

Welcome To the Wellness Chiropractic Center of Queen Village

We believe that your most precious commodity is your health, and that without your health, your quality of life diminishes.

We have a unique approach to help us get to the root of your problem. We incorporate structural, nutritional and emotional treatments to help aid you in your journey to recovery.

We offer monthly, free health programs and workshops that are provided in the fitness center. Please take advantage of the ways these programs and workshops can help you reach your maximum health levels.

Members and non-members of the health club are always welcome in our office and are offered the opportunity to attend our regular programs.

As a policy, we require 24 hour notice for all cancellations. In order to get the most out of your care plan, it is recommended that you make-up any missed appointments the same week you cancel them.

There is a \$40.00 cancellation fee for any missed appointment that does not have a 24 hour cancellation notice. This cancellation fee is to insure that you keep up with your treatment plan in order to achieve your maximum health potential.

In order to be considerate of all our patients and to continue to offer exceptional care, please try to keep all scheduled appointments or cancel within 24 hours so that we may offer your appointment time to another patient.

We always welcome any suggestions to help us provide the best chiropractic and wellness care possible.

**Simply, your health is priority.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## FINANCIAL POLICY

We are committed to providing you with the best possible care. If you have medical insurance, we are anxious to help you receive your maximum allowable benefits. In order to achieve these goals, we need your assistance and your understanding of our payment policy.

Payment for services is due at the time services are rendered unless payment arrangements have been approved in advance by our staff. We accept cash, checks, MasterCard or Visa. We will be happy to process your insurance claims for you.

Returned checks and balances older than 90 days may be subject to collections. Charges may also be made for broken appointments and appointments cancelled without 24 hours advance notice.

We will gladly discuss your proposed treatment and answer any questions relating to your insurance.

You must realize, however, that:

1. Your insurance is a contract between you, your employer and the insurance company. We are not a party to that contract.
2. Our fees are generally considered to fall within the acceptable range by most companies, and therefore are covered up to the maximum allowance determined by each carrier.
3. Not all services are a covered benefit in all contracts. Some insurance companies arbitrarily select certain services they will not cover. You will be responsible for these services if the company deems they are the patient's responsibility.

We must emphasize that, as a Chiropractor, our relationship is with you, not your insurance company. While the filing of insurance claims is a courtesy that we extend to our patients, all charges are your responsibility from the date the services are rendered. We realize that temporary financial problems may affect timely payment of your account. If such problems do arise, we encourage you to contact us promptly for assistance in the management of your account.

If you have any questions about the above information or any uncertainty regarding your insurance coverage, PLEASE don't hesitate to ask us. We are here to help you.

I understand what I have read regarding the Financial Policy of this office and agree to payment in full of all charges deemed to be the patient's responsibility.

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Patient's signature

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Date