.....  YES  NO
16. Do you use more than two pillows to sleep?.....  YES  NO
17. Do you ever wake from sleep and feel short of breath?.....  YES  NO
18. Has your medical doctor ever said you have cancer or a tumor?...  YES  NO

### FOR WOMEN ONLY:

- Are you pregnant?.....  NO  YES, What month? \_\_\_\_\_  
If yes, when is your due date? \_\_\_\_\_ Are you Nursing?  YES  NO  
Are you trying to get pregnant?.....  NO  YES, How Long? \_\_\_\_\_  
Are you taking hormones?.....  NO  YES, Name of Medication? \_\_\_\_\_  
Taking birth control pills?.....  NO  YES, Name Of Medication? \_\_\_\_\_

Note: Antibiotics (such as penicillin) may alter the effectiveness of birth control pills. Consult your physician / gynecologist for assistance regarding additional methods of birth control.

Pharmacy Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

I understand the above information is necessary to provide me with dental care in a safe and efficient manner. I have answered all questions truthfully and to the best of my knowledge. If I have any changes in my health status or if my medications change, I shall inform the dentist and team at the next appointment without fail.

Patient (Responsible Party/Guardian) Signature: **X** \_\_\_\_\_



## **Insurance Providers**

We would like to extend a warm welcome to you and look forward to providing you with excellent service. We have provided a short list of the most common insurances we accept. Please note we do accept others that may not be listed. It is important you understand your dental insurance policy as there are many varieties and coverage types. We would be happy to assist you better understand your policy by answering any questions you may have. Together we can maximize your insurance benefits to fit your dental needs.

*Aetna*  
*Assurant Health*  
*Aon Dental Solutions*  
*Careington PPO*  
*Cigna*  
*Delta Denta PPO*  
*United Concordia*

Please do not hesitate to call 602.253.0994 with any questions you may have or to schedule an appointment.



## COMFORT MENU

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

Your comfort is important to us. Our goal is to delivery extraordinary dentistry in a comfortable caring environment.

### What do you prefer?

#### During your appointments:

Neck Pillow  Blanket  Music  T.V

#### Preferred form to contact you:

Cell  Email  Home Number  Work number  Text  
Email Address: \_\_\_\_\_

#### Sedation Preference:

N2O( Laughing Gas)  Oral Sedation (pill)  Twilight Sleep  
 Deep Sedation  Hospital Sedation

#### Appointment Preference (Availability)

A.M  P.M  Mid- day

#### Music Preference:

Country  Rock  Jazz  Oldies  R&B  Classical  
 Classic Rock  Alternative  HitList  70's  80's  
 90's  Pop  Latino  Gospel  Rap  Kidz Only

#### Cable Preference

ESPN  Comedy Central  Lifetime  Disney  CNN  
 CSPAN  BET  News  Discovery  Food Network  
 Animal Planet  Travel Channel

#### We also have a selection of DVD movies you can enjoy during your visit!!!

Comedy  Drama  Action  Romance  SCI- FI  Musical