

**Patient Personal Information**

Name: \_\_\_\_\_

Last

First

Middle

Street Address / P.O. Box : \_\_\_\_\_

City

State

Zip

Home Phone: ( ) \_\_\_\_\_

Cell Phone: ( ) \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Age: \_\_\_\_

Sex: \_\_\_\_

Marital Status: S / M / D / W / Other

Social Security #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Drivers License # \_\_\_\_\_

Employer's Name: \_\_\_\_\_

Work Phone: ( ) \_\_\_\_\_

Employer Address: \_\_\_\_\_

City

State

Zip

Referring Physician : \_\_\_\_\_

Injury : \_\_\_\_\_

Injury Date: \_\_\_\_\_

**\* IF PATIENT IS UNDER THE AGE OF 18, PLEASE FILL OUT THIS SECTION \***

Responsible Party: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Relationship to Patient: \_\_\_\_\_

Social Security #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Home Phone: ( ) \_\_\_\_\_

Cell Phone: ( ) \_\_\_\_\_

Street Address / P.O. Box : \_\_\_\_\_

City

State

Zip

**INSURANCE INFORMATION**

PRIMARY Insurance Carrier's Name : \_\_\_\_\_

Name of Insured: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Insurance ID # : \_\_\_\_\_

Group #: \_\_\_\_\_

SECONDARY Insurance Carrier's Name : \_\_\_\_\_

Name of Insured: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Insurance ID # : \_\_\_\_\_

Group #: \_\_\_\_\_

**EMERGENCY CONTACT (Not living at Same Address)**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Street Address / P.O. Box : \_\_\_\_\_

City

State

Zip

Home Phone: ( ) \_\_\_\_\_

Cell Phone: ( ) \_\_\_\_\_

**CONSENT FOR MEDICAL TREATMENT**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

ADULT: I hereby authorize **Maxim Rehab Inc** and all persons acting as agents thereof, as well as all medical personnel to whom I am referred, to furnish all forms of reasonable diagnostic, preventive, therapeutic and medical treatment to me.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

MINOR: I, as a parent/guardian of the above named minor, hereby authorize **Maxim Rehab Inc** to furnish all forms of reasonable diagnostic, preventive, therapeutic and medical treatment to said minor.



## HIPAA – CONSENT FORM

Maxim Rehab Inc. has always exercised safeguards, pertaining to your personal health information. Now, with the new HIPAA regulations in effect, we are to provide each patient With our specific safeguards spelled out in writing and have you sign a Consent that you have reviewed and understand the Notice of Health Information Practices.

- I understand that Maxim Rehab Inc., reserves the right to change and/or revise their Notice of Practices and those changes/revisions will be posted in their lobby for me to review.
- I understand that Maxim Rehab Inc., may convey messages or phone calls, while I am here as a patient, if and when another calls to check on me. However, a full release to anyone regarding my "specific" health information requires me to personally sign a Medical Records Release (Authorization). Please request this form if you want to authorize us to speak with a spouse, relative or any other person.
- While at the clinic, inadvertently I may hear another person's name when they are called to the back office, I may accidentally see a computer screen or chart, or additionally, I may overhear Physical Therapists or Staff speaking of another patient. I understand and respect that this information is "Protected Health Information" and I am requested by Maxim Rehab Inc., to not retain or disclose of this information.
- I have the right to request restrictions on the use and disclosure of my Protected Health Information to carry out treatment, payment or healthcare operation 45CRF164.522.
- I have the right to revoke, in writing, my Consent to use or disclose health information except to the extent that action has already been taken.
- I may revoke or refuse to sign the Consent form. However, by doing so, Maxim Rehab Inc., is NOT required to see and/or treat me, as a patient.

Patient Name (Please Print): \_\_\_\_\_

\_\_\_\_\_  
Patient Signature (or Legal Representative)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Maxim Rehab Inc., Rep-Witness

\_\_\_\_\_  
"Notice" Effective Date

For Office use ONLY – Requests: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Maxim Rehab Inc., Rep – Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_ Accepted

\_\_\_ Denied





## Financial Payment Policy

We find that communication with our patients regarding our financial policy assists us in providing the best service to you. Here are the answers to the most commonly asked questions:

1. **FINANCIAL OBLIGATIONS:** As a courtesy to our patients, we will bill your health insurance company for any treatments performed. If after 90 days your insurance has not paid, we will request payment from you. Because the therapist's service is provided directly to you and not to the insurance company, you are **ultimately** responsible for payment of the account.
2. **REGARDING INSURANCE:** Any co-payments, co-insurance amounts or annual deductible amounts required by your insurance must be paid at the time of service. We accept cash, personal checks, Visa, Mastercard and Discover. Because we are the provider of service, benefits are assigned to and will be paid to us by the insurance company.
3. **SPECIAL NEEDS:** We understand you may have a special financial need. It may be necessary to set up a payment plan for the expected amount of the treatment costs. If this situation is necessary for you or your family, please bring this to our attention as soon as possible.

Thank you for taking the time to read this policy statement. We hope it answers some questions for you. If you have additional questions please let us know. Regular communication with our office helps prevent misunderstandings about your bill. We prefer to maintain your account in our office instead of sending it to an outside agency.

### WE ARE HERE TO HELP!

I acknowledge full financial responsibility for services rendered by Maxim Physical Therapy. I understand that I am responsible for prompt payment of any portion of the charges not covered by insurance such as co-pays, co-insurance and deductibles at the time of service. I agree to all reasonable attorney fees and collection costs in the event of default of payment of my account.

Signed \_\_\_\_\_ Date \_\_\_\_\_



Date: \_\_\_\_\_

PATIENT INTAKE SHEET / EVALUATION

Name: \_\_\_\_\_

Age: \_\_\_\_\_

Male / Female

**Current Condition:** \_\_\_\_\_

When did symptoms start? \_\_\_\_\_

- ☐ 1 week ago
- ☐ Greater than 1 week but less than 4 weeks
- ☐ Greater than 1 month but less than 3 months
- ☐ Greater than 3 months

**Mechanism of Injury / Current condition:**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Fall                   | <input type="checkbox"/> Sports       |
| <input type="checkbox"/> Carrying object        | <input type="checkbox"/> Overuse      |
| <input type="checkbox"/> Movement               | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Motor Vehicle Accident |                                       |
| <input type="checkbox"/> Work Injury            |                                       |

**Primary concern / complaint:**

- ☐ Loss of function
- ☐ Pain
- ☐ Difficulty with Average daily activities
- ☐ Other: \_\_\_\_\_

**Current pain level as it relates to you current condition:**

**Pain Scale 0 - 10 (0 = No pain, 10 = extreme pain):**

Worst (0 1 2 3 4 5 6 7 8 9 10) circle one

Current (0 1 2 3 4 5 6 7 8 9 10) circle one

Best (0 1 2 3 4 5 6 7 8 9 10) circle one

Is your pain Constant or intermittent (circle one)

**Aggravating factors:**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Lying on back    | <input type="checkbox"/> Lift / Carry |
| <input type="checkbox"/> Lying on side    | <input type="checkbox"/> Reaching     |
| <input type="checkbox"/> Lying on stomach | <input type="checkbox"/> Other: _____ |

☐ Sitting

☐ Standing

☐ Walking

☐ Stairs

☐ Dressing

☐ Hygiene

**Function prior to current condition:**

- ☐ Independent
- ☐ Needed some assistance
- ☐ Needed moderate assistance
- ☐ Unable to function

**Pain Relief with any of the following?:**

- ☐ Sitting
- ☐ Lying down
- ☐ Walking
- ☐ Standing
- ☐ Heat/Ice
- ☐ Medication
- ☐ Other - Massage, Acupuncture, etc..

**Restrictions:**

**Difficult / Unable to**

- ☐ Lift
- ☐ Sit for a period of: \_\_\_\_\_ minutes.
- ☐ Stand for a period of: \_\_\_\_\_ minutes.
- ☐ Walk for a period of: \_\_\_\_\_ minutes.
- ☐ Sleep for a period of: \_\_\_\_\_ hours.

**Patient (your) goals:**

- ☐ Increase range of motion
- ☐ Increase strength
- ☐ Decrease pain
- ☐ Return to prior function
- ☐ other \_\_\_\_\_

**Previous injury to this area?**

- ☐ Yes
- ☐ No
- When? \_\_\_\_\_

**Overall general health?**

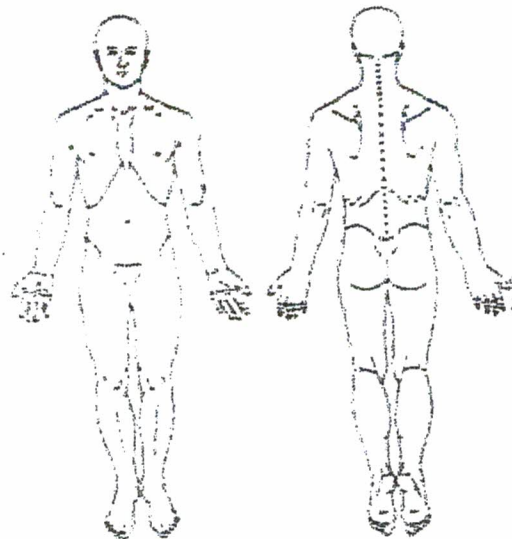
- ☐ Good
- ☐ Fair
- ☐ Poor

**Medical History:**

- ☐ Diabetes
- ☐ Heart issues / pacemaker
- ☐ Stroke
- ☐ High blood pressure
- ☐ Osteoarthritis
- ☐ Hepatitis
- ☐ HIV/AIDS
- ☐ High Cholesterol
- ☐ Cancer \_\_\_\_\_
- ☐ Other \_\_\_\_\_

**Current condition only!**

**Please mark where you hurt.**



**Previous Therapy for this area?**

- ☐ Yes
- ☐ No
- When? \_\_\_\_\_

**Please list all Surgeries and Dates**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Recent medical tests (on current condition)**

- ☐ X-ray
- ☐ MRI
- ☐ CT-Scan
- ☐ Injections
- ☐ Nerve conduction test
- ☐ Bone scan

Where were these tests performed?:

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## Medication Log

**Patient Name:**

Date \_\_\_\_\_

Physician Phone

Name of Medication

Date Started

## Dosage

Frequency

Route of Admission

### Prescribing Physician

Number

Number

**\*\* This form is mandatory per 2013 Medicare guidelines \*\***