

The Acupuncture Clinic of Missoula  
Health Options Clinic 3031 S. Russell St. Ste1 Missoula, MT 59801  
www.acupunctureclinicofmissoula.com  
406-728-1600

## Welcome to the Clinic!

Here are a few things you need to know before your first appointment. Please call or email us if you have any questions.

**Please note we are a fragrance free office; several of our patients and staff have extreme sensitivities to fragrances. Be sure to avoid perfumes, scented body wash, lotions and hair products the day of your appointment or you may be asked to reschedule.**

**Location:** The clinic is located in the Health Options Clinic 3031 S. Russell St. We are located directly across from the YMCA. We do share a building with CostCare, but we have a different, south-facing entrance.

**Preparation:** Please have your new patient paperwork filled out before your appointment so we can spend more time on your treatment. Wear loose fitting, comfortable clothes to your session. It is not often necessary to completely undress during an acupuncture session, but the clothing must roll up past the knees and elbows. Sheets, blankets and gowns are available if needed.

It is best to have a light meal or snack an hour or two before a session to avoid becoming dizzy or nauseous. Acupuncture induces a state of peaceful relaxation – it is best to not have to rush anywhere right after a treatment.

**Payment policy:** Payment in full is expected at the time of service. If your insurance covers acupuncture, co-pay is expected at the time of service. Please note: we WILL NOT check benefits for you ahead of time. If your insurance does not cover acupuncture, the patient will be responsible for the full amount of the charges. If this is in relation to a motor vehicle accident or Worker's Compensation claim, the patient is responsible for providing the necessary billing information.

### **Cancellation Policy:**

**Please note that your appointment time is reserved just for you. Any cancellation or change in your appointment requires a 24-hour notice.**

**Because we understand that things happen, your first missed appointment is 'forgiven'. After that, all missed appointments will incur the full session fee.**

Thank you, we look forward to working with you!

Signed: \_\_\_\_\_

Date: \_\_\_\_\_