

Please initial and sign to acknowledge that you have read and understand the office policies.

Fees

Fees are dependent on complexity of care needed and any services provided. A \$50 non-refundable appointment holding fee is required at time of scheduling and will be applied towards your visit unless otherwise specified through specific insurance carriers. *A 20% discount is applied if you pay at time of visit.* Payment for non-covered services and insurance copayments are due at time of service. We accept cash, HSA benefits, and credit cards. NWIM does not accept checks. Office visit fees do not apply to medicinary items, lab work and tests, or physician ordered add-on lab work and tests.

Insurance

Our physicians are in-network with a limited number of insurance companies. If your provider is out-of-network for your insurance provider, your insurance provider may or may not reimburse your office visit fee, paid at time of service. Your insurance company does not typically cover the cost of any natural medicine products. Please contact your insurance company to find out what they cover. You may do this by using the Insurance Verification & Information Form emailed to you and shared through the patient portal.

Cancellations

Please give 48-hours notice to cancel an appointment. If you do not give adequate notice you will be charged a **missed appointment fee of \$50**, unless otherwise specified through specific insurance carriers. New patient's holding fee will be applied.

Other Healthcare Practitioner

NWIM is a primary care medical office. Please notify us if you would like NWIM to act as your primary care provider or provide adjunctive naturopathic medical care. If you select the latter, it is the patient's responsibility to have a local healthcare practitioner available who is able to perform lab work and physical exams if necessary.

Natural Medicines

Once purchased, medicines cannot be returned. This applies to any product, open or un-opened. Please let us know if you are on a budget and we will gladly prioritize your treatment options or look for less costly alternatives. NWIM uses an online-based medicinary, as well as keeping limited items in office. This insures products that are safe and fresh. Occasionally, a product will not be in stock. In this case you will pre-pay for the item and the item will be shipped to your house directly. If you are expecting a product and do not receive your package by the end of the week following your visit please visit <http://support.fullscript.com>, contact Full Script at (866) 807-3828 or by email at support@fullscript.com.

Clinic Policies

- Smoking is prohibited throughout the Meridian Professional Building and any outdoor smoking must take place at least 10 feet from any entrance or ventilation intake for the building.
- Only trained service animals are allowed in the clinic.
- NWIM does not allow firearms or weapons on clinic property.

I acknowledge I have been provided with, read, understand, and agree to the office policies as written above.

Sign

Print Name

Date