

New Patient Information

Appointments:

Treatments are by appointment only. If you find that you need to cancel an appointment, it is important that we receive twenty-four (24) hours notice. This enables us to fill the time slot. We reserve the right to charge a \$25 fee for appointments canceled with less than twenty-four hours notice or for "no show" appointments.

Payment for Services Rendered:

Payment is due at the time of service and may be paid in cash or check. In order to keep clinic prices affordable **we do not file insurance claims of any kind**. Upon request, we will provide you with a printed receipt containing the necessary information enabling you to file your claim.

Herbal Refills:

If you require a refill on an herbal formula prescribed during a previous treatment, we encourage you to make a follow-up appointment to determine if the formula is still appropriate for your current needs. Herbal refills may be requested in advance by phone.

Patient Signature

Date

Susan Monaco, LAc
222 Kenyon St., NW Suite 9
Olympia, WA 98502
360-943-5570