North Seattle ORTHODONTICS
creating smiles you love to share

***Welcome to our office. So that we may become better acquainted, please complete both sides of this form.***

## CHILD PATIENT INFORMATION

Legal Name (First and Last): _____ Preferred name: _____

Sex Assigned at Birth: _____ Pronouns: She/Her He/Him They/Them Other _____ *(Circle all that apply)*

Birth date: _____ Home Address: _____

Primary Phone: _____ School: _____ Grade: _____
*Cell / Home / Work (Circle One)*

Best Contact E-mail Address: _____

Who noticed the orthodontic problem? *Please check all that apply* ☐ Parent ☐ Dentist ☐ Patient ☐ Other

Please describe your child's orthodontic concerns: _____

Patient's Dentist: _____

How did you hear about our office? *(If an individual, please list their name & relationship to you)* _____

## FAMILY AND ACCOUNT INFORMATION

| | Parent #1 | Parent #2 |
|---|---|---|
| Name: | _____ | _____ |
| Relationship to patient: *(mother/father/other)* | _____ | _____ |
| Relationship to each other: | ☐ Married ☐ Divorced ☐ Separated ☐ Other _____ | |
| Address (if different than patient): | _____ | _____ |
| Phone (if different than patient): | _____ | _____ |
| E-mail (if different from patient): | _____ | _____ |
| Occupation & Employer: | _____ | _____ |
| Date of birth: | _____ | _____ |

Patient resides with: ☐ Parent #1 ☐ Parent #2 ☐ Both ☐ Other _____

***Person financially responsible for account if other than parent:***

Name: _____

Address: _____ Phone: _____

*Your answers to the following questions will help us when selecting the safest and most effective means of providing you care. All information will be kept completely confidential. Please inform us if any changes should occur.*

## MEDICAL HISTORY

Physician's Name: _____ Phone: _____

Has your child had any serious health concerns? ☐ No ☐ Yes Explain: _____
Has your child ever had any surgery? ☐ No ☐ Yes Explain: _____
Any major changes in your child's health recently? ☐ No ☐ Yes Explain: _____
Is your child currently under a specialist's care? ☐ No ☐ Yes Explain _____
Is your child currently taking any medications? ☐ No ☐ Yes List: _____
Is your child allergic to any medications? ☐ No ☐ Yes List: _____
Has your child received a blood transfusion? ☐ No ☐ Yes Reason: _____
Have your child's tonsils\adenoids been removed? ☐ No ☐ Yes When: _____
Has your child ever vaped or used tobacco? ☐ No ☐ Yes Explain: _____

Please check if your child has had any of the following conditions:

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Heart Murmur | ☐ No | ☐ Yes | Hepatitis | ☐ No | ☐ Yes | Mental Health Concerns | ☐ No | ☐ Yes |
| Heart Surgery | ☐ No | ☐ Yes | Diabetes | ☐ No | ☐ Yes | Frequent Headaches | ☐ No | ☐ Yes |
| Rheumatic Fever | ☐ No | ☐ Yes | Kidney Disease | ☐ No | ☐ Yes | Anxiety | ☐ No | ☐ Yes |
| Endocrine Disorders | ☐ No | ☐ Yes | Liver Disease | ☐ No | ☐ Yes | Cancer | ☐ No | ☐ Yes |
| Prolonged Bleeding | ☐ No | ☐ Yes | Tuberculosis | ☐ No | ☐ Yes | Bone Disorders | ☐ No | ☐ Yes |
| Anemia | ☐ No | ☐ Yes | Asthma | ☐ No | ☐ Yes | Growth Disorders | ☐ No | ☐ Yes |
| Blood Disease | ☐ No | ☐ Yes | Bronchitis | ☐ No | ☐ Yes | Mouth Breathing | ☐ No | ☐ Yes |
| Developmental Disorder | ☐ No | ☐ Yes | Epilepsy | ☐ No | ☐ Yes | Herpes/Fever Blisters | ☐ No | ☐ Yes |
| Hives/Rash | ☐ No | ☐ Yes | Fainting | ☐ No | ☐ Yes | Tonsilitis | ☐ No | ☐ Yes |

Are there any other medical concerns that you think we should know about? _____

## GROWTH INFORMATION

*Growth can be an important factor in orthodontic treatment planning, your answers to the following questions are needed to aid in our selection of treatment options*

Has your son or daughter reached puberty?: ☐ No ☐ Yes
Females: Have they started menstruation? ☐ No ☐ Yes Approx Date: _____
Males: Has their voice changed? ☐ No ☐ Yes Approx Date: _____
Do you feel that growth is complete? ☐ No ☐ Yes
Is the patient adopted? ☐ No ☐ Yes

Patient's Height_____ Father's Height _____ Mother's Height _____

Have either siblings or parents had orthodontic care? _____
Names and Birthdates of Siblings: _____

## DENTAL HISTORY

Dentist's Name: _____ Phone: _____
Dental Specialist Name:_____ Specialist Type: _____ Phone: _____

Frequency of dental checks: ☐ 3x / year ☐ 2x / year ☐ 1x / year ☐ Only if problem exists Date of last cleaning _____

Is there any unfinished care to be completed by the dentist? ☐ No ☐ Yes Explain: _____
Is your child frightened about dental treatment? ☐ No ☐ Yes Explain: _____
Has your child had an unpleasant experience in a dental office? ☐ No ☐ Yes Explain: _____
Has your child had any facial or dental injuries? ☐ No ☐ Yes Explain: _____
Does your child play a musical instrument? ☐ No ☐ Yes What instrument? _____
Have teeth (either primary or permanent) been removed? ☐ No ☐ Yes Explain: _____
Have you consulted an orthodontist previously? ☐ No ☐ Yes With Whom? _____
Has your child had any previous orthodontic treatment? ☐ No ☐ Yes With Whom? _____
If so, were you satisfied with prior treatment and results? ☐ No ☐ Yes Explain: _____
Is there any history of thumb or finger sucking? ☐ No ☐ Yes When Stopped: _____

Please check if there is any history of:

☐ Clenching teeth
☐ Grinding teeth
☐ Headaches (more than normal)
☐ Muscular soreness around head/neck
☐ Jaw joint soreness/clicking/popping
☐ Speech problems *(if so, which sounds: )*
☐ Mouth breathing while awake
☐ Mouth breathing while sleeping

Is there any other dental information you think we should know? _____

Parent's Signature: _____ Date: _____ Reviewed By: _____

# STATEMENT OF PRIVACY PRACTICES

## NORTH SEATTLE ORTHODONTICS

Our office is dedicated to protecting the privacy rights of our patients and the confidential information entrusted to us. It is a requirement of this practice that every employee receive appropriate training and is dedicated to the principal concept that your health information shall never be compromised. We may, from time to time, amend our privacy policies and practices but will always inform you of any changes that might affect our obligations and 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 health care operations. Your personal health information will never be otherwise given or disclosed to anyone – even family members – without your consent or written authorization. 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, integrity, and access to 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 HEALTHCARE INFORMATION (PHI)

We will only request personal information needed to provide our standard of quality health care, implement payment activities, conduct normal health 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 HEALTHCARE 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 or fund-raising 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 unless you direct us otherwise. We will never use, disclose, sell, or otherwise allow access to your personal, protected information in exchange for or receipt of financial remuneration.

Any breach in the protection of your personal health information, including unauthorized acquisition, access, use, or disclosure, will be fully investigated, addressed, and mitigated as established by the HIPAA Privacy Breach Notification Rule. You have a right to and will be provided all information relating to any breach involving your personal PHI

## YOUR RIGHTS AS OUR PATIENT

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.

An expanded, and complete copy of our Statement of Privacy Practices, is available for your review.

## ACKNOWLEDGEMENT OF RECEIPT OF STATEMENT OF PRIVACY PRACTICES

I acknowledge that I have received a copy of the Statement of Privacy Practices for the offices of North Seattle Orthodontics. The Statement of Privacy Practices describes the types of uses and disclosures of my protected health information that might occur in my treatment, payment for services, or in the performance of office health care operations. The Statement of Privacy Practices also describes my rights and the responsibilities and duties of this office with respect to my protected health information. The Statement of Privacy Practices is also posted in the facility.

North Seattle Orthodontics reserves the right to change the privacy practices currently described in the Statement of Privacy Practices. If privacy practices change, I will be offered a copy of the revised Statement of Privacy Practices at the time of my first visit after the revisions become effective. I may also obtain a revised Statement of Privacy Practices by requesting that one be mailed or otherwise transmitted to me.

## ADDITIONAL DISCLOSURE AUTHORIZATION

***In addition to the allowable disclosures described in the Statement of Privacy Practices, I hereby specifically authorize disclosure of my Protected Healthcare Information to the person(s) identified below. (I understand that the default answer is "NO". Without indicating "YES" in answer to each individual question, protected health information (PHI) cannot be shared with anyone unless otherwise allowed by HIPAA rules.)***

| | | |
|---|---|---|
| **Spouse only** | **☐ YES** | **☐ NO** |
| **OR** | | |
| **Any Member of my immediate family: (i.e. Spouse, Children, Siblings, etc.)** | **☐ YES** | **☐ NO** |
| **Any Member of my extended family: (i.e. Parents, Grandchildren)** | **☐ YES** | **☐ NO** |
| **Other:** | **☐ YES** | **☐ NO** |

**Name of patient (please print):**

**Patient signature**:

**Patient's personal representative: (Please Print):**

**Personal Rep's signature**:

**Representative's Phone Number:** **Date:**

**OFFICE USE ONLY BELOW THIS LINE**

## Acknowledgement Not Obtained

| | | | |
|---|---|---|---|
| **Provided Prior to Treatment?** | **☐ YES** | **☐ NO** | **Date Statement Provided:** |
| **Reason for not obtaining patient signature** | ☐ | **Needed more time to review Statement** | |
| | ☐ | **Wanted to consult another person before signing** | |
| | ☐ | **Physically unable to sign** | |
| | ☐ | **No reason offered** | |
| | ☐ | **Other:** | |

# WELCOME!

Our patients are also our friends. Please tell us about yourself so that we can get to know you better.

**Presenting:**

_____

(Your Name)

**I have a pet, it is a _____**

_____

**named _____**

**These friends come here for braces, too!**

_____

_____

_____

**I have _____ brother(s) and _____ sister(s).**

**My birthday is _____**

**I am _____years old and in the_____ grade at _____school**

**My favorite TV show is**

_____

**I'm really good at**

_____

_____

_____

**My favorite sport is**

_____

_____

_____

**When I grow up I want to be a**

_____

**My favorite thing about school is**

_____

**My least favorite subject in school is**

_____

**My favorite food is**

_____

_____

North Seattle ORTHODONTICS

www.northseattleortho.com

# THANK YOU!