

# General Patient Information

Name of person completing this form \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Was this the first time you heard of us? \_\_\_\_\_ If no, where? \_\_\_\_\_

Discipline requested:    physical therapy    occupational therapy    speech therapy

## Patient Information

Patient name \_\_\_\_\_ DOB \_\_\_\_\_

Gender \_\_\_\_\_ Marital status \_\_\_\_\_

Address \_\_\_\_\_

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Email address \_\_\_\_\_

Patient employer/school \_\_\_\_\_ Phone \_\_\_\_\_

## Emergency Contact

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

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

## Referring Physician

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

## Primary Care Physician (skip if matches above)

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

## Accident Information

Is this injury due to an accident? \_\_\_\_\_ If so, what type (auto, work, etc.)? \_\_\_\_\_

Date of injury \_\_\_\_\_ Have you made a report of your accident? \_\_\_\_\_

Attorney name and contact information \_\_\_\_\_



# Condition Information

Patient name \_\_\_\_\_

Reason for visit \_\_\_\_\_

When did your symptoms appear? \_\_\_\_\_ Is this condition getting worse? \_\_\_\_\_

Rate severity of pain on a scale of 1 (least pain) - 10 (severe pain) \_\_\_\_\_

Are any of the following activities or movements painful to perform?

\_\_\_ sitting \_\_\_ standing \_\_\_ walking \_\_\_ bending \_\_\_ lying down \_\_\_\_\_

How would you describe your pain?

\_\_\_ sharp \_\_\_ burning \_\_\_ throbbing \_\_\_ numbness \_\_\_ cramps \_\_\_ aching

\_\_\_ dull \_\_\_ stiffness \_\_\_ shooting \_\_\_ swelling \_\_\_ tingling \_\_\_\_\_

How often do you have this pain? \_\_\_\_\_ Is it constant or intermittent? \_\_\_\_\_

Does it interfere with your work, sleep, daily routine, and/or recreational activities? \_\_\_\_\_

If so, how? \_\_\_\_\_

Rate current functional status with self-care and home management activities (1-10): \_\_\_\_\_

How does this compare to your functional status with self-care and home management activities before this condition or injury? \_\_\_\_\_

Have you experienced any of the following?

\_\_\_\_\_ changes in bowel/bladder \_\_\_\_\_ non-healing sores/wounds \_\_\_\_\_ fatigue

\_\_\_\_\_ unexplained weight loss \_\_\_\_\_ referred or radiating pain \_\_\_\_\_ fever/sweats

\_\_\_\_\_ pain worse at rest vs activity \_\_\_\_\_ unexplained lower or upper extremity weakness

Are you currently pregnant? \_\_\_\_\_ If so, what is your due date? \_\_\_\_\_

Do you live alone? \_\_\_\_\_ If no, with whom do you live? \_\_\_\_\_

What type of home (one-story, two-story, apartment, etc.)? \_\_\_\_\_

Are there stairs in the home or to get into home? \_\_\_\_\_ If yes, how many? \_\_\_\_\_

Are you currently working? \_\_\_\_\_ What is your occupation? \_\_\_\_\_

Do you smoke? \_\_\_\_\_ If yes, how many packs per day? \_\_\_\_\_ For how long? \_\_\_\_\_

Do you drink alcohol? \_\_\_\_\_ If yes, how many drinks per day? \_\_\_\_\_ For how long? \_\_\_\_\_

Do you exercise? \_\_\_\_\_ If yes, how many times per week? \_\_\_\_\_ For how long? \_\_\_\_\_



# History Information

Patient name \_\_\_\_\_

Have you received any of the following treatment(s) for your condition/injury?

medication     surgery     physical therapy     chiropractic    \_\_\_\_\_

If yes, please describe: \_\_\_\_\_

Names of other doctors who have treated you for your condition: \_\_\_\_\_

Have you had any diagnostic testing (X-rays, MRIs, cat scans, bone scans, etc.)? \_\_\_\_\_

If so, what kinds? \_\_\_\_\_

If you have had testing, please provide dates: \_\_\_\_\_

Have you been diagnosed with any of the following conditions?

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> osteoporosis         | <input type="checkbox"/> have a pacemaker             | <input type="checkbox"/> kidney disease     |
| <input type="checkbox"/> cancer               | <input type="checkbox"/> hearing or visual impairment | <input type="checkbox"/> vertigo            |
| <input type="checkbox"/> diabetes             | <input type="checkbox"/> thyroid problem              | <input type="checkbox"/> history of falls   |
| <input type="checkbox"/> arthritis            | <input type="checkbox"/> depression                   | <input type="checkbox"/> high cholesterol   |
| <input type="checkbox"/> high blood pressure  | <input type="checkbox"/> seizures                     | <input type="checkbox"/> contagious disease |
| <input type="checkbox"/> circulatory problems | <input type="checkbox"/> heart problems               | <input type="checkbox"/> stroke             |

Please list any other injuries or diagnoses not listed above: \_\_\_\_\_

Please list all past injuries and/or surgeries you have had with dates: \_\_\_\_\_

Are you currently taking over-the-counter medication, vitamins, or supplements? \_\_\_\_\_

If yes, please list: \_\_\_\_\_

Are you currently taking prescribed medication? \_\_\_\_\_ If yes, please list: \_\_\_\_\_

Have you received or are you planning to receive home health services of any kind? \_\_\_\_\_

Is there anything you would like us to know about you? \_\_\_\_\_

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## **CONSENT TO RECEIVE AUTOMATED TEXTS AND PRERECORDED CALLS**

I, the undersigned patient or his legal representative and/or guardian (“Undersigned”), hereby provide express consent to receive autodialed, artificial voice, and/or prerecorded calls and automated text messages from Specialty Physical Therapy, its affiliates, its partners, and/or its employees (collectively, “Provider”) at any and all phone number(s) I provide. I understand that messaging, data, and other rates may apply and that I may revoke this consent at any time.

## **AUTHORIZATION TO OBTAIN AND RELEASE MEDICAL RECORDS**

Undersigned hereby authorizes Provider to obtain and release the patient’s Protected Health Information (PHI) including but not limited to his health history, physical exams, lab reports, progress notes, X-ray and similar reports, substance abuse (including alcohol/drug abuse and dependance) information, mental health information (including psychotherapy notes), and HIV test results and other related information (including AIDS-related testing and conditions).

Undersigned understands that this authorization will expire three hundred and sixty-five (365) days from the date he/she signed this form and that the patient or Undersigned may revoke this authorization at any time by notifying the providing organization in writing. The revocation will be effective on the date notice was received by Provider except to the extent that action has already been taken upon this authorization. The revocation will not apply to information that has already been released in response to this authorization.

Undersigned understands that the revocation will not apply to the patient’s insurance company when the law provides the patient’s insurer with the right to contest a claim under the patient’s policy. Undersigned understands there may be charges for the copying and release of information and personally accepts financial responsibility. Undersigned also understands that the information used or disclosed pursuant to this authorization may be subject to redisclosure by the recipient and may no longer be protected.

## **PRIVACY NOTICE**

By signing below, Undersigned acknowledges that the patient has received a copy of this practice’s Notice of Privacy Policies, which details how the patient’s information may be used and disclosed as permitted under federal and state law, and that the patient understands his rights as a patient regarding his personal health information.

## **TREATMENT COMMITMENT**

We at Specialty Physical Therapy care very much about each person we treat. We request of you, our patient, a commitment to help us deliver exceptional care. You play a large role in your health by the actions you choose to take. Listed are some of your responsibilities as a patient at Specialty Physical Therapy:

1. attending, on time, all scheduled appointments
2. informing your therapist(s) of your progress at each visit
3. complying with your treatment plan developed by your therapist
4. asking questions when you do not understand any directions given to you by our staff
5. notifying your therapist of your next doctor’s appointment in advance of the appointment

## **CANCELLATION AND NO-SHOW POLICY**

We strive to provide our patients with the utmost professionalism and excellence of service. The patient’s adherence to the recommended number of treatments is a vital component



of his progress; therefore, we have certain rules that need to be followed to ensure the most optimum results. By signing below, Undersigned agrees to pay a twenty-five dollar (\$25) fee for each of the patient's no-shows or cancellations without twenty-four (24) hours of notice. (These fees are not charged to Medicaid patients, their legal representatives, and/or their guardians.) After the second no-show or third cancelled appointment, we reserve the right to remove all of the patient's future appointments from the schedule and add the patient to our "same day appointment only" list. In instances of repeated non-compliance with the patient's scheduled visits, we also reserve the right to discontinue care and to inform the patient's physician of the fact that the patient's service has been discontinued due to non-compliance with the prescribed rehabilitation order. Undersigned understands that Provider's records will be used exclusively to determine if a cancellation/no-show fee is owed. We appreciate you greatly as our patient and strive to accomplish wonderful results and success for you.

### **AUTHORIZATION TO CHARGE CREDIT CARDS**

Undersigned hereby authorizes Provider to charge any and all credit card(s) and/or bank account(s) supplied to Provider by either patient or Undersigned. Undersigned understands that he may revoke this authorization at any time and agrees not to dispute these charges so long as they are made in accordance with this agreement.

### **FINANCIAL POLICY**

If the patient has medical insurance, we at Specialty Physical Therapy are happy to assist Undersigned in receiving the patient's maximum allowable benefits. To achieve this goal, we need Undersigned to understand our payment policy.

Copays are due at the time services are rendered unless other acceptable arrangements have been approved in advance, in writing, by our practice's Office Manager. All written correspondence must be signed and dated by the Office Manager to be considered valid. Each check that is not honored by our practice's bank and each charge returned NSF is subject to a \$45 fee. This fee may be charged automatically as described above. Balances not paid when due may be subject to additional collection and legal fees as well as interest charges of up to six percent (6%) per year. We will try our best to be accommodating to the patient in the process of seeking reimbursement from his insurance carrier.

If the patient participates with our in-network groups, we will bill his insurance company and accept assignment of benefits. We will gladly discuss the patient's proposed treatment with the patient and/or Undersigned and answer any questions we can relating to your insurance.

As our patient, please be aware of the following:

1. Your insurance policy is a contract between you, your employer (if applicable), and the insurance company.
2. Our fees are generally considered by most companies to fall within the acceptable range and, therefore, are covered up to the maximum allowance determined by each carrier.
3. Not all services and diagnosis codes are covered in all insurance contracts.
4. Verification of your insurance benefits is not a guarantee that payment will be made.

In cases involving auto claims and Worker's Compensation, we will only accept payment directly from the patient or from his insurance company and may arrange to accept payments from attorneys on a case by case basis. If the patient has instructed his insurance company to send



payment to his attorney, the patient will be billed and held solely responsible and accountable for said bill. We will accept settlements on auto accounts only after prior approval and a letter of protection is on file. We must emphasize that, as a medical provider, our relationship is with the patient, not with his insurance company.

While the filing of an insurance claim is a courtesy that we extend to our patients, all charges are Undersigned's responsibility from the date the services were rendered. We realize that temporary financial problems may affect timely payment of the patient's account. If such problems do arise, please contact us promptly for assistance in the management of the patient's account. If Undersigned has any questions about the above policy or any uncertainty regarding the patient's insurance coverage, please don't hesitate to ask us. We are here to help!

### **ASSIGNMENT OF MEDICAL BENEFITS, PAYMENT RESPONSIBILITY, AND MORE**

Undersigned hereby authorizes Provider to render to the patient physical therapy, occupational therapy, speech therapy, and/or other related services (collectively, "Therapy Services") that Provider or the patient's treating physician determines may be necessary or advisable. Undersigned agrees to cooperate with all reasonable requests by Provider in connection with Provider's rendition of Therapy Services.

Undersigned hereby certifies that all information provided to Provider, including any information in connection with applying for a payment under Title XVIII of the Social Security Act, is true and accurate in all respects. Undersigned accepts liability for false and/or misleading information. Undersigned acknowledges that Provider has disclosed that no physician maintains an ownership interest in Specialty Physical Therapy. Undersigned understands that the patient has a choice of rehabilitation service providers. Undersigned warrants and represents to Provider that the patient is not a member of, or covered by, a health maintenance organization or similar arrangement. The patient shall be liable to Provider for all services rendered by Provider in the event the patient is covered by a health maintenance organization or similar arrangement.

Undersigned hereby authorizes Provider to disclose any information furnished to Provider or obtained by Provider in connection with the patient's treatment (including information concerning a related Medicare claim), to any physician, governmental agency (including the Social Security Administration or any of its intermediaries or carriers), insurance company, or health care facility.

Undersigned hereby assigns to Provider all Medicare benefits and Medicaid benefits to which the patient may be entitled for any Therapy Services rendered by Provider. Undersigned hereby authorizes and directs Provider to apply and file for all such benefits on behalf of the patient. In the event the patient is covered by both Medicare and Medicaid, the patient's Medicare deductible and any applicable Medicare copayment will be covered by Medicaid. Undersigned acknowledges that Provider has disclosed that Provider is a supplemental Medicaid provider and that Provider is paid directly by Medicaid. In addition, Undersigned authorizes contact with the patient's family members for medical claim management purposes.

Undersigned hereby assigns to Provider all of the patient's private medical insurance benefits (primary and secondary, including med. Gap providers) or other benefits to which the patient may be entitled for any Therapy Services rendered by Provider. Undersigned hereby authorizes and directs Provider to apply and file for all such benefits on behalf of the patient.



Undersigned hereby authorizes Provider to deposit checks received on the patient's account when made out to the patient or Undersigned or signed over by the patient or Undersigned when the insurance company pays against services provided.

Undersigned agrees to execute any documents and perform any acts that Provider may reasonably request. If in existence, the patient's legal representative and/or guardian warrants and represents that attached hereto are originals or certified copies of any applicable powers of attorney, health care surrogate forms, or court orders appointing the legal guardian of Patient. Undersigned agrees that the provisions hereof shall continue in full force and effect until Provider has received written notice of termination signed by Undersigned; however, the provisions of paragraphs 2, 4, 5, and 6 shall survive any such termination.

Undersigned authorizes Provider to take and use success stories, photographs, video, and/or digital images of the patient for use in marketing and/or educational materials. These materials may include printed or electronic publications, websites, and/or other electronic communications. Undersigned further agrees that names and identities may be revealed in descriptive text or commentary in connection with the image(s). Undersigned authorizes the use of these images without compensation. All negatives, prints, and digital reproductions shall be the property of Specialty Physical Therapy.

*By signing this contract below, Undersigned agrees he has read and understands all the terms, conditions, and other items outlined above. Undersigned attests that he was given sufficient time to review this document (four pages total) and that any and all questions were answered satisfactorily. If Undersigned does not understand the contract and/or its terms, Undersigned should seek the advice of an attorney and/or other legal professional before signing. A copy of this document shall be considered as effective and valid as the original.*

\_\_\_\_\_  
Undersigned's Printed Name

\_\_\_\_\_  
Office Manager's Signature

\_\_\_\_\_  
Undersigned's Signature

\_\_\_\_\_  
Treating Therapist's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness's Signature (optional)

