

## INTAKE FORMS

These forms can be returned in the following ways:

- Scan & Email: [info@scia.org.au](mailto:info@scia.org.au)
  - Fax: 02 7202 0944
- Post: PO Box 397, Matraville NSW 2036
  - Dropping a hard copy to your local NeuroMoves site

Please note that intake forms are required prior to attending your initial assessment at NeuroMoves

## Client Information

Client Details		
First Name:	Surname:	
Preferred Name:	Date of Birth:	Age:
Phone:	Mobile:	
Address:		
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other/Detail: _____ <input type="checkbox"/> Prefer not to say		
Preferred pronoun: <input type="checkbox"/> he/ <input type="checkbox"/> him; <input type="checkbox"/> she/ <input type="checkbox"/> her; <input type="checkbox"/> they/ <input type="checkbox"/> them		
Email:	Preferred contact method: <input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> Either	
Are you currently working: <input type="checkbox"/> Yes <input type="checkbox"/> No	Occupation (Adult):	
Are you currently attending school: <input type="checkbox"/> Yes <input type="checkbox"/> No	School Year (Child):	
What language do you speak at home? <input type="checkbox"/> English, or Other: _____ Is a translator required: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please note that if a translator is required, it is the client's responsibility to organise this.</i>		
Do you identify as Aboriginal or Torres Strait Islander? <input type="checkbox"/> Yes <input type="checkbox"/> No		
What is your cultural background? _____		
Next of Kin (Parent/Guardian for children) / Emergency Contact Details		
First Name:	Surname:	
Relationship:	Phone/Mobile:	
Email:	Set this person as the primary contact <input type="checkbox"/> Yes <input type="checkbox"/> No	
Details of Condition		
Type of condition:	<input type="checkbox"/> Spinal Cord Injury SCI Level: _____ ASIA Level: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> N/A or unknown	
	<input type="checkbox"/> Cerebral Palsy <input type="checkbox"/> Multiple Sclerosis <input type="checkbox"/> Traumatic Brain Injury <input type="checkbox"/> Stroke <input type="checkbox"/> Spina Bifida <input type="checkbox"/> Neuropathy <input type="checkbox"/> Other (detail below): _____ _____	
How was injury / condition acquired?		
Treating Hospital:		Date of discharge:
Specialist Name:		
Community GP name & address:		Phone:

<b>Comment briefly on the following to help us prepare for your initial assessment</b>	
Mobility: <input type="checkbox"/> Walk independently <input type="checkbox"/> Use a walking aid <input type="checkbox"/> Manual wheelchair <input type="checkbox"/> Power wheelchair	
Are you currently undertaking any regular exercise? <input type="checkbox"/> Yes <input type="checkbox"/> No Please detail: _____	
Please detail any communication barriers (ie: nonverbal, difficulty understanding/ difficulty in speaking):	
Please detail any challenging behaviours (ie: aggression, frustration, impulsiveness, problems with memory and attention):	
<b>Session Payment</b>	
1. Are you funded through NDIS: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, your therapist will help you and/or your support coordinator (if applicable) to complete an NDIS service agreement following your initial assessment.</i>	
2. Are you funded by another third party (ie: state insurance body, aged care package): <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, your therapist will help you and/or your third party contact (if applicable) to complete a third-party billing details form following your initial assessment.</i> Third party name & contact person: _____	
3. Are you self-funded and planning to pay for sessions privately? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, your therapist will ask you to complete a direct debit payment form following your initial assessment. You may be eligible for a NeuroMoves Fee subsidy – ask your therapist about this</i>	
<b>Additional Information</b>	
How did you hear about us? <i>Tick all that apply</i> <input type="checkbox"/> Current NeuroMoves client <input type="checkbox"/> Referred by a health professional <input type="checkbox"/> Online search <input type="checkbox"/> NDIS Support Coordinator <input type="checkbox"/> Social Media <input type="checkbox"/> Other/Detail: _____	
Name/ details of person who referred you (if known):	
SCIA Membership:	I would like to become a free member of SCIA <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="float: right;">Already a member</span>
Preferred location:	<input type="checkbox"/> Adelaide <input type="checkbox"/> Brisbane <input type="checkbox"/> Melbourne <input type="checkbox"/> Perth <input type="checkbox"/> Canberra <input type="checkbox"/> Clyde <input type="checkbox"/> Liverpool <input type="checkbox"/> Menai <input type="checkbox"/> Penrith <input type="checkbox"/> St Peters <input type="checkbox"/> Lismore
Session type you are interested in: <i>Tick all that apply</i>	<input type="checkbox"/> Locomotor Training <input type="checkbox"/> Activity Based Therapy <input type="checkbox"/> Strength & Conditioning <input type="checkbox"/> Functional Electrical Stimulation <input type="checkbox"/> Gym <input type="checkbox"/> Group <input type="checkbox"/> Hydrotherapy (Adelaide only) <input type="checkbox"/> Unsure

Personal information collected on this form will be retained and used for the purpose of Spinal Cord Injuries Australia (SCIA) providing supports and services. Without this information SCIA may be unable to provide supports and services to you. SCIA might disclose your personal information to a third party such as a Social Worker or other health professional, an employer, an agency or service provider or the relevant Federal or State Government Department as required under our funding agreements. Some of these parties may be located overseas. We may collect personal information from a third party such as your carer, trustee or authorised representative. If you give us personal information about another person, you must ensure they are provided with a copy of this Privacy Notice. Lodging this form with SCIA indicates your consent for SCIA to collect your personal information. Our Privacy Policy contains further details, including accessing personal information we hold about you and making a privacy complaint. You can view our Privacy Policy on our website at: <http://scia.org.au/privacy-policy> or obtain a copy by phoning 1800 819 775.

## Schedule 3: NeuroMoves Terms & Conditions

NeuroMoves (NM) is a service provided by Spinal Cord Injuries Australia (SCIA).

- 1. Information:** A welcome pack will be provided to you with more information about NM. Feel free to discuss this with a NM therapist and more information can be found on the SCIA website.
- 2. Payment:** Prior to your first charged session at NeuroMoves, you will be required to complete an SCIA service agreement that details your responsibilities & SCIA's responsibilities. A copy of the NM fee schedule can be found on our website <https://scia.org.au/neuromoves-how-to-apply/>.
- 3. Supervision and guidance:** At each of your visits to a NM site, our staff or authorised representatives, will provide you with supervision and guidance for your Exercise Program. You will not be required to participate in any activity or exercise as part of the Exercise Program that you do not consider as appropriate and acceptable to you. Prior to, or at any time during, any activity or exercise, you may advise NM staff that you do not wish to take part in an activity or exercise. Your participation in an activity or exercise will confirm that it is appropriate and acceptable to you.
- 4. Medical advice:** You agree to confirm with a medical practitioner that the activity and exercise offered by NM is suitable for you, and to arrange for your medical practitioner to complete our Medical Clearance Form. The Exercise Program does not constitute medical advice, diagnosis or treatment. You are responsible for obtaining all necessary medical advice in relation to NM and your participation in the program.
- 5. NeuroMoves sessions:** Whilst engaging in an Exercise Program you will be responsible for:
  - a. Complying with the reasonable directions of NM staff;
  - b. Immediately advising NM staff of any change to your medical condition or overall health e.g. autonomic dysreflexia, medication change, skin breakdowns, blisters or pressure areas; as a result of the Exercise Program or any other medical condition that may affect your participation in the Exercise Program.
  - c. Advising NM staff at any time if you do not wish to take part in any activity or exercise, or if you feel uncomfortable for any reason; and
  - d. If required, providing your own personal care (such as toileting, washing, dressing and feeding)
- 6. Risks:** Participation in the NM Exercise program carries with it inherent risks for a person with a neurological condition or other impairment. These inherent risks include general and specific risks of harm inherent in participating in exercise therapy. These risks range from minor injury such as scratches, bruising, or muscle strains; to major injury such as bone fracture, joint injury, heart attack or concussion; to catastrophic injury such as further paralysis or death. You acknowledge that as an individual with a neurological condition, you may be at increased risk of osteopenia or osteoporosis, which places you at increased risk of bone fractures.

You understand and acknowledge the inherent risks of participation in the NM Exercise Program and agree:

  - a. that participation in NM therapy and exercise is at your own risk
  - b. that certain risks cannot be avoided despite the exercise of reasonable care and skill
  - c. to assume and accept all risks resulting from or attached to such participation; and
  - d. to give release and indemnity relating to the exercise program, NM staff and our facilities.
- 7. Release and indemnity:**
  - a. To the full extent permitted by law; you release SCIA, its staff and agents from all liability arising out of any duty of care to you in connection with these terms and conditions or your

participation in the NM Program; and you agree not to make any claim against SCIA, its staff and agents relying upon a duty of care in connection with the NM Program.

- b. To the full extent permitted by law; you indemnify SCIA against all liability, claims, loss, costs and expenses (including legal fees, costs and disbursements) arising from or incurred in connection with this agreement or your participation in the NM Program.
- c. Each indemnity in this Agreement is a continuing obligation, separate and independent from other obligations of the parties, and survives termination, completion or expiration of this Agreement.
- d. If at any time a provision of this Agreement is or becomes illegal, invalid or unenforceable; that part of the Agreement shall be severable and no longer form part of the Agreement; however, the Agreement shall otherwise continue in full force and effect.

**8. Termination:** For any reason, either you or SCIA may terminate this agreement upon written notice to the other party. NM reserves the right to not allow you to participate in NM at its absolute discretion.

**9. Cancellation Policy:**

- a. If you are unable to attend a session, you must provide NM with 2 business days' notice of your cancellation. If you do so, you will not be charged for the session and NM will then work with you to reschedule the session.
- b. If you fail to notify NM 2 business days before your scheduled appointment, NM will charge a fee for the cancellation which is 100% of the cost of a session.
- c. If NM are required to cancel your session, NM will give you as much notice as possible, and you will not be charged for this session

**10. Specific Consent:** The below points 10.1 – 10.4 are completely optional. You should read the below points carefully and by ticking the boxes you are agreeing to the statements provided:

10.1 You consent to clinical placement students being involved within your Exercise Program session.	<input type="checkbox"/>
10.2 You consent to NeuroMoves using health and physical assessment data collected of You for research purposes. Your data may be used without identification for external purposes including (but not limited to) scientific journal articles, conference posters or oral presentations.	<input type="checkbox"/>
10.3 You consent to NeuroMoves using any photographs or videos of you taken by SCIA or its authorised representatives during any Visit, for <b>internal purposes</b> including (but not limited to) the training of staff.	<input type="checkbox"/>
10.4 You consent to NeuroMoves using any photos/videos of You taken by NeuroMoves or its authorised representatives during any Visit, for <b>external purposes</b> including (but not limited to) publication on promotional materials on the SCIA website & social media.	<input type="checkbox"/>

By signing below, you acknowledge and warrant that you have read and understood the terms and conditions listed above and provide your informed consent to participate in the NeuroMoves program:

\_\_\_\_\_  
Name of Participant

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Parent/Guardian (if applicable)

\_\_\_\_\_  
Signature of Parent/Guardian (if applicable)

\_\_\_\_\_  
Date

Dear Doctor,

Your patient \_\_\_\_\_ would like to participate in exercise therapy at NeuroMoves. NeuroMoves provides a range of exercise programs for people with a neurological or physical disability. All sessions are conducted by a Physiotherapist or Exercise Physiologist. Medical Clearance is required every 12 months. **It is up to you to decide if your patient requires a bone mineral density scan to undertake exercises that involve weight bearing to the lower limbs at NeuroMoves.**

Please **tick** the following exercises that you provide clearance to be executed at NeuroMoves. Please, provide any further necessary information about your patient on page two. If you would like to discuss the best option for your patient, please call NeuroMoves on 1800 819 775.

**Functional, task-specific exercises conducted out of the wheelchair that can involve load bearing to the limbs. Involving but not limited to:**

- Body Weight Supported Treadmill Training (BWSTT)
- Load bearing (partial and full) in different positions including standing, kneeling, crawling
- Repetitive task-specific exercises
- Gait and balance training
- Sitting balance and bed mobility
- Strength and conditioning

- Intensity can vary between 1 to 5 sessions per week dependent on patient's goals and funding.

**Wheelchair-based exercises, no load bearing. Involving but not limited to:**

- Strength exercises (weight machines, thera band, dumbbells, medicine balls)
- Cardiovascular exercises (arm ergo, boxing)
- Motor control exercises involving balance (throwing, catching)
- General mobility training

**Hydrotherapy (Available in Adelaide, Perth and Lismore only)**

- Warm water based exercises to assist with increasing muscle strength, reduce muscle/joint stiffness and pain, therefore increasing mobility

**Functional Electrical Stimulation (FES) cycling and isolation**

- Use of electrical stimulation on paralysed, weak or spastic muscles associated with cycling action or functional movements

**Gym**

- A general health and wellbeing program involving muscle strengthening and aerobic fitness exercises
- Facilitated in a group setting
- Patients are encouraged to bring their carers to assist with specific assistance (i.e. specific assistance gloves and changing weights)

I hereby approve, Name: \_\_\_\_\_

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

D.O.B: \_\_\_\_\_

To participate in the selected NeuroMoves exercises as outlined above.

Their current rest Blood Pressure is: \_\_\_\_\_/\_\_\_\_\_ mmHg, \_\_\_\_\_ HR

*If your patient has hypertension what is a safe resting Blood Pressure for exercises. At NeuroMoves, our cut off to commence exercise is 160/100mmHg. If you are happy for your patient to exercise above this threshold, please inform the desired maximum BP.*

No BP Issues

Clearance for BP \_\_\_\_\_/\_\_\_\_\_ mmHg

Current medication form attached.

Additional recommendations:

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Name: \_\_\_\_\_

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

Provider No.: \_\_\_\_\_ Date: \_\_\_\_\_



Please give the completed report to your client or send to [info@scia.org.au](mailto:info@scia.org.au) or fax (02) 7202 0944. If you wish to discuss further please do not hesitate to contact NeuroMoves on 1800 819 775.