

Brett VanCott  
Licensed Acupuncturist

**338 Water Street  
Hallowell, Maine 04347  
207-621-0985**

### **Fees, Payment and Insurance**

Full payment or expected insurance co-payments will be due at the time of service. Not all insurance companies cover acupuncture, therefore it is your responsibility to make contact with your insurance company for prior authorization.

### **Cancellations and Missed Appointments**

If you know that you will be unable to attend your appointment, please let us know as soon as possible, so that we will be able to offer that time slot to others who might be waiting for an appointment. A “missed appointment” fee of \$35.00 will be charged if you miss your appointment or have not cancelled your appointment at least 24 hours prior to your scheduled time. This fee will not be charged to your insurance company. It is your responsibility regardless of your insurance coverage. Special or extenuating circumstances may be considered in the event of a sudden cancellation.

### **Agreement**

I understand and agree that, regardless of my insurance status, I am ultimately responsible for the balance of my account and I have read and understand all the information on this form.

Patient Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Word/Brett Van Cott/Cancellation Policy*