

Oral and Maxillofacial Surgery

Patient Information:

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Birthday: \_\_\_\_\_ Age: \_\_\_\_\_

Purpose of Appointment: \_\_\_\_\_

Referred By: \_\_\_\_\_

Responsible Party: *Who is responsible for the account?*

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Employed By: \_\_\_\_\_

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

Spouse Employed By: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Birthday: \_\_\_\_\_

Relationship to Patient: \_\_\_\_\_ Marital Status: \_\_\_\_\_

Driver's License #: \_\_\_\_\_

Financial Policy

Payment is due in full at each appointment. If an insurance predetermination has been received, the co-pay is due in full at each appointment. Any amounts outstanding after insurance payment will be billed to the patient.

Late Charges

If I do not pay the entire balance within 60 days, a late charge of 1.5% on the balance will be assessed each month. In the case of default on payment of this account, I agree to pay collection costs and reasonable attorney fees incurred in attempting to collect on this amount or any future outstanding balance.

\_\_\_\_\_  
Signature of responsible party

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Date