



PRE-OPERATIVE INSTRUCTIONS FOR DENTAL SURGERY

**** VERY IMPORTANT INFORMATION – PLEASE READ CAREFULLY ****

**** COMPLETE ATTACHED “MEDICAL HISTORY UPDATE FORM” **
& RETURN IT TO YOUR DENTIST PRIOR TO SURGERY**

1. We will be reviewing your medical history with you immediately prior to your procedure. Please be sure you are familiar with that information—especially with the name(s) and dosage(s) of any medications you are taking. If you feel your history is relatively complicated, we will need to decide if a consultation with your physician is necessary before the procedure is performed.
2. Unless specified by your dentist, all medicines taken on a routine basis should be continued without interruption. Please swallow with a minimal amount of water.
3. Patients who are minors (under 18 years of age) must have a legal guardian present to both fill out the “Medical History Update Form” and to sign the “Disclosure and Consent Form”.
4. It is important to avoid smoking for at least one week before the surgery and one week following the surgery.

If you are having IV (intravenous) conscious sedation:

1. Do not eat or drink anything (including water) for **at least six hours prior to your appointment.** Failure to do so may result in the canceling and future rescheduling of your appointment.
2. **A responsible adult, over 18 years of age, should accompany you to the office and should remain in the office during the entire procedure. Following the sedation, this responsible adult should be physically capable of assisting and accompanying you home and should remain with you for the next 24 hours.**
3. For the first 24 hours following sedation, you should refrain from the following: driving an automobile; operating heavy machinery; making legal decisions; drinking alcoholic beverages; or, engaging in any activity that requires alertness.
4. There are important differences between general anesthesia (being completely asleep) and IV conscious sedation. If you have any questions about the IV conscious sedation process, please feel free to contact Dr. Jake at 512.987.8674 prior to the procedure.

I certify that I have read and understand the above. I acknowledge that my questions, if any, have been answered to my satisfaction.

Signature of Patient (or Patient’s Guardian)

Date

NOTE: If you have any concerns or questions about the surgery, please contact Dr. Jake at 512.987.8674 or by email at drjake@drjakes.com.



MEDICAL HISTORY UPDATE FORM

Patient Name _____ Age _____ DOB ____ / ____ / ____ DOS ____ / ____ / ____
 Address _____ City/ST _____ Zip _____
 Email _____ Phone _____
 Escort/Driver _____ Phone _____
 Pharmacy _____ Phone _____ Zip _____
 Ht _____ Wt _____ Dentist's Name _____

If completing this form for another person, what is your relationship to that person? _____

For the following questions, circle yes or no (whichever applies). Your answers are for our records only and will be considered confidential. Please note that during your initial visit, you will be asked some questions about your responses to this questionnaire, and there may be additional questions concerning your health.

- | | |
|--|---|
| 1. Are you in good health?..... Yes No | i. AIDS or HIV infection..... Yes No |
| 2. Has there been any change in your general health within the past year? Yes No | j. Thyroid problems..... Yes No |
| 3. My last physical examination was on _____ | k. Respiratory problems, bronchitis, etc. Yes No |
| 4. Are you now under the care of a physician? Yes No | l. Sleep apnea or snoring during sleep..... Yes No |
| If so, for what condition? _____ | m. Stomach ulcer or hyperacidity Yes No |
| 5. The name and address of your physician is: _____ | n. Kidney trouble Yes No |
| | o. High or low blood pressure Yes No |
| | p. Sexually transmitted disease Yes No |
| | q. Epilepsy/other neurological disease Yes No |
| | r. Problems with the spleen Yes No |
| 6. Have you had any serious illness, operation, or been hospitalized in the past 5 years? Yes No | 10. Have you had abnormal bleeding? Yes No |
| 7. Are you taking any medicine(s), including non-prescription medicine(s)? Yes No | Or required a blood transfusion? Yes No |
| If so, what medicine(s) are you taking? _____ | 11. Do you have any blood disorder such as anemia? Yes No |
| | 12. Have you been treated for a tumor? Yes No |
| 8. Have you ever taken Aredia, Zometa, Fosamax, Actonel, or Boniva? Yes No | 13. Are you allergic or have you had a reaction to: |
| 9. Do you have or have you had any of the following diseases or problems? | a. Local anesthetics Yes No |
| a. Damaged or artificial heart valves, heart murmur, or rheumatic heart disease Yes No | b. Penicillin or other antibiotics Yes No |
| b. Cardiovascular disease, angina, heart attack, heart trouble, stroke Yes No | c. Sulfa drugs Yes No |
| c. Osteoporosis Yes No | d. Barbiturates, sedatives, sleeping pills Yes No |
| d. Cancer requiring IV chemotherapy Yes No | e. Aspirin Yes No |
| e. Asthma or hay fever Yes No | f. Iodine Yes No |
| f. Fainting spells or seizures Yes No | g. Codeine or other narcotics Yes No |
| g. Diabetes Yes No | h. Other _____ |
| h. Hepatitis, jaundice, or liver disease Yes No | 14. Have you had a joint replacement (hip/knee)? Yes No |

Women

- | |
|--|
| 15. Are you pregnant? Yes No |
| 16. Do you have any menstrual problems? Yes No |
| 17. Are you nursing? Yes No |
| 18. Are you taking birth control pills?..... Yes No |

I certify that I have read and understand the above. I acknowledge that my questions, if any, about the 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 errors or omissions that I may have made in the completion of this form. If your medical history is complex or if you feel you would like to provide us with additional information, it would be helpful for us if you would use the back of this form to write out a chronological narrative of your medical history.

Signature of Dr. Jake

Signature of Patient (or Patient's Guardian)

**** RETURN THIS COMPLETED FORM TO YOUR DENTIST PRIOR TO SURGERY ****



PATIENT TREATMENT RECORD—*FOR DENTIST'S USE ONLY BELOW*

Patient Name _____ Age _____ DOB ____/____/____ DOS ____/____/____

Acknowledgment: Receipt of Notice of Privacy Practices (Form 7 of 7) allows for contact by: Phone Email Mail

Medical History Findings/ROS _____

Current Medications _____

Allergies _____

Pre-op Meds (last 24 hrs.) _____

Patient Surgical/Anesthesia History _____

Family Surgical/Anesthesia History _____

Smoker: Y / N Vape/Smokeless: Y / N EtOH/Rec. drug abuse: Y / N Sleep Apnea: Y / N Pregnancy: Y / N / NA

Procedure Planned _____

Diagnostic Criteria: Perio ____ Crowding/Ortho ____ Prev. Pain/Swelling ____ Non-Restorable ____ Cyst ____ Pt. Election ____

Pre-Operative Imaging: CBCT Pano PA Other _____ Imaging Date ____/____/____

Dental Office _____ Total Fee _____

Surgical Fee _____ Implant Fee _____ Materials Fee _____ Assistant Fee _____

Pre-Operative Sedation/Anesthesia Checklist

- Medical history reviewed
 Known allergies reviewed
 Patient surgical/anesthesia history reviewed
 Family surgical/anesthesia history reviewed
 Patient medications reviewed/modified
 Pre-operative instructions given (written & verbal)
 Post-operative instructions given (written & verbal)
 Documentation of physical examination (including ASA classification, NPO status, and pre-operative vitals—height, weight, BP, HR, RR)
 Documentation of anesthesia-specific physical examination (including Mallampati score and/or Brodsky score and auscultation)
 Pre-procedure equipment readiness check completed (monitors on/operating, sufficient O2 supply, AED/BVM/OPA/LMA present)
 Pre-procedure emergency readiness check completed (emergency protocols present and emergency roles reviewed)
 Pre-procedure treatment review completed (confirmation of correct patient & procedure)
 Reversal/resuscitation agents are present, out, and unexpired
 Pediatric/high-risk pre-operative considerations addressed
 Medical consult (as needed)
 Consent(s) signed: ___ Dental/oral surgery ___ Supplemental ___ Implant ___ Notice of Privacy Practice Acknowledgment

Explanation of any omissions _____ Individuals present _____

Physical Exam: Ht _____ Wt _____ BMI _____ Auscultation Findings: WNL; Rales; Wheezes; Other _____

Mallampati/Brodsky Score _____ ASA Classification _____ Oral Cx Exam: E/O: - + _____ I/O: - + _____

Pre-operative Vitals: EKG _____ SpO2 _____ BP _____ HR _____ RR _____ N.P.O. > _____ hrs.

Prescriptions Given:

Control # _____

Augmentin 875mg x _____

Tylenol #3 x _____

Amox 500mg x _____

Cleocin 150mg x _____

Zofran ODT 8mg x _____

Peridex (1 pint) x _____

Ibuprofen 800mg x _____

Other _____

Opioid Rx Alt. Option/Safety Discussion

Table with columns: Start Time, Dose, and Admin/Wasted. Rows include Midazolam/cc, Diazepam/cc, Fentanyl/cc, Dexamethasone, Oxygen (L/min), N2O (L/min), Fluids, 2% Lidocaine Carps., and 0.5% Marcaine Carps.

Treatment/Clinical Notes

Continually evaluated color of mucosa, skin, or blood Continually evaluated ventilation: precordial steth.; end-tidal CO2; verbal comm. w/ pt.
 Ligated airway protection used Sutures: silk; gut; vicryl; _____ Post-Operative/Anesth. Instructions O&W
 D/C Criteria Met: Aldrete Score _____ D/C Time _____ : _____ Doctor's Signature _____ Date _____



SEDATION & ANESTHESIA RECORD

Date Name		Pre-op vitals	BP	HR	SpO ₂	RR	
Medical History	Age	Gender	Weight	Height	BMI	Mallampati	ASA
		M F	Lbs				
Medications	NPO Status				NIBP		L R
	Solids	Hours	Clear liquids	Hours	Pulse oximeter		
Drug Allergies	Procedure(s)				Precord		
					ECG		
Escort <input type="checkbox"/>	Operator			Assistant			
		Start	Finish	Premed	IV	20G	22G 24G
	ANES				R	L	
	SURG				Site		

TIME									
Oxygen (L/min)									
Nitrous Oxide (L/min)									
								Used	Wasted
Midazolam (mg)									
Fentanyl (mcg)									
Meperidine(mg)									
Dexmedetomidine (mcg)									
Diphenhydramine (mg)									
Ketorolac (mg)									
0.9% NaCl									
3% mepivacaine no epi									
2% lidocaine 1:100K epi									
4% articaine 1:100K epi									
0.5% bupivacaine 1:200K epi									
SpO ₂									
Respiratory Rate									
EtCO ₂									
ECG									

Discharge to																		
BP	150																	
HR	100																	
SpO ₂	50																	
RR																		

Comments _____

Operator Signature: _____



DISCLOSURE AND CONSENT – DENTAL AND ORAL SURGERY

TO THE PATIENT: *You have the right, as a patient, to be informed about your condition and about the recommended surgical, medical, or diagnostic procedures to be used so that you may make the decision whether or not to undergo the procedure after knowing the risks and hazards involved. This disclosure is not meant to scare or alarm you; it is simply an effort to make you better informed so you can give or withhold your consent to the procedure.*

I voluntarily request Jake H. Duong, DMD, PA and such associates, technical assistants, and other healthcare providers as they may deem necessary, to treat my condition which has been explained to me as:

Non-restorable, periodontally-involved, and/or impacted teeth _____

I(we) understand that the following surgical, medical, and/or diagnostic procedures are planned for me(us), and I(we) voluntarily consent and authorize these procedures under local anesthesia supplemental by: ___ Nitrous Oxide ___ IV Sedation ___ Oral Sedation

Surgical Extraction of Teeth _____

I(we) understand that my doctor may discover other or different conditions which require additional or different procedures than those planned. I(we) authorize my doctor and such associates, technical assistants, and other healthcare providers to perform such other procedures which are advisable in their professional judgment.

I(we) understand that no warranty or guarantee has been made to me as to result or cure. I(we) have been given both oral and written post-operative instructions, and I(we) agree to personally contact Dr. Jake in the event I(we) have a problem. I(we) will follow his instructions until that problem has been satisfactorily resolved. I(we) realize that in the event I(we) develop certain complications, I(we) may miss school or work schedules or I(we) may incur additional, unexpected expenses, including, but not limited to, expenses for other dentists, doctors, or medical facilities.

I(we) understand Dr. Jake is not employed by my dentist but is an independent contractor and will receive a portion of the fee paid to my dentist for these services. I(we) have chosen Dr. Jake from the alternatives I(we) have been offered to perform my dental surgery. I(we) understand that Dr. Jake is a general dentist, and I(we) give Dr. Jake and such associates permission to video or photograph procedure(s) for diagnostic and/or teaching purposes only.

Just as there may be risks and hazards in continuing my present condition without treatment, there are also risks and hazards related to the performance of the surgical, medical, and/or diagnostic procedures planned for me. I(we) realize that common to surgical, medical, and/or diagnostic procedures is the potential for infection, pain, swelling, bleeding, bruising, allergic reactions, cardiac arrest, brain injury, and even death. I(we) also realize that the following risks and hazards may occur in connection with this particular procedure:

- _____ 1. Temporary or permanent nerve injury resulting in altered sensations or numbness of the lips, chin, tongue, teeth, and/or gums
- _____ 2. Damage to adjacent teeth and/or dental restorations
- _____ 3. Soreness at injection sites and/or along veins, as well as discoloration of the injection sites, bleeding, bruising, or swelling of the face and/or jaw
- _____ 4. Opening of the sinus requiring additional treatment
- _____ 5. Jaw fracture, muscle spasms, and/or limited opening of jaws for several days or weeks
- _____ 6. Small root fragments remaining in the jaw due to an increased possibility of surgical complications
- _____ 7. Jaw joint (TMJ) tenderness, soreness, pain, or locking, which may be temporary or permanent
- _____ 8. Dry socket occurrence when a blood clot does not form properly, which can be extremely painful if not treated
- _____ 9. Infection requiring additional procedures
- _____ 10. Other _____

I(we) understand that IV conscious sedation (“twilight sleep”) and other forms of supplemental sedation involve additional risks and hazards, but I(we) request the use of IV conscious sedation and/or other forms of supplemental anesthesia to assist in the relief and protection from pain during the planned and additional procedures. I(we) realize the IV conscious sedation and/or other forms of supplemental anesthesia may have to be changed possibly without explanation to me(us). I(we) understand this is not general anesthesia (being completely asleep), and that it is unlikely, but I may have unpleasant memories of the procedure.

I(we) understand that certain complications may result from the use of any IV sedative or other form of anesthesia, including respiratory problems, drug reactions, paralysis, brain damage, or even death. Other risks and hazards which may result from the use of IV sedation or other sedatives or anesthetics range from minor discomfort to injury of the vocal cords, teeth, and/or eyes.

I(we) have been given an opportunity to ask questions about my(our) condition, alternative forms of anesthesia and treatment, risks of non-treatment, the procedures to be used, and the risks and hazards involved, and I(we) believe that I(we) have sufficient information to give this consent.

I(we) certify this form has been fully explained to me(us), that I(we) have read it or have had it read to me(us), that the blank spaces have been filled in, and that I(we) understand its contents.

DATE _____ TIME _____

Signature of Patient or Other Legally-responsible Person	/ Patient's Name (Please Print)
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WITNESS: _____ DATE: _____



SUPPLEMENTAL DISCLOSURE & CONSENT

INFORMATION FOR PATIENTS REGARDING POSSIBLE CHANGES IN SENSATIONS OF THE LIP, CHIN, OR TONGUE FOLLOWING DENTAL SURGERY

Dental surgery, like any other surgery, has certain inherent risks and limitations that may occur despite the experience and skill of the doctor. Following your surgery, it is possible that you may experience either temporary or permanent changes in the sensation or feelings of your lip, chin, or tongue. Permanent changes in sensation of the affected areas are extremely rare.

WHAT CAN CAUSE IT?

Because the nerves that supply these regions are close to the area where the surgery is performed, the nerves may not function normally for a while afterwards. These nerves affect sensation only and not movement.

The most common cause of this type of injury is from the pressure that can occur during either the removal of a tooth root or by the placement of an implant in the lower jaw. Occasionally, hooks or curves on the root may tear some of the nerve fibers. Another possible cause of injury is during the administration of the local anesthesia (numbing medicine). X-rays are helpful but cannot tell us the exact location of the important structures. When the nerve is especially close to the site of the surgery, it could be nicked or cut. Additionally, the incidence and severity of nerve injuries increases with age. This is particularly true for lower wisdom teeth. Further, sometimes sensation is affected without knowing exactly what caused it.

HOW LONG WILL IT LAST?

The likelihood that a change in sensation will occur and how long it will last can depend on many factors, including position of the tooth, the nerve, or the difficulty of the procedure. The duration of the condition is unpredictable and different in each case. It may last a few days, weeks, or months, and in very rare instances, may be permanent. In the majority of cases, the sensory loss gradually returns to normal although you may not be aware of any immediate improvement. Nerve tissue is the slowest tissue in the body to heal, and it can be weeks or months before you notice significant improvements. Nonetheless, it is important for you to stay in touch with us, so we may advise you of your specific circumstances.

HOW CAN I TELL IF I AM GETTING BETTER?

During nerve recovery, you may notice changes such as tingling, as if a local anesthetic is wearing off. Other sensations may also be present. Do not be alarmed; this is often a positive sign. It is important for you to help us in recording any changes in your symptoms so that we may better answer your questions and advise you as to your prognosis.

WHAT IF IT DOESN'T GET BETTER? CAN ANYTHING BE DONE?

If there has been absolutely no improvement in six weeks, then depending on your case, microsurgical repair could be considered. We can further counsel you on this possibility, and you will be referred to a specialist who is experienced and knowledgeable in this area.

IN SUMMARY

Remember, in the overwhelming number of instances of altered sensation, all or most of the normal sensation will return. If residual symptoms do remain, the risks involved with surgical repair may not be warranted, in that spontaneous, post-operative recovery may take up to two years to occur. By keeping in close contact with us, we are better able to advise you throughout your recovery process to insure optimum results.

Patient's Name (printed)

Signature of Patient (or Patient's Guardian)

Signature of Dr. Jake

Date Signed



****IMPORTANT—PLEASE READ! POST-OPERATIVE INSTRUCTIONS****

IMMEDIATELY FOLLOWING SURGERY:

- Bleeding:** If gauze is provided, place over extraction sites and maintain pressure by biting for 30-minute intervals. Do not suck or spit excessively. Overuse of gauze to completely stop bleeding can cause further bleeding and can break down the blood clot. If you find your mouth filling up with blood after an hour of replacing the gauze, try using a tea bag (black tea is best) steeped in warm water, and place over extraction site(s). The tannins in the tea will help clot the blood. (If a musician, please refrain from blowing into musical instruments for two weeks.)
NOTE: Some "oozing" and discoloration of saliva is normal. If bleeding persists, replace the gauze with a clean, folded gauze placed over the extraction site, and maintain the pressure until the bleeding stops.
- Swelling:** Swelling should reach its maximum in three-to-four days and should begin to diminish by the fifth post-operative day. On the day of surgery, place ice or cold compresses on the surgical region for 20 minutes on/off.
- Discomfort:** Discomfort may occur for a few hours after the sensation returns to your mouth, gradually increasing for two-to-three days, then begin to diminish over the next few days. *Mild-to-moderate pain:* use Advil or Ibuprofen. *Severe pain:* use prescription pain medication, as directed. Remember, these medications can take up to 30 minutes to one hour to take effect. If you are using any of these medications for the first time, exercise caution with the initial doses (start with half a pill).
- Smoking:** Avoid any tobacco for two weeks.
- Diet:** A nutritious liquid or mushy diet will be necessary for two weeks after surgery (i.e., soups, smoothies, mashed potatoes, pudding, macaroni & cheese, yogurt, Ensure, Jell-O, milkshakes, protein shakes, etc.). Avoid any crunchy foods, such as chips, peanuts, and popcorn. These foods can get caught in the sockets, irritating the area. Avoid chewing directly on the extraction site(s).
- Physical Activity:** For the first 24-to-48 hours, one should REST (no hard physical activity for one week). Patients who have sedation should refrain from driving an automobile or from engaging in any task that requires alertness for the next 24 hours.

DAYS AFTER SURGERY:

1. Brush teeth carefully; avoid brushing (or using Waterpik®) on the extraction site(s), until fully healed.
2. Beginning 24 hours after the surgery, rinse mouth three times per day with the prescription mouth rinse (or use 1 tsp. of salt in a glass of warm water).
3. If ANTIBIOTICS are prescribed, be SURE to take ALL that have been prescribed, AS DIRECTED.
4. If SUTURES were used, they will dissolve on their own.
5. DRY SOCKET is a delayed healing response, which may occur during the second-to-fourth post-operative day. It is associated with a throbbing pain on the side of the face, which may seem to be directed up toward the ear. In mild cases, simply increasing the pain medication can control the symptoms. If this is unsuccessful, please call Dr. Jake.
6. ****POST-OP APPOINTMENT: RETURN TO YOUR DENTIST'S OFFICE FIVE-TO-SEVEN DAYS AFTER THE SURGERY FOR SOCKET IRRIGATION INSTRUCTIONS.****
7. Additional post-operative information can be found at www.drjakes.com.

CONTACT THE DOCTOR IF:

1. Bleeding is excessive and cannot be controlled.
2. Discomfort is poorly controlled.
3. Swelling is excessive, spreading, or continuing to enlarge after 60 hours.
4. Allergic reactions to medications occur, which are causing a generalized rash or excessive itching.

CONTACT EMERGENCY MEDICAL SERVICES ("EMS") OR CALL "911" IF: Patient loses or has lost consciousness.



Do's & Don'ts

DO's

1. Do avoid the surgical site, and keep tongue, fingers, and food away from the area.
2. Do use an ice pack—15 minutes on/15 minutes off—for the first 24 hours.
3. Do take all medications as prescribed (NO SKIPPING MEDICATIONS). For pain, take 600mg ibuprofen (Advil) and 1000mg acetaminophen (Tylenol) together, every eight hours. Antibiotic and/or other medications should follow the prescription medication.
4. Do change gauze (if provided) every 30 minutes until bleeding slows. Gauze should only be needed for the first few hours.
5. Do eat ice cream after surgery for the remainder of the day (Frosty's from Wendy's are recommended and are Dr. Jake's favorite.) ☺
6. Do eat liquid/mushy food for 14 days (i.e., soups, smoothies, mashed potatoes, pudding, macaroni & cheese, yogurt, Ensure, Jell-O, milkshakes, protein shakes, etc.).
7. Do only eat foods that you can swallow without chewing.
8. Do use a spoon for eating.
9. Do expect your mouth to be numb for 6-12 hours after surgery.
10. Do eat 15 minutes prior to taking pain medicine.
11. Do expect pain and swelling to peak on third-to-fourth day.
12. ****Do return to the dental office in five-to-seven days for post-op appointment (and for 2-week and 6-week post-op appointments if you've had implants).****
13. **Do call Dr. Jake if things are not improving week-by-week (512.987.8674).**

DON'Ts

1. Don't use the gauze for more than a few hours after the surgery.
2. Don't sleep, eat, or drink with gauze in your mouth.
3. Don't leave the patient alone for the first 24 hours.
4. Don't chew while eating for 14 days.
5. Don't smoke, dip, or drink alcohol for seven full days.
6. Don't use a straw for eating or drinking for seven days.
7. Don't exercise hard for seven full days.
8. Don't blow your nose, hold in a sneeze, or blow into a musical instrument for seven days.
9. Don't chew on tooth if implant has a temporary tooth placed as it is for cosmetic purposes only.
10. ****Don't miss or skip your post-op visit five-to-seven days after surgery (and for 2-week and 6-week post-op appointments if you've had implants).****
11. **Don't hesitate to call Dr. Jake if things aren't improving week-by-week (512.987.8674).**

If there are any questions regarding the treatment or post-operative instructions, please do not hesitate to call the office. We will follow-up with you via phone on the day of treatment.

**** BE SURE TO CHECK THE WEBSITE FOR ADDITIONAL INFORMATION ****

— www.drjakes.com —



ACKNOWLEDGMENT: RECEIPT OF NOTICE OF PRIVACY PRACTICES

I have received a copy of Jake H. Duong, DMD, PA’s Notice of Privacy Practices effective 1/1/21.

Patient’s Name (please print) _____

Signature of Patient

Date Signed

I am a parent or legal guardian of _____ (patient’s name). I have received a copy of Jake H. Duong, DMD, PA’s Notice of Privacy Practices effective 1/1/21.

Parent or Legal Guardian’s Name (please print) _____

Relationship to Patient: Parent Legal Guardian

Signature of Parent or Legal Guardian

Date Signed

I authorize the doctor and his staff to contact me by ___ phone ___ email ___ mail (check all that apply)

If the patient or the patient’s parent/legal guardian did not sign above, staff member must document when and how the Notice was given to the individual, why the acknowledgment could not be obtained, and what efforts were used to obtain the signature.

Notice of Privacy Practices effective 1/1/21 given to individual on _____ (date)

In Person Email Mail Other _____

Reason patient or patient’s parent/legal guardian did not sign this form:

- Did not want to sign
- Did not respond after more than one attempt
- Other _____

Staff Member’s Name (please print)

Title

Signature of Staff Member

Date Signed