

AUBURN CENTRE DENTAL

Auburn Centre, 570 University Avenue East, Suite 6, Waterloo, ON N2K 4P2 · (519) 884-8594

HOW OUR OFFICE COLLECTS, USES AND DISCLOSES PATIENTS' PERSONAL INFORMATION

This office will collect, use and disclose information about you for the following purposes:

- To assess your health needs and provide safe and efficient dental care.
- To enable us to contact and maintain communication with you to distribute health-care information and to book and confirm appointments.
- To communicate with other treating health-care providers, including other dentists, physicians, pharmacists and lab technicians.
- For teaching and demonstrating purposes on an anonymous basis.
- 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, as necessary.
- To invoice for goods and services.
- To process credit card payments.
- To collect unpaid accounts.

Thank-you for your support and understanding, helping our office to comply with all regulatory requirements, and generally with the law.

Date: _____

Patient signature: _____