

New Patient Information

Welcome to Bluemoon Acupuncture and Herbal Medicine. Please take a few minutes to read through the following topics that will help to prepare you for your first visit. Also, make sure you print and fill out the appropriate medical forms and bring them with you to the visit. If you have any questions or concerns, we can discuss them at the beginning of your first appointment or you can call the office.

Appointments

If possible, please take the time to schedule your appointments in advance. This will ensure that you receive and retain the time slot that is best for your schedule. If you need to make changes to an already scheduled appointment, please do so as soon as possible. You can schedule or cancel your appointment online or over the phone. If you schedule online you will be sent an email confirmation for your appointment. Remember, it is your responsibility to cancel any unwanted appointments. If you are unsure of your appointment, please call the office

Cancellation Policy

We require at least 24 hour notice to cancel an appointment. If you have missed or rescheduled an appointment with less than 24 hour notice, you will be responsible for the entire office visit fee. Our cancellation policy is waived for emergencies and acts of nature. We run a very tight schedule, so if you find that you are running late, please give the office a call to avoid making an unnecessary trip. We will, however, do our best accommodate your circumstances.

Payment and Insurance

We accept cash, personal checks. We ask that you pay at the time of your visit. Although we do not bill insurance companies, we can provide you with the proper documentation that you may need to submit for reimbursement.

Needles

This office uses sterile, disposable needles.

The Day Of Your Visit

Please make sure you do not eat or drink anything that will stain your tongue for at least an hour before arrival, as we need to examine your tongue. You will be most comfortable if you wear loose, clothing, as acupuncture involves palpation and treatment of various parts of the body. Draping will be provided to ensure modesty. Please refrain from wearing excessive jewelry, as some metals may interfere with the efficacy of the therapy. Also, please refrain from wearing perfume, strongly scented oils and/or lotions on the day of your visit.

Dear New Patient

As you know, cancellations of appointments must take place at least 24 hours prior to the appointment to avoid billing. Because I always have a waiting list, and time slots are very tightly scheduled, a missed appointment is both a loss to me and another person that I might have treated in that time slot. You may cancel online and my answering machine takes messages for changes and cancellations, so except for cases of extreme emergencies, you will be billed for the session that you missed.

Please sign and date the form below, to indicate your understanding of this agreement.

Thank you in advance for your consideration.

Bluemoon Acupuncture

Patient's Name _____

Patient's Signature_____

Date Signed_____