



BRILLIANCE
DENTAL CLINIC

6237 – 199 St
Edmonton, Alberta
T5T 2P4

Personal Information Consent Form

We are committed to protecting the privacy of our patient's personal information and to utilizing the information in a responsible and professional manner. This document summarizes some of the personal information we collect, use and disclose. In addition to the circumstances described in this form, we also collect, use and disclose personal information when required by law.

We collect information from our patients such as names, birthdays, home addresses, and phone numbers. This information is collected and used for the following purposes:

- To open and update patient files
- To invoice patients for dental services, process credit card payments or to collect unpaid accounts
- To process claims for payment or reimbursement from third party health benefit providers and insurance companies
- To contact patients in order to remind them of further dental treatment or regular dental re-care visits
- To send patients informational materials about our dental practice
- To thank our patients for their referrals

Contact information may be disclosed to third party health benefit providers and insurance companies where the patient has submitted a claim for reimbursement or payment for all or part of the cost of dental treatment, or has asked us to submit a claim on the patient's behalf.

Financial information may be collected in order to make arrangements for the payment of dental services

We collect information regarding their personal and family health history, physical condition and former dental treatment for the purposes of properly diagnosing dental conditions and providing appropriate dental treatment.

Patient's medical and dental information may also be disclosed:

- To other dentists or specialists when we are seeking a second opinion
- To other dentists, dental specialists or health care professionals if the patient has been referred by our clinic to another dentist, dental specialist, or health care professional for treatment

If we are ever considering selling all or part of our dental practice, qualified potential purchasers may be guaranteed access as part of the due diligence process to patient information in order to verify information to the potential sale. If this occurs, we will take steps to ensure that the prospective purchaser safeguards all personal information.

Dentists are regulated by the Alberta Dental Association and College which may inspect our records and interview our staff as part of its regulatory activities.

I have read and understand the above information:

Date

Name of Patient/ Guardian

Signature