NEW PATIENT INTAKE FORM

Date: _____

Last Name:	First Name:
Date of Birth:	Gender: **Male** **Female**
Social Security Number: _____-____-_____	Email: _____
Address:_____ Apt # _____ City:_____ State:_____ Zip: _____	Home Phone: (_____) _____ Cell Phone: (_____) _____

Emergency Contact

Name:	Relationship:	Phone: (_____) _____

Employer Information

Employer:	Address:	Phone: (_____) _____

Insurance

Primary Insurance	
Name of Insurance:	ID Number:
Policyholder's Relation:	Policyholder's Date of Birth:
Secondary Insurance	
Name of Insurance:	ID Number:
Policyholder's Relation:	Policyholder's Date of Birth:

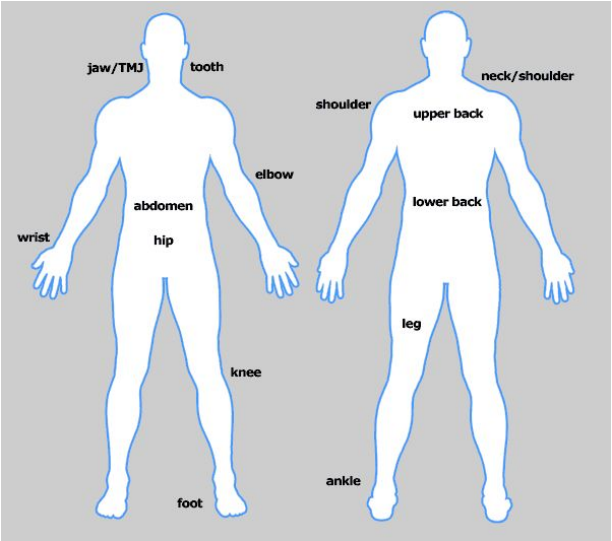
Responsible Party Information (Parent/Guardian must complete if patient is under 18)

Name:	Relationship:	Phone: (_____) _____
Date of Birth:	Address:	

Problem/Condition

Description of Problem: Date of Onset/Injury:	Primary Care Doctor: Surgeon and Date of Surgery:
Referred By:	

Please mark on the drawing below where you feel pain.



Is this injury/illness due to any of the following: Circle: **Work Auto Accident Other N/A**

Have you ever been treated at Golden Hills Physical Therapy? Circle: **Yes** or **No.**

If yes, when: _____.

Have you had physical therapy, occupational therapy or chiropractic treatment this year for this condition? Circle: **Yes or No.** *If yes, please indicate the type of treatment and the duration of treatment:* _____.

How did you hear about us? Circle: **Physician Family/Friends Social Media Other: _____**

Accident Injuries ONLY:

Name of Insurance: _____	Adjuster:_____	Attorney:_____
Claim Number: _____	Phone: (_____) _____	Phone: (_____) _____
Date of Accident: _____	Fax: (_____) _____	Fax: (_____) _____
State of Accident: _____	E-Mail:_____	E-Mail:_____
Additional Details:		

Medicare Patients ONLY:

When did you last receive HOME HEALTH CARE, HOSPICE CARE or care in a SKILLED NURSING FACILITY? _____

If yes, please provide the name and phone number of the Home Health Agency:
Name: _____ Phone Number: _____

CONSENT TO TREAT: I consent to receive rehabilitation therapy treatment and any supplementary services that are deemed medically necessary or appropriate by my therapist and/or treating physician. However, I understand that the practice of rehabilitation therapy is not an exact discipline and I acknowledge that no guarantees have been made to me regarding treatment and/or the treatment results from the rehabilitation therapy.

Signature of Patient or Legal Guardian: _____ Date: ____/____/_____

FINANCIAL RESPONSIBILITY, RELEASE OF INFORMATION AND ASSIGNMENT OF BENEFITS: I certify that all the information I have provided is accurate and I understand that providing misinformation will result in the delay of my claims being processed and or result in me being liable to GHPT for all my visits. I understand that I am financially responsible for my medical bills incurred while receiving Physical Therapy Services at Golden Hills PT (GHPT). I agree to pay GHPT all amounts that are due and owing for services rendered by our facility which are not otherwise paid for by Medicare, a third party insurance plan, a third party payer, or other payer source on my behalf. In the event that my account is referred to a collection agency or an attorney, I further agree to pay all reasonable costs incurred to collect any amounts that are due and owing for services rendered by our facility including, without limitation, reasonable attorney's fees. I also understand that GHPT will submit my insurance claims as a courtesy to me, but this does not relieve from my financial responsibility to GHPT. I hereby authorize payment of medical benefits directly to GHPT for services rendered. I further authorize the release of any medical information necessary to process any insurance claim on my behalf. I permit a copy of this authorization to be as valid as the original. Where applicable I authorize filing a Lien against any and all third party liability action relating to the need for treatment including the worker compensation cases. I also understand that I am financially responsible for any and all non-covered charges, deductible and co-pays. I also agree that if for any reason my insurance does not cover physical therapy services I will pay for all charges. By signing below I authorize GHPT to treat the above name patient. I acknowledge that I have read and understand all of the above terms. I authorize GHPT to assign their rights under this contract to a third party. **COPAYMENT IS DUE AT THE TIME OF SERVICE.**

Signature of Patient or Legal Guardian: _____ Date: ____/____/_____

NOTICE OF PRIVACY PRACTICES ACKNOWLEDGMENT:

I understand that, under the Health Insurance Portability Accountability Act of 1996 ("HIPAA"), I have certain rights to privacy regarding my protected health information. I understand that this information can and will be used to:

- Conduct, plan and direct my treatment and follow-up among the multiple healthcare providers who may be involved in that treatment directly and indirectly.
- Obtain payment from third-party payers.
- Conduct normal healthcare operation such as quality assessments and physician certifications.

I acknowledge that I have received your Notice or Privacy Practices containing a more complete description of the uses and disclosures of my health information. I understand that this organization has the right to change its Notice or Privacy Practices from time to time and that I may contact this organization at any time at the address above to obtain current copy of the Notice or Privacy Practices.

I understand that I may request in writing that you restrict how my private information is used or disclosed to carry out treatment, payment or health care operations. I also understand you are not required to agree to my requested restrictions, but if you do agree then you are bound to abide by such restrictions.

Signature of Patient or Legal Guardian: _____ Date: ____/____/_____

CANCELLATION/ NO SHOW POLICY:

Late Arrival Policy: If you are late for an appointment, you will be seen as soon as we can possibly accommodate you, and for the length of time remaining to your appointment. If you are over 20 minutes late to your appointment, you may have to be rescheduled and you will be charged a $25 fee. **Initial_____**

Cancellation Policy: If you need to cancel an appointment, please call us ASAP (24 hours notice) so we have the opportunity to offer your appointment to another patient. If less than 24 hours notice is given, you will be charged a $25 cancellation fee. **Initial_____**

No Show Policy: If you do not show up for a scheduled appointment, you will be charged a $50 no show fee. **Initial_____**

Repeated late cancellations or no-shows are disruptive to the optimal delivery of care to you and our other patients. Missed appointments prevent other patients from coming in at the same time and affect the consistency of your own rehabilitation program. As a result, 3 late cancellations or no shows will result in discontinuing physical therapy at Golden Hills Physical Therapy. In the event that you are discharged from our care, your referring provider or case manager will be notified of the reason for discharge from physical therapy. I understand the terms of this form. I realize that I am financially responsible for charges incurred from cancellations or no shows.

Signature of Patient or Legal Guardian: _____ Date: ____/____/_____

PHOTOGRAPHY CONSENT FORM / RELEASE:

I, (print name)_____, hereby grant permission to Golden Hills Physical Therapy representatives, to take and use: photographs, video, and/or digital images of me for use in news releases and/or educational materials.

If patient is a minor (under age of 18): I, (print name) _____, parent or official guardian of (child's name)_____hereby grant permission to Golden Hills Physical Therapy representatives, to take and use: photographs, video, and/or digital images of my child for use in news releases and/or educational materials.

These materials may include printed or electronic publications, Web sites or other electronic communications. I authorize the use of these images without compensation to me. All negatives, prints, and digital reproductions shall be the property of Golden Hills Physical Therapy.

Signature of Patient or Legal Guardian: _____ Date: ____/____/_____

FOTO Patient Intake Survey
Knee

Staff to Complete This Section

PATIENT NAME:_____ Patient ID: _____

Gender: Male / Female Date of Birth: _____ / _____ / _____ Clinician: _____

Body Part _____ Impairment _____ Care Type _____

Payer Source _____ *(Type of Plan such as Preferred Provider, HMO, WC, Auto Insurance, etc.)*

Date of Survey: ____ / ____ / _____

We are interested in how you feel about how well you are able to do your usual activities. This information will help us take better care of you. Please answer the questions based on the problem for which you are receiving treatment. If you do not do or have not done this activity, please make your best guess as to which response is most accurate.

Today, because of your affected knee, do you or would you have any difficulty…	**Extreme difficulty / Unable to do**	**Quite a bit of difficulty**	**Moderate difficulty**	**A little bit of difficulty**	**No difficulty**
1. With any of your usual work, housework, or school activities?					
2. Getting into or out of the bath?					
3. Walking between rooms?					
4. Squatting?					
5. Lifting an object, like a bag of groceries, from the floor?					
6. Performing light activities around your home?					
7. Walking two blocks?					
8. Getting up or down 10 stairs (about 1 flight of stairs)?					
9. Standing for 1 hour?					
10. Running on uneven ground?					

11. Rate the level of pain you have had in the last 24 hours (*please circle response*):

0 1 2 3 4 5 6 7 8 9 10
(None) (Pain as bad as it can be)

12. Please indicate the number of surgeries for your primary condition. ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4+

13. How many days ago did the condition begin? ☐ 0-7 days ☐ 8-14 ☐ 15-21 ☐ 22-90 ☐ 91 days to 6 mos. ☐ Over 6 mos. ago

14. Are you taking prescription medication for this condition? ☐ Yes ☐ No

15. Have you received treatments for this condition before? ☐ Yes ☐ No

16. How often have you completed at least 20 minutes of exercise, such as jogging, cycling, or brisk walking, prior to the onset of your condition? ☐ At least 3 times a week ☐ Once or twice per week ☐ Seldom or never

Patient Name: _____ Patient ID _____

17. Other health problems may affect your treatment. Please check (✓) any of the following that apply to you:

- ☐ Arthritis (rheumatoid / osteoarthritis)
- ☐ Osteoporosis
- ☐ Asthma
- ☐ Chronic Obstructive Pulmonary Disease (COPD), acquired respiratory distress syndrome (ARDS), or emphysema
- ☐ Angina
- ☐ Congestive heart failure (or heart disease)
- ☐ Heart attack (Myocardial infarction)
- ☐ High blood pressure
- ☐ Neurological Disease (such as Multiple Sclerosis or Parkinson's)
- ☐ Stroke or TIA
- ☐ Peripheral Vascular Disease
- ☐ Headaches
- ☐ Diabetes Types I and II
- ☐ Gastrointestinal Disease (ulcer, hernia, reflux, bowel, liver, gall bladder)
- ☐ Visual impairment (such as cataracts, glaucoma, macular degeneration)
- ☐ Hearing impairment (very hard of hearing, even with hearing aids)
- ☐ Back pain (neck pain, low back pain, degenerative disc disease, spinal stenosis)
- ☐ Kidney, bladder, prostate, or urination problems
- ☐ Previous accidents
- ☐ Allergies
- ☐ Incontinence
- ☐ Anxiety or Panic Disorders
- ☐ Depression
- ☐ Other disorders
- ☐ Hepatitis / AIDS
- ☐ Prior surgery
- ☐ Prosthesis / Implants
- ☐ Sleep dysfunction
- ☐ Cancer

18. Height: _____ ft. _____ in. Weight: _____ lbs.

19. This is a statement other patients have made.
"I should not do physical activities which (might) make my pain worse."
Please rate your level of agreement with this statement.

- ☐ Completely Disagree
- ☐ Somewhat Disagree
- ☐ Unsure
- ☐ Somewhat Agree
- ☐ Completely Agree

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The Lower Extremity Functional Scale

We are interested in knowing whether you are having any difficulty at all with the activities listed below **because of your lower limb problem** for which you are currently seeking attention. Please provide an answer for **each** activity.

Today, *do you* or *would you* have any difficulty at all with:

	Activities	Extreme Difficulty or Unable to Perform Activity	Quite a Bit of Difficulty	Moderate Difficulty	A Little Bit of Difficulty	No Difficulty
1	Any of your usual work, housework, or school activities.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
2	Your usual hobbies, re creational or sporting activities.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
3	Getting into or out of the bath.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
4	Walking between rooms.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
5	Putting on your shoes or socks.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
6	Squatting.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
7	Lifting an object, like a bag of groceries from the floor.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
8	Performing light activities around your home.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
9	Performing heavy activities around your home.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
10	Getting into or out of a car.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
11	Walking 2 blocks.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
12	Walking a mile.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
13	Going up or down 10 stairs (about 1 flight of stairs).	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
14	Standing for 1 hour.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
15	Sitting for 1 hour.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
16	Running on even ground.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
17	Running on uneven ground.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
18	Making sharp turns while running fast.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
19	Hopping.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
20	Rolling over in bed.	0 ☐	1 ☐	2 ☐	3 ☐	4 ☐
	Column Totals:		0	0	0	0

Minimum Level of Detectable Change (90% Confidence): 9 points **SCORE:** 0 **/ 80 (fill in the blank with the sum of your responses)**

Source: Binkley et al (1999): The Lower Extremity Functional Scale (LEFS): Scale development, measurement properties, and clinical application. Physical Therapy. 79:371-383.