

**Financial Responsibilities and Cancellation Policy**

Payment is expected at each treatment. The first visit which is 1.5 hours includes the consultation, physical exam and first treatment and is \$130, follow-up appointments are 1 hour and are \$90. I offer a 20% discount to first responders, military, law enforcement, and nurses. Please let me know if any of these apply to you on your first appointment.

Your health insurance may cover acupuncture, however, it is your responsibility to find this out and to file for reimbursement. I am happy to sign any forms you may need to facilitate your reimbursement.

Please give me 24 hours notification for cancellation. Non-emergency cancellations of less than 24 hours will be assessed a \$50 cancellation fee. The first time this occurs will be a grace period and not charged, and I don't charge for emergencies. I do reserve the right to disagree with what is being called an emergency. In the event of an emergency, please text me as soon as possible.

Please fill out this information so that I can charge for the non-emergency cancellation. This charge will not occur until 48 hours after the missed appointment so that you have plenty of time to get in touch with me:

Credit or Debit card number \_\_\_\_\_

Name on Card \_\_\_\_\_

Expiration date \_\_\_\_\_ CVC \_\_\_\_\_

Zip Code \_\_\_\_\_

This information will be kept in your personal and private file, which is kept locked at all times. It will not be given to anyone else for any reason.

I, \_\_\_\_\_, have read and agree to the information on this form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date