

14050 N. 83rd Ave Suite 230 Peoria, AZ 85381

> Tel: 623-776-7577 Fax: 623-776-7597

www.exclusivelyspine.com

Welcome! We appreciate your help in providing this information we need to complete your medical record.

Name:			Employer Na	ne:							
Last	First	MI									
Home Street Address					☐ Unemployed						
City	State	Zip	Physician's N	ame:							
Phone:			Phone number	er:	City:						
Home	Work		Date of next	scheduled appoint	ment:						
Cell	E-mail		In case of emergency, please notify:								
Schedule Reminder:	Text	Email	Name:		Ph:						
Date of Birth:	Age:		Have you eve	r seen one of our	therapists before?	□ Yes □ No					
Social Security #:	Required		How did you	hear about us?	Please be sp						
Driver's License #:	•			_	Please be sp	ecific					
Insured's Social Security#: Does your employer conside Is this injury part of an open	er this a work injury?	□ Yes □ No									
I have read and fully under Spine Physical Therapy, LLC payment, evaluating the qu that I have the right to resoperations if I notify the prestriction on a case-by-case I hereby acknowledge the Therapy, LLC's Notice of In writing at any time.	C may use or disclose mality of services provide trict how my personal hatching. I also be basis, but does not have use and disclosure of n	y personal heal d and any adm nealth information understand that we to agree to re- my personal hea	Ith information for inistrative operation is used and dat Exclusively Spiequests for restricted information of the information	or the purposes of ions related to tre isclosed for treatine Physical Theractions. For purposes as n	carrying out treatment or payment and ment, payment and py, LLC will considuted in Exclusively	ment, obtaining at. I understand administrative aler requests for Spine Physical					
Please provide your e-mail a notification of future annour other vendors or companies	ncements or specials. No	te: Exclusively	Spine Physical Ti	nerapy will not sel	l or distribute this a						
Email a	address:										
I attest that the above in	nformation is true and	l correct.	Printed Na	me:							
Signature:			Date:			Revised 11-22-16					



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Notice of Privacy Practices (HIPPA)

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review this document carefully.

We are required to abide by the terms of the Notice of Privacy Practices. We reserve the right to change our Notice of Privacy Practices at any time and those changes will apply to any protected health information that we maintain at that time. We will provide you with a revised Notice of Privacy Practice upon request or upon your return for future treatment.

In this notice, "we", "our" or "us" means this FACILITY and our workforce of employees, contractors and volunteers. "You" and "your" refers to each of our patients who are entitled to a copy of this notice. We are required by federal and state law to protect he privacy of your health information. Protected Health Information (PHI) refers to health information that may specifically identify you.

Ways we may use or disclose your Protected Health Information

We use or disclose your PHI for certain activities or health care operations. We will also disclose your PHI as required or permitted by the law.

Treatment: We use and disclose your PHI in the course of your treatment. For example, once we have completed your evaluations or re-evaluations we will send a copy of summary of our report to your referring physician.

Payment: We may disclose your PHI for payment purposes. A bill may be sent to you or a third-party payer. The information on or accompanying the bill may include your PHI including treatments received, diagnosis, and social security number.

Health Care Operations: We may use your PHI to support business activities of this practice. For example; employee review activities, quality assessment, compliance monitoring, training for therapy students and resolution of a complaint.

Special Services: We may also use or disclose your PHI for appointment reminders, follow up calls, advise of new services or supplies offered. We verbally may share some of your PHI with a family member or friend if they are involved in your care. We may use your PHI in an emergency if you are unable to express yourself.

Other required uses of PHI:

- 1. When required by law.
- 2. For public health activities. For example reporting a communicable disease or reporting an adverse reaction to the FDA.
- 3. To report neglect, abuse or domestic violence.



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- 4. To the government regulators for purposes such as conducting audits and investigations.
- 5. To the appropriate military command authorities, If you are a member of the military.
- 6. To worker's compensation agencies for workers' compensation benefit determination.

Your privacy rights

- 1. You have the right to request in writing that we do not use or disclose your PHI in a particular way. We are not required to abide by all requests.
- 2. You have the right to confidential communication if requested in writing. You may request that we us a specific address or phone number or all communication as long as it does not interfere with your method of payment.
- 3. You have the right to inspect and copy your PHI when requested in writing. We must respond to your request within thirty days. We may charge a reasonable fee for copying and labor time related to copying and we may require an appointment for record inspection.
- 4. You have the right to make amendments to your PHI if requested in writing. We are not obligated to make all requested amendments. However, if we accept the amendment we must notify you and make efforts to notify others who may have the original record.
- 5. You have the right to revoke your authorization to disclose your PHI at any time in writing.
- 6. You have the right to an accounting of certain disclosures that we have made by us regarding your PHI. The request must be in writing.
- 7. If you have received this notice electronically, and wish to receive a paper copy, you have the right to obtain a paper copy by making a request in writing to the Privacy Officer, Exclusively Spine Physical Therapy, LLC, 14050 N. 83rd Ave, Ste. 230, Peoria, AZ, 85381.
- 8. You have the right to complain if you feel your privacy rights have been violated. All complaints should be made in writing to the Privacy Officer, Exclusively Spine Physical Therapy, LLC, 14050 N. 83rd Ave, Ste. 230, Peoria, AZ, 85381. You may also submit a written complaint to the U.S. Department of Health and Human Services.

If you have any questions about this notice please contact the Privacy Officer listed below:

Melissa Hourihan, P.T., D.P.T. Exclusively Spine Physical Therapy, LLC 14050 W. 83rd Ave, Suite 130 Peoria, AZ 85381



Important Company Policies for a Successful Relationship

We appreciate the confidence you have shown in choosing us as your healthcare provider. We strive to provide the highest quality of care to all of our patients. We will make every effort to schedule appointments that are convenient for you, but we ask that you please follow the guidelines below. Please initial each policy to indicate that you have read and understand it. Thank you.

	_Late Policy "10 minutes"
	Being late will require you to either reschedule or wait for the next available opening. There are no guarantees since openings due to cancellations are unpredictable. Showing up late to an appointment can undeservedly compromise the care of another patient.
	_24-Hour Advance Notice Fee
	If you wish to change or cancel an appointment we require a minimum 24-hour advance notice. Anything less will result in a \$20 fee charged to your account. It costs us money to make appointments available to you. Whether you attend or not we still accrue the expenses (for staff wages, rent, etc.) We don't charge you the actual cost for that appointment but rather a mere \$20 fee. We do NOT make money with this charge: it's only to act as a deterrent from making last minute changes. Advance notice allows someone else (who needs it) time to reserve it in place of you. Please be courteous and responsible. Thank you.
	_Copay, co-insurance, and deductible payments are due upon arrival
	If you happen to forget your wallet or checkbook we may still be able to see you upon completion of an "Extension Request" form. This is a "promise-to-pay" and carries a $$2.50$$ fee that allows you to keep your appointment.
	No-Shows are bad
	If you fail to show for an appointment without notice all future appointments will be removed and a \$20 fee will be added to your account. You may reschedule appointments again on a "first come first serve basis."
	Cell phones must be shut OFF or silent.
	Cell phones/smart phones are a distraction and can be a danger and/or decrease the quality of your care/treatment program. We realize emergencies may arise and therefore allow you to carry your cell phone during your session. However, please be courteous and set to silent mode or turn off. Thank you.
	_Children requiring supervision are NOT allowed to attend sessions with you.
	Unless your child does not require supervision, please do not bring them to your appointment. If any disturbance is caused to other patients or staff members you may be asked to terminate your session early and attend to your child.
Pleas	e sign your name below indicating that you understand and have read this policy.
Print	name

Date

Patient signature



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CURRENT SYMPTOMS: Ple	ase describe th	Date: cribe the symptoms you are seeking treatment for:													
			· 												
Please use the key below to mark w	here your symp	otom	s are	loca	ited	and	wha	t kin	d of	sym	ptoi	ms y	ou a	re havin	g.
EY: umbness ns & Needles oooo urning Pain xxxxx cabbing Pain /////		H. H.		Ğ	R										
 PAIN LEVELS/SYMPTOM HISTORY Please circle the number the Please put a box around the Please underline your current 	number that o	•					best.								
Body part	be	est	0	1	2	3	4	5	6	7	8	9	10	worst	
Body part														worst worst	
	b	est	0	1	2	3	4	5	6	7	8	9	10		
Body part	bo	est	0	1	2	3	4	5 5	6 6	7 7	8	9	10 10	worst	
Body part	bo	est est est	0 0 0	1 1 1	2 2 2	3 3 3	4 4 4	5 5 5	6 6	7 7	8	9 9	10 10	worst worst	
Body part Body part	bo bo bo n for these syn	est est est pto n	0 0 0 ms:	1 1 1	2 2 2 Yes	3 3 3	4 4 4	5 5 5 No	6 6 6	7 7 7	8 8 8	9 9 9	10 10 10	worst worst	
Body part Body part Body part Are you currently seeing a physicia	bo bo bo n for these sym	est est est npton	0 0 0 ms:	1 1 1	2 2 2 Yes	3 3 3 Next	4 4 4	5 5 5 No	6 6 6	7 7 7	8 8 8	9 9 9	10 10 10	worst worst worst	
Body part Body part Body part Are you currently seeing a physicia Physician Name:	n for these sym	est est est npton	0 0 0 ms:	1 1 1	2 2 2 Yes	3 3 3 Next	4 4 □ N	5 5 5 No	6 6 8	7 7 7	8 8 8	9 9 9	10 10 10	worst worst worst	
Body part Body part Body part Are you currently seeing a physicia Physician Name: How long have you had these symp	n for these symptoms?	est est est npton	0 0 0 ms:	1 1 1	2 2 2 Yes	3 3 3 Next	4 4 □ N	5 5 No edul	6 6 l ed a	7 7 7	8 8 sintn	9 9 9 nent	10 10 10	worst worst worst	
Body part Body part Body part Are you currently seeing a physicia Physician Name: How long have you had these symptoms g	n for these syntax	est est npton en? res Bette	0 0 0 ms:	1 1 1 iradu	2 2 2 Yes	3 3 3 Next	4 4 4 t sch	5 5 No edul sudde	6 6 l ed a	7 7 7	8 8 8 sintn	9 9 9	10 10 10	worst worst	
Body part	n for these syntax otoms? radual or suddenthe past? ting: our current syntax	est est npton en? res Bette	0 0 0 ms:	1 1 1 irradu	2 2 2 Yes alal N which predicts to lift attion	3 3 3 Next	4 4 4 St sch	5 5 5 No edul udde	6 6 6 ed a en e ep	7 7 7 mppo	8 8 8 sintn le? angi	9 9 nent	10 10 10 t::	worst worst	ing

Does the pain wake you at night? □ Yes □ No *If yes, is it present:* □ While lying still □ With position change

Patient Nan	ne:			Date:		
Do you have	e pain/stiffness u	pon gett	ting out of bed in the	e morning?	No	
What aggra	<i>vates</i> your sympt	oms?	(check all	that apply)		
□ Sitting	Ì	□ Lyi	ng down	☐ Looking up overh	ead \square R	eaching overhead
_			ing from sit to	☐ Talking, chewing		eaching behind back
□ Walking S			1	☐ Swallowing	□R	eaching in front of
			/down stairs	☐ Coughing/sneezir		-
□ Sleeping		□ Str		☐ Taking a deep bre	-	eaching across body
□ Bending						
□ Recreatio	n/sports including	ζ		·	•	
□ Housewo	rk including					
What reliev	es your symptom	د ؟	(check all th	nat annly)		
☐ Lying dow		•	□ Massage		□ Nothing	
☐ Sitting			☐ Topical Crea	ms	□ Other:	
□ Standing			□ Stretching		- other.	
□ Walking			□ Exercise			
□ Heat			□ Wearing a sp	lint/orthosis		
□ Cold			□ Medication			
		_	•			
	REATMENTS:			atments you have had for	tnese symptoms	s:
Treatment:		Date:	, n	esponse to Treatment:		
PREVIOUS T	ESTING: Yes	<i>Have</i> No		g/testing performed for t nen and where were these		
X-Ray						
MRI						
CT Scan						
Dexascan						
Other						
PAST MEDIC	CAL HISTORY	Yes	No		Yes	No
Diabetes				Anemia		
Osteoporosi	is/Osteopenia			Dizziness		
High Blood I	Pressure			Depression		
Stroke/CVA				Anxiety/Panic Disor	der □	
Pacemaker				Mental Illness		
Abdominal A	Aortic Aneurysm			Headaches		
Elevated Ch	olesterol			Ankylosing Spondyl	itis 🗆	
Heart Attacl	<			Spondylolisthesis		
Angina				Metal Implants		
Seizures				Fractures		
Hernia				Shoulder Injury		
Cancer				Arthritis		
COPD				Hepatitis/AIDS		
Parinharal V	ascular Dispasa			Thyroid Conditions		

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Patient Name:			Date:						
	Ye	s No			Yes	No			
Kidney or Bladder Disorder			Visual Impairment						
Bleeding Disorder			Hearing Impairments						
Current Fever/Chills			Unexplained weight ch	nange					
Numbness genital/anal area		П	Bowel/bladder proble	_					
Alcohol use			Drug Use	5					
If yes how much?	_		_	ten?					
Smoke	//0		Current Pregnancy		П				
If yes how many packs per	_	-	· · · · · · · · · · · · · · · · · · ·	onths	_				
<u> </u>	prescri ge and f	iption and non pre	nedical history not listed we shou escription, vitamins, home remedi	ies, bi	irth contro	ol pills, herbs y			
Are you allergic to any med Please list all surgeries you			f yes, please list:L	Date:					
FAMILY MEDICAL HISTORY			ur immediate family ever had any	-	-	-			
	No	Relation		Yes	_	Relation			
Heart Disease - /=			Alcohol/Drug Abuse						
Cancer/Type			Diabetes						
Hypertension			Elevated Cholesterol						
Stroke 🗆			Asthma						
Mental Illness			COPD						
Death before 50 □			Bleeding disorder						
Please list any other family h	nistory	that may be impor	rtant to your care:						
HOME EVIRONMENT									
□ Married □ Single	п	Living Alone	☐ Children Ages:						
•		-	rith household activities and yard	work	activities	? □ Yes □ No			
			o climb?	WOI N	activities				
•	•	•							
Other relevant information	apout	nome environmei	nt:						

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Patient Name: Date:
WORK EVIRONMENT
□ Employed □ Student □ Retired □ Unemployed □ Homemaker
☐ Full time ☐ Part Time ☐ Limited Hours ☐ Restricted Duty
☐ Employed but presently not working due to my condition
□ Previously employed and receiving disability benefits for my condition
Are you currently seeking disability benefits for this condition? Yes No Short Term Long Te
What is/was your occupation?:
What are your physical activities at work? (check all that apply)
☐ Sitting ☐ Standing ☐ Phone Use ☐ Computer Use ☐ Heavy Lifting ☐ Repetitive lifting
☐ Heavy equipment operation ☐ Driving ☐ Other:
PREVIOUS FUNCTIONAL ACTIVITY LEVEL
Prior to this injury
• How would you rate your overall health? ☐ Excellent ☐ Good ☐ Average ☐ Fair ☐ Poor
Were you able to perform all self care activities? □ Yes □ No
Were you able to perform all housework/child care /yard work activities? □ Yes □ No
Were you able to perform all work duties? □ Yes □ No
Did you exercise outside of your normal everyday activities? □ Yes □ No
If yes, how often and what type:
What did your recreational/sport activities consist of:
 Are you able to perform all housework/child care /yard work activities?
Are there any other activities that you are unable to do? Yes No No What are your goals for your treatment?
Other information you believe is relevant to your treatment:

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Oswestry Low Back Pain Disability Questionnaire



Please read:

This questionnaire has been designed to give the doctor/clinician information as to how your back pain has affected your ability to manage in everyday life. Please answer every section and mark in each section only the ONE sentence which applies to you. We realize you may consider that two of the statements in any one section relate to you, but please just mark the sentence which most closely describes your problem.

NAME:	DATE:
Section 1 – Pain Intensity	Section 6 – Standing
☐ I can tolerate the pain I have without having to use pain	☐ I can stand as long as I want without extra pain.
killers.	☐ I can stand as long as I want but it gives me extra pain.
☐ The pain is bad but I manage without taking pain killers.	☐ Pain prevents me from standing for more than 1 hour.
☐ Pain killers give complete relief from pain.	☐ Pain prevents me from standing more than 30 minutes.
☐ Pain killers give moderate relief from pain.	☐ Pain prevents me from standing more than 10 minutes.
☐ Pain killers give very little relief from pain.	☐ Pain prevents me from standing at all.
☐ Pain killers have no effect on the pain and I do not use	
them.	Section 7 – Sleeping
	☐ Pain does not prevent me from sleeping well.
Section 2 – Personal Care (Washing, Dressing, etc.)	☐ I can sleep well only by using tablets.
☐ I can look after myself normally without causing extra pain.	☐ Even when I take tablets I have less than six hours sleep.
☐ I can look after myself normally but it causes extra pain.	☐ Even when I take tablets I have less than four hours sleep.
☐ It is painful to look after myself and I am slow and careful.	☐ Even when I take tablets I have less than two hours sleep.
☐ I need some help but manage most of my personal care.	☐ Pain prevents me from sleeping at all.
☐ I need help every day in most aspects of self care.	
☐ I do not get dressed, wash with difficulty and stay in bed.	Section 8 – Sex Life
	 My sex life is normal and causes no extra pain.
Section 3 – Lifting	My sex life is normal but causes some extra pain.
☐ I can lift heavy weights without extra pain.	My sex life is nearly normal but is very painful.
☐ I can lift heavy weights but it gives me extra pain.	My sex life is severely restricted by pain.
☐ Pain prevents me from lifting heavy weights off the floor,	My sex life is nearly absent because of pain.
but I can manage if they are conveniently positioned, e.g.,	☐ Pain prevents any sex life at all.
on a table.	
□ Pain prevents me from lifting heavy weights but I can	Section 9 – Social Life
manage light to medium weights if they are conveniently	☐ My social life is normal and gives me no extra pain.
positioned.	☐ My social life is normal but increases the degree of pain.
☐ I can lift only very light weights.	☐ Pain has no significant affect on my social life apart from
☐ I cannot lift or carry anything at all.	limiting my more energetic interests, e.g., dancing, etc.
Section 4 – Walking	☐ Pain has restricted my social life and I do not go out as
Pain does not prevent me walking any distance.	often.
☐ Pain prevents me walking more than 1 mile.	Pain has restricted my social life to my home.
Pain prevents me walking more than ½ mile.	☐ I have no social life because of pain.
☐ Pain prevents me walking more than ¼ mile.	Section 10 – Traveling
☐ I can only walk using a stick or crutches.	Section 10 Traveling
☐ I am in bed most of the time and have to crawl to the toilet.	☐ I can travel anywhere without extra pain.
	☐ I can travel anywhere but it gives me extra pain.
Section 5 – Sitting	Pain is bad but I manage journeys over two hours.
☐ I can sit in any chair as long as I like.	Pain restricts me to journeys of less than one hour.
☐ I can only sit in my favorite chair as long as I like.	Pain restricts me to short necessary journeys less than 30
☐ Pain prevents me from sitting more than 1 hour.	minutes.
☐ Pain prevents me from sitting more than ½ hour.	☐ Pain prevents me from traveling except to the doctor or
☐ Pain prevents me from sitting more than 10 minutes.	hospital.
☐ Pain prevents me from sitting at all.	

Neck Disability Index



Please read:

This questionnaire has been designed to give the doctor/clinician information as to how your back pain has affected your ability to manage in everyday life. Please answer every section and mark in each section only the ONE sentence which applies to you. We realize you may consider that two of the statements in any one section relate to you, but please just mark the sentence which most closely describes your problem.

NAME	<u></u>	DATE:	
Section	1 – Pain Intensity	Section 6 – Concentration	
	I have no pain at the moment.	☐ I can concentrate fully when I want to with no difficulty.	
	The pain is very mild at the moment.	☐ I can concentrate fully when I want to with slight difficulty.	
	The pain is moderate at the moment.	☐ I have a fair degree of difficulty in concentrating when I	
	The pain is fairly severe at the moment.	want to.	
		☐ I have a lot of difficulty in concentrating when I want to.	
	The pain is the worst imprinable at the moment.		
	The pain is the worst imaginable at the moment.	☐ I have a great deal of difficulty concentrating when I want to.	
		☐ I cannot concentrate at all.	
_	2 – Personal Care (Washing, Dressing, etc.)		
	I can look after myself normally without causing extra pain.	Section 7 – Work	
	I can look after myself normally but it causes extra pain.	☐ I can do as much work as I want to.	
	It is painful to look after myself and I am slow and careful.	☐ I can only do my usual work, but no more.	
	I need some help but manage most of my personal care.	☐ I can do most of my usual work, but no more.	
	I need help every day in most aspects of self care.	☐ I cannot do my usual work.	
	I do not get dressed, wash with difficulty, and stay in bed.	☐ I can hardly do any work at all.	
		☐ I can't do any work at all.	
Section	3 – Lifting	Section 8 – Driving	
	I can lift heavy weights without extra pain.	☐ I can drive my car without any neck pain.	
	I can lift heavy weights but it gives me extra pain.	☐ I can drive my car as long as I want with slight pain in my	
	Pain prevents me from lifting heavy weights off the floor,	neck.	
	but I can manage if they are conveniently positioned, e.g.,	☐ I can drive my car as long as I want with moderate pain in	
	on a table.	my neck.	
	Pain prevents me from lifting heavy weights but I can	☐ I can't drive my car as long as I want because of moderate	
	manage light to medium weights if they are conveniently	pain in my neck.	
	positioned.	☐ I can hardly drive at all because of severe pain in my neck.	
	I can lift only very light weights.	☐ I can't drive my car at all.	
	I cannot lift or carry anything at all.	i can tunve my car at an.	
	realmet me or earry anything at an.	Section 9 – Sleeping	
		☐ I have no trouble sleeping.	
Section	4 – Reading	☐ My sleep is slightly disturbed (less than 1 hour sleepless)	
	I can read as much as I want to with no pain in my neck.	☐ My sleep is mildly disturbed (1-2 hours sleepless)	
	I can read as much as I want to with slight pain in my neck.	☐ My sleep is moderately disturbed (2-3 hours sleepless)	
	I can read as much as I want to with moderate pain in my	☐ My sleep is greatly disturbed (3-5 hours sleepless)	
	neck.	My sleep is completely disturbed (5-7 hours sleepless)	
	I can't read as much as I want because of moderate pain in	in wy siecep is completely distarbed (5 / mours siecepiess)	
	my neck.	Section 10 – Recreation	
	I can hardly read at all because of severe pain in my neck.	☐ I am able to engage in all my recreational activities with no	
	I cannot read at all.	neck pain at all.	
		☐ I am able to engage in all my recreational activities with some pain in my neck	
Section	5 – Headaches	☐ I am able to engage in most, but not all, of my usual	
	I have no headaches at all.	recreational activities because of pain in my neck.	
	I have slight headaches which come infrequently.	I am able to engage in a few of my usual recreational	
	I have moderate headaches which come infrequently.	activities because of pain in my neck.	
	I have moderate headaches which come frequently.	☐ I can hardly do any recreational activities because of pain in	
		· · ·	1
	I have severe headaches which come frequently. I have headaches almost all the time.	my neck. I can't do any recreational activities at all.	
	i nave neaudules alliust all tile tille.	☐ I can't do any recreational activities at all.	



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Symptom Intensity Rating

Patient Name:	 	Date:	

Please Read:

For each catergory below, please indicate the severity of the symptoms using the 1-10 point scale where 0 = No Symptoms and 10 = Extreme Symptoms

	No Symptoms							Ex	treme S	Sympto	ms
Neck Pain	0	1	2	3	4	5	6	7	8	9	10
Shoulder Pain	0	1	2	3	4	5	6	7	8	9	10
Headaches	0	1	2	3	4	5	6	7	8	9	10
Dizziness	0	1	2	3	4	5	6	7	8	9	10
Nausea	0	1	2	3	4	5	6	7	8	9	10
Stiff Neck	0	1	2	3	4	5	6	7	8	9	10
Shoulder Blade Pain	0	1	2	3	4	5	6	7	8	9	10
Arm Pain	0	1	2	3	4	5	6	7	8	9	10
Pins & Needles	0	1	2	3	4	5	6	7	8	9	10
Numbness	0	1	2	3	4	5	6	7	8	9	10
Neck Weakness	0	1	2	3	4	5	6	7	8	9	10
Arm Weakness	0	1	2	3	4	5	6	7	8	9	10