



tappuni **DENTAL**

How Our Office Collects, Uses and Discloses Patients' Personal Information

We understand the importance of protecting your personal information. To help you understand how we are doing that, we have outlined here how our office is using and disclosing your information.

- To assess your health needs and provide safe and efficient dental care
- To allow us to maintain communication and contact with you to distribute health-care information and to book and confirm appointments
- To communicate with other treating health-care providers, including dentists, physicians, pharmacists, and lab technicians
- To complete and submit dental claims for third party adjudication and payment
- To comply with legal and regulatory requirements
- To deliver your charts and records to the dentist's insurance carrier to enable the insurance company to assess liability and quantify damages, if any
- To invoice for goods and services
- To process credit card payments
- To collect unpaid accounts.

Name: _____

Signature: _____

Date: _____