

Form DFS-F5-DWC-25 Completion/Submission Instructions

GENERAL INFORMATION

The Form DFS-F5-DWC-25 has been adopted by the Florida Division of Workers' Compensation in Rule 69L-7.602, F.A.C., as the required reporting form for physicians to recommend medical treatment and report the medical status of the injured employee to insurers/employers ~~the medical treatment and medical status of the injured employee~~, including the establishment of the date of maximum medical improvement and assignment of permanent impairment rating, when applicable, pursuant to Sections 440.13(4)(a) and 440.15(3)(d), F.S. The Form DFS-F5-DWC-25 shall be submitted by the provider to the insurer, and to the employer upon request, upon the occurrence of any actionable event (change in treatment plan, regime, therapies, prescriptions, or functional limitations or restrictions), and following the injured employee achieving maximum medical improvement, in accordance with the conditions and timeframes established in this rule. In instances where the form is submitted without the occurrence of any actionable event, receipt of new information or patient re-examination, it is anticipated that the provider will submit the form reflecting an unchanged patient status. No Form DFS-F5-DWC-25 shall be required in the instances defined in the Completion Exceptions section of these instructions.

Insurers/employers and providers shall utilize only the Form DFS-F5-DWC-25 for physician reporting of the injured employee's medical treatment/status. Any other reporting forms may not be used in lieu of or supplemental to the Form DFS-F5-DWC-25.

Accurate completion of the Form DFS-F5-DWC-25 and the terms used herein do not create any access to medical services or alter any conditions associated with the provision or reimbursement of medical services other than as allowed in Section 440.13, F.S.

No reimbursement shall be made for completion of the Form DFS-F5-DWC-25 ~~except for provision of health care provider services that include~~. The Form DFS-F5-DWC-25 is the exclusive form to be used when reporting establishment of the date of maximum medical improvement and assignment of an impairment rating ~~as specified in rule 69L-7.602, F.A.C.~~

~~For dates of accident October 1, 2003 or after,~~ It is the physician's primary responsibility in treating the injured employee to apply provisions of Sections ss.440.09 and 440.13, F.S. when:

- a. Evaluating an injury or illness,
- b. Ordering, prescribing or rendering remedial treatment care or attendance, and
- c. Assigning functional limitations or restrictions.

COMPLETION REQUIREMENTS

~~WHO must complete the Form DFS-F5-DWC-25:~~

- ~~• All physicians (including physician assistants and ARNPs under supervision of a physician) who provide direct billable services immediately following the reported work related injury, regardless of location.~~
- ~~• Physicians providing preliminary treatment, care or attendance in the emergency room of a hospital licensed under Chapter 395, F.S. shall be required to accurately complete Items 1-8, 10, 11, 18, 19 and signature.~~
- ~~• All principal physicians or physicians accepting consults/referrals or transfers of care, including physician assistants and ARNPs under supervision of a physician, who provide ongoing treatment, care or independent medical examinations.~~

COMPLETION GUIDELINES

Physicians completing the Form DFS-F5-DWC-25 must apply the following guidelines:

- Accurate completion and submission of the Form DFS-F5-DWC-25 does not fulfill the provider requirement to obtain prior insurer approval and authorization for referrals, consultations, treatment plans, and/or other medically necessary services.
- Accurate completion and submission of the Form DFS-F5-DWC-25 is in addition to medical billing forms required pursuant to this rule.
- The Form DFS-F5-DWC-25 does not replace physician notes, medical records or required medical billing reports.
- Physician notes, medical records, or other relevant diagnostic tests and evaluations must be consistent with all information submitted on the Form DFS-F5-DWC-25, and shall document additional details of the medical services rendered to the injured employee.

- A copy of the Form DFS-F5-DWC-25 shall become part of the permanent medical records of the injured employee retained by the physician.
- Physicians shall provide a copy of the accurately completed Form DFS-F5-DWC-25 to the employer, upon request.

COMPLETION REQUIREMENTS

Providers required to complete the Form DFS-F5-DWC-25 are as follows:

- All physicians, including physician assistants and advanced registered nurse practitioners (ARNPs) under the supervision of a physician, who provide direct billable services immediately following the reported work related injury, regardless of location.
- Physicians providing preliminary treatment, care or attendance in the emergency room of a hospital licensed under Chapter 395, F.S. shall be required to accurately complete Items 1-7, 10, 11, Section IV, and sign the Attestation Statement.
- All principal physicians or physicians accepting consults, referrals or transfers of care (including physician assistants and ARNPs under the supervision of a physician) who provide initial or ongoing treatment, care or independent medical examinations.

COMPLETION EXCEPTIONS

Providers exempt from completing the DFS-F5-DWC-25 are as follows:

- Physicians providing only medical interpretation of diagnostic testing (i.e. radiographic films; lab specimens; electro-myographic findings; electro-encephalogram or electro-cardiogram tracings, etc.) without direct physician-to-patient encounter.
- Physicians performing diagnostic testing (i.e. electro-myography, eletro-nystagmography, injections, etc.) without performing a complete patient examination or evaluation. Examples of such services may be associated with nerve conduction studies, radiological studies, muscle biopsies to obtain specimens, etc.
- Physicians or ARNPs, under the supervision of a physician, performing general anesthesia services in the presence of an operating surgeon.

- Physicians functioning as a second surgeon or as an assistant surgeon and not as the primary surgeon.
- Physicians providing treatment when the patient is admitted to hospital for greater than 24 hours shall:
 - complete the Form DFS-F5-DWC-25 at the pre-admission office visit for scheduled hospital admissions, or
 - on the date of admission for unscheduled hospitalizations, and
 - upon the date of discharge.
- Physicians providing treatment when the patient is participating in an interdisciplinary pain management program, interdisciplinary rehabilitation program or receiving more than three times weekly physician services (manipulation, wound care, etc.) shall complete the Form DFS-F5-DWC-25 once weekly, instead of following each visit, except when a substantive clinical change or change in functional limitations or restrictions is identified.

SUBMISSION REQUIREMENTS

Physicians may submit the accurately completed Form DFS-F5-DWC-25 electronically or via facsimile contingent upon insurer agreement.

Application of an electronic signature or ink-stamped signature is permitted in lieu of an original physician signature. However, the physician remains responsible for the accuracy and completion of all information submitted and for the attestation statement on the Form DFS-F5-DWC-25.

~~WHEN the Form DFS-F5-DWC-25 must be submitted:~~

Submission requirements for all physicians certifying maximum medical improvement (MMI) and permanent impairment rating (PIR) are itemized in 'Section VH' of these instructions under the heading ***Maximum Medical Improvement/Permanent Impairment Rating***.

The Form DFS-F5-DWC-25 shall be submitted to the insurer, and to the employer upon request, as follows:

- All Physicians who provide the first treatment immediately after the reported work-related injury shall submit the accurately completed Form DFS-F5-DWC-25 to the insurer, and to the employer,

immediately but no later than three (3) business days after the date of service visit for on the claim for medical or surgical treatment to be valid, pursuant to s.440.13(4)(a), F.S.

Principal Physician

- All ~~The~~ **principal, consulting or referral physicians** providing on-going treatment shall submit to the insurer, and to the employer upon request, the accurately complete the Form DFS-F5-DWC-25 by close business of the next business day following each subsequent visit or a maximum of 30 days from the date of the prior Form DFS-F5-DWC-25 submission, after each and every subsequent visit, or at a minimum of every 30 days, even when the physician receives no new information since the last visit or does not re-examine the patient. The consulting or referral physician must also submit the Form DFS-F5-DWC-25 to the principal physician if directed to do so by the insurer. In instances where the form is submitted without the occurrence of any actionable event, receipt of new information or patient re-examination, it is anticipated that the provider will submit the form reflecting an unchanged patient status. ~~The accurately completed Form DFS-F5-DWC-25 shall be submitted to the insurer, and to the employer upon request, by close of the next business day following each subsequent visit or a maximum of 30 days from the date of the prior Form DFS-F5-DWC-25 submission.~~
- The **physician accepting the transfer of care** from the principal physician shall accurately complete and submit the Form DFS-F5-DWC-25 to the insurer, and to the employer upon request, by close of business on the next business day following the first visit and. ~~The accurately completed Form DFS-F5-DWC-25 shall be submitted to the insurer, and to the employer upon request, by close of the next business day following each subsequent visit or a maximum of 30-calendar days from the date of the prior Form DFS-F5-DWC-25 submission.~~ In instances where the form is submitted without the occurrence of any actionable event, receipt of new information or patient re-examination, it is anticipated that the provider will submit the form reflecting an unchanged patient status.

Consulting / Referral Physician

- ~~The consulting/referral physician shall accurately complete the Form DFS-F5-DWC-25 and submit to the insurer, and to the employer upon request, by close of business on the next business day following the visit. In instances where the form is submitted without the occurrence of any actionable event, receipt of new information or patient re-examination, it is anticipated that the provider will submit the form reflecting an unchanged patient status.~~
- ~~If the consulting/referral physician evaluates and is authorized, by the insurer, to treat a specific disorder or injury he/she shall submit the accurately completed Form DFS-F5-DWC-25 to the insurer, and to the employer upon request, by the close of business on the next business day following each subsequent visit or a maximum of 30 days from the date of the prior Form DFS-F5-DWC-25 submission. The consulting/referral physician must also submit the Form DFS-F5-DWC-25 to the principal physician if directed to do so by the insurer.~~

SUBMISSION EXCEPTIONS

Treating physicians are required to submit the accurately complete Form DFS-F5-DWC-25, as follows, when one of the Completion Exceptions applies:

- When the Form DFS-F5-DWC-25 is completed on a weekly basis, the provider shall submit the accurately complete Form DFS-F5-DWC-25 to the insurer, and the employer upon request, by close of business on the next business day following completion of the form.
- When the Form DFS-F5-DWC-25 is completed on the day of the hospital pre-admission office visit, the unscheduled hospital admission date or the date of hospital discharge, the accurately complete Form DFS-F5-DWC-25 shall be submitted to the insurer, and the employer upon request, by close of business on the next business day following completion of the form.

COMPLETION INSTRUCTIONS

~~Statutory changes effective 10/1/2003 do not apply to dates of accidents before that date. Therefore, instructions for the item numbers listed below will indicate whether the new statutory language does or does not apply.~~ If additional space is required to complete an item on the form, please attach an additional sheet(s) containing the response. ~~All~~The additional page(s) must contain (in the upper right-

hand corner) the injured employee's name, social security number or division-assigned number, date of accident/reported injury, date of visit or review and the item number to which the response applies.

DEMOGRAPHIC INFORMATION

- Items 1 through ~~7~~8 – All fields must be accurately completed on the initial Form DFS-F5-DWC-25. Item 6 shall be answered as it relates to the date of accident identified in Item 7.
- Items 2, 3, ~~5~~4, and ~~7~~8 – Required to be accurately completed on each subsequent Form DFS-F5-DWC-25.

SECTION I – CLINICAL ASSESSMENT

- Item 8 – Check when there is no change in your prior responses to Items 9 through 12d. If checked, proceed to Section II.
- Item 9 – One box must be checked.-
 - ~~9 a – Applies to all dates of accident.~~ If checked, sign the attestation statement on the bottom of Page 2 and submit the form.
 - ~~Item 9 b – Applies to all dates of accident.~~ Check when only if the injury or illness is related to employment there is no change in your prior responses to Item 10 through 13. If checked, proceed to Section II.
 - 9 c – Check when, during this visit, the relationship of employment to the injury/illness cannot be determined.
- ~~If neither 'a' or 'b' is checked, proceed to 'Objective Relevant Medical Findings'.~~

Objective Relevant Medical Findings: Pursuant to s.440.09(1), F.S., pain or other subjective complaints alone, in the absence of objective relevant medical findings, are not compensable. Further, pursuant to s.440.13(16)(a), F.S., abnormal anatomical findings alone, in the absence of objective relevant medical findings, shall not be an indicator of an injury or illness, a justification for the provision of remedial medical care, the assignment of restrictions, or a foundation for limitations. Objective relevant medical findings are those objective findings that correlate to the subjective complaints of the injured employee and are confirmed by the physical examination findings or diagnostic testing.

- Item 10 – One box must be checked. ~~The narrative above applies to dates of accident 10/1/2003 forward. For dates of accident before 10/1/2003, reference to the statutory language “pain or other subjective complaints alone, in the absence of objective relevant medical findings” does not apply.~~
 - 10 a-b – Check when there is a total lack of objective relevant medical findings that correlate to the patient’s chief complaint. Either ‘a’ or ‘b’ must be checked, regardless of date of accident.
 - 10 b – Check if applicable. If checked, enter a brief explanation of the objective relevant medical findings in area provided. Must be accurately completed when ‘b’ is checked.
 - 10 c – Check if applicable. If checked, enter a brief explanation in the area provided, i.e. pending completion of diagnostic testing. Must be accurately completed when ‘b’ is checked.
- Item 11 – Enter the injured worker’s work-related medical diagnosis(es). Entries are to be descriptive and not identified by CPT code, only. ~~Must be accurately completed, regardless of date of accident.~~

Major Contributing Cause: Pursuant to s.440.09(1), F.S., when there is more than one cause contributing to a medical disorder, including pre-existing conditions, the work injury must be the major contributing cause for the identified disorder to be compensable. Major contributing cause means the cause that is more than 50% responsible for the injury compared to all other causes combined. Major contributing cause must be demonstrated by medical evidence only.

- Item 12 – One box must be checked in each subsection of Item 12 a-c, regardless of date of accident. ~~The narrative above applies to dates of accident 10/1/2003 forward. For dates of accident before 10/1/2003, the reference to statutory language “major contributing cause which is more than 50% responsible for the injury” does not apply.~~
 - 12 a – Either ‘a₁’, ‘a₂’, or a₃₂ must be checked, ~~regardless of date of accident.~~

12 b – Either ‘b₁’, ‘b₂’, or b₃₂ must be checked, ~~regardless of date of accident. If ‘b₁’ is checked, either ‘b₃’ or ‘b₄’ must be checked.~~

~~Check ‘b₃’ when patient demonstrates a temporary worsening of the condition resulting from the work related injury.~~

~~Check ‘b₄’ when patient experiences a progressive increase in the severity of the condition resulting from the work related injury.~~

12 c – Either ‘c₁’ or ‘c₂’ must be checked, ~~regardless of date of accident.~~

12 d – Either ‘d₁’ or ‘d₂’ must be checked, ~~regardless of date of accident,~~ and

~~Either ‘d₃’ or ‘d₄’ must be checked, regardless of date of accident,~~ and

~~Either ‘d₅’ or ‘d₆’ must be checked, regardless of date of accident.~~

~~**Patient Classification Levels** are designed to promote accountability and responsible medical claims handling practices which facilitate the authorization process and the provision of medically necessary and reasonably prudent care by:~~

- ~~a. conveying to insurers the complexity of services that may be required for optimal clinical management;~~
- ~~b. correlating intervention(s) to specified problem(s) and facilitating aspects of additional decision making by insurers; and~~
- ~~c. upgrading or removing functional limitations or restrictions and returning the injured employee to work as early as appropriate.~~

~~The physician shall correlate the documented physiologic or clinical problem identified on initial examination or reassessment with the appropriate patient classification level and shall provide the insurer with the type, intensity and duration of evaluation and management services or recommended treatment plans (including consultations, referrals, diagnostic testing, physical medicine regimens, surgical, pharmaceutical or other medical interventions) for which authorization is required.~~

SECTION II – MANAGEMENT / TREATMENT PLAN

The accurate completion of this section and submission of the Form DFS-F5-DWC-25 constitutes a written request for authorization by the insurer. Insurers are responsible to provide a response pursuant to s.440.13(3)(d), F.S.

- Item 13 – Check only when there is no change in your prior responses to Items 15 a - g. If checked, proceed to Section III. Applies to all dates of accident.
~~13 a - d – At least one box must be checked. If ‘d’ is checked, a written entry is required in ‘reason(s)’.~~

SECTION II – MANAGEMENT / TREATMENT PLAN

- Item 14 – Check only if the injured worker has no anticipated need for on-going medical services, including pharmaceutical management of a condition there is no change in your prior responses to Items 15 and 16. If checked, MMI must be established and PIR assigned proceed to Section III.
- Item 15 – ~~Applies to all dates of accident.~~ At least one box must be checked. All appropriate boxes shall be checked and written entries completed, as applicable, based on physician recommendation(s), regardless of date of accident. The principal physician, maintaining overall management of the care, must be specified in the space provided.
 - 15 a – Check only if ~~no additional treatment is anticipated~~ for consultation with or referral to a specialist. If checked, only specify the consulting/referral physician’s specialty.
 - 15 a₁ – Check when requesting a single visit for consultative services only. General management, oversight and coordination of care will remain the responsibility of the principal physician.
 - 15 a₂ – Check when requesting a specialist to evaluate the patient and provide treatment/management of a specific clinical problem. General management, oversight and coordination of care will remain the responsibility of the principal physician.

15 a₃ – Check when requesting a transfer of care to another physician. Enter the name of the specialist accepting the transfer of care in the space labeled ‘Identify principal physician’. When checked, the current provider is indicating he/she will no longer be providing care or treatment to the injured worker (patient).

15 b – If checked, itemize the diagnostic test(s) needed. Check only for consultation/referral. If checked, only specify the consulting/referral physician’s specialty and not a particular physician’s name.

15 c – If checked, must check ‘1’, ‘2’ or ‘3’ only specify the physician’s specialty and not a particular physician’s name. A written entry is required in the space labeled “Specific Instruction(s)”.

15 d – If checked, must list specific drugs or pharmaceutical products itemize diagnostic test(s) needed.

15 e – If checked, must list specific durable medical equipment or medical supplies, including quantity must check ‘1’, ‘2’ or ‘3’ and a written entry is required in “Specific Details”.

15 f – If checked, must check ‘1’, ‘2’ or ‘3’. A written entry is required that specifies the recommended procedure specify drugs or pharmaceutical products.

15 g – If checked, must indicate the professional level of attendant care, frequency and duration list specific procedures.

~~15 h – If checked, must check ‘1’, ‘2’, or ‘3’ and a written entry is required.~~

Maximum Medical Improvement/ Permanent Impairment Rating (Section II, Item 16.)

~~Pursuant to Section 440.15(3)(d)1, F.S., which applies to all dates of accident, a physician shall establish the date of maximum medical improvement, including determination of any physical limitations, and shall assign a permanent impairment rating for the work injury.~~

~~All physicians involved in the care of any injured employee for a specific work related injury shall accurately complete 16 a. and b. on the Form DFS F5-DWC-25, when applicable. When multiple physicians are involved, physicians certifying MMI/PIR, shall accurately complete Items 16 a. and b. on~~

~~the Form DFS-F5-DWC-25, when applicable. Each physician shall independently send the Form DFS-F5-DWC-25 to the injured employee within three business days following the visit, and to the principal treating physician, the insurer and the employer upon request, by close of the business day following the visit.~~

~~If a non-treating physician certifies MMI/PIR in Item 16, that physician must report on the DFS-F5-DWC-25 such determinations to the treating physician, the insurer and the employee, within ten calendar days of the visit.~~

~~The principal treating physician shall report the date of maximum medical improvement, including any physical limitations, and permanent impairment rating on the Form DFS-F5-DWC-25 and provide a copy to the injured employee within three business days following the visit, the insurer, and to the employer upon request by close of the next business day following the visit.~~

~~• Item 16—Applies to all dates of accident. Item 16 shall be accurately completed to indicate if the physician:~~

- ~~1) can or cannot anticipate the date the patient will achieve maximum medical improvement (MMI) and/or~~
- ~~2) can assign a date of maximum medical improvement and~~
- ~~3) can assign a permanent impairment rating~~

~~16 a-c—Either ‘a’ and ‘b’ must be accurately completed or ‘c’ checked.~~

~~16 a—Enter the date the physician determines a maximum medical improvement date and complete 16 b. AND~~

~~16 b—Enter the permanent impairment rating for the body as a whole (zero is a valid permanent impairment rating). If completed, go to 16 f., OR~~

~~16 c—Check if patient has not achieved MMI. If checked, ‘f₁’ must be completed or ‘f₂’ must be checked.~~

~~16 d—Must enter date, when appropriate.~~

~~16 e—Check if physician is unable to anticipate a date the injured employee will achieve MMI.~~

~~16 f—Either ‘f₁’ or ‘f₂’ must be checked.~~

The Permanent Impairment Rating (PIR) Guides shown below are to be utilized by the physician to calculate the injured employee's permanent impairment rating pursuant to Rule 69L-7.604, F.A.C. The physician shall check the box, in front of the appropriate guide listed on the form, and document in the medical records which guide was used to assign the permanent impairment rating.

For dates of accident:

Prior to and through 6/30/90 — AMA Guide

7/1/90 through 10/31/92 — Minnesota Disability Schedules

11/1/92 through 1/6/97 — 1993 FL Impairment Guide

1/7/97 to present — 1996 FL Uniform Permanent Impairment Rating
Schedule

- ~~Item 17 — Either 'a' AND 'b' must be accurately completed OR 'c' must be checked, regardless of date of accident.~~

SECTION III – PATIENT CLASSIFICATION LEVEL

The classification system, which is criteria based, comprises descriptive categories that are provided as a means to promote optimal medical decision-making, accountability and responsible medical claims handling practices. Additionally the classification system enhances communication between the provider and the insurer, which facilitates the authorization process and the provision of medically necessary care.

Proper classification of the patient is intended to:

- Convey to insurers the complexity of services that may be required for optimal clinical management;
- Distinguish the overall critical differences among cases that influence the intensity, scope, and cost of services provided;
- Facilitate recognition of three varying clinical configurations that affect the medical treatment plan and treatment progress or other available benefits for an injured employee;
- Assist the insurer in decisions related to authorization of recommended treatment plans or treatment plan revisions;

- e. Ensure that on-going treatment plans and authorized reimbursable services are consistent with a high intensity, short duration treatment approach which focuses on specific clinical dysfunction, before authorization is made to a provider.

Physicians shall correlate the documented physiologic or clinical problem identified on initial examination or reassessment with the appropriate patient classification level and shall provide the insurer with the type, intensity and duration of evaluation and management services or recommended treatment plans (including consultations, referrals, diagnostic testing, physical medicine regimens, surgical, pharmaceutical or other medical interventions) for which authorization is required.

- Item 16 – 19 At least one box must be checked, regardless of date of accident.

The following *examples* are offered to illustrate the application of the Patient Classification Levels:

Level I

There are well-defined, objective relevant medical findings (abnormal physiology) that are consistent with the patients' subjective complaints and/or reported functional disturbances. Therefore, specific findings will correlate with prescribed treatment interventions (e.g., exercise, physical agents, pharmaceuticals, surgical repair).

- ❖ Complaints of knee pain secondary to a knee sprain with swelling, specific joint laxity and restrictions, muscle guarding, abnormal patella mechanics. Potential treatment could be physical therapy, surgery, bracing, etc.
- ❖ Complaints of intermittent back and leg pain secondary to a lumbar internal derangement (discogenic lesion) with lumbar lateral shift, palpable muscle guarding of the lumbar paravertebral musculature, positive neurology (dural signs, specific sensory disturbance, select motor deficits, specific reflex changes), characterized by specific and biomechanically consistent patterns of movements or activities that provoke or alleviate symptoms. Treatment options could include an extension-based rehabilitation regime, manipulation, NSAIDs, microdiscectomy, epidural steroid injections, etc.

Level II

Level I clinical findings may (or may not) still be present, but the more compelling clinical issue is regional or systemic musculoskeletal deficits or imbalances, involving strength, flexibility, endurance, or motor control (coordination).

- ❖ A post-op lumbar fusion or rotator cuff repair patient, with or without prolonged immobilized, now needing an intensive, prolonged physical reconditioning program to normalize the clinical mechanics and restore functional levels.
- ❖ A sub-acute lumbar disc or knee ACL patient whose functional capability has been lowered substantively by his clinical condition, or is below that required for his current or targeted work, and therefore requires more extensive physical reconditioning and specific functional restoration.
- ❖ A patient who has other health related issues (i.e. obesity, vascular or pulmonary compromise) that are impeding recovery, rehabilitation, and functional restoration.

Level III

Level I clinical findings may (or may not) still be present, and Level II physical deconditioning deficits are typically, but not always, still an issue. The more compelling clinical issue is poor correlation between the patients’ complaints and the objective, relevant physical findings, thereby indicating both somatic and non-somatic (i.e. psychological, vocational, legal) clinical factors. As there is a multi-faceted problem, treatment should be interdisciplinary rehabilitation and management.

- ❖ A chronic pain patient
- ❖ A post-op spine patient who has to return to a physically demanding occupation and whose emotional concerns and fears have impeded progress or response to treatment.
- ❖ A poorly-defined low back pain patient who has had multiple medical opinions regarding the proper course of treatment, or even the specific nature and extent of the illness, thereby resulting in dispute, litigation, delayed recovery and difficulties in return to work.

In summary, properly assigned Patient Classification Levels will correlate with the key indicators, identified as level specific, in the chart below:

<u>Key clinical driver</u>	<u>Level I</u>	<u>Level II</u>	<u>Level III</u>
<u>Somatic - specific dysfunction</u>	<u>YES</u>	<u>Y or N</u>	<u>Y or N</u>
<u>Somatic - deconditioning</u>	<u>N</u>	<u>YES</u>	<u>Y or N</u>
<u>Non-somatic – pain, psych, voc</u>	<u>N</u>	<u>N</u>	<u>YES</u>

SECTION IV – DETERMINATION OF FUNCTIONAL LIMITATIONS AND RESTRICTIONS

The ~~d~~Determination of functional limitations and restrictions under this section is intended to provide information to the employer/insurer regarding modifications that may be needed to ~~make a decision if the injured employee's may physically return to work~~ activity or assignment. If MMI/PIR has been assigned, the physician MUST indicate when functional limitation(s) or restriction(s) are permanent.

- Item 20-18 – ~~Applies to all dates of accident.~~ Check box only if the injured employee is has been identified as having no functional limitations and no work restrictions are prescribed at this visit. ~~If checked, sign and submit the form.~~
- Item 21-19 – ~~Applies to all dates of accident.~~ Check box only if the injured employee cannot ~~perform~~ may return to work, even at a sedentary level, with limitations and restrictions as identified. If checked, detailed written entry is required in the applicable spaces labeled: Load, Frequency & Duration, and ROM (Range of Motion)/Position & Other Parameters ‘a₁’ through ‘e₂’. When completed during a hospital pre-admission visit, indicate “hospital admission” and enter the anticipated date of hospitalization in the ‘Comments’ area.
- Item 22-20 – ~~Applies to all dates of accident.~~ Check box only if the injured employee may return ~~to cannot perform work~~ with limitations and restrictions as identified ~~even at a sedentary level.~~ Written entry is required to identify the specific joint or body part effected, as applicable. If checked, each applicable Functional Activity must be checked and followed by detailed written entry is required in the applicable spaces labeled: Load, Frequency & Duration, and ROM/Position & Other Parameters ‘a₁’ through ‘e₂’.

List only functional limitation(s) and restriction(s), i.e. those activities, movements, postures/positions, or environments, and to what extent, the injured employee should modify and to what extent. Use an extra sheet if additional space is needed.

Example #1

22. The injured worker may return to activities so long as he/she adheres to the functional limitations and restrictions identified below. Identify ONLY those functional activities that have specific limitations or restrictions for this patient. Identify joint and/or body part _____. Use additional sheet if needed.			
Functional Activity	Load	Frequency & Duration	ROM/ Position & Other Parameters
Stand	N/A	No > 30min per/bout to next visit	5-10min break between bouts (sit/lie/self-stretch)
Walk			

Example #2

Functional Activity	Load	Frequency & Duration	ROM/ Position & Other Parameters
Kneel			
Lift-floor > waist	No > 40 lbs	3-5 lifts per/hr for next 2 wks	Use leg lift, maintain lordosis (lumbar curve)
Reach-overhead			

Example #3

Functional Activity	Load	Frequency & Duration	ROM/ Position & Other Parameters
Bend			
Squat	N/A	Prohibited - permanent	Replace with sit, kneel, or half-kneel
Other			

Example #4

Functional Activity	Load	Frequency & Duration	ROM/ Position & Other Parameters
Squat			
Other - R Shldr Elev	N/A	Prohibited to next visit	No >90deg.R. Shldr flex or abd - active or passive
Other			

Example #5

Functional Activity	Load	Frequency & Duration	ROM/ Position & Other Parameters
Squat			
Other-Wound Contact	N/A	Prohibited to next visit	Avoid dirt, water, excessive heat/cold
Other			

Example #6

Functional Activity	Load	Frequency & Duration	ROM/ Position & Other Parameters
Squat			
Other- Cognitive deficit	N/A	Permanent	See Attached Sheet
Other			

Example of extra sheet:

<p>Item 22. Cognitive Dysfunction - Cannot: follow written instructions, perform multi-tasking activities or perform calculations; requires frequent supervision.</p>	<p>Patient Name: John Doe Social Security Number: NNN-NN-NNNN Date of Accident: 1-1-05 Date of Service: 1-3-05</p>
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- **Examples:**

- Lifting floor to waist— no more than 40 lbs, 3-5 lifts per/hr, for the next 2 weeks.
- Standing— no more than 30 min per bout separated by 5-10 minute breaks (sitting, lying, or self-stretching exercises) permanent.
- R-shoulder flex or abduction— whether active or passive, no more than 90 deg. for next 3 days
- Squatting— avoid altogether, use sit, kneel or half kneel instead.
- Wound contact— avoid contact with dirt, water, excessive heat/cold until next visit.
- Cognitive deficit— cannot follow written instructions; cannot perform multi-tasking activities; requires frequent supervision; cannot perform calculations

Use an extra sheet if additional space is needed.

Note: Limitations and restrictions will be applied as documented. If there are any applicable *global activity* restrictions, in conjunction with specific functional activity limitations and restrictions, regarding the injured employee's overall work schedule, please specify in the 'Frequency & Duration' **parameters/details** section. If additional space is needed, enter details in the 'Comments' section or attach an extra sheet.

Sample limitations and restrictions for global activities items (for illustration purposes):

- no more than 4 hours per day for the next 3 weeks
- no more than 3 days per week (alternating with days off) until the next visit
- may not ~~only~~ work during non-daylight hours – permanent
- no overtime or double shifts for the next 6 weeks

SECTION V – MAXIMUM MEDICAL IMPROVEMENT/PERMANENT IMPAIRMENT

RATING

Pursuant to Section 440.15(3)(d)1, F.S., which applies to all dates of accident, a physician shall establish the date of maximum medical improvement, including determination of any permanent physical limitations or activity restrictions, and shall assign a permanent impairment rating for the work injury.

All physicians involved in the care of any injured employee for a specific work related injury shall accurately complete Section V on the Form DFS-F5-DWC-25. When multiple physicians are involved and certify MMI /PIR, each physician shall independently complete and send the Form DFS-F5-DWC-25 to the injured employee within three business days following the visit, and to the principal treating physician, the insurer, and the employer upon request, by close of business on the next business day following the visit.

If a non-treating physician certifies MMI/PIR, that physician must report on the Form DFS-F5-DWC-25 such determinations to the treating physician, the insurer and the employee, within ten calendar days of the visit.

The principal treating physician shall report the date of maximum medical improvement (MMI), including any physical limitations, and permanent impairment rating on the Form DFS-F5-DWC-25 and provide a copy to the injured employee within three business days following the visit, the insurer, and to the employer upon request by close of business on the next business day following the visit.

- Item 23 – Applies to all dates of accident. Item 23 shall be accurately completed by checking the appropriate box to indicate the physician:
 - 23 a – can determine a date MMI has been achieved. If checked, the MMI date must be entered in the space provided and must check either 23 e or 23 f, to indicate the determination of anticipated future medical care.-
 - 23 b – can determine MMI has not been achieved.
 - 23 c – can determine the anticipated the date MMI will be achieved. Date of anticipated MMI must be entered in the space provided.
 - 23 d – cannot anticipate the date MMI will be achieved.
 - 23 e – Check only if MMI has been established, PIR assigned and the physician has determined with a high-degree of medical certainty, that the patient WILL require future medical care or treatment which is directly attributed to the work-related injury identified in Item 7. Anticipated future medical care shall be indicated by completing applicable

items in Section II – Management/Treatment Plan and detailed in the physician’s complete written medical report.

23 f – Check only if MMI has been established, PIR assigned and the physician has determined with a high-degree of medical certainty, that the patient WILL NOT require any future medical care or treatment which is directly attributed to the work-related injury identified in Item 7.

- Item 24 – Both percent of permanent impairment and body part/system shall be completed if MMI has been established and PIR assigned.

The Permanent Impairment Rating (PIR) Guides shown below are to be utilized by the physician to calculate the injured employee’s permanent impairment rating pursuant to Rule 69L-7.604, F.A.C. The physician shall check Item 25 a when using the 1996 FL Uniform PIR Schedule to determine the impairment rating. If any other impairment-rating guide is used, the physician shall check Item 25 b and enter the name of the appropriate guide. Additionally, the physician must include documentation in the medical record to indicate which guide was used to calculate the permanent impairment rating.

For dates of accident:

Prior to and through 6/30/90 AMA Guide

7/1/90 through 10/31/92 Minnesota Disability Schedules

11/1/92 through 1/6/97 1993 FL Impairment Guide

1/7/97 to present 1996 FL Uniform Permanent Impairment Rating Schedule

- Item 25 – The guide used for calculation of Permanent Impairment Rating shall be identified.

25 a – Check box if the 1996 FL Uniform PIR Schedule was used to calculate PIR

25 b – Check box and identify from the list above by writing the name of the impairment rating schedule used to calculate PIR.

- Item 26 – Either Item 26 a or Item 26 b shall be checked based on the physician’s anticipation of residual clinical dysfunction or residual functional loss related to the work injury.

SECTION VI – FOLLOW UP

- Item 27 – Enter the scheduled appointment date and time for the patient to return for follow up care. If no appointment is pre-determined, provide brief explanation such as, “as needed” “discharged from care”, “transfer”, etc.

SECTION VII – ATTESTATION STATEMENT Physician Signature

- The Principal/Consulting/Referral Physician authorized to provide remedial care and treatment for the injured employee must accurately complete the ‘date’, ‘signature’, ‘license number’, ‘printed name’ and ‘physician specialty’ areas of this section on all Forms DFS-F5S-DWC-25 prepared by the physician or under his/her direction.

- ~~If any direct billable services for this visit were rendered by a provider other than a physician,~~ rendered any direct billable services for this visit, the non-physician licensed provider must accurately complete the ‘signature’, ‘license number’, ‘printed name’ and ‘date’ areas of this section. If only the Principal/Consulting/Referral Physician provided direct billable services, enter ‘N/A’ to indicate not applicable.