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Welcome

The Initial Visit

We discuss your health concerns and take a very detailed medical history. I make a diagnosis and then recommend a treatment plan. You will have the opportunity to ask questions. The treatment will follow and may last from 30 minutes to 1 hour. At the end of your visit, you will receive any herbs or nutritional supplements that may be appropriate.

Office Hours and Appointments

Office hours are by appointment only. Your prompt arrival for scheduled appointments will help keep things running smoothly.

Cancellation Policy

If circumstances arise that prevent you from keeping an appointment, <u>24 hours notice is required to prevent being charged for your treatment time</u>.

Fees, Insurance and Payment Policies

Payment is due at the time of service rendered. If you have insurance that covers acupuncture, I will provide you with either a receipt that you can submit to your insurance company or I will bill your insurance company directly, if out-of-network benefits are available. Please note that Chinese herbs are usually not covered by insurance.

Your Care is My Concern

Please do not hesitate to let me know if you have any questions or comments regarding your care. It is important for us to work together in order to achieve the best results.

Recommendations for Enhancing your Treatment

Please avoid coffee, alcohol and other stimulants for approximately 4 hours before treatments. I recommend eating a meal or snack approximately 2 hours before your treatment so that you will be neither too hungry nor too full. If your schedule permits, plan your exercise a few hours before your treatment rather than afterwards.

On the Job Injury

Please let me know immediately if you were involved in a work injury or suspect that you were. I accept workers' compensation coverage in lieu of payment at the time of service, provided that I have an authorization for acupuncture treatment.

Gift Certificates

Gift certificates are available for healing treatments. This makes an ideal year-round gift for any special occasion.

Sign:	Date:	
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