

Welcome to Stiles Dental Care!

It is a pleasure to welcome you to our practice. Dr. Stiles and his dental team provide the essentials of preventive dental care with the science of complete restorative and cosmetic dentistry. Dr. Stiles and his dental team understand that the mouth and body are integrally linked to each other. We take the extra steps to gain your trust, ensure your comfort, and provide the highest quality dentistry available today.

Enclosed is a copy of our health history form for you to complete in the privacy of your home. Please take the time to answer the questions on both sides of the form and bring it with you on your first appointment. If you would like us to help you with your dental insurance, please bring a completed copy of your insurance form. This will allow us to serve you in the fullest. The HIPAA form is included for your review and signature and represents a commitment we make to ensure your privacy.

Our office is located on 25 North Main Street in Historic downtown of Medford. We offer parking to everyone directly in front of our office on Main Street or in our dedicated parking lot, with full van handicap accessibility, in the rear of the property accessible via Charles Street.

We are happy to welcome you as a new patient and looking forward to meeting you. If you have any questions, please feel free to contact us at (609) 654-0033, visit our website at www.medfordsmiles.com or you can email us at medfordsmiles@gmail.com.

William H. Stiles, DMD

William H Still DMO

Health History Form

ADA American Dental Association®

America's leading advocate for oral health

Email: Today's Date:					
As required by law, our office adheres to written policies and procedures to protect the privarecords only and will be kept confidential subject to applicable laws. Please note that you will additional questions concerning your health. This information is vital to allow us to provide a	I be asked some question	ons about your res	ponses to this que	estionnaire and there may be	
Name: Last First Middle	Home Phone: Inclu	ide area code	Business/Cell F	Phone: Include area code	
Address:	City:		State:	Zip:	
Mailing address					
Occupation:	Height:	Weight:	Date of Birth:	Sex: M F	
SS# or Patient ID: Emergency Contact:	Relationship:	Home Phone:	Include area code	Cell Phone: Include area code	
If you are completing this form for another person, what is your relationship to that person	?				
Your Name	Relationship				
Do you have any of the following diseases or problems:	(Check DK if you L	Don't Know the ans	swer to the the qu	estion) Yes No D	
Active Tuberculosis					
Persistent cough greater than a 3 week duration					
Cough that produces blood					
Been exposed to anyone with tuberculosis					
If you answer yes to any of the 4 items above, please stop and return this form to	the receptionist.				
Dental Information For the following questions, please mark (X) your name of the following questions are the following questions of the following questions are the follow	esponses to the followi	ng questions.			
Yes No DK		-		Yes No Dk	
Do your gums bleed when you brush or floss?	Do you have earache	s or neck pains?			
Are your teeth sensitive to cold, hot, sweets or pressure?	Do you have earaches or neck pains?				
Is your mouth dry?	Do you brux or grind your teeth?				
	Do you have sores or ulcers in your mouth?				
Have you had any periodontal (gum) treatments?	Do you wear dentures or partials?				
Have you ever had orthodontic (braces) treatment?	Do you participate in active recreational activities?				
Have you had any problems associated with previous dental treatment?	Have you ever had a serious injury to your head or mouth?				
Is your home water supply fluoridated?	Date of your last dental exam:				
Do you drink bottled or filtered water?	What was done at that time?				
If yes, how often? Circle one: DAILY / WEEKLY / OCCASIONALLY	What was done at that time?				
Are you currently experiencing dental pain or discomfort?	Date of last dental x-	-rays:			
What is the reason for your dental visit today?					
How do you feel about your smile?					
Medical Information Please mark (X) your response to indicate if you	have or have not had o	any of the following	g diseases or prob	lems.	
Yes No DK				Yes No Dk	
Are you now under the care of a physician?	Have you had a serio				
Physician Name: Phone: Include area code	If yes, what was the				
()	- If yes, what was the	illiness of problem:			
Address/City/State/Zip:					
	Are you taking or hav	e you recently take	en any prescriptio	n	
	or over the counter r	nedicine(s)?			
Are you in good health?	If so, please list all, in		atural or herbal pr	eparations	
Has there been any change in your general health within the past year?	and/or dietary supple	ements:			
If yes, what condition is being treated?	Ī				
Date of last physical exam:					
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Medical Information Please mark (X) your response to indicate if you have or have not had any of the following diseases or problems. (Check DK if you Don't Know the answer to the question) Yes No DK Yes No DK Do vou use controlled substances (drugs)? Do you wear contact lenses?.... $\hfill\Box$ Do you use tobacco (smoking, snuff, chew, bidis)?..... Joint Replacement. Have you had an orthopedic total joint If so, how interested are you in stopping? (hip, knee, elbow, finger) replacement? Circle one: VERY / SOMEWHAT / NOT INTERESTED Date: ______ If yes, have you had any complications? _____ Do you drink alcoholic beverages? Are you taking or scheduled to begin taking an antiresorptive agent If yes, how much alcohol did you drink in the last 24 hours? (like Fosamax®, Actonel®, Atelvia, Boniva®, Reclast, Prolia) for osteoporosis or Paget's disease?.... If yes, how much do you typically drink i n a week? _____ Since 2001, were you treated or are you presently scheduled to begin WOMEN ONLY Are you: treatment with an antiresorptive agent (like Aredia®, Zometa®, XGEVA) Pregnant? for bone pain, hypercalcemia or skeletal complications resulting from Number of weeks: ___ Paget's disease, multiple myeloma or metastatic cancer?...... Date Treatment began: Yes No DK **Allergies.** Are you allergic to or have you had a reaction to: To all **yes** responses, specify type of reaction. Yes No DK Metals ___ _____ 0 0 Local anesthetics _____ Latex (rubber) ______ 🗆 🗆 🗆 Aspirin Hay fever/seasonal _____ Animals _____ Food \square Codeine or other narcotics _____ \square \square Other _____ Please mark (X) your response to indicate if you have or have not had any of the following diseases or problems. Yes No DK Yes No DK Yes No DK Glaucoma Autoimmune disease..... Artificial (prosthetic) heart valve...... Rheumatoid arthritis...... Hepatitis, jaundice or Previous infective endocarditis...... liver disease...... \square \square \square Damaged valves in transplanted heart Systemic lupus erythematosus...... Congenital heart disease (CHD) Asthma...... Fainting spells or seizures Unrepaired, cyanotic CHD..... Neurological disorders Bronchitis Repaired (completely) in last 6 months \square \square \square If yes, specify:____ Repaired CHD with residual defects Sleep disorder Sinus trouble Do you snore?..... Except for the conditions listed above, antibiotic prophylaxis is no longer recommended Tuberculosis...... for any other form of CHD. Mental health disorders □ □ □ Cancer/Chemotherapy/ Specify: ___ Radiation Treatment...... Yes No DK Yes No DK Chest pain upon exertion...... \square \square \square Type of infection: Cardiovascular disease Mitral valve prolapse..... Chronic pain Pacemaker..... Kidney problems...... Diabetes Type I or II Arteriosclerosis...... Rheumatic fever..... Night sweats Eating disorder Congestive heart failure...... Osteoporosis Rheumatic heart disease....... Malnutrition Damaged heart valves □ □ □ Abnormal bleeding...... Persistent swollen glands Gastrointestinal disease...... in neck..... Severe headaches/ G.E. Reflux/persistent Heart murmur..... Blood transfusion...... \square \square \square migraines \square \square \square heartburn If yes, date:_____ Low blood pressure Severe or rapid weight loss Hemophilia Ulcers High blood pressure..... □ □ □ Sexually transmitted disease .. $\ \square \ \square \ \square$ Thyroid problems Other congenital Excessive urination Stroke...... heart defects...... Arthritis Has a physician or previous dentist recommended that you take antibiotics prior to your dental treatment? Name of physician or dentist making recommendation: Phone: Include area code () Do you have any disease, condition, or problem not listed above that you think I should know about?..... NOTE: Both doctor and patient are encouraged to discuss any and all relevant patient health issues prior to treatment. I certify that I have read and understand the above and that the information given on this form is accurate. I understand the importance of a truthful health history and that my dentist and his/her staff will rely on this information for treating me. I acknowledge that my questions, if any, about inquiries set forth above have been answered to my satisfaction. I will not hold my dentist, or any other member of his/her staff, responsible for any action they take or do not take because of errors or omissions that I may have made in the completion of this form. Signature of Patient/Legal Guardian: Date: Signature of Dentist: Date: FOR COMPLETION BY DENTIST Comments:

Notice of Privacy Practices

THIS NOTICE DESCRIBES HOW HEALTH INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION.

PLEASE REVIEW IT CAREFULLY. THE PRIVACY OF YOUR HEALTH INFORMATION IS IMPORTANT TO US.

Our Legal Duty

We are required by applicable federal and state law to maintain the privacy of your protected health information. We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your protected health information. We must follow the privacy practices that are described in this Notice while it is in effect. This Notice takes effect 1/1/2013, and will remain in effect until we replace it.

We reserve the right to change our privacy practices and the terms of this Notice at any time, provided such changes are permitted by applicable law. We reserve the right to make the changes in our privacy practices and the new terms of our Notice effective for all health information that we maintain, including health information we created or received before we made the changes. Before we make a significant change in our privacy practices, we will change this Notice and provide the new Notice at our practice location, and we will distribute it upon request.

You may request a copy of our Notice at any time. For more information about our privacy practices, or for additional copies of this Notice, please contact us using the information listed at the end of this notice.

Your Authorization: In addition to our use of your health information for the following purposes, you may give us written authorization to use your health information or to disclose it to anyone for any purpose. If you give us an authorization, you may revoke it in writing at any time. Your revocation will not affect any use or disclosures permitted by your authorization while it was in effect. Unless you give us a written authorization, we cannot use or disclose your health information for any reason except those described in this Notice.

Uses and Disclosures of Health Information

We use and disclose health information about you without authorization for the following purposes.

Treatment: We may use or disclose your health information for your treatment. For example, we may disclose your health information to a physician or other healthcare provider providing treatment to you.

Payment: We may use and disclose your health information to obtain payment for services we provide to you. For example, we may send claims to your dental health plan containing certain health information.

Healthcare Operations: We may use and disclose your health information in connection with our healthcare operations. For example, healthcare operations include quality assessment and improvement activities, reviewing the competence or qualifications of healthcare professionals, evaluating practitioner and provider performance, conducting training programs, accreditation, certification, licensing or credentialing activities.

To You Or Your Personal Representative: We must disclose your health information to you, as described in the Patient Rights section of this Notice. We may disclose your health information to your personal representative, but only if you agree that we may do so.

Persons Involved In Care: We may use or disclose health information to notify, or assist in the notification of (including identifying or locating) a family member, your personal representative or another person responsible for your care, of your location, your general condition, or death. If you are present, then prior to use or disclosure of your health information, we will provide you with an opportunity to object to such uses or disclosures. In the event of your absence or incapacity or in emergency circumstances, we will disclose health information based on a determination using our professional judgment disclosing only health information that is directly relevant to the person's involvement in your healthcare. We will also use our professional judgment and our experience with common practice to make reasonable inferences of your best interest in allowing a person to pick up filled prescriptions, medical supplies, x-rays, or other similar forms of health information.

Disaster Relief: We may use or disclose your health information to assist in disaster relief efforts.

Marketing Health-Related Services: We will not use your health information for marketing communications without your written authorization.

Required by Law: We may use or disclose your health information when we are required to do so by law.

Public Health and Public Benefit: We may use or disclose your health information to report abuse, neglect, or domestic violence; to report disease, injury, and vital statistics; to report certain information to the Food and Drug Administration (FDA); to alert someone who may be at risk of contracting or spreading a disease; for health oversight activities; for certain judicial and administrative proceedings; for certain law enforcement purposes; to avert a serious threat to health or safety; and to comply with workers' compensation or similar programs.

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Decedents: We may disclose health information about a decedent as authorized or required by law.

National Security: We may disclose to military authorities the health information of Armed Forces personnel under certain circumstances. We may disclose to authorized federal officials health information required for lawful intelligence, counterintelligence, and other national security activities. We may disclose to correctional institution or law enforcement official having lawful custody the protected health information of an inmate or patient under certain circumstances.

Appointment Reminders: We may use or disclose your health information to provide you with appointment reminders (such as voicemail messages, postcards, or letters).

Access: You have the right to look at or get copies of your health information, with limited exceptions. You may request that we provide copies in a format other than photocopies. We will use the format you request unless we cannot practicably do so. You must make a request in writing to obtain access to your health information. You may obtain a form to request access by using the contact information listed at the end of this Notice. You may also request access by sending us a letter to the address at the end of this Notice. We will charge you a reasonable cost-based fee for the cost of supplies and labor of copying. If you request copies, we will charge you \$0.___ for each page, \$___ per hour for staff time to copy your health information, and postage if you want the copies mailed to you. If you request an alternative format, we will charge a cost-based fee for providing your health information in that format. If you prefer, we will prepare a summary or an explanation of your health information for a fee. Contact us using the information listed at the end of this Notice for a full explanation of our fee structure.

Disclosure Accounting: You have the right to receive a list of instances in which we or our business associates disclosed your health information for purposes other than treatment, payment, healthcare operations, and certain other activities, for the last 6 years, but not before April 14, 2003. If you request this accounting more than once in a 12-month period, we may charge you a reasonable, cost-based fee for responding to these additional requests.

Restriction: You have the right to request that we place additional restrictions on our use or disclosure of your health information. In most cases we are not required to agree to these additional restrictions, but if we do, we will abide by our agreement (except in certain circumstances where disclosure is required or permitted, such as an emergency, for public health activities, or when disclosure is required by law). We must comply with a request to restrict the disclosure of protected health information to a health plan for purposes of carrying out payment or health care operations (as defined by HIPAA) if the protected health information pertains solely to a health care item or service for which we have been paid out of pocket in full.

Alternative Communication: You have the right to request that we communicate with you about your health information by alternative means or at alternative locations. (You must make your request in writing.) Your request must specify the alternative means or location, and provide satisfactory explanation of how payments will be handled under the alternative means or location you request.

Amendment: You have the right to request that we amend your health information. Your request must be in writing, and it must explain why the information should be amended. We may deny your request under certain circumstances.

Electronic Notice: You may receive a paper copy of this notice upon request, even if you have agreed to receive this notice electronically on our Web site or by electronic mail (e-mail).

Questions and Complaints

If you want more information about our privacy practices or have questions or concerns, please contact us.

If you are concerned that we may have violated your privacy rights, or you disagree with a decision we made about access to your health information or in response to a request you made to amend or restrict the use or disclosure of your health information or to have us communicate with you by alternative means or at alternative locations, you may complain to us using the contact information listed at the end of this Notice. You also may submit a written complaint to the U.S. Department of Health and Human Services. We will provide you with the address to file your complaint with the U.S. Department of Health and Human Services upon request.

We support your right to the privacy of your health information. We will not retaliate in any way if you choose to file a complaint with us or with the U.S. Department of Health and Human Services.

Contact Officer: William H Stiles, DMD

Telephone: 609-654-0033 Fax: 609-953-8669 E-mail: medfordsmiles@gmail.com

Address: 25 N Main Street, Medford NJ 08055

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Stiles Dental Care	
25 North Main St	

25 North Main St Medford NJ 08055 609-654-0033

Acknowledgement of Receipt of Notice of Privacy Practices

* You May Refuse to Sign This Acknowledgment*

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	y Practices.				
Print N	Name				
Signat	ure				
Date_					
	For Office Use Only				
For Office Ose Offiny					
	tempted to obtain written acknowledgement of receipt of our Notice of Privacy Practices, knowledgement could not be obtained because:				
	Individual refused to sign				
	Communications barriers prohibited obtaining the acknowledgement				
	An emergency situation prevented us from obtaining acknowledgement				
	Other (Please Specify)				

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