

 New Jersey  
**SPORTS MEDICINE**  
Non-Surgical Solutions to Orthopedic Injuries

Date: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First)

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Birthdate: \_\_\_\_\_ SSN: \_\_\_\_\_ Gender: M or F (circle)

Marital Status: Single Married Divorced Seperated Widowed (circle)

Race: \_\_\_\_\_ Ethnicity: \_\_\_\_\_

Language: \_\_\_\_\_

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

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

Occupation: \_\_\_\_\_ Work Phone: \_\_\_\_\_

IS THIS VISIT RELATED TO MVA OR WORKERS COMP? Y or N

If yes, what is the date of injury? \_\_\_\_\_

Insurance: \_\_\_\_\_

Claim Address: \_\_\_\_\_

Claim #: \_\_\_\_\_

Adjustor: \_\_\_\_\_ Phone: \_\_\_\_\_

MEDICAL INSURANCE: \_\_\_\_\_

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

Subscriber's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

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

SECONDARY INSURANCE: \_\_\_\_\_

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

Subscriber's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

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

Referring Doctor: \_\_\_\_\_

Primary Doctor: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Pharmacy: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Mail Order Pharmacy: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

CONSENT FOR EXTERNAL PRESCRIPTION HISTORY

I, the undersigned, hereby authorize New Jersey Sports Medicine to receive all external prescription history from my pharmacy. This information is required by the practice to obtain in order to appropriately prescribe any medications to the patient in the future.

Patient Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ASSIGNMENT OF BENEFITS

I, the undersigned, hereby authorize the release of any information relating to all claims for the benefits submitted on behalf of myself and/or dependants. I further agree to acknowledge that my signature on this document authorizes my physician to submit claims for benefits for services rendered or for services to be rendered, without obtaining my signature on each and every claim to be submitted for myself and/or dependants, and that I will be bound by this signature as though the undersigned had personally signed the particular claim.

I, \_\_\_\_\_ hereby authorize \_\_\_\_\_  
(Name of Insured) (Name of Insurance)

to pay and hereby assign directly to New Jersey Sports Medicine LLC all benefits, if any, otherwise payable to me for services provided. I understand that I am financially responsible for charges incurred. I further acknowledge that any insurance benefits, when received by and paid to New Jersey Sports Medicine LLC will be credited to my account, in accordance with the above said assignment.

\_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Insurance Subscriber or Patient)

# NEW JERSEY SPORTS MEDICINE LLC.

## Notice of Privacy Practices Notice and Designation of Disclosure

### I. Patient Receipt Acknowledgment

I, \_\_\_\_\_, acknowledge that I have received the Notice of Privacy Practices. I have been given the opportunity to ask questions about this notice and to request additional restrictions on the Practice's use and disclosure of my individually identifiable health information, or to request additional confidential treatment of communications between the Practice and myself or others.

\_\_\_\_\_  
Signature of Patient/Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Relationship

### II. I wish to be contacted in the following manner (check ALL that apply)

Home Telephone

OK to leave a message with detailed information

Leave message with call back number only

Work Telephone

OK to leave a message with detailed information

Leave message with call back number only

Written Communication

OK to mail to home

OK to mail to work/office

OK to fax to this number

Other \_\_\_\_\_

### III. Designation of Certain Relatives, Close Friends, and Other Caregivers

I agree that NJSM, LLC may disclose certain health information to a family member, close personal friend, or other caregiver because such person is involved with my healthcare or payment relating to my healthcare. In that case, NJSM, LLC will disclose only information that is directly relevant to the person's involvement with my healthcare or payment relating to my healthcare.

I designate the following persons listed below as persons involved with my healthcare or payment relating to my healthcare for the purpose of NJSM, LLC making the limited disclosures described above. I understand that I am not required to list anyone, and that I may change this list at anytime in writing. I also understand this form is only valid for one year from the date signed.

Print Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Print Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Print Name: \_\_\_\_\_ Relation: \_\_\_\_\_

\_\_\_\_\_  
Signature of Patient/Parent/Guardian

\_\_\_\_\_  
Date

**NEW JERSEY SPORTS MEDICINE LLC.**

Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_

Handedness: Right or Left

Referral source: Self or Physician (specify): \_\_\_\_\_

Primary Care Physician (PCP): \_\_\_\_\_

Reason for visit?: \_\_\_\_\_

Complaints/Symptoms: \_\_\_\_\_

Precipitating Event: \_\_\_\_\_

Date of Onset: \_\_\_\_\_

Pain Intensity (0-10 scale) - Average pain: ( 0- no pain, 10 worst) \_\_\_\_\_

What makes your pain worse: \_\_\_\_\_

What makes your pain better: \_\_\_\_\_

Other symptoms (weakness, numbness, tingling, etc.) \_\_\_\_\_

Previous Tests (X-rays, CT scans, MRI's, Bone scans, EMG). Please give approximate dates and results if known.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Prior Treatments:**

Medications: \_\_\_\_\_

Any relief? \_\_\_\_\_

Therapy (PT?OT? etc.): \_\_\_\_\_

Any improvement? \_\_\_\_\_

Bracing: \_\_\_\_\_

Procedures (injections, surgery): \_\_\_\_\_

Any improvement? \_\_\_\_\_

*[Continued on next page]*

Review of Systems- Do you have any of the following:

• <u>Constitutional</u>				
Generally Good Health	Yes	No		
Recent Weight Change	Yes	No		
Fever	Yes	No		
Fatigue	Yes	No		
Headaches	Yes	No		
• <u>Eyes</u>				
Eye disease or Injury	Yes	No		
Wear Glasses/Contact Lenses	Yes	No		
Blurred Vision/Double Vision	Yes	No		
Glaucoma	Yes	No		
• <u>Ears/Nose/Throat</u>				
Hearing Loss or Ringing	Yes	No		
Chronic Sinus Problems/Rhinitis	Yes	No		
Nose Bleeds	Yes	No		
Mouth Sores	Yes	No		
Bleeding Gums	Yes	No		
Bad Breath or Bad Taste	Yes	No		
Sore Throat or Voice Change	Yes	No		
Swollen Glands in Neck	Yes	No		
• <u>Cardiovascular</u>				
Heart Trouble	Yes	No		
Chest Pain or Angina	Yes	No		
Palpitations	Yes	No		
Shortness of Breath w/Walking	Yes	No		
Shortness of Breath w/Lying Flat	Yes	No		
Swelling of Feet/Ankles/Hands	Yes	No		
• <u>Respiratory</u>				
Chronic or Frequent Coughs	Yes	No		
Spitting Up Blood	Yes	No		
Shortness of Breath	Yes	No		
Asthma or Wheezing	Yes	No		
• <u>Gastrointestinal</u>				
Loss of Appetite	Yes	No		
Change in Bowel Movements	Yes	No		
Nausea or Vomiting	Yes	No		
Frequent Diarrhea	Yes	No		
Painful Bowel Movements	Yes	No		
Constipation	Yes	No		
Rectal Bleeding	Yes	No		
Abdominal Pain or Heartburn	Yes	No		
Stomach Ulcer	Yes	No		
• <u>Genitourinary</u>				
Frequent Urination	Yes	No		
Burning or Painful Urination	Yes	No		
Blood in Urine	Yes	No		
Change in Force or Straining w/Urinating	Yes	No	No	
Incontinence or Dribbling	Yes	No		
Kidney Stones	Yes	No		
Sexual Difficulty	Yes	No		
Male- Testicle Pain	Yes	No		
Female- Pain w/Periods	Yes	No		
Female- Irregular Periods	Yes	No		
Female- Vaginal Discharge	Yes	No		
Female #Pregnancies	___	#Miscarriages	___	
Female- Date of Last Pap Smear	___			
• <u>Musculoskeletal</u>				
Joint Pain	Yes	No		
Joint Stiffness or Swelling	Yes	No		
Weakness of Muscles or Joints	Yes	No		
Muscle Pain or Cramps	Yes	No		
Back Pain	Yes	No		
Cold Extremities	Yes	No		
Difficulty Walking	Yes	No		
• <u>Integumentary</u>				
Rash or Itching	Yes	No		
Change in Skin Color	Yes	No		
Change in Hair or Nails	Yes	No		
Varicose Veins	Yes	No		
Breast Pain	Yes	No		
Breast Lump	Yes	No		
Breast Discharge	Yes	No		
• <u>Neurologic</u>				
Frequent or Recurrent Headaches	Yes	No		
Lightheaded or Dizzy	Yes	No		
Convulsions or Seizures	Yes	No		
Numbness/Tingling Sensations	Yes	No		
Tremors	Yes	No		
Paralysis	Yes	No		
Stroke	Yes	No		
Head Injury	Yes	No		
• <u>Psychiatric</u>				
Memory Loss or Confusion	Yes	No		
Nervousness	Yes	No		
Depression	Yes	No		
Insomnia	Yes	No		
• <u>Endocrine</u>				
Glandular or Hormone Problems	Yes	No		
Thyroid Disease	Yes	No		
Diabetes	Yes	No		
Excessive Thirst or Urination	Yes	No		
Heat or Cold Intolerance	Yes	No		
Skin becoming Dryer	Yes	No		
Change in Hat/Glove Size	Yes	No		
• <u>Hematologic/Lymphatic</u>				
Slow to Heal after Cuts	Yes	No		
Bleeding or Bruising Tendency	Yes	No		
Anemia	Yes	No		
Phlebitis	Yes	No		
Past Blood Transfusion	Yes	No		
Enlarged Glands	Yes	No		
Doctor Reviewed: _____			Date	_____

[Continued on next page]

Medical History (circle):

High Blood Pressure	Diabetes Mellitus	Cardiac Disease (Type: _____)
Peripheral Vascular Disease	Stomach Ulcers	Depression/Anxiety    Psychiatric
Thyroid Disease	Cancers Type: _____	Stroke                    Osteoporosis
Joint Disease (Rheumatoid, osteoarthritis, etc.)	Asthma	Substance Abuse Drug: _____
Other: _____		

Surgical History:

\_\_\_\_\_ Appendix  
 \_\_\_\_\_ Gall Bladder  
 \_\_\_\_\_ Neck or Back surgery (specify) \_\_\_\_\_  
 \_\_\_\_\_ Carpal Tunnel Release  
 \_\_\_\_\_ Joint replacements/repairs (specify) \_\_\_\_\_  
 \_\_\_\_\_ Other/please specify: \_\_\_\_\_

Medications (Please List All the Pills You are Taking):

Anti-inflammatories (specify) \_\_\_\_\_  
 Opioid (specify) \_\_\_\_\_  
 Tricyclics (specify) \_\_\_\_\_  
 Anticonvulsants (specify): \_\_\_\_\_  
 Vitamins/Supplements: \_\_\_\_\_  
 Other: \_\_\_\_\_

Allergies/Intolerances to Medications: \_\_\_\_\_

Social History:

Yes No Alcohol                    How much caffeine do you consume? (coffee, tea, soda, etc.) \_\_\_\_\_ Cups  
 Yes No Smoke (Did you ever smoke, if so when did you quit?) \_\_\_\_\_  
 Yes No Non-prescription Drugs (marijuana, cocaine, vitamins, herbs, etc.) \_\_\_\_\_  
 Occupation: \_\_\_\_\_ or on Disability (for how long) \_\_\_\_\_  
 Marital status (circle):    single                    married                    divorced                    separated  
 Children: \_\_\_\_\_

Family History (circle):

High Blood Pressure	Diabetes Mellitus	Cardiac Disease
Peripheral Vascular Disease	Stomach Ulcers	Stroke
Thyroid Disease (Anxiety/Depression/Etc.)	Cancers Type: _____	Psychiatric
Joint Disease (Rheumatoid, Osteoarthritis, Connective tissue disease)		Osteoporosis

Functional History (circle):

Activities of Normal Daily Life:	Independent	Need Assistance	Dependent on Help
Difficulty walking	Yes    No	Difficulty Sleeping	Yes    No
Transfers Problems	Yes    No		
Equipment (ie cane, walker, tub bench, etc.) _____			

Do you exercise routinely (circle): Yes    No  
 Type of Exercise: \_\_\_\_\_                    How Frequent?: \_\_\_\_\_

[Continued on next page]

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

### PAIN DRAWING

Using the symbols given below, mark the area on you body where you feel the described sensations. Include all affected areas. Just to complete the picture, please draw in your face.

Aching  
△△△△

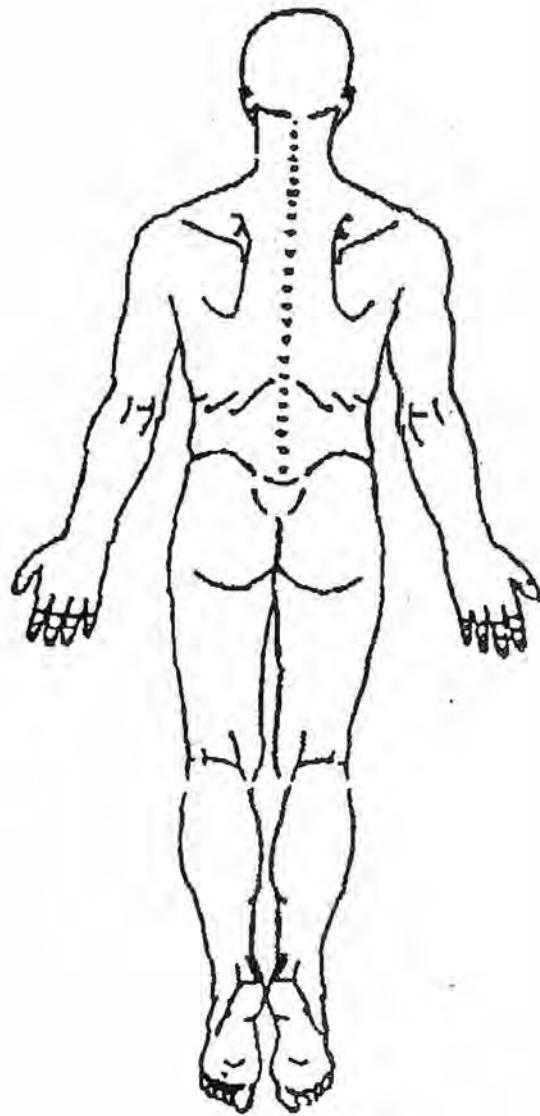
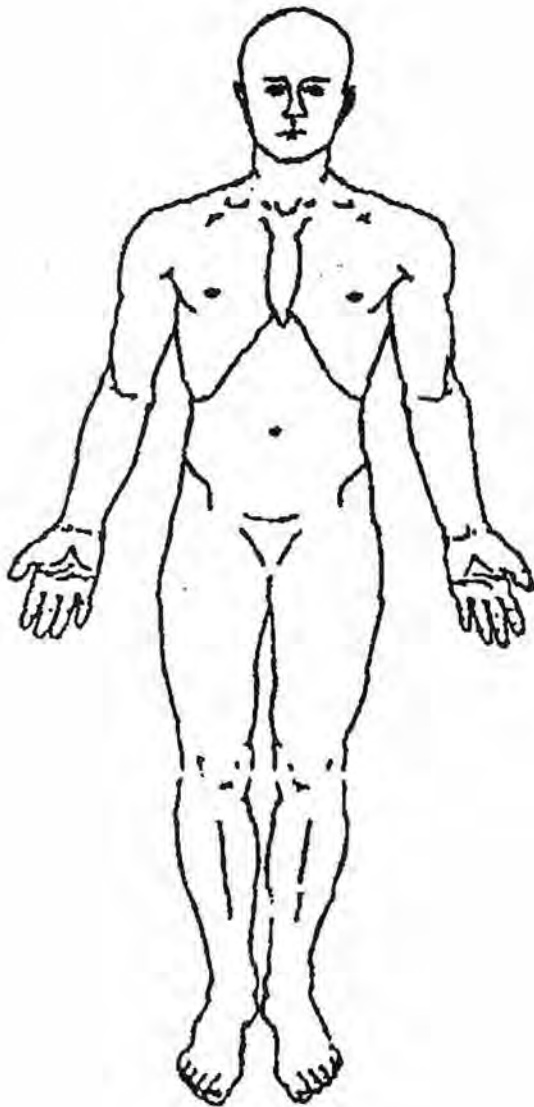
Numbness  
=====

Pins & Needles  
○○○○○

Burning  
XXX

Stabbing  
/////

Other  
.....



**NEW JERSEY SPORTS MEDICINE, LLC  
PAYMENT POLICY**

Thank you for choosing our practice. It is our goal to provide you with quality and affordable health care. In order to avoid any confusion regarding our policies and your responsibility for services rendered, we have set forth below our payment policy. Please read it, ask any questions you may have and then sign in the space provided below.

**Copayments and Deductibles.** All copayments (deductibles) must be paid in full by you at the time services are rendered.

**Patients Without Insurance.** If you do not have any type of health insurance you will be required to pay in full for services rendered at the time services are rendered.

**Methods of Payment.** We accept payment in the form of cash, check, or credit card. We accept Visa, Mastercard, Discover and American Express. For larger out of pocket expenses, New Jersey Sports Medicine also accepts healthcare credit cards that offer convenient finance options to patients. More information on these healthcare credit cards are in the waiting room or you can ask the office manager.

**Insurance; Noncovered Services.** We participate in some insurance plans; however we do not participate in Medicare. Please speak to us to determine whether we participate in your insurance plan. It is your responsibility to notify us if your insurance changes. We will bill your insurance company as a courtesy to you, however, you may be required to supply additional information directly to your insurance company. Any portion of our fee that is not paid by your insurance company remains your responsibility. Your insurance benefit is a contract between you and your insurance company and we are not a party to that contract. Additionally, certain services provided by us may not be covered by your insurance or may not be considered reasonable or necessary by your insurance company. In such event, you are responsible for payment for such services.

**Minors.** If a patient is younger than 18 years of age, a parent or guardian must be responsible for payment of services in accordance with these policies.

**Missed appointments.** We reserve the right to charge \$25.00 for missed appointments not canceled more than 24 hours in advance. This charge is your responsibility and will be billed directly to you. Your insurance company will not pay for this charge.

**Returned Checks.** Checks that are returned from the bank for any reason will be charged a \$30 returned check fee in addition to the amount that you owe. If your check is returned from the bank for any reason in the future you must pay by cash or credit card.

**Proof of Insurance.** You must complete a patient information form before services are rendered. We are required to obtain a copy of your driver's license and current valid insurance card.

**Referrals.** Your insurance plan may require that you obtain a referral for our services at or prior to the time services are rendered. It is your responsibility to know if your insurance company requires a referral and you must obtain the referral prior to your appointment. Many primary care physicians' offices will not issue a referral if not given 24-72 hours. We will accept a faxed referral, but some



primary care physicians will not fax a referral as per their own office policy. If you do not bring a valid referral, you may pay for services rendered and submit a claim to your insurance company for reimbursement. However, it is possible that your insurance company will not reimburse you. In the alternative, you may reschedule your appointment.

**Authorizations.** Authorizations for outside diagnostic tests such as MRI, x-rays, etc. may be obtained by our office staff. However, insurance companies do not guarantee coverage or payment of these services. The patient is responsible for contacting their insurance company to dispute if coverage or a claim is denied for these services.

**Medical Records; Completion of Forms.** If you require copies of your medical records, you must submit a request in writing. We may charge a reasonable copying fee. If we are requested to complete any forms for you (i.e. - forms from patient's insurance carriers, employer, etc.) we charge \$10 per page. This excludes DMV handicap parking certificates and forms for disability. Payment is required at the time forms are submitted to us.

**Past due balances.** Past due balances are due at the earlier of your next office visit or the end of the month. Our billing company, Resolutions, will send you a statement so that you are aware of the amount that you owe. You must make a payment of at least 50% of your past due balance before your next office visit or at the time of your next scheduled office visit. This does not include that day's fee-for-service which must also be paid that same day. If you do not make any effort to pay your past due balance of \$50 or more and >120 days old; we may refer your account to a collection agency and you will be responsible for all collection expenses and attorney fees. We may also not be willing to provide future services except on an emergency basis for a previously treated injury or problem.

**Alternative arrangements.** Other payment arrangements must be discussed with our Practice Administrator. If an agreement is made, it will be put forth in writing and signed by you.

**Questions.** If you have a billing question or question regarding a statement received, you may call Resolutions at 1-877-632-9292.

I have read and understand the above payment policy and accept the terms.

\_\_\_\_\_  
Patient Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date