



Simcoe Smile Dental

At Dr. Michael Todd and Associates We Respect Your Privacy.

Privacy of your personal information is an important part of our office. We are committed to collecting, using and disclosing your personal information responsibly. In this office we ensure that only necessary information is collected about you. Storage, retention and destruction of your personal information comply with existing legislation and privacy protection protocols.

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

- To enable us to establish and maintain contact with you, to book and confirm appointments and to distribute health care information to you.
- To assess your health needs, to provide safe and efficient health care and to advise you of treatment options.
- To communicate with other treating health-care providers, including specialists and general dentists and/or peripheral dentists and physicians.
- To complete and submit dental claims forms for third party adjudication and payment, process credit card payments, invoice for goods and services and to collect unpaid accounts.
- To comply with legal and regulatory requirements and to comply generally with the law.

Please note that by submitting personal information to us, you consent to our collection, use and disclosure of your personal information for the purposes that are listed. If you do not consent, wish to withdraw your consent, would like to limit some of the permitted uses or disclosure, or would like further or more detailed information about our Privacy Code and practices, or if you have any questions you may contact our Privacy Officer, Dr. Michael Todd at 905 728-2321.

I have reviewed the above information that explains how your office will collect, use and disclose my personal information, and the steps the office is taking to protect my information.

Patient's Signature

Date

Staff Initials

Print Patient's Name

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