



# Distinctive Dentistry

Zachary Streit, DDS

22815 Edmonds Way  
Edmonds, WA 98020  
(425) 771-3266 • DistinctiveDentistry.com

## PATIENT INFORMATION

Mr.  Mrs.  Ms.  Dr.  Male  Female  Single  Married  Divorced  Widowed

First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last Name \_\_\_\_\_ Preferred Name (if any) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Billing Address (if different) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email \_\_\_\_\_ Best time & number to contact you \_\_\_\_\_

Date of Birth (mm/dd/yyyy) \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age \_\_\_\_ Social Security # (For Insurance) \_\_\_\_\_ Driver's License # \_\_\_\_\_

Contact name & number in case of emergency \_\_\_\_\_ How did you hear about us? \_\_\_\_\_

**~ If you make insurance cards available for us to photo copy you do not need to enter your insurance information ~**

Primary Insurance Holder's Name \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Subscriber ID # \_\_\_\_\_

Employer of Primary Insurance Holder \_\_\_\_\_ Employer Phone of Primary Insurance Holder \_\_\_\_\_

Primary Insurance Company \_\_\_\_\_ Phone \_\_\_\_\_

Policy # \_\_\_\_\_ Group # \_\_\_\_\_

Secondary Insurance Holder's Name \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Subscriber ID # \_\_\_\_\_

Employer of Secondary Insurance Holder \_\_\_\_\_ Employer Phone of Secondary Insurance Holder \_\_\_\_\_

Secondary Insurance Company \_\_\_\_\_ Phone \_\_\_\_\_

Policy # \_\_\_\_\_ Group # \_\_\_\_\_

## CONSENT FOR TREATMENT & FINANCIAL AGREEMENT

I, the undersigned hereby authorize the Doctor to take radiographs, study models, photographs, records or any other diagnostic aids he/she deems appropriate to I, the undersigned hereby authorize the Doctor to take radiographs, study models, photographs, records or any other diagnostic aids he/she deems appropriate to and consent the Doctor to employ any such assistance as he/she deems appropriate under the law. I further authorize the release of diagnosis, radiographs, patient records, treatments or examinations rendered: to my insurance company, consulting professionals and others I approve.

I understand that I am personally responsible for payment of all fees for dental services provided in this office for me or my dependents, regardless of insurance coverage. Breach of this responsibility carries the penalty of compensating the practice for any related attorney's and collection fees. Reservations require a great deal of setup and preparation tailored to you and your treatment. Last minute cancellations and missed reservations will be charged \$50.00 per half hour scheduled. To avoid this charge, contact our office within 48 hours of your reservation. We do understand, on occasion, last minute things occur. If we both take our commitment to each other seriously, these issues are often avoidable.

I certify that the information given is correct and current. I am aware that it is my responsibility to read and understand my own dental insurance policy, including benefits, limitations and exclusions. I understand that filing of insurance claims is my responsibility and may be provided as a service to me and that any agreement for dental coverage is between my insurance company and myself. I understand that an estimated portion is due at time of service and is estimated according to expected coverage, which may not be disclosed nor guaranteed by my insurance company. I understand my portion may be more if my insurance company does not pay the anticipated amount. I also understand that services are rendered independent of insurance reimbursement. Reservations require payment in full unless approved arrangements have been made. Returned checks will be charged \$30. I have also received the Notice of Privacy Practices on page 4.

Distinctive Dentistry accepts - Cash, Check, Visa, Master Card, Discover, and American Express as forms of payment. Financing is available OAC.

Please sign and date the form when you come into our office

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(Patient or Guardian Signature)

Print Name

Date

# MEDICAL HISTORY

Patient Name \_\_\_\_\_ Nickname \_\_\_\_\_ Age \_\_\_\_\_

Name of Physician/and their specialty \_\_\_\_\_

Most recent physical examination \_\_\_\_\_ Purpose \_\_\_\_\_

What is your estimate of your general health?  Excellent  Good  Fair  Poor

**DO YOU HAVE or HAVE YOU EVER HAD:**

- |   | YES                      | NO                       |  | YES                      | NO                       |
|---|--------------------------|--------------------------|--|--------------------------|--------------------------|
| 1. hospitalization for illness or injury _____  | <input type="checkbox"/> | <input type="checkbox"/> | 26. osteoporosis/osteopenia (e.g., taking bisphosphonates) _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. an allergic or bad reaction to any of the following:   | <input type="checkbox"/> | <input type="checkbox"/> | 27. arthritis _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> aspirin, ibuprofen, acetaminophen, codeine                               |                          |                          | 28. autoimmune _____ disease                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> penicillin   |                          |                          | (e.g., rheumatoid arthritis, lupus, scleroderma) _____           |                          |                          |
| <input type="checkbox"/> erythromycin   |                          |                          | 29. glaucoma _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> tetracycline   |                          |                          | 30. contact lenses _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> sulfa  |                          |                          | 31. head or neck injuries _____                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> local anesthetic   |                          |                          | 32. epilepsy, convulsions (seizures) _____                       | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> fluoride   |                          |                          | 33. neurologic disorders (ADD/ADHD, prion disease) _____         | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> chlorhexidine (CHX)  |                          |                          | 34. viral infections and cold sores _____                        | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> metals (nickel, gold, silver, _____)                                     |                          |                          | 35. any lumps or swelling in the mouth _____                     | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> latex _____  |                          |                          | 36. hives, skin rash, hay fever _____                            | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> nuts _____   |                          |                          | 37. STI/STD/HPV _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> fruit _____  |                          |                          | 38. hepatitis (type ___ ) _____                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> other _____  |                          |                          | 39. HIV/AIDS _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. heart problems, or cardiac stent within the last six months _____                              | <input type="checkbox"/> | <input type="checkbox"/> | 40. tumor, abnormal growth _____                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. history of infective endocarditis _____  | <input type="checkbox"/> | <input type="checkbox"/> | 41. radiation therapy _____                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. artificial heart valve, repaired heart defect (PFO) _____                                      | <input type="checkbox"/> | <input type="checkbox"/> | 42. chemotherapy, immunosuppressive medication _____             | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. pacemaker or implantable defibrillator _____   | <input type="checkbox"/> | <input type="checkbox"/> | 43. emotional difficulties _____                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. orthopedic implant (joint replacement) _____   | <input type="checkbox"/> | <input type="checkbox"/> | 44. psychiatric treatment _____                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. rheumatic or scarlet fever _____   | <input type="checkbox"/> | <input type="checkbox"/> | 45. antidepressant medication _____                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. high or low blood pressure _____   | <input type="checkbox"/> | <input type="checkbox"/> | 46. alcohol/recreational drug use _____                          | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. a stroke (taking blood thinners) _____  | <input type="checkbox"/> | <input type="checkbox"/> |  |                          |                          |
| 11. anemia or other blood disorder _____  | <input type="checkbox"/> | <input type="checkbox"/> | <b>ARE YOU:</b>  |                          |                          |
| 12. prolonged bleeding due to a slight cut (INR > 3.5) _____                                      | <input type="checkbox"/> | <input type="checkbox"/> | 47. presently being treated for any other illness _____          | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. pneumonia, emphysema, shortness of breath, sarcoidosis _____                                  | <input type="checkbox"/> | <input type="checkbox"/> | 48. aware of a change in your health in the last 24 hours        | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. chronic ear infections, tuberculosis, measles, chicken pox _____                              | <input type="checkbox"/> | <input type="checkbox"/> | (e.g., fever, chills, new cough, or diarrhea) _____              |                          |                          |
| 15. asthma _____  | <input type="checkbox"/> | <input type="checkbox"/> | 49. taking medication for weight management _____                | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. breathing or sleep problems (e.g., sleep apnea, snoring, sinus) _____                         | <input type="checkbox"/> | <input type="checkbox"/> | 50. taking dietary supplements _____                             | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. kidney disease _____  | <input type="checkbox"/> | <input type="checkbox"/> | 51. often exhausted or fatigued _____                            | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. liver disease _____   | <input type="checkbox"/> | <input type="checkbox"/> | 52. experiencing frequent headaches _____                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. jaundice _____  | <input type="checkbox"/> | <input type="checkbox"/> | 53. a smoker, smoked previously or use smokeless tobacco _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. thyroid, parathyroid disease, or calcium deficiency _____                                     | <input type="checkbox"/> | <input type="checkbox"/> | 54. considered a touchy/sensitive person _____                   | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. hormone deficiency _____  | <input type="checkbox"/> | <input type="checkbox"/> | 55. often unhappy or depressed _____                             | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. high cholesterol or taking statin drugs _____   | <input type="checkbox"/> | <input type="checkbox"/> | 56. taking birth control pills _____                             | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. diabetes (HbA1c = _____ ) _____   | <input type="checkbox"/> | <input type="checkbox"/> | 57. currently pregnant _____                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. stomach or duodenal ulcer _____   | <input type="checkbox"/> | <input type="checkbox"/> | 58. diagnosed with a prostate disorder _____                     | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. digestive or eating disorders (e.g., celiac disease, gastric reflux, bulimia, anorexia) _____ | <input type="checkbox"/> | <input type="checkbox"/> |  |                          |                          |

Describe any current medical treatment, impending surgery, genetic/development delay, or other treatment that may possibly affect your dental treatment. (i.e. Botox, Collagen Injections) \_\_\_\_\_

List all medications, supplements, and or vitamins taken within the last two years

Drug	Purpose	Drug	Purpose
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**PLEASE ADVISE US IN THE FUTURE OF ANY CHANGE IN YOUR MEDICAL HISTORY OR ANY MEDICATIONS YOU MAY BE TAKING.**

Patient's Signature \_\_\_\_\_ Date \_\_\_\_\_

Doctor's Signature \_\_\_\_\_ Date \_\_\_\_\_



# DENTAL HISTORY

Patient Name \_\_\_\_\_ Nickname \_\_\_\_\_ Age \_\_\_\_\_  
 Referred by \_\_\_\_\_ How would you rate the condition of your mouth?  Excellent  Good  Fair  Poor  
 Previous Dentist \_\_\_\_\_ How long have you been a patient? \_\_\_\_\_ Months/Years  
 Date of most recent dental exam \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date of most recent x-rays \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Date of most recent treatment (other than a cleaning) \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 I routinely see my dentist every  3 mo.  4 mo.  6 mo.  12 mo.  Not routinely

WHAT IS YOUR IMMEDIATE CONCERN? \_\_\_\_\_

## PLEASE ANSWER YES OR NO TO THE FOLLOWING:

### PERSONAL HISTORY

- |   | YES                      | NO                       |
|---|--------------------------|--------------------------|
| 1. Are you fearful of dental treatment? How fearful, on a scale of 1 (least) to 10 (most) [ ____ ] _____                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you had an unfavorable dental experience? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have you ever had complications from past dental treatment? _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Have you ever had trouble getting numb or had any reactions to local anesthetic? _____                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Did you ever have braces, orthodontic treatment or had your bite adjusted, and at what age? _____                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Have you had any teeth removed, missing teeth that never developed or lost teeth due to injury or facial trauma? _____ | <input type="checkbox"/> | <input type="checkbox"/> |

### GUM AND BONE

- |   | YES                      | NO                       |
|---|--------------------------|--------------------------|
| 7. Do your gums bleed or are they painful when brushing or flossing? _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Have you ever been treated for gum disease or been told you have lost bone around your teeth? _____                          | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Have you ever noticed an unpleasant taste or odor in your mouth? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is there anyone with a history of periodontal disease in your family? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Have you ever experienced gum recession? _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Have you ever had any teeth become loose on their own (without an injury), or do you have difficulty eating an apple? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Have you experienced a burning or painful sensation in your mouth not related to your teeth? _____                          | <input type="checkbox"/> | <input type="checkbox"/> |

### TOOTH STRUCTURE

- |  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| 14. Have you had any cavities within the past 3 years? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Does the amount of saliva in your mouth seem too little or do you have difficulty swallowing any food? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Do you feel or notice any holes (i.e. pitting, craters) on the biting surface of your teeth? _____           | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Are any teeth sensitive to hot, cold, biting, sweets, or do you avoid brushing any part of your mouth? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Do you have grooves or notches on your teeth near the gum line? _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Have you ever broken teeth, chipped teeth, or had a toothache or cracked filling? _____                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Do you frequently get food caught between any teeth? _____   | <input type="checkbox"/> | <input type="checkbox"/> |

### BITE AND JAW JOINT

- |  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| 21. Do you have problems with your jaw joint? (pain, sounds, limited opening, locking, popping) _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Do you feel like your lower jaw is being pushed back when you try to bite your back teeth together? _____                                    | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Do you avoid or have difficulty chewing gum, carrots, nuts, bagels, baguettes, protein bars, or other hard, dry foods? _____                 | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. In the past 5 years, have your teeth changed (become shorter, thinner, or worn) or has your bite changed? _____                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Are your teeth becoming more crooked, crowded, or overlapped? _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Are your teeth developing spaces or becoming more loose? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. Do you have trouble finding your bite, or need to squeeze, tap your teeth together, or shift your jaw to make your teeth fit together? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Do you place your tongue between your teeth or close your teeth against your tongue? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Do you chew ice, bite your nails, use your teeth to hold objects, or have any other oral habits? _____                                       | <input type="checkbox"/> | <input type="checkbox"/> |
| 30. Do you clench or grind your teeth together in the daytime or make them sore? _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 31. Do you have any problems with sleep (i.e. restlessness or teeth grinding), wake up with a headache or an awareness of your teeth? _____      | <input type="checkbox"/> | <input type="checkbox"/> |
| 32. Do you wear or have you ever worn a bite appliance? _____  | <input type="checkbox"/> | <input type="checkbox"/> |

### SMILE CHARACTERISTICS

- |  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| 33. Is there anything about the appearance of your teeth that you would like to change (shape, color, size)? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 34. Have you ever whitened (bleached) your teeth? _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 35. Have you felt uncomfortable or self-conscious about the appearance of your teeth? _____                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 36. Have you been disappointed with the appearance of previous dental work? _____                                  | <input type="checkbox"/> | <input type="checkbox"/> |

Patient's Signature \_\_\_\_\_ Date \_\_\_\_\_

Doctor's Signature \_\_\_\_\_ Date \_\_\_\_\_



## Distinctive Dentistry

Zachary Streit, DDS

22315 Highway 99 N., Suite 1  
Edmonds, WA 98026  
(425) 771-3266 • www.DistinctiveDentistry.com

### HIPAA NOTICE OF PRIVACY PRACTICES

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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.

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#### OUR LEGAL DUTY

We are required by applicable federal and state law to maintain the privacy of your health information. We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your health information. We must follow the privacy practices that are described in this Notice while it is in effect. This Notice takes effect April of 2003 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 make the new Notice available 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 top of this Notice.

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#### USES AND DISCLOSURES OF HEALTH INFORMATION

We use and disclose health information about you for treatment, payment, and healthcare operations. For example:

**Treatment:** We may use or 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.

**Healthcare Operations:** We may use and disclose your health information in connection with our healthcare operations. 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.

**Your Authorization:** In addition to our use of your health information for treatment, payment or healthcare operations, 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.

**To Your Family and Friends:** 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 a family member, friend or other person to the extent necessary to help with your healthcare or with payment for your healthcare, 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 incapacity or 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.

**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.

**Abuse or Neglect:** We may disclose your health information to appropriate authorities if we reasonably believe that you are a possible victim of abuse, neglect, or domestic violence or the possible victim of other crimes. We may disclose your health information to the extent necessary to avert a serious threat to your health or safety or the health or safety of others.

**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 of protected health information of 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).

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#### PATIENT RIGHTS

**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. We will charge you a reasonable cost-based fee for expenses such as copies and staff time. You may also request access by sending us a letter to the address at the end of this Notice. A service, copy, and shipping charge may apply to the sending of personal information. 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. We are not required to agree to these additional restrictions, but if we do, we will abide by our agreement (except in an emergency).

**Alternative Communication:** You have the right to request that we communicate with you about your health information by alternative means or to alternative locations. **{You must make your request in writing.}** Your request must specify the alternative means or location, and provide satisfactory explanation 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:** If you receive this Notice on our Web site or by electronic mail (e-mail), you are entitled to receive this Notice in written form.

#### QUESTIONS AND COMPLAINTS

If you want more information about our privacy practices or have questions or concerns, please contact us at the address / phone numbers above

We are required by law to maintain the privacy of, and provide individuals with, this notice of our legal duties and privacy practices with respect to protected health information. If you have any objections to this form, please ask to speak with our HIPAA Compliance Officer in person or by phone at our main phone number (425) 771-3266.