

### Standard Dental Claim Form

#### Section 1 To be Completed by the Dentist

<b>Patient</b>  First Name _____ Last Name _____  Address _____  City _____ Province _____ Postal Code _____	<b>Unique No.</b>  _____	<b>Spec.</b>  _____	<b>Patient's Office Account No.</b>  I hereby assign my benefits payable from this claim to the named dentist and authorize payment directly to him/her.  _____ Signature of Subscriber
<b>Dentist</b>  Telephone _____ License No. _____			
<b>For dentist's use only:</b> For additional information, diagnosis, procedures or special consideration.  _____ _____ _____ <input type="checkbox"/> Duplicate Form		I understand that the fees listed in this claim may not be covered or may exceed my plan benefits. I understand that I am financially responsible to my dentist for the entire treatment. I acknowledge that the total fees of \$_____ are accurate and have been charged to me for services rendered. I authorize release of the information contained in this claim form to my insurer.  _____ Signature of Patient /Parent/ Guardian	
		_____ Office Verification	

Date of Service			Procedure Code	Intl. Tooth Code	Tooth Surfaces	Dentist's Fees	Laboratory Charges	Total Charges
DD	MM	YYYY						

This is an accurate statement of services performed and the total fees due and payable.

Dentist's Signature \_\_\_\_\_ Date (DD/MM/YYYY) \_\_\_\_\_ Total Fees Submitted \_\_\_\_\_

#### Section 2 To be Completed by the Employee

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Date of Birth (DD/MM/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_ Policy \_\_\_\_\_ Division \_\_\_\_\_ Certificate \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

#### Section 3 Coordination of Benefits ( if you do not have a spouse, this section does not apply)

Does your spouse have dental coverage under his/her own insurance plan?  Yes  No Effective Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY  
 If yes, is the health coverage:  An individual plan  A family plan  
 Spouse's Name \_\_\_\_\_ Name of Other Insurer \_\_\_\_\_ Contract Number \_\_\_\_\_

**Please also attach a copy of the detailed summary of benefits.**

#### Section 4 Claim Details

1. Is any treatment required as the result of an accident?  Yes  No  
If yes, give date and details on a separate page.
2. If denture, crown or bridge, is this the initial placement?  Yes  No  
If no, give the date of prior placement, a list of missing teeth and reason for replacement.

I authorize the release of any information or records requested in respect of this claim to the insurer/plan administrator and certify that the information given is true, accurate and complete to the best of my knowledge.

Employee's Signature \_\_\_\_\_ Date (DD/MM/YYYY) \_\_\_\_\_