

Advantage Chiropractic, PLLC
1003 Oakhurst Dr. Suite 3
Charleston, WV 25314

OFFICE POLICIES AND PROCEDURES AGREEMENT

PAYMENT INFORMATION: Co-pays are due at the time of service. If you have not met your deductible, we require you to pay the day of service for services rendered. There is a \$25.00 no show fee if you do not call to cancel your appointment. If your balance accrues over \$300.00, you will be placed on a payment plan until the balance is paid in full. If we do not receive a payment monthly, you will be sent to collections.

MASSAGE INFORMATION: We require a 2 hour notice for cancellation of massage therapy. If it is not cancelled 2 hours prior to appointment time, there is a \$25 fee for 30 minute massage and a \$50 fee for an hour massage. The same applies for no showing a massage as well. **If you show up more than 10 minutes late to your massage, you will not receive the massage and will be charged the \$25 late cancellation fee as well.**

RISKS: Though chiropractic adjustments and treatments are usually beneficial and seldom cause any problem, I understand and am informed that there are some risks to treatment. Risks include, but are not limited to, fractures, disc injuries, strokes, dislocations, and sprains. Also, soreness and/or bruising may occur after a massage due to medications and/or muscle or blood disorders. I verify that I have read and understand the above information. Further, I am satisfied that all questions have been answered to my satisfaction.

Patient's Signature

Date

Print Name

Witness