

General Office Policy

- ✓ Payment is due at time services are received unless special arrangements are made. If account is not paid within 90 days of the date of service and no financial arrangements have been made, you will be responsible for legal fees, collection agency fees, interest charges and any other expenses incurred in collecting your account.
- ✓ Health and accident insurance policies are in agreement between you and your insurance carrier. New Hope Chiropractic will prepare any necessary reports and forms to assist you in making collections from the insurance company.
- ✓ All services rendered are charged directly to you and, as such, you are personally responsible for payment. If you should suspend or terminate your care and treatment, any fees for professional services rendered to you and will be immediately due and payable.
- ✓ Appointment may be changed without charge by calling to reschedule 24 hours prior to the appointment time. **A \$40.00 charge will be added per appointment missed.** This fee must be paid prior to seeing the doctor on your next visit.
- ✓ Appointment should be scheduled in advanced by calling (408) 260-8292.
- ✓ All medical records sent to another doctor, please see receptionist.
- ✓ For questions regarding your insurance coverage please contact your insurance company directly.
- ✓ I authorize the staff to perform any necessary services needed during diagnosis and treatment. I also authorize the provider to release any information required to process insurance claims.
- ✓ I understand the above information and guarantee this form was complete correctly to the best of my knowledge and understand it is my responsibility to inform this office of any changes to the information I have provided.

Informed Consent for Chiropractic Care

Chiropractic care, like all forms of health care, while offering considerable benefit may also provide some level of risk. This level of risk is most often very minimal, yet in rare cases injury has been associated with chiropractic care. The types of complications that have been reported secondary to chiropractic care include sprain. Strain injuries, irritation of disc condition, and rarely fracture. There are reported cases of stroke associated with visits to medical doctors and chiropractors. Research and the occurrence of stroke; rather, recent studies indicate that patients may be consulting medical doctors and chiropractors when they are in the early stages of stroke. In essence, there may be a stroke already in process. However, you are being informed of this reported association because a stroke may cause serious neurological impairment or even death. The possibility of such injuries occurring in association with upper cervical adjustment is extremely remote.

Prior to receiving chiropractic care in this Chiropractic office, a health history physical examination will be completed. These procedures are performed to asses your specific condition, your overall health, and in particular, your spinal health. In addition, they will help us determine if there is any reason to modify your care of provide you with a referral to another health care provider. All relevant findings will be reported to you along with a care plan to help you become heathier prior to beginning care.