

Maureen Alexander, LAc. LMT.
OUR PATIENT CARE FINANCIAL AGREEMENT
Effective June 15, 2013

Dear Patient,

Thank you for choosing Maureen Alexander, L.Ac., LMT as your healthcare provider. We are committed to your treatment being successful, and our office policy has been established to ensure that the best health service can be provided to you and your family. Thank you for understanding our financial policy. Please let us know if you have any questions or concerns.

Full payment is due at the time of your service. We accept cash, check, credit card.

Missed Appointments and Cancellations

In order to prevent being charged a missed appointment fee I agree to give at least 24 hr notice of cancellation.

When we make an appointment, I am reserving time just for you. Sufficient cancellation notice allows us to offer your time to another patient who may be waiting for an appointment. Missed appointments without 24 hours notice will be charged the full amount. For patients arriving more than 15 minutes late, you may be asked to reschedule your appointment if there is not sufficient time to provide the best treatment to you, or to have a shortened session. We will do our best to provide sufficient treatment, schedule permitting. Late cancellations due to emergencies are understandable, in those cases the cancellation fee will be waived.

Regarding Insurance

Please remember that medical services are rendered to you, not your insurance company. Check with your insurer to find out if acupuncture is included in your benefits. Payment is due in full at the time of each visit. If you have insurance that covers acupuncture, we will provide you with the necessary forms for you to be reimbursed (i.e. Superbill). The full cost of services is ultimately your responsibility, even if your insurance provider denies payment for any portion of your bill for any reason. Please be aware that some, and perhaps all, of the services provided may be non-covered services and not considered reasonable and necessary under your medical insurance programs. Insurance companies do not reimburse for cancelled sessions. Please note that herbal medicine supplied as part of your treatment is not covered by insurance.

Rate Schedule

Comprehensive New Patient Initial Consultation, including Acupuncture Treatment: \$125.00

Outcall New Patient Initial Consultation, Including Acupuncture Treatment: \$225.00

Established Patient Consultation and Acupuncture Treatment: \$85.00

Outcall Established Patient Consultation and Acupuncture Treatment: \$175.00

Consultation only Herbal Medicine: \$70.00

Herbal Medicine: prices vary from \$10 – \$60 per bottle

Herbal tablets and pills may be returned *unopened* for credit or exchange. No returns or refunds on custom herbal medicine in capsule form.

There is a \$25 fee for returned checks.

Payment is due in full at time of service.

My signature below certifies that I have read and understand the above Financial Policy and agree to be responsible for full payment of all services rendered to myself and/or any member of my family.

_____ X _____
Print Sign