

Dr. Klausner's Office Policy

YOUR APPOINTMENT

Your appointment time is set aside especially for you and Dr. Klausner. **Our office requires a 24 hour cancellation notice.** Patients will be charged for the full amount of the missed appointment.

Payment in full is required at the time of your appointment.

We will provide you with a receipt that details your medical treatment, diagnoses and charges for each visit. We are unable to accept any of the following: disability insurance, worker's compensation, liens or assignments from your insurance carrier. The charge for a returned check is \$25.00.

ADDITIONAL OFFICE PROTOCOLS

- Out of respect for chemically sensitive individuals **our office is fragrance free** which includes; perfume, after shave, cologne, essential oil, fragrant hair products and lotions.
- Please refrain from talking on your cell phone in our office.
- Do not bring food or drink into the building.
- Pets are not allowed in the office.
- We do not provide child-care while you are being treated.

Thank you for your cooperation.

We look forward to working with you and supporting your health!

Name: _____

Signature: _____ Date: _____