



OFFICE POLICIES

1. Healing and spinal correction *takes time*. If you do not feel that you are responding as well as you expected, please discuss it *immediately* with the Doctor. We want you to get the most from your chiropractic care.
2. If Dr. Gibson adjusts you through your pregnancy, she will offer a complimentary spinal check for your baby during their 1st year of life.
3. To prevent any loss of spinal correction and momentum, missed treatments should be re-scheduled as soon as possible
4. You must notify the office 24 hours before your scheduled appointment if you are unable to keep an appointment. Please note that a charge will be applied to missed appointments.
5. We never want you to feel rushed in our office. If you wish to discuss a new concern with the Doctor, please call in advance so we may schedule additional time for you.
6. To obtain your best results it is necessary to follow the Doctor's recommended schedule and home care advice.
7. All financial accounts must remain current.
8. Immediate family members are automatically linked in our computer system, for billing purposes, unless requested otherwise.
9. We will confirm appointment attendance with Extended Health Insurance Companies.
10. It may be necessary for this office to communicate by phone to any of the numbers you have provided to us on the Health History Form. If you choose not to have us call, please let us know.

Signature: _____ Date: _____