

**HACKETTSTOWN MEDICAL CENTER**  
**PHYSICAL/OCCUPATIONAL THERAPY PROCEDURE MANUAL**  
**INITIAL EVALUATION**

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**Effective Date:** May, 1987  
**Cross Referenced:**  
**Reviewed Date:** 09/12, 03/16  
**Revised Date:**

**Policy No:** 5200-2.002/5300-2.002  
**Origin:** Physical/Occupational Therapy  
**Authority:** Therapy Services Manager  
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**POLICY**

An initial evaluation of each and every patient will be performed by a licensed physical therapist/occupational therapist to determine a treatment plan that is based upon the order of the referring physician. Inpatient evaluations are completed within 24 hours of referral for physical therapy and within 72 hours for occupational therapy.

**PROCEDURE**

Inpatient evaluations are documented in HIS system.

Outpatient evaluations are completed on the appropriate form and sent to the referring physician via fax for signature to certify plan of care.

Whenever possible, appropriate standard outcomes measures are completed.

Evaluations include the following format:

Patient Data: Physician-provided primary and secondary diagnoses, with onset dates; patient's age, sex; relevant testing, consultations; previous functional ability, occupation.

Past Medical History: Additional diagnoses; previous injury, surgery; allergies; medications.

Subjective: Chief complaint/information reported by the patient or family; pain, including location and description. Also includes the patients' goals for rehabilitation.

Objective: (Measurable findings)

Structural: Assessments of posture, body structure, edema, skin integrity.

Mobility: Assessments of range of motion, trunk mobility, muscle flexibility.

Neurological: Assessments of strength, reflexes, muscle tone, synergistic patterns, perception, sensation and proprioception.

Palpation: Assessments for tenderness, trigger points, muscle guarding.

Special Tests: Assessment for joint accessory motions, cognitive level.

Functional: Assessments for functional status and functional limitations, functional endurance capacity, gait, performance of activities of daily living.

Assessments: Problem list of impairments and functional limitations, with notes of therapy diagnoses/conditions based on therapist's interpretation of above.

**Goals** which are measurable with specific time frames, including functional goals, and barriers which may affect achievement of goals. Both short and long term goals are to be identified. Goals are to relate to identified impairments and functional limitations.

Plan: Therapy plan of care including treatment program with recommended frequency. Discharge recommendations are also to be identified.