

Agreement

Welcome to my office! By coming in today you have made an important commitment to your health. I hope you enjoy your experience with chiropractic as we work together to help you attain your full health potential. Please read the following to acquaint yourself with a few of our policies. The purpose of this agreement is to allow us to serve you more completely and to get the best results in the shortest amount of time. It is our experience that those patients who adhere to the following agreement get the best results.

Chiropractic Office Hours

Monday	2:00pm – 7:00pm
Wednesday	9:00am – 12:00pm and 3:00pm – 6:00pm
Thursday	8:30am – 10:30am
Friday	2:00pm – 6:00pm

Fees

Payment is required upon receipt of service. Payment methods include cash or cheque.

Initial consultation and examination

All \$90.00

Subsequent office visits

Adults \$40.00

Children 12 and under and Seniors \$30.00

Reassessment (Examination after a three month absence)

Adults \$45.00

Children 12 and under and Seniors \$35.00

Extended Health Care

Most extended health care programs will pay part of chiropractic fees. We will be happy to provide the necessary receipts to facilitate your claim. (Please note that the patient is responsible for submitting the claim to their insurance company). This is an agreement between the patient and the insurance company, not between your chiropractor and insurance company.

Motor Vehicle Accident

If your care is the result of a motor vehicle accident, you are covered for chiropractic care through your automobile insurance policy. Be aware that your automobile insurance will not cover your treatment until you have exhausted any other extended health benefits you may have. Our office asks that the patient provide us with a post-dated cheque for \$240 to cover care until we receive approval from your insurance provider. Once approved, the cheque will be returned to you. If not approved, the \$240 will be used to cover your care to date. Should you choose to discontinue care with us, the unused portion of the cheque will be immediately refunded.

Workplace Safety and Insurance Board (WSIB)

This office asks that the patient provide us with a post-dated cheque for \$240 to cover care until we receive approval from WSIB. Once approved, the cheque will be returned to you. If not approved, the \$240 will be used to cover your care to date. Should you choose to discontinue care with us, the unused portion of the cheque will be immediately refunded.

Emergencies

Your discomfort is our immediate concern. In the case of an emergency, please call the office and we will arrange for you to be seen at the first possible opportunity.

Appointment times

We strive to run on time. If your condition changes or you have a new concern that you need to discuss, please call the office so that we may book the appropriate amount of time for you. If you are 10 minutes late or more for your appointment time, you will be asked to reschedule out of respect for the other patients who have arrived on time.

We appreciate 24 hours notice of a cancellation. Patients will be billed for appointments missed without notification.

Patient Co-operation

We will set up a specific course of treatment for you. A certain number of treatments in a set amount of time are required for us to get the results we desire. Therefore, if you need to change an appointment, it is necessary for you to reschedule to make up that appointment within the week. This will enable you to maintain your treatment schedule. You must realize that a missed appointment may increase the number of visits required for you to reach optimum health.

An informed consent will be presented to you to be signed. Following this, the appropriate treatment will be administered as explained previously.

No smoking, alcohol, or illicit substance use is allowed on the premises. Treatment will be refused if the patient is, or is suspected to be, under the influence of any of the aforementioned.

Your Health and Happiness

We are here to serve you, our patient. Please speak to the Doctor of Chiropractic or office manager about any upsetting matters. We see your comments as helping us to help you and others. Please feel free to discuss any aspect of your care with us at any time.

I have read and understood the above patient policy and accept this policy as stated.

Please print name

Signature

Date

Guardian, if patient is under 16 years of age