



# West Rehab Services

Physical, Speech, & Occupational Therapy – Sports Medicine – Wellness

## REGISTRATION INFORMATION

<b>Savannah</b> 1735 Hodgson Mem Dr Savannah, GA 31406 (912) 353-WEST (912) 353-9232 fax	<b>Hinesville</b> 475 South Main Street Hinesville, GA 31313 (912) 368-4131 (912) 368-4132 fax	<b>Richmond Hill</b> 2709 US Highway 17, 2A Richmond Hill GA 31324 (912) 756-5699 (912) 756-5388 fax	<b>Rincon</b> 804 Towne Park Drive Rincon, GA 31326 (912) 826-5450 (912) 826-6413 fax	<b>Pooler</b> 1000 Towne Center Blvd Pooler, GA 31322 (912) 330-0155 (912) 330-0153 fax	<b>Pembroke</b> 205 East Bacon Street Pembroke, GA 31321 (912) 653-0040 (912) 653-0038 fax	<b>Whitemarsh Island</b> 107 Charlotte Rd, Ste. D Wilmington Is, GA 31410 (912) 897-1114 (912) 897-6114 fax	<b>Skidaway Island</b> 11 West Cross Road Savannah, GA 31411 (912) 598-8557 (912) 598-2569 fax
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Patient: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 Last First MI  
 Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_ Social Security#: \_\_\_\_\_  
 Emergency Contact : \_\_\_\_\_ Contact Phone: \_\_\_\_\_ Patient Birth Date: \_\_\_\_\_

Marital Status:  Single  Married  Divorced  Widowed Patient Sex:  M  F  
 Student:  Full Time  Part Time  Not a student Accident Status:  Auto  Work  Other  Not an accident. State: \_\_\_\_\_  
 Patient's Employment:  Full Time  Part Time  Retired  Not Employed Attorney: \_\_\_\_\_

Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Employer's Address: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Referring Physician: \_\_\_\_\_ Phone: \_\_\_\_\_ When did you last see physician? \_\_\_\_\_  
 When is your next appointment with this physician? \_\_\_\_\_ When did you become ill or injured: \_\_\_\_\_

Problem: \_\_\_\_\_ Have you received therapy for this condition before?  Yes  No  
 Who will be responsible for the charges:  Patient  Employer  Other: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Relationship to patient: \_\_\_\_\_

Insurance Company 1: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Insured's Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
 Insured's Employer: \_\_\_\_\_ Group Number: \_\_\_\_\_  
 Insured's Sex: M F Insured's Birthday: \_\_\_\_\_ Insured's Relation to Patient: \_\_\_\_\_

Insurance Company 2: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Insured's Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
 Insured's Employer: \_\_\_\_\_ Group Number: \_\_\_\_\_  
 Insured's Sex: M F Insured's Birthday: \_\_\_\_\_ Insured's Relation to Patient: \_\_\_\_\_

Insurance Company 3: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Insured's Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
 Insured's Employer: \_\_\_\_\_ Group Number: \_\_\_\_\_  
 Insured's Sex: M F Insured's Birthday: \_\_\_\_\_ Insured's Relation to Patient: \_\_\_\_\_

Taken: \_\_\_\_/\_\_\_\_/\_\_\_\_ Where is Rx? \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_ Service: \_\_\_\_\_

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

**PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY AND INITIAL BEFORE YOU SIGN:**

\_\_\_\_\_ I have been provided a HEALTH INFORMATION PRIVACY NOTICE and a NOTICE OF PRIVACY PRACTICES ACKNOWLEDGEMENT and agree to the terms of these documents.

\_\_\_\_\_ I understand that my therapist will set aside between 30 and 90 minutes for my treatment. If I fail to call and cancel any scheduled appointment I cannot attend, I will be responsible for a **\$20 charge for missed appointments without calling.**

\_\_\_\_\_ I understand that my charges will be submitted to my insurance company as a courtesy to me, and that I am financially responsible to West Rehab Services, Inc. for deductibles, co-insurance, and per visit fees not covered by my insurance company or Medicare.

\_\_\_\_\_ I understand that a 1.5% finance charge per month (18% per annum) will be added to my account if my balance is more than 30 days past due, and that attorney fees and/or collection agency fees of up to 30% of my balance may be added for any amounts turned over to them for collection.

\_\_\_\_\_ I hereby consent to treatment and authorize West Rehab Services, Inc. to furnish my insurance company, attorney or legal representative all information they request regarding my account or present illness or injury. I hereby assign to West Rehab Services, Inc. all money I am entitled for all medical expenses relative to the service they provide, but not to exceed my indebtedness to them. All money received that exceeds my indebtedness to them will be refunded when my bill is paid in full.

\_\_\_\_\_ We have contacted your insurance company and they have advised us that you should pay \$\_\_\_\_\_ and/or \_\_\_\_\_ % of your charges per visit in addition to your \$ \_\_\_\_\_ deductible. We will not know if this information is accurate until after your insurance company processes your claims, and we receive an Explanation of Benefits from them. We recommend that you verify these benefits with your insurance company, since you will be responsible for any amount not covered. Auto accident patients are responsible for the full amount of all charges.

\_\_\_\_\_ Counseled by \_\_\_\_\_

\_\_\_\_\_  
Patient's or Responsible Party's Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

Are we in the network? PRIMARY INS: \_\_\_\_\_ Yes \_\_\_\_\_ No / SECONDARY INS: \_\_\_\_\_ Yes \_\_\_\_\_ No

Contact Phone if not: Primary Insurance: \_\_\_\_\_ / Secondary Ins: \_\_\_\_\_ (Notified Kris: \_\_\_\_\_ Yes)

**Primary Insurance**

Benefits to be verified:  PT  OT  ST  SS Insurance coverage 1 was verified with \_\_\_\_\_ (\_\_\_\_\_) Effective Date: \_\_\_/\_\_\_/\_\_\_  
Name of Representative (Ext)

In-Network Benefits: Co-Insurance: \_\_\_\_\_% • Co-Pay: \$\_\_\_\_\_ per visit • Annual Deductible: \$\_\_\_\_\_ • **Remaining** Deductible: \$\_\_\_\_\_ Deductible Renewal Date: \_\_\_/\_\_\_/\_\_\_ • Out of Pocket: \$\_\_\_\_\_ • Out of Pocket **Met**: \$\_\_\_\_\_ • Visit Limit: \_\_\_\_\_ • Visits Used: \_\_\_\_\_

Out-of-Network Ben: Co-Insurance: \_\_\_\_\_% • Co-Pay: \$\_\_\_\_\_ per visit • Annual Deductible: \$\_\_\_\_\_ • **Remaining** Deductible: \$\_\_\_\_\_ Deductible Renewal Date: \_\_\_/\_\_\_/\_\_\_ Out of Pocket: \$\_\_\_\_\_ • Out of Pocket **Met**: \$\_\_\_\_\_ • Visit Limit: \_\_\_\_\_ • Visits Used: \_\_\_\_\_

Is Pre-Certification Required?  Yes  No Pre-Cert No.: \_\_\_\_\_ No. Of Visits: \_\_\_\_\_ Pre-Cert Dates: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Documentation required with claim \_\_\_\_\_

Complete Claim Address: Company: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Secondary Insurance**

Benefits to be verified:  PT  OT  ST  SS Insurance coverage 1 was verified with \_\_\_\_\_ (\_\_\_\_\_) Effective Date: \_\_\_/\_\_\_/\_\_\_  
Name of Representative (Ext)

In-Network Benefits: Co-Insurance: \_\_\_\_\_% • Co-Pay: \$\_\_\_\_\_ per visit • Annual Deductible: \$\_\_\_\_\_ • **Remaining** Deductible: \$\_\_\_\_\_ Deductible Renewal Date: \_\_\_/\_\_\_/\_\_\_ • Out of Pocket: \$\_\_\_\_\_ • Out of Pocket **Met**: \$\_\_\_\_\_ • Visit Limit: \_\_\_\_\_ • Visits Used: \_\_\_\_\_

Out-of-Network Ben: Co-Insurance: \_\_\_\_\_% • Co-Pay: \$\_\_\_\_\_ per visit • Annual Deductible: \$\_\_\_\_\_ • **Remaining** Deductible: \$\_\_\_\_\_ Deductible Renewal Date: \_\_\_/\_\_\_/\_\_\_ Out of Pocket: \$\_\_\_\_\_ • Out of Pocket **Met**: \$\_\_\_\_\_ • Visit Limit: \_\_\_\_\_ • Visits Used: \_\_\_\_\_

Will they pick-up the primary insurance's deductible (if not met)? \_\_\_ yes \_\_\_ no

Is Pre-Certification Required?  Yes  No Pre-Cert No.: \_\_\_\_\_ No. Of Visits: \_\_\_\_\_ Pre-Cert Dates: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Documentation required with claim \_\_\_\_\_

Complete Claim Address: Company: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_ Employee: \_\_\_\_\_