ACE REHAB
PATIENT REGISTRATION

☐ ALEXANDRIA ☐ ARLINGTON ☐ FAIRFAX ☐ BAILEY'S CROSSROADS ☐ FALLS CHURCH/MERIFIFIELD ☐ HERNDON ☐ LEESBURG ☐ TYSONS

PATIENT INFORMATION (Please Print Clearly)

Date

Name Last	First	Middle	Date of Birth	Age	Sex M F	Social Security No.

Home Address Street	Apt #	City	State & Zip Code

Home Telephone	Work Telephone	Occupation	Employed By

Employer's Address Street	City	State & Zip Code

PERSON FINANCIALLY RESPONSIBLE / INSURED (Complete Only If Other Than Patient)

Name Last	First	Middle	Relationship to Patient	Date of Birth	Social Security No.

Home Address Street	City	State & Zip Code

Home Telephone	Work Telephone	Occupation	Employed By

Employer's Address Street	City	State & Zip Code

HEALTH INSURANCE INFORMATION

Primary Insurance Co.	Address Street	

City	State & Zip Code	Telephone No.

Policy / ID #	Group #	Name of Policyholder	Date of Birth of Policyholder	Relationship to Patient

Secondary Insurance Co.	Address Street	

City	State & Zip Code	Telephone No.

Policy / ID #	Group #	Name of Policyholder	Relationship to Patient	Is this HMO/PPO? Yes No

AUTOMOBILE ACCIDENT

Date of Accident	Time [] AM ☐ ☐ PM	Were you ☐ Driver ☐ Passenger	Do You Have Medical Benefits Under Your Auto Ins.? Yes ☐ No ☐	If Yes, Policy No. / Claim#

Your Automobile Insurance Carrier	Address	Telephone No.

Your Agent's Name	Telephone No.	Your Claim Adjuster's Name	Telephone No.

Other Party's Automobile Carrier	Address	Telephone No.

Other Party's Claim Adjuster's Name	Claim No.	Telephone No.

COMPLETE IF AN ATTORNEY IS REPRESENTING YOU

Attorney's Name	Telephone No.	Fax No.

Address

WORKMAN'S COMPENSATION (Injury on the Job)

Date of Injury	Claim No.	Compensation Insurance Co.

Insurance Company Address

Contact Person's Name	Telephone No.

Employer at Time of Injury	Telephone No.

Was Injury Reported to Supervisor?	Date Reported	Name of Supervisor	Telephone No.

For Office Use Only

Patient/Guardian Signature **Date**

PATIENT'S ACCOUNT NO.

PATIENT NAME: _____

EMERGENCY INFORMATION *Who should we notify in case of emergency?*

Nearest Relative/Friend *Name*	*Relationship*	*Home Phone*	*Work Phone*

AUTHORIZATION

I, _____, hereby authorize ACE REHAB to apply for benefits on my behalf for covered services rendered by the staff of ACE REHAB.

I REQUEST THAT PAYMENT FOR THESE SERVICES BE PAID BY

_____

Insurance Company #1 *S.S. # of Insured / ID* *Group*

and / or _____

Insurance Company #2 *S.S. # of Insured / ID* *Group*

DIRECTLY TO ACE REHAB. THIS IS A DIRECT ASSIGNMENT OF MY RIGHTS AND BENEFITS UNER THE ABOVE-MENTIONED POLICY / POLICIES.

I certify that the information I have provided above is correct. I further authorize ACE REHAB, to release any necessary information, including medical information, for this or any related claim to the insurance companies named above, or in the case of Medicare Part B benefits, to the Social Security Administration and Health Care Financing Administration. I PERMIT A COPY OF THIS AUTHORIZATION TO BE USED IN PLACE OF THE ORIGINAL. This authorization may be revoked by me at any time in writing. I understand that I am responsible for the full settlement of my account regardless of insurance payments or reimbursements.

WITNESS_____ _____ ***DATE***_____

SIGNATURE OF PATIENT, SUBSCRIBER, GUARDIAN OR BENEFICIARY

FINANCIAL POLICIES

For the benefit of our patients, our billing policies are described below.
Payment of the charges for our services is the ultimate responsibility of the patient. Payment is expected at the time services are rendered, except when alternative arrangements are made in advance with us.

Please be aware that insurance companies often do not fully cover a physical therapy bill. This may result from deductible or co-payment provisions in the patient's policy, or because the insurance company has adopted a fee schedule, or for other reasons. However, insurance company's failure to fully cover our bill does not relieve the patient of the obligation to pay our bill in full.

If you are unable to keep your scheduled appointments, we request that you call 24 hrs in advance and cancel your appointments before your scheduled appointment time and obtain a cancellation#. If you fail to cancel your appointment before your appointment time and do not have the cancellation#, you agree to pay $35.00 missed appointment fee**. This fee is not covered by your insurance company.** ☑ _____**/ Initials**

PLEASE NOTE: During the course of treatment, some patients may require electrical stimulation. As a part of treatment, the use of electrodes may be necessary. These electrodes have contact with the patient's skin and for the patient's safety, patients will be required to purchase his/her own electrodes. The cost to the patient for these electrodes is a ONE-TIME charge of **$25 .00 OR $50.00**. Should the therapist deem this treatment necessary, you agree to be responsible for this fee at the time of service. ☑ _____**/ Initials**

If our bill is not paid in full when due, we encourage you to discuss with our billing staff alternative payment arrangements that may be acceptable to us. Generally, however, any bill not paid within 90 days will be referred for collection. FOLLOWING 90 DAYS DELINQUENCY, MONTHLY INTEREST CHARGE OF 1.4% WILL ACCRUE ON THE BALANCE AND ALL COLLECTION CHARGES INCLUDING ATTORNEY'S FEES OF 20% ON THE UNPAID BALANCE AND COURT COSTS WILL BE ADDED TO THE PATIENT'S ACCOUNT.

ACE REHAB IS A NON-PARTICIPATING HEALTH CARE PROVIDER WHOSE CARE MAY REQUIRE THE PAYMENT OF A HIGHER OUT OF POCKET CO-PAY AND/OR DEDUCTIBLE FROM ME, OR WHOSE CARE MAY NOT BE COVERED BY MY HEALTH INSURANCE.
Please indicate that you have read and understood the foregoing billing policies by signing below.

_____ _____
PATIENT'S PRINTED NAME PATIENT'S/RESPONSIBLE PARTY'S SIGNATURE

_____ _____
ACE REHAB DATE

ACE Rehab
Physical Therapy, Sports,
Post-op and Work Rehabilitation

Consent Agreement

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) requires that we inform you of our policy regarding the protection of your health information through our Privacy Notice. Please refer to our Privacy Notice, which is available to you along with this consent agreement, for a full explanation of how this office will protect your health information. You may print or view a copy of the notice through our website at: www.ace-pt.org, by clicking on the **Notice of Privacy Practices** link.

Thank you for your continued confidence in our practice and for supporting our new requirements.

The following is a statement that allows us the necessary latitude to work within the new requirements.

I, _____, have been presented with a Privacy Notice explaining my rights regarding my protected health information. I consent to the use and/or disclosure of my protected health information for the purposes of treatment, payment or other health care operations (TPO). If I require the services of an in-house and/or outside language interpreter*, my protected health information may be disclosed in order to provide effective and efficient medical treatment.

_____ _____
Patient's Name Witness

_____ _____
Patient/Responsible Party's Signature Date

*Outside interpreter's name: _____

Address: _____

_____

Phone: _____

ACE Rehab
Physical Therapy, Sports,
Post-op and Work Rehabilitation

ASSIGNMENT OF BENEFITS

I, _____ *[patient name]*, hereby authorize ACE REHAB to furnish _____(insurance company #1) and/or _____ (insurance company #2) any medical reports which either may request from ACE REHAB in connection with injuries sustained by me or by any member(s) of my immediate family on _____.

In consideration of the services provided by ACE REHAB, on my behalf and the immediate members of my family, I: (1) irrevocably agree to assign and transfer to ACE REHAB, all rights in any claim where medical services by ACE REHAB were provided up to the total dollar amount of services incurred; (2) authorize and direct said attorney or insurance company to deduct and pay any and all amounts owed to ACE REHAB for professional services rendered to me or any member of my immediate family (including fees for preparation and testimony) from the proceeds of any settlement and/or from any monies received on my/our behalf in connection with a claim for damages for personal injury as a result of the aforementioned injuries, including without limitation any monies received for medical payments from the insurer, owner or driver of the vehicle involved, if any; and (3) agree to forward immediately to ACE REHAB all payments for services provided by ACE REHAB and sent directly to us from any insurance company, medical benefits plan, or proceeds derived from lawsuits or settlements up to the total dollar amount of services incurred. I irrevocably authorize all such sums to be paid directly to ACE REHAB at the time such amounts are received.

I agree that if I or a member of my immediate family makes demand or files a claim or lawsuit for personal injury damages resulting from an accident or injury when ACE REHAB provided services, I shall notify ACE REHAB immediately of the demand, claim, or lawsuit should any outstanding balance (i.e. the amount due for services provided due to a lack of insurance coverage or denial of payment by the insurer) be owed by me or an immediate family member. Nothing herein shall be construed to waive any lien rights, privileges or rights of legal subrogation provided by law to ACE REHAB.

I understand that I have a legal obligation to pay for services provided by ACE REHAB to me and members of my immediate family, regardless of whether or not a favorable settlement is reached or insurance proceeds are denied. I further understand: (i) that if I have no insurance or if my insurance benefits or other sums assigned to ACE REHAB hereunder do not provide full payment to ACE REHAB for the charges for services provided to me or any member of my immediate family, I will ultimately be responsible for payment of the same; (ii) that this assignment does not relieve me of my personal primary responsibility to pay ACE REHAB in full for such services when a statement is rendered; and (iii) that nothing herein shall prohibit ACE REHAB from its customary billing practices. I further agree (a) to pay all ACE REHAB bills in a timely manner; and (b) that this contract creates a lien in favor of ACE REHAB on the aforementioned proceeds or monies that are received on my behalf by any party, or are directly received by me or any member of my immediate family.

I agree to make available to ACE REHAB all medical insurance and benefits information for myself and members of my family, and I consent and authorize any holder of insurance information about me or my immediate family to release such information to ACE REHAB, now or in the future. If I or any member of my immediate family have insurance which will cover the costs of services provided by ACE REHAB, I will obtain proper forms and assist ACE REHAB as requested in obtaining payment for services from these insurance carriers, and will request that payment of benefits be made directly to ACE REHAB on my/our behalf. I agree and consent to ACE REHAB filing for and collecting payment for services provided to me or the members of my immediate family, under any and all medical insurance policies, plans or benefit programs, up to the amount of ACE REHAB's charges for services provided to me or the members of my immediate family; however, I acknowledge and agree, on my behalf and the immediate members of my family, that ACE REHAB shall have no obligation to bill any insurance carrier, and that ACE REHAB will not accept insurance allowable rates from any insurer as full payment for services rendered.

On my behalf and the immediate members of my family: I agree to waive the defense of the statute of limitations; if a claim is filed against me or a member of my immediate family by reason of any unpaid bill, I will not raise the defense of the statute of limitations; and I agree to the terms of the attorney acknowledgement below.

WITNESS **PATIENT / *GUARDIAN** *(*Patient's legal guardian must sign if patient is under 18 years of age)*

_____ _____ _____

Patient/Guardian Signature and Printed Name Date

2841 Hartland Rd, # 401 • Falls Church, VA 22043
108 Elden Street, #12 • Herndon, VA 20170
19465 Deerfield Ave, #311 • Leesburg, VA 20176
12011 Lee Jackson Memorial Hwy, #101 • Fairfax, VA 22030
2877 Duke Street • Alexandria, VA 22314
8230 Boone Blvd, #202 • Vienna, VA 22182
1701 Clarendon Blvd, #110• Arlington, VA 22209

Mailing Address: 2841 Hartland Rd, # 401 • Falls Church, VA 22043
Phone: 703-204-0533

ACE Rehab
Physical Therapy, Sports,
Post-op and Work Rehabilitation

ASSIGNMENT AND AUTHORIZATION

I, _____ *[patient name]*, hereby authorize ACE REHAB to furnish my attorney, _____, Esq. and/or my insurance company any medical reports which either may request from ACE REHAB in connection with injuries sustained by me or by any member(s) of my immediate family on _____.

In consideration of the services provided by ACE REHAB, on my behalf and the immediate members of my family, I: (1) irrevocably agree to assign and transfer to ACE REHAB, all rights in any claim where medical services by ACE REHAB were provided up to the total dollar amount of services incurred; (2) authorize and direct said attorney or insurance company to deduct and pay any and all amounts owed to ACE REHAB for professional services rendered to me or any member of my immediate family (including fees for preparation and testimony) from the proceeds of any settlement and/or from any monies received on my/our behalf in connection with a claim for damages for personal injury as a result of the aforementioned injuries, including without limitation any monies received for medical payments from the insurer, owner or driver of the vehicle involved, if any; and (3) agree to forward immediately to ACE REHAB all payments for services provided by ACE REHAB and sent directly to us from any insurance company, medical benefits plan, or proceeds derived from lawsuits or settlements up to the total dollar amount of services incurred. I irrevocably authorize all such sums to be paid directly to ACE REHAB at the time such amounts are received.

I agree that if I or a member of my immediate family makes demand or files a claim or lawsuit for personal injury damages resulting from an accident or injury when ACE REHAB provided services, I shall notify ACE REHAB immediately of the demand, claim, or lawsuit should any outstanding balance (i.e. the amount due for services provided due to a lack of insurance coverage or denial of payment by the insurer) be owed by me or an immediate family member. Nothing herein shall be construed to waive any lien rights, privileges or rights of legal subrogation provided by law to ACE REHAB.

I understand that I have a legal obligation to pay for services provided by ACE REHAB to me and members of my immediate family, regardless of whether or not a favorable settlement is reached or insurance proceeds are denied. I further understand: (i) that if I have no insurance or if my insurance benefits or other sums assigned to ACE REHAB hereunder do not provide full payment to ACE REHAB for the charges for services provided to me or any member of my immediate family, I will ultimately be responsible for payment of the same; (ii) that this assignment does not relieve me of my personal primary responsibility to pay ACE REHAB in full for such services when a statement is rendered; and (iii) that nothing herein shall prohibit ACE REHAB from its customary billing practices. I further agree (a) to pay all ACE REHAB bills in a timely manner; and (b) that this contract creates a lien in favor of ACE REHAB on the aforementioned proceeds or monies that are received on my behalf by any party, or are directly received by me or any member of my immediate family.

I agree to make available to ACE REHAB all medical insurance and benefits information for myself and members of my family, and I consent and authorize any holder of insurance information about me or my immediate family to release such information to ACE REHAB, now or in the future. If I or any member of my immediate family have insurance which will cover the costs of services provided by ACE REHAB, I will obtain proper forms and assist ACE REHAB as requested in obtaining payment for services from these insurance carriers, and will request that payment of benefits be made directly to ACE REHAB on my/our behalf. I agree and consent to ACE REHAB filing for and collecting payment for services provided to me or the members of my immediate family, under any and all medical insurance policies, plans or benefit programs, up to the amount of ACE REHAB's charges for services provided to me or the members of my immediate family; however, I acknowledge and agree, on my behalf and the immediate members of my family, that ACE REHAB shall have no obligation to bill any insurance carrier, and that ACE REHAB will not accept insurance allowable rates from any insurer as full payment for services rendered.

On my behalf and the immediate members of my family: I agree to waive the defense of the statute of limitations; if a claim is filed against me or a member of my immediate family by reason of any unpaid bill, I will not raise the defense of the statute of limitations; and I agree to the terms of the attorney acknowledgement below.

WITNESS **PATIENT / *GUARDIAN** *(*Patient's legal guardian must sign if patient is under 18 years of age)*

_____ _____ _____

Patient/Guardian Signature and Printed Name Date

I, the undersigned attorney for the above patient, agree to comply with the terms of the foregoing Assignment and Authorization, acknowledge the lien of ACE REHAB created hereby and agree to notify ACE REHAB immediately of any change in circumstances that may reduce payment for or preclude payment of ACE REHAB's professional fees, and agree to notify ACE REHAB if I cease to represent this patient.

Attorney Signature: _____ Date: _____

Firm Name: _____ Telephone: _____

Address: _____

□ 2841 Hartland Rd, # 401 • Falls Church, VA 22043
□ 108 Elden Street, #12 • Herndon, VA 20170
□ 19465 Deerfield Ave, #311 • Leesburg, VA 20176
□ 12011 Lee Jackson Memorial Hwy, #101 • Fairfax, VA 22030
□ 2877 Duke Street • Alexandria, VA 22314
□ 8230 Boone Blvd, #202 • Vienna, VA 22182
□ 1701 Clarendon Blvd, #110• Arlington, VA 22209
□ 10123 Colvin Run Road • Great Falls, VA 22066
Mailing Address: 2841 Hartland Rd, # 401 • Falls Church, VA 22043
Phone: 703-204-0533

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Post-op and Work Rehabilitation

Waiver of Health Insurance Benefits

I, _____, the undersigned, do hereby waive health insurance benefits for all treatment and care arising from my injury, which occurred on _____. I am not filing for health insurance benefits or Medicare and waive their responsibility for one or more of the following reasons:

1.) I have not followed my insurance plan's procedure to obtain a referral from my primary care physician to seek services by a participating specialist.

2.) ACE REHAB is a non-participating health care provider whose care may require the payment of a higher out of pocket co-pay and/or deductible from me, or whose care may not be covered by my health insurance.

3.) Because of the nature of my injuries and/or worker's compensation or legal case, I have chosen not to use my health insurance benefits or Medicare to cover any of the health care received as a result of this injury.

I agree and understand that I am accepting responsibility to pay for any services rendered herein. I am instructing my health care provider not to file any claims for benefits with my health insurance plan for treatment relating to or arising from the injuries I sustained in this accident. This decision is being made freely and voluntarily by me, without interference or pressure from others, and is made with the understanding of the responsibilities which arise therefrom.

_____ _____
Patient/Legal Guardian Signature Date

_____ _____
Patient/Legal Guardian Name (Printed) Witness

ACE Rehab

Ace Rehab
Subjective Report/PMHX Form

Patient Name: _____ **Ht:**_____ **Wt:**_____ **Hand dominance:** _____

What is your chief complaint? _____ **What is your email?** _____

How did you hear about this company?

_____

What is your date of injury/onset of symptoms? _____

How and where did you injure yourself? _____

Have you had any of the following? ☐ **X-rays** ☐**CT Scan** ☐ **MRI** ☐ **EMG/Nerve Conduction Test**

Did you have surgery? ☐ **Yes** ☐ **No** **Date of surgery**_____

Who is your referring Doctor?_____**When is your next Doctor's visit?** _____

Have you had any prior treatment for this injury? ☐ **Yes** ☐ **No**
If yes, explain: _____

What makes your problem BETTER?

_____

What makes your problem WORSE?

_____

Therapist Comments:

Pain assessment

Fall Risk

Functional Outcome Score

Diagnosis: _____

Surgical Procedure: _

_____

Date of surgery: _____

Pain Rating:

If you have pain, what is your pain level? **(0 = No Pain, 10 = Extreme Pain)**

Pain Level at WORST: (Circle)

0 1 2 3 4 5 6 7 8 9 10

CURRENT Pain Level : (Circle)

0 1 2 3 4 5 6 7 8 9 10

Pain Level at BEST: (Circle)

0 1 2 3 4 5 6 7 8 9 10

If you do have pain, please describe your symptoms to the best of your ability (ie. numbness, tingling, pins and needles, etc) _____

What is your occupation? _____ **Are you presently working?** ☐**Yes** ☐**No**
If Yes, □ **Full** □**Limited Duty** **Lost days from work to date:** _____**Days of work restriction to date:** _____
Are you now, or ever have been disabled (service or work)? □ **Yes** □ **No** **If yes, when?** _____

Have you fallen in the past 12 months? ☐**Yes** ☐ **No** **If yes, how many times?** _____
If yes, please describe if an injury(ies) occurred: _____

How would you classify your general health? □ **Good** □ **Fair** □ **Poor**

Is there any other information regarding your medical history that we should know about? _____

Medications: **Please list all of the medications (with specific dosages) that you are currently taking (including over the counter, prescriptions, herbals, and vitamins/minerals :)**

_____

Patient's Goals for PT/OT: **What are your goals for participating in physical therapy?**_____

_____

To the best of my knowledge, I have fully informed you of the history of my problem and current status.

Patient Signature: ☑_____ **Date:** _____

Therapist's Signature:_____ **Date:** _____