



**Kymerlie Landgraf**  
**MAOM, L.Ac.**

## **New Patient Information**

### **Here are some general guidelines regarding your appointment:**

1. Please eat a moderate amount of food 1 to 1.5 hours before your appointment.
2. Wear loose clothing. There should be easy access to your legs up to mid-thigh, arms including shoulders, abdomen and back. If you prefer, you can change clothes at the clinic.
3. Whenever possible arrange your schedule so you do not have to rush to or away from the clinic.
4. If you must leave right away or earlier than the allotted time, please tell us at the beginning of the appointment.
5. Please tell us as soon as possible if you are uncomfortable with physical touch or discussing some activities or parts of the body.

### **Cancellation**

If you find that you need to cancel or rearrange an appointment, it is important that we receive twenty-four (24) hours notice. Our policy is to allow a one time short cancellation without charge. If there is a 2<sup>nd</sup> time, we will charge 50% of the normal appointment fee. After that we will charge the full fee.

### **Payment for Services Rendered**

Payment in full is due at the time of service and may be paid in cash or credit card.

I have read and understand the above:

\_\_\_\_\_  
Patient's name (please print)

\_\_\_\_\_  
Patient Signature

\_\_\_\_\_  
Date