

New Patient Orientation.

- **PARKING:** Street Sweeping is on Mondays (2:00-4:00) South side of Bay and Tuesday (11:00-1:00) the North side of the street.
- **APPOINTMENTS:** Please schedule your visits in advance so we may best accommodate you. We do not automatically create a repeating visit unless they are scheduled.
- **FEES:** Should you have a co-pay, please remit this each visit unless you wish to make other arrangements.
 - We will go over your benefits with you explaining your financial responsibility either in the form of a co-pay or co-insurance.
 - You are encouraged to pay your co-insurance weekly so not incur a large bill at a later date.
- If you have a deductible amount to reach, we ask that you pay \$90 towards that deductible each visit until it is reached.
- Unfortunately, insurance does not cover any materials you may be issued. This includes, soft tissue massage tools, Ionto electrodes, wound care, putty, sleeves, ice/heat packs and the like. Please pay for those up front at the end of your visit.
- **SCHEDULING:** We may only schedule visits with a valid prescription. We will do our best to request a new Rx prior to your visits expiring. Unfortunately, we can not schedule further appointments until that prescription has been signed and returned to us unless you are willing to pay cash.
- **CANCELATION CHARGE/NO SHOW CHARGE** Everyone deserves a break yet we do enforce the cancelation policy.
 - If you are going to be more than 30 min late, we will ask that you reschedule your appointment and a cancelation fee will be assessed.
- **BILLING QUESTIONS:** Billing statements go out every 7 to 8 weeks. If you do not receive a statement and or wish one earlier, please call our billing service at 949-215-5008 or email to melinda@creativebillingservices.com
- Yes I understand and agree to all the above.

Date: _____