

# Patient Information

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_ Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ SS# \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (home) \_\_\_\_\_

Cell \_\_\_\_\_ Preferred # to call  Home  Cell  Work E-mail \_\_\_\_\_

## Consent to Communicate by Email

By providing my email address, I understand that authorized personnel from Back in Motion Physical Therapy, LLC may communicate with me regarding scheduling, treatment, health educational and promotional information.

Preferred method of contact:  Phone  Text/SMS  Email  I do not consent to email communications.

Gender  Male  Female  Prefer not to answer Marital Status  Single  Married  Divorced  Widow

Preferred language  English  Spanish  Other \_\_\_\_\_  Need a translator

Is this visit injury-related?  Yes  No If Yes, check the type:  Work  Car Accident  Other Liability/Potential Lawsuit

*If you checked yes, please complete page 7 of this packet.*

## How did you hear about us?

Doctor  Insurance  Mailing  Event  Google  Facebook  Returning Patient

Friend/Family (name): \_\_\_\_\_  Other: \_\_\_\_\_

## Insurance Information

Primary Insurance Company \_\_\_\_\_ Policy# \_\_\_\_\_

Name of Insured Party \_\_\_\_\_  Self  Other \_\_\_\_\_

Date of Birth of Primary Insured \_\_\_\_\_ Relationship to Patient \_\_\_\_\_

Secondary Insurance Company \_\_\_\_\_

Name of Insured Party \_\_\_\_\_  Self  Other \_\_\_\_\_

Date of birth of secondary insured \_\_\_\_\_ Relationship to patient \_\_\_\_\_

## Employer Information

Policyholder Employer \_\_\_\_\_ Phone \_\_\_\_\_

Employer's Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## Emergency Contact Information

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

**My signature below issues my permission for Back in Motion Physical Therapy, LLC to discuss my protected health information to the listed individuals, including appointment, billing and payment, and medical information (symptoms, diagnosis, treatment).**

I authorize permission to discuss only the following protected health information with my emergency contacts: \_\_\_\_\_

Cancellation of this authorization must be submitted in writing.

**The above information is complete, true and correct to the best of my knowledge.**

Patient/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# Patient Health Questionnaire

Patient Name \_\_\_\_\_ Primary Care Physician \_\_\_\_\_

Referring Physician \_\_\_\_\_ Date of first doctor visit for this injury \_\_\_\_\_

Have you had surgery for this injury?  Yes  No Number of surgeries \_\_\_\_\_

Type of surgery \_\_\_\_\_ Height: \_\_\_\_\_ ft \_\_\_\_\_ in Weight: \_\_\_\_\_ lbs

## Occupation

Are you currently working?  Light Duty  Full Duty  Not working If not working, date last worked: \_\_\_\_\_

## Fall History

How many falls? \_\_\_\_\_ Injury?  Yes  No

If Yes, most recent occurrence:  Last 6 weeks  Last 6 months  Last 12 months  More than year

## Symptoms

What problem(s) are you being treated for today? (Describe type and location of symptoms)

What date (roughly) did your present symptoms start? \_\_\_\_\_

How did your problem(s) begin? \_\_\_\_\_

My symptoms are currently  Getting better  Getting worse  Staying the same

My symptoms currently  Come and go  Are constant  Constant, but change with activity

PAIN ASSESSMENT											
Please report a pain assessment on the scale below where 0 is no pain and 10 is the worst pain imaginable.											
	N/A	1	2	3	4	5	6	7	8	9	10
Pain at Rest											
Pain with Activity											
Pain Range (best to worst)											
AGGRAVATING FACTORS						ALLEVIATING FACTORS					
Please list aggravating factors for pain (e.g. movement)						Please list alleviating factors for pain (e.g. laying down)					
1						1					
2						2					
3						3					
FUNCTIONAL PROBLEMS											
Please list any and all functional problems you currently have due to your diagnosis.											
1											
2											
3											

What is your goal for therapy? \_\_\_\_\_

Is there anything else we should know that is pertinent to your treatment? \_\_\_\_\_

The above information is complete, true and correct to the best of my knowledge.

Patient/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# Patient Health Questionnaire (continued)

## Have you had any of the following medical or rehabilitative services for this injury/episode?

- |                      |  |                      |  |
|----------------------|--|----------------------|--|
| Chiropractor         | <input type="checkbox"/> Yes <input type="checkbox"/> No | CT Scan              | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| EMG/NCV              | <input type="checkbox"/> Yes <input type="checkbox"/> No | General Practitioner | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Massage Therapy      | <input type="checkbox"/> Yes <input type="checkbox"/> No | MRI                  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Myelogram            | <input type="checkbox"/> Yes <input type="checkbox"/> No | Neurologist          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Occupational Therapy | <input type="checkbox"/> Yes <input type="checkbox"/> No | Orthopedist          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Physical Therapy     | <input type="checkbox"/> Yes <input type="checkbox"/> No | Podiatrist           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Emergency Room Care  | <input type="checkbox"/> Yes <input type="checkbox"/> No | X-Rays               | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Other: \_\_\_\_\_

## Have you EVER HAD any of the following?

- |                                  |  |                                 |  |
|----------------------------------|--|---------------------------------|--|
| Asthma, Bronchitis, or Emphysema | <input type="checkbox"/> Yes <input type="checkbox"/> No | Severe or Frequent Headaches    | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Shortness of Breath/Chest Pain   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Vision or Hearing Difficulties  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Coronary Heart Disease or Angina | <input type="checkbox"/> Yes <input type="checkbox"/> No | Numbness or Tingling            | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Pacemaker or defibrillator       | <input type="checkbox"/> Yes <input type="checkbox"/> No | Dizziness or Fainting           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| High Blood Pressure              | <input type="checkbox"/> Yes <input type="checkbox"/> No | Weakness                        | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Heart Attack or Surgery          | <input type="checkbox"/> Yes <input type="checkbox"/> No | Weight Loss/Energy Loss         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Stroke/TIA                       | <input type="checkbox"/> Yes <input type="checkbox"/> No | Hernia                          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Blood Clot/Emboli                | <input type="checkbox"/> Yes <input type="checkbox"/> No | Varicose Veins                  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Epilepsy/Seizures                | <input type="checkbox"/> Yes <input type="checkbox"/> No | Allergies                       | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Thyroid Trouble/Goiter           | <input type="checkbox"/> Yes <input type="checkbox"/> No | Any Pins or Metal Implants      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Anemia                           | <input type="checkbox"/> Yes <input type="checkbox"/> No | Joint Replacement               | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Infectious Disease               | <input type="checkbox"/> Yes <input type="checkbox"/> No | Neck Injury/Surgery             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Diabetes                         | <input type="checkbox"/> Yes <input type="checkbox"/> No | Shoulder Injury/Surgery         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Cancer or Chemotherapy/Radiation | <input type="checkbox"/> Yes <input type="checkbox"/> No | Elbow/Hand Injury/Surgery       | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Arthritis/Swollen Joints         | <input type="checkbox"/> Yes <input type="checkbox"/> No | Back Injury/Surgery             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Osteoporosis                     | <input type="checkbox"/> Yes <input type="checkbox"/> No | Knee Injury/Surgery             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Gout                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | Leg/Ankle/Foot Injury/Surgery   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Sleeping Problems/Difficulties   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Do you smoke?                   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Emotional/Psychological Problems | <input type="checkbox"/> Yes <input type="checkbox"/> No | Are you pregnant? # weeks _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |

## Medications

Please list any allergies (i.e. latex, adhesives) \_\_\_\_\_

Are you currently taking any prescription or non-prescription medications?  Yes  No

- |  |                        |
|--|------------------------|
| <input type="checkbox"/> Anti-inflammatories | List Medications _____ |
| <input type="checkbox"/> Muscle Relaxers     | _____                  |
| <input type="checkbox"/> Pain Medication     | _____                  |
|  | _____                  |
|  | _____                  |

The above information is complete, true and correct to the best of my knowledge.

Patient/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# Acknowledgement of Receipt of Notice of Privacy Practices

Patient Name: \_\_\_\_\_ Date: \_\_\_\_\_ Med Rec #/Account# \_\_\_\_\_  
(internal use only)

I hereby acknowledge that I have received the Notice of Privacy Practices of Back in Motion Physical Therapy, LLC.

Patient's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*When patient is a minor, or is not competent to give consent, the signature of a parent, guardian, or other legal representative is required.*

Signature of Legal Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name of Legal Representative: \_\_\_\_\_

Description of Legal Representative Authority:  Parent  Medical Power of Attorney (attach documentation)  Other

Explain and Attach Documentation: \_\_\_\_\_

# Consent and Statement of Financial Responsibility

Patient Name: \_\_\_\_\_ Date: \_\_\_\_\_ Med Rec #/Account# \_\_\_\_\_  
(internal use only)

I hereby consent to the use and disclosure of my health information for treatment provided to me by <<PRACTICENAME>>, payment for services provided by the provider or other health care providers and the operations of <<PRACTICENAME>> and others under certain circumstances. I understand that a more detailed explanation of the ways <<PRACTICENAME>> may use and disclose my health information is contained in the Notice of Privacy Practices of the Provider, a copy of which has been provided to me.

## CONSENT FOR TREATMENT \_\_\_\_\_ Initial Here

It is our goal to provide the highest quality of care in a safe environment, in which patients may receive treatment, and staff may carry out their professional responsibilities to patients. In our efforts to achieve this goal, we require all patients, accompanying family members, and visitors to refrain from any disruptive behavior, which may pose a threat to the rights or safety of other patients and employees. Accordingly, our patients agree to refrain from the following actions: (1) Bringing firearms or other weapons into the clinic; (2) Inappropriate behavior involving alcohol/substance use at time of treatment; (3) Attempting to intimidate or harass in any manner therapists, staff, or fellow patients; (4) Inappropriately touching therapists, staff, or fellow patients; (5) Racial or cultural slurs or other derogatory remarks associated with, but not limited to, race, language or sexuality; (6) Making harassing, offensive or intimidating statements, or threats of violence through any medium of communication; (7) Making verbal threats to harm another individual or destroy property; (8) Physical assault or inflicting bodily harm; and (9) Intentionally damaging equipment or property. Violators of the abovementioned actions may be asked to leave the facility and/or be discharged from the clinic. Our patients have the right to physical therapy services without discrimination based upon race, color, religion, sex, sexual orientation, or national origin. My signature below indicates that I will support the clinic in its efforts to provide me with quality care in a safe environment and that I understand and accept the terms of the Patient Code of Conduct.

## FINANCIAL RECORDS CONSENT AND INSURANCE ASSIGNMENT OF BENEFITS \_\_\_\_\_ Initial Here

I certify the information given to me in applying for payment under Title XVIII of the Social Security Act or other financial carriers is correct. I assign payment directly to Back in Motion Physical Therapy, LLC for unpaid charges. I agree to pay Back in Motion Physical Therapy, LLC for these services and supplies according to its regular rates and charges at the time these services and supplies are rendered. I understand that I am responsible for any health insurance deductibles, co-insurance and any amounts not paid by my insurance carrier. If this account is delinquent, I agree to pay all expenses including, but not limited to collection fees, court costs and actual attorney fees incurred by Back in Motion Physical Therapy, LLC in collecting this account.

## CONSENT FOR DISCLOSURE FOR DURABLE MEDICAL EQUIPMENT \_\_\_\_\_ Initial Here

I consent to allow Back in Motion Physical Therapy, LLC to release my outpatient treatment records to durable medical equipment suppliers to simplify ordering my durable medical equipment. Specific information disclosed will be a patient information face sheet, physician orders and selected information to process my durable medical equipment order.

## CANCELLATION AND NO SHOW POLICY \_\_\_\_\_ Initial Here

Patients are expected to keep all scheduled appointments to maximize the benefits of their treatment plan. If a patient is unable to make a scheduled appointment, the patient is expected to give 24 hours advance notice or may be charged a cancellation fee of \$96. Two (2) consecutive appointment no-shows may result in discontinuation of the current appointment schedule for the therapy involved. A pattern of frequent absences (cancellation and/or no-shows) will be considered problematic and result in discontinuation of services. Planned absences from scheduled therapy will not be considered cancellations or no-shows. If a patient provides notice of a planned absence, their on-going schedule may be placed on "hold" for up to two (2) weeks. A renewed prescription and appointment schedule may need to be arranged depending on the length of time which has passed.

## TELEPHONE CONSUMER PROTECTION ACT NOTICE \_\_\_\_\_ Initial Here

In order to service your account or to collect any amounts I may owe, you may contact me by telephone at any telephone number associated with my account, including wireless telephone numbers, which could result in a charge to me. You may also contact me by sending text messages or e-mails, using an e-mail address I provide to use. Methods of contact may include using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable.

This Provider performs automated call, email, and text appointment reminders. The signature below also provides your consent for such reminders.

My signature below indicates that I understand the terms of treatment by <<PRACTICENAME>>.

Patient/Guardian Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

# Medicare Secondary Payer only complete if you are enrolled with Medicare

Patient Name: \_\_\_\_\_ Date: \_\_\_\_\_ Med Rec #/Account# \_\_\_\_\_  
(internal use only)

As a direct result of mandated Medicare Secondary Payer (MSP) regulations, we are required to gather the following information to determine if Medicare is your primary insurance.

1. Is the illness/injury due to an automobile accident, liability accident or Worker's Compensation?  Yes  No
2. Is illness covered by the Black Lung Program or Veterans Administration program?  Yes  No
3. If under 65, are you a renal dialysis patient in your first 30 months of Medicare entitlement?  Yes  No
4. If under age 65, disabled, and covered under an employer's Group Health Plan, does the employer have more than 100 employees?  Yes  No
5. If 65 and over, are you or your spouse employed by a company that has more than 100 employees and are you covered by their Group Health Plan?  Yes  No

### INTERNAL USE:

If patient responds "no" to questions 1-5, Medicare is primary. If patient responds "yes" to any questions, Medicare is secondary and primary insurance information must be obtained. **ENSURE INSURANCE INFORMATION IS COMPLETED.**

### Home Health Section-REQUIRED

Have you received / are you receiving healthcare services from one of the following:

Skilled Nursing Facility  Yes  No

Home Health Agency  Yes  No

Date Discharged: \_\_\_\_\_ Do you have a copy of your discharge letter?  Yes  No

Home Health Agency Name \_\_\_\_\_ Phone # \_\_\_\_\_

**This statement serves as notification that if you are still receiving Skilled Nursing or Home Health services, you may be financially responsible for the treatment received in our clinic.**

### Protocol for Resolving Medicare Complaints from Medicare Beneficiaries

The patient has the right to freely voice grievances and recommend changes in care or services without fear of reprisal or unreasonable interruption of services. All complaints will be handled in a professional manner. All logged complaints will be responded to in writing or by telephone by a front office manager and investigated by the Compliance Officer within five (5) business days after the receipt of the complaint. If there is no satisfactory resolution of the complaint, the next level of management will be notified progressively and up to an owner of the company.

Patient/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# Third Party Coverage Questionnaire

Patient Name: \_\_\_\_\_ Date: \_\_\_\_\_ Med Rec #/Account# \_\_\_\_\_  
(internal use only)

## INJURY LIABILITY QUESTIONNAIRE

The nature of your injury may alert your medical insurance company to potential liability. Completing this form in its entirety allows Back in Motion Physical Therapy, LLC to provide a quick response to those inquiries and prevent delays in processing your claims.

Is this injury WORK-RELATED?  Yes  No      Is this injury AUTO-RELATED?  Yes  No

Have you/do you intend to file a claim against a business or homeowner's insurance policy?  Yes  No

**If you answered NO to the questions above, it is not necessary to complete the rest of this form.  
Please sign and date the bottom of this page.**

### Injury Information

Date of injury/onset of condition/recent exacerbation? \_\_\_\_\_

Describe in detail how the injury occurred \_\_\_\_\_

Specific name and location where injury occurred (i.e: store, restaurant, intersection, etc.) \_\_\_\_\_

Who is responsible for the accident?  Self  Other, describe \_\_\_\_\_

Insurance of Responsible Party \_\_\_\_\_ Claim # \_\_\_\_\_

Address \_\_\_\_\_

Adjuster Name \_\_\_\_\_ Adjuster Phone \_\_\_\_\_

Personal Insurance \_\_\_\_\_ Claim # \_\_\_\_\_

Address \_\_\_\_\_

Contact Name \_\_\_\_\_ Contact Phone \_\_\_\_\_

**The above information is accurate and true to the best of my knowledge. I agree to immediately notify Back in Motion Physical Therapy, LLC with any change in this information.**

Patient Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*When a patient is a minor or is not competent to give consent, the signature of a parent, guardian, or other legal representative is required.*

Legal Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name (printed) \_\_\_\_\_

Description of Legal Representative Authority:  Parent  Medical Power of Attorney  Other \_\_\_\_\_  
*Explain and Attach Documentation*