

Christine M. Bowen, N.D.

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CLINIC POLICIES

In order to establish clear communication and understanding, the following are our office policies regarding fees, payments and scheduling.

FEES. Dr. Bowen has a set rate of \$80.00 per office visit. Short return visits will be billed accordingly. Please ask about our low-income rate. House calls will have a \$10.00 fee for each 5 miles traveled from Dr. Bowen's office.

- All laboratory tests will be billed to the patient by the laboratory.
- All materials used which Dr. Bowen has to pay for will be billed to the patient (paperwork, within reason, will be paid for by Dr. Bowen).

INSURANCE. Dr. Bowen currently accepts Premera and Lifewise insurance. You will be responsible for co-payment at the time of visit. If any treatment is not covered by your insurance policy, you will be responsible for payment of fees. If you are seeing Dr. Bowen as an out of network provider, Dr. Bowen will provide a bill that you can submit to your insurance company for possible reimbursement.

PAYMENT. Payment is due at the time of service for office visits and pharmacy products that are not covered by insurance. Dr. Bowen accepts checks, cash, credit card (Visa or Mastercard) and money orders. Invoices and receipts are available by request.

RETURNED CHECK FEE. There is a \$25 fee for each returned check.

APPOINTMENT CANCELLATIONS. When you schedule an appointment we reserve that time especially for you. We do not double-book patients except in emergencies. We ask that you respect our time by providing 24- to 48- hour notice of cancellation. If you do not provide at least 24-hour notice of your intent to cancel an appointment, you will be charged \$35 for a half hour appointment and \$50 for an hour appointment. We will do our best to run on time as we realize that you have busy lives and schedules. We appreciate your patience as we try to give each person the best possible care. You may want to call ahead to find out whether or not your practitioner is on time.

PHONE CONSULTS. There is no charge for brief questions that can be answered by the staff or a doctor. If you are calling about a new or more involved health concern, you may be asked to schedule an appointment or you may be charged for a phone consult.

RETURNED MEDICINE. You may return unopened medicine within thirty days of purchase for a refund except for the following items: any acidophilus products, suppositories, compounded hormones and amino acids, and specially ordered or assembled items.

We maintain a scent-free environment, out of respect for patients with allergies and sensitivities. We ask that you refrain from wearing perfumes and colognes on the days that you will be visiting the clinic. If you smoke, we also ask that you refrain from smoking immediately before entering the clinic.

All fees are subject to change and patients will be kept abreast of these changes. If you have any questions regarding these guidelines please feel free to ask.

I agree to the above clinic policies.

Signature

Date