

**INDIANA STATE-30 J-1 VISA WAIVER PROGRAM  
VERIFICATION OF EMPLOYMENT**

**Reporting period from \_\_\_\_\_ to \_\_\_\_\_**  
(Please report for the full amount of time at the sponsoring facility)

**PHYSICIAN:**

\_\_\_\_\_  
*First Name* *Middle Name* *Last Name*

\_\_\_\_\_  
*Street* *City* *State* *Zip*

Social Security # \_\_\_\_\_ J-1 Visa Waiver # \_\_\_\_\_ H1B # \_\_\_\_\_

Passport # \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

BCIS Approval Date or Actual Employment Start Date, whichever is later.

\_\_\_\_\_  
**(If more than one medical practice address, please attach separate sheet)**

1. I maintain a full-time clinical practice at:

Name of Medical Practice:

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

\_\_\_\_\_  
City/State/Zip:

\_\_\_\_\_  
Telephone Number:

\_\_\_\_\_  
HPSA (include specific county/city, census tract, district, etc.):

2. During the reporting period, I maintained office hours (use "X" for days not usually practicing). DO NOT include "on-call" status time.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From:							
To:							

3. During the reporting period, approximately \_\_\_\_\_ hours/week were required to treat hospitalized patients of the practice at \_\_\_\_\_ Hospital.

4. During the reporting period, I was absent from the practice for \_\_\_\_\_ days due to illness, vacation, or for continuing professional education.
5. For this reporting period:
- a. Number of office visits (excluding phone consultations or hospital visits) \_\_\_\_\_
  - b. Number of visits from 5a who reside in a Health Professional Shortage Area \_\_\_\_\_
  - c. Number of hospital visits \_\_\_\_\_
  - d. Number of patient visits for whom a Medicare claim was submitted \_\_\_\_\_
  - e. Number of patient visits for whom a Medicaid claim was submitted \_\_\_\_\_
  - f. Number of patients wherein services were rendered at a rate less than usual customary fee \_\_\_\_\_
  - g. Number of patient visits for which no charge was made (per inability to pay) \_\_\_\_\_
6. My Medicare Provider Number is: \_\_\_\_\_
7. My Medicaid Provider Number is: \_\_\_\_\_

### **CERTIFICATION**

I CERTIFY THAT THE ABOVE REPORTED INFORMATION IS CORRECT TO THE BEST OF MY KNOWLEDGE AND ACCURATELY REFLECTS ACTIVITIES TO THE FULFILLMENT OF MY OBLIGATION TO THE MONTANA J-1 VISA WAIVER PROGRAM.

\_\_\_\_\_  
Physician's Name: (Print or Type)

\_\_\_\_\_  
Physician's Signature

\_\_\_\_\_  
Date

### **ENDORSEMENT**

I HAVE REVIEWED THE ABOVE REPORT BEING SUBMITTED BY \_\_\_\_\_ WHO BEGAN HIS/HER PRACTICE WITH US ON \_\_\_\_\_. TO THE BEST OF MY KNOWLEDGE, THE INFORMATION IS ACCURATE AND CORRECT.

Organization: \_\_\_\_\_ Date: \_\_\_\_\_

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

### **RETURN THIS FORM TO:**

**Indiana State Department of Health  
Primary Care Office  
2 North Meridian, 2J  
Indianapolis, IN 46204**