



**NOTICE OF OUR OFFICE PRIVACY POLICY
WITH RESPECT TO THE INFORMATION WE OBTAIN ABOUT YOU**

We obtain and use the information to the extent needed only to conduct our business as an orthodontic specialist and to meet high quality service standards.

We restrict access to the information to authorized individuals who need to know this information to provide service to you. EXAMPLE: Insurance companies or referring dentists.

We will verify that any persons requesting information about you or your relationship to us is entitled to such information prior to providing it.

THE INFORMATION WE COLLECT MAY INCLUDE:

- Your name, address, date of birth, Social Security Number, gender, marital status.
- Your relationship with us in regard to orthodontic services rendered, payment history and claims history.
- Your employment history, such as your occupation(s) and your employer(s), your dental and medical information.

It is our goal to ensure that all the information we collect is accurate and complete. If we find it necessary to change our privacy practice, we will provide you with notice of all material changes.

NO ACTION IS REQUIRED BY YOU:

You do not need to do anything as a result of this notice. It is meant to inform you of how we safeguard your nonpublic information.

Your trust and confidence are important to us and we strive to maintain your continued trust.

Thank You,
Linda J. Krebs, DDS, PhD

Patient (please print): _____

Signature of Parent or Adult Patient: _____

Date: _____