



## Welcome to Our Practice

It is with great pleasure that we provide the services for you here at Quantum Vitality. We offer a variety of services, and tailor your treatment plan to you and your specific needs. I will separately provide some forms for you to complete, which will help me to begin developing your individualized treatment plan.

## Office Policies

The following are some important policies. Please initial to indicate that you understand and agree to the following:

- Fees are due at the time of service unless prior arrangements have been made. We accept cash, checks and PayPal (credit card may be used with PayPal, for a fee to PayPal).
- We do not provide insurance billing or insurance-related services (diagnosis, superbills and the like).
- We require at least 24 hours to cancel or reschedule appointments. You may receive an appointment reminder 1 to 2 days before your visit; however, the responsibility is yours.
- Late cancellations and no-shows are billed in full.
- If your check is returned for any reason, you will incur an administrative fee of \$25.
- There are no refunds for products. Please make your choices carefully.
- There are no refunds for packages of sessions, after your first session.
  - During the first 20 to 30 minutes of the first session, I will give you the opportunity to decide whether you want to continue with this work. If you choose to discontinue the session, we will end there, with no charge.
  - At the end of the first session, you will be given the opportunity to either pay for the single session, or purchase a package with no refunds.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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