



**NEW BRAUNFELS
SPORTS & SPINE PHYSICAL THERAPY**

Last Name: _____ First Name: _____ Middle: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

D.O.B.: _____ M F SSN: _____ Marital Status: _____ Email: _____

Emergency Contact: _____ Phone: _____

How did you hear about us? Yellow pages Friend/Relative _____ My Doctor

Internet TV/Radio Previous Patient Drive by Other _____

Referring Physician: _____ Phone: _____ Diagnosis: _____

Are you receiving Home Health Care for any reason? Yes No If yes, with whom: _____

Have you ever had Physical Therapy for this injury? Yes No If yes, where: _____

Is this case currently involved in litigation? Yes No if yes, Attorney Name: _____ Phone: _____

Name of Policy Holder: _____ SSN: _____ DOB: _____

Relationship to Patient: _____ Policy Holder Address: _____

Additional Insurance Coverage? Yes No Policy Holder Name: _____ SSN: _____

DOB: _____ Relationship: _____ Policy Holder Address: _____

Office Use Only: Type of Insurance: Private MC PPO EPO HMO Other

Date Received: _____ Initial Eval Date & Time: _____

Insurance Company Name: _____ Phone: _____

Claims Address: _____ City: _____ State: _____ Zip: _____

Policy Number: _____ Group Number: _____ Plan Year _____

Is Pre Cert, Auth or referral required? Yes No Auth #: _____ # of Visits: _____ Exp _____

PCP _____ Phone #: _____ Is an RX required with claims? Yes No Fax: _____

Visit Limit: _____ Used: _____ Dollar Limit: _____ Used: _____ Modality limit: _____

In/Net DED \$: _____ Amt. Met: _____ Copay: _____ Benefits: _____ / _____ out/poc _____ applied _____

Effective Date: ____ / ____ / ____ Date Verified: ____ / ____ / ____ Spoke with: _____ Time: _____

Special Instructions: _____

Secondary Insurance Company Name: _____ Phone: _____

Claims Address: _____ City: _____ State: _____ Zip: _____

Secondary Policy Number: _____ Group Number: _____

RX required with claims? Yes No Fax: _____ Plan Year _____

Visit Limit: _____ Used: _____ Dollar Limit: _____ Used: _____ Modality limit: _____

In/Net DED: \$ _____ Amt. Met: \$ _____ Copay: \$ _____ Benefits: _____ / _____ out/poc _____ Applied _____

Effective Date: ____ / ____ / ____ Date Verified: ____ / ____ / ____ Spoke with: _____ Time: _____

Special Instructions: _____

FINANCIAL AGREEMENT

I understand and agree that I am totally responsible and liable for payment of all charges assessed for professional services rendered and will pay any sum due upon demand. I understand that insurance claim forms will be submitted to my insurance company as a matter of convenience only, and that I am primarily responsible for all charges regardless of my existing medical coverage. In the event that my insurance company forwards payment directly to me, instead of New Braunfels Sports & Spine Physical Therapy, I will immediately deliver such payment directly to New Braunfels Sports & Spine Physical Therapy. I understand and agree that if it becomes necessary to commence legal action for the collection of any outstanding charges on my account, I will be responsible for any costs and or court fees, in addition to the outstanding balance. There will be a 1.5% late charge of any balance 90 days or over; once the insurance company pays.

Please initial _____.

I hereby give authorization for payment of insurance benefits to be made directly to New Braunfels Sports & Spine Physical Therapy for services rendered. I understand that I am financially responsible for all charges not paid by my insurance company. In the event of default, I agree to pay all costs of collection and reasonable attorney's fees. I hereby authorize this health care provider to release all information necessary to secure the payment of benefits. I further agree that a photocopy of the agreement is as valid as the original.

_____ **Date** ____/____/____

Signature

APPOINTMENT POLICY

I understand that my doctor has prescribed therapy for me and that physical therapy is an ongoing process which requires regular attendance to be optimally effective. Please be on time for your appointments so that you may be given the full benefit of your scheduled treatment. Late arrival of greater time than 15 minutes may result in a shortened treatment or cancellation. Since our primary purpose as a business is to help people, we require a 24 hour advance notice for canceling a scheduled appointment. By giving us sufficient notice when canceling an appointment, we can fill your scheduled time slot with someone else who needs our help. Failure to show for an appointment or cancellation without sufficient notice may be subject to a **\$25.00 charge**.

Please initial _____.

CO-PAYMENT / DEDUCTIBLE AND CO-INSURANCE POLICY

Patients that carry health care insurance should remember that some policies require a co-payment for each visit or a deductible and co-insurance. Consequently, it is your responsibility, as defined by your policy, to make these payments. Additionally, you are responsible for any and all supplies, such as braces, exercise equipment, and electrodes, which are provided to you and are not covered by your particular plan. I understand and agree that I am solely responsible for all co-payments and charges incurred which are not covered under my health care plan. I also authorize the release of any medical information necessary to process this claim.

Please initial _____.

AUTHORIZATION FOR TREATMENT

I hereby consent to and authorize all therapy treatments, which in conjunction with the judgments of the attending physician, may be considered necessary or advisable for the diagnosis or treatment of the above named patient at New Braunfels Sports & Spine Physical Therapy.

Please initial _____.

CONSENT

I hereby authorize New Braunfels Sports & Spine Physical Therapy to provide any physical therapy services or related services as deemed necessary by the physical therapist(s). I consent and authorize New Braunfels Sports & Spine Physical Therapy to release all information contained in my medical and financial records, including diagnosis and test results, to:

1. any specialist involved in my care
2. my insurance company or health plan including Medicare, Medicaid
3. any person or entity responsible for paying or processing for payment of any portion of my healthcare bill(s)
4. governmental or accrediting agencies
5. any other health care provider to which I am referred or transferred for care
6. entities utilizing this information for quality management, peer review and or outcome analysis
7. any other person or entity as required or allowed by state and/or federal law

This consent applies to all records created in the course of and relating to this healthcare. To provide the practitioners who will treat me during my care with an access to my prior medical history, I also consent and authorize any health care provider to release medical information contained in my medical records from prior treatment that is relevant to my current care and treatment.

If I am the patient or the patient's legal guardian, I also consent to release billing information and medical records to the patient's primary care physician (PCP) and his/her medical group. This release shall remain valid until I notify the company, in writing, of my desire to revoke it.

Please initial _____.

CONSENT FOR TESTING

I agree that if a company employee or healthcare worker is exposed to my blood that I grant permission to the company to have my blood drawn and to run tests for Hepatitis and/or the HIV/AIDS virus. The cost will not be my responsibility and the results will not be part of my medical record.

PERSONAL VALUABLES

I hereby release New Braunfels Sports & Spine Physical Therapy and its associates of responsibility for loss or damage to personal property, including but not limited to clothing, money, or other valuables kept in my possession during my care.

_____ **Date** ____/____/____

Signature

Patient Name _____



NEW BRAUNFELS SPORTS & SPINE PHYSICAL THERAPY

Past Medical History

Do you currently have or have you ever had any of the following:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Arthritis		<input type="checkbox"/>	High Blood Pressure	<input type="checkbox"/>	<input type="checkbox"/>
Asthma/ Chronic Bronchitis	<input type="checkbox"/>	<input type="checkbox"/>	HIV/AIDS	<input type="checkbox"/>	<input type="checkbox"/>
Bowel/Bladder Problems	<input type="checkbox"/>	<input type="checkbox"/>	Osteoporosis	<input type="checkbox"/>	<input type="checkbox"/>
Cancer	<input type="checkbox"/>	<input type="checkbox"/>	Rheumatoid Arthritis	<input type="checkbox"/>	<input type="checkbox"/>
Chest Pain	<input type="checkbox"/>	<input type="checkbox"/>	Stroke	<input type="checkbox"/>	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	Alcoholism	<input type="checkbox"/>	<input type="checkbox"/>
Emphysema	<input type="checkbox"/>	<input type="checkbox"/>	Drug Abuse	<input type="checkbox"/>	<input type="checkbox"/>
Epilepsy/Seizures	<input type="checkbox"/>	<input type="checkbox"/>	Are you currently pregnant?	<input type="checkbox"/>	<input type="checkbox"/>
Heart Disease/Attack	<input type="checkbox"/>	<input type="checkbox"/>	Do you have a pacemaker?	<input type="checkbox"/>	<input type="checkbox"/>
Hepatitis	<input type="checkbox"/>	<input type="checkbox"/>	Do you have any surgical implants?	<input type="checkbox"/>	<input type="checkbox"/>

Please answer all of the following questions (please write “none” or “N/A” if the question does not pertain to you):

Please list any allergies: _____

Do you smoke? Yes No If yes, how many per day? _____

Do you have any current or past health or medical problems that are not listed above? _____

Please list all surgeries and the approximate date of the operation: _____

Please list all medications that you are currently taking: _____

Name: _____

Signature: _____ Date: _____



**NEW BRAUNFELS
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Acknowledgement of Review of Notice of Privacy Practices

I have reviewed this office's Notice of Privacy Practices, which explains how my medical information will be used and disclosed. I understand that I am entitled to receive a copy of this document.

Signature of Patient or Personal Representative

Date

Name of Patient or Personal Representative

Description of Personal Representative's Authority

FOR COMPANY USE ONLY

Refusal to Sign Acknowledgement of Review of Notice of Privacy Practices

The following patient has been offered a copy of the Notice of Privacy Practices but has refused to sign the Acknowledgement of Review of Notice of Privacy Practices:

Patient: _____ Date _____

Reason (if given by patient):

Employee Signature: _____ Date _____



**NEW BRAUNFELS
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Consent to Treat

I, _____ the parent/legal guardian of _____
authorize physical therapy treatment to be administered by New Braunfels Sports & Spine
Physical Therapy.

In the case of an emergency please contact:

Emergency Contact

Phone Number

Parent/Legal Guardian

Date