

To The New Patient



Outline of Procedure for New Patients

1. **STEP ONE:** All new patients are requested to fill out a personal health history and insurance questionnaire.
2. **STEP TWO:** Your first consultation with the doctor to discuss your health problems.
3. **STEP THREE:** Preliminary screening tests to help determine whether you are a chiropractic case. If you are not accepted as a chiropractic patient, we will try to assist you in locating the type of physician or specialist which we feel your condition requires. There is no charge for these screening tests.
4. **STEP FOUR:** If the preliminary screening tests indicate that you are a chiropractic case, additional diagnostic examinations such as x-rays, laboratory tests, neurological/orthopedic tests, etc., may be required. If so, the necessity and cost of any such diagnostic examinations will be thoroughly explained before the examinations are performed.
5. **STEP FIVE:** The doctor will review with you the diagnostic examinations, explain their significance, and make recommendations for treatment. Family members are welcome and may attend this explanation at your request.
6. **STEP SIX:** Treatments will begin and continue as scheduled until your condition has been fully corrected, or until the maximum possible improvement has been obtained. If you do not respond to treatment, or are dissatisfied with your progress, you may stop taking treatment at any time without further financial obligation, except for services previously rendered. In addition, upon request, your case records will be made available for review by the physician of your choice.
7. **STEP SEVEN:** Financial arrangements and insurance coverage. Medicare, workers compensation insurance, automobile med-pay insurance, and most union and company health insurance policies cover chiropractic care up to the policy limits. Many group policies only cover 80% of the expense, and some even have a small deductible provision. If you wish, our staff will be happy to assist you in determining your policy benefits. Any charges not covered by insurance are the responsibility of the patient. Time payments are available and we accept most credit cards. We also accept insurance assignments on most health insurance policies.