



Welcome to Vitality Family Chiropractic. Please fill this form out to the best of your ability, if there are any sections that do not apply, simply write N/A and move on to the next question.

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_ Email: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_ Marital Status:  S  M  D  W

Spouse's Name: \_\_\_\_\_ Spouse's Occupation: \_\_\_\_\_

Emergency Contact - Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Referred By:  Facebook Ad  Instagram  Google  Family/Friend (Name): \_\_\_\_\_

**Number of Children and Ages**

**Previous Chiropractic Care?**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Yes \_\_\_ No \_\_\_ Reason \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Yes \_\_\_ No \_\_\_ Reason \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Yes \_\_\_ No \_\_\_ Reason \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Yes \_\_\_ No \_\_\_ Reason \_\_\_\_\_

**LIST YOUR HEALTH CONCERNS BELOW**

Health Concerns: List according to severity	Rate of Severity 1 = mild 10 = unbearable	When did this episode start?	If you had the condition before, when?	Did the problem begin with an injury?	Are symptoms constant or intermittent?
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____

HAVE YOU EVER SEEN OTHER DOCTORS FOR THESE CONDITIONS? YES / NO

CHIROPRACTOR? \_\_\_\_\_ MEDICAL DOCTOR? \_\_\_\_\_ OTHER \_\_\_\_\_

WHO AND WHEN? \_\_\_\_\_

**CIRCLE ALL CONDITIONS YOU HAVE OR HAVE HAD:**

- |                |                    |                      |                       |                       |
|----------------|--------------------|----------------------|-----------------------|-----------------------|
| DIZZINESS      | DEPRESSION         | KIDNEY PROBLEMS      | LIVER DISEASE         | NERVOUSNESS           |
| HEADACHES      | AUTOIMMUNE DISEASE | MID BACK PAIN        | SHOULDER PAIN         | EPILEPSY              |
| VERTIGO        | ASTHMA             | IRRITABLE BOWEL      | CHRONIC FATIGUE       | DISC PROBLEM          |
| EAR INFECTIONS | EENT               | SCIATICA             | RINGING IN THE EARS   | INFERTILITY           |
| NAUSEA         | NUMBNESS/TINGLING  | SENSITIVITY TO LIGHT | FIBROMYALGIA          | GASTRIC REFLUX        |
| TMJ            | PROSTATE ISSUES    | SENSITIVITY TO SOUND | CHEST PAIN            | ALLERGIES             |
| NECK PAIN      | MENSTRUAL DISORDER | LOW BACK PAIN        | ARM PAIN              | SLEEPING DIFFICULTIES |
| MIGRAINES      | HEART DISORDERS    | HIP PAIN             | ADD/ADHD              | OTHER: _____          |
| ANXIETY        | STOMACH DISORDERS  | LEG PAINS            | JOINT PAIN            |                       |
| IRRITABILITY   | BLADDER PROBLEMS   | KNEE PAIN            | HIGH BLOOD PRESSURE   |                       |
| LOSS OF MEMORY | LOSS OF TASTE      | HEART BURN           | CHRONIC SINUS         |                       |
| LOSS OF SMELL  | LOSS OF BALANCE    | SHORTNESS OF BREATH  | CONSTIPATION/DIARRHEA |                       |

**CIRCLE YOUR TOP 3 HEALTH GOALS**

- |                     |                          |                    |
|---------------------|--------------------------|--------------------|
| LESS/NO PAIN        | INCREASED PRODUCTIVITY   | MOTIVATION         |
| LESS/NO MEDICATIONS | ABILITY TO ENJOY HOBBIES | BETTER DIGESTION   |
| PREVENT SURGERY     | SPEND TIME WITH FAMILY   | INCREASED STRENGTH |
| INCREASED LONGEVITY | INCREASED ENERGY         | INCREASED MOBILITY |
| LESS ANXIETY        | BETTER SLEEP             | WELLNESS           |

**CIRCLE ANY CONDITION YOU HAVE NOW/ HAVE HAD (IF NOTHING APPLIES PLEASE WRITE N/A HERE \_\_\_\_\_)**

- STROKE    CANCER    HEART DISEASE    SPINAL SURGERY    SEIZURES    SPINAL BONE FRACTURE    SCOLIOSIS    DIABETES

**LIST ALL SURGICAL PROCEDURES AND WHEN \_\_\_\_\_**

**LIST ALL OVER THE COUNTER & PRESCRIPTION MEDICATIONS YOU ARE ON:**

\_\_\_\_\_  
\_\_\_\_\_

**HAVE YOU BEEN IN AN AUTO ACCIDENT? YES / NO IF YES, WHEN? \_\_\_\_\_**

**HAVE YOU HAD PREVIOUS CHIROPRACTIC CARE? YES / NO IF YES, WHEN? \_\_\_\_\_**

**REASON \_\_\_\_\_ CHIROPRACTOR'S NAME \_\_\_\_\_**

**HAVE YOU EVER BEEN KNOCKED UNCONSCIOUS? YES / NO      FRACTURED A BONE? YES / NO**

**IF YES, PLEASE DESCRIBE \_\_\_\_\_**

**OTHER TRAUMA: \_\_\_\_\_**

**HOW WOULD YOU RATE YOUR OVERALL QUALITY OF LIFE (CIRCLE ONE)**

- EXCELLENT    GOOD    AVERAGE    FAIR    POOR

**WHAT ARE YOU CURRENTLY DOING FOR YOUR HEALTH** \_\_\_\_\_

**WHAT DAILY ACTIVITIES ARE BEING RESTRICTED BY YOUR CURRENT HEALTH CONDITION(S)**  
\_\_\_\_\_

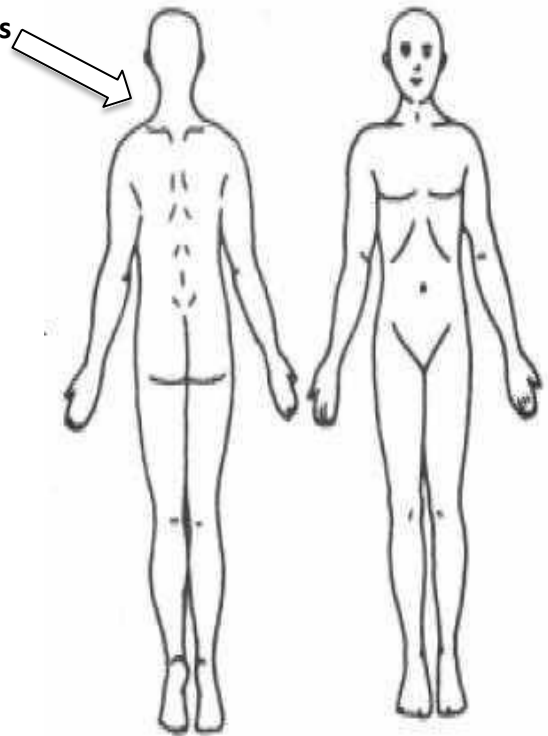
**\*PLEASE MARK** the areas on the Diagram with the following **letters** to describe your symptoms:

**R = Radiating B = Burning D = Dull A = Aching N = Numbness**

**S = Sharp/ Stabbing T= Tingling**

What relieves your symptoms? \_\_\_\_\_

What makes them feel worse? \_\_\_\_\_



**SOCIAL HISTORY**

1. **SMOKING:**  YES  NO

CIGARS  PIPE  CIGARETTES  VAPE

HOW OFTEN?  DAILY  WEEKENDS  OCCASIONALLY

2. **CONSUME ALCOHOL:**  YES  NO

HOW OFTEN?  DAILY  WEEKENDS  OCCASIONALLY

3. **EXERCISE:**  YES  NO

HOW OFTEN?  1-2X/WEEK  3-4X/WEEK  5X OR MORE/WEEK  OCCASSIONALLY

**FEMALE HISTORY**

Please list your # of Pregnancies: \_\_\_\_\_ Vaginal Deliveries: \_\_\_\_\_ Cesarean Surgery: \_\_\_\_\_ Miscarriages: \_\_\_\_\_

Deliveries were at  Home  Birth Center  Hospital  Other: \_\_\_\_\_

Have you ever taken or currently taking birth control?  Yes  No

Have you ever had infertility issues?  Yes  No Date of last menstrual cycle: \_\_\_\_\_

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**MALE HISTORY**

Have you ever experienced infertility issues with your spouse?  Yes  No Date of last prostate exam: \_\_\_\_\_

Erectile dysfunction?  Yes  No Difficulty/pain during urination?  Yes  No

# X-RAY AUTHORIZATION

AS YOUR HEALTHCARE PROVIDER, WE ARE LEGALLY RESPONSIBLE FOR YOUR CHIROPRACTIC RECORDS.  
 WE MUST MAINTAIN A RECORD OF YOUR X-RAYS IN OUR FILES.  
 AT YOUR REQUEST, WE WILL PROVIDE YOU WITH A COPY OF YOUR X-RAYS IN OUR FILES.  
**THE FEE FOR COPYING YOUR X-RAYS ON A DISC IS \$15.00. THIS FEE MUST BE PAID IN ADVANCE.**

DIGITAL X-RAYS ON CD WILL BE AVAILABLE WITHIN 72 HOURS OF PREPAYMENT ON ANY REGULAR PRACTICE HOURS DAY.

**PLEASE NOTE:** X-RAYS ARE UTILIZED IN THIS OFFICE TO HELP LOCATE AND ANALYZE **VERTEBRAL SUBLUXATIONS.**

THESE X-RAYS ARE NOT USED TO INVESTIGATE FOR MEDICAL PATHOLOGY. THE DOCTORS OF VITALITY FAMILY CHIROPRACTIC DO NOT DIAGNOSE OR TREAT MEDICAL CONDITIONS; HOWEVER, IF ANY ABNORMALITIES ARE FOUND, WE WILL BRING IT TO YOUR ATTENTION SO THAT YOU CAN SEEK PROPER MEDICAL ADVICE.

**BY SIGNING BELOW YOU ARE AGREEING TO THE ABOVE TERMS AND CONDITIONS.**

\_\_\_\_\_  
 PRINT YOUR NAME HERE

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 YOUR AGE

**FEMALE PATIENTS ONLY:** TO THE BEST OF MY KNOWLEDGE, I BELIEVE I AM NOT PREGNANT AT THE TIME X-RAYS ARE TAKEN AT VITALITY FAMILY CHIROPRACTIC

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 DATE

**DO NOT WRITE BELOW THIS LINE • DO NOT WRITE BELOW THIS LINE • DO NOT WRITE BELOW THIS LINE**

Sex:  M  F

<input type="checkbox"/> Lat Cervical CM    Kvp    Time    MAS <input type="checkbox"/> 10-11 <input type="checkbox"/> 78 <input type="checkbox"/> 1/24    12.5 <input type="checkbox"/> 12-13 <input type="checkbox"/> <input type="checkbox"/> 1/20    15 <input type="checkbox"/> 14-15 <input type="checkbox"/> 1/15    20 <input type="checkbox"/> 16-17 <input type="checkbox"/> 1/10    30 <input type="checkbox"/> 2/15    40 MA 300    Size 8x10	<input type="checkbox"/> Flex/Ext CM    Kvp    Time    MAS <input type="checkbox"/> 14-15 <input type="checkbox"/> 70 <input type="checkbox"/> 1/10    20 <input type="checkbox"/> 16-17 <input type="checkbox"/> <input type="checkbox"/> 2/15    30 <input type="checkbox"/> 18-19 <input type="checkbox"/> 3/20    40 <input type="checkbox"/> 20-21 <input type="checkbox"/> 2/10    50 <input type="checkbox"/> 22-23 MA 300    Size 8x10	<input type="checkbox"/> Lower Cervical CM    Kvp    Time    MAS <input type="checkbox"/> 14-15 <input type="checkbox"/> 70 <input type="checkbox"/> 1/10    20 <input type="checkbox"/> 16-17 <input type="checkbox"/> <input type="checkbox"/> 2/15    30 <input type="checkbox"/> 18-19 <input type="checkbox"/> 3/20    40 <input type="checkbox"/> 20-21 <input type="checkbox"/> 2/10    50 <input type="checkbox"/> 22-23 MA 300    Size 8x10	<input type="checkbox"/> Lateral Thoracic CM    Kvp    Time    MAS <input type="checkbox"/> 22-23 <input type="checkbox"/> 80 <input type="checkbox"/> 1/15    20 <input type="checkbox"/> 24-25 <input type="checkbox"/> <input type="checkbox"/> 1/10    30 <input type="checkbox"/> 26-27 <input type="checkbox"/> 2/15    40 <input type="checkbox"/> 28-29 <input type="checkbox"/> 2/10    50 <input type="checkbox"/> 30-31 <input type="checkbox"/> 1/4    75 <input type="checkbox"/> 32-33 <input type="checkbox"/> 3/10    90 <input type="checkbox"/> 34-35 <input type="checkbox"/> 2/5    120 <input type="checkbox"/> 36-37 <input type="checkbox"/> 1/2    150 MA 300    Size 14x17	<input type="checkbox"/> A-P Thoracic CM    Kvp    Time    MAS <input type="checkbox"/> 16-17 <input type="checkbox"/> 75 <input type="checkbox"/> 1/20    17 <input type="checkbox"/> 18-19 <input type="checkbox"/> <input type="checkbox"/> 1/15    22 <input type="checkbox"/> 20-21 <input type="checkbox"/> 1/10    30 <input type="checkbox"/> 22-23 <input type="checkbox"/> 2/15    40 <input type="checkbox"/> 24-25 <input type="checkbox"/> 2/10    50 <input type="checkbox"/> 26-27 <input type="checkbox"/> 1/4    75 <input type="checkbox"/> 28-29 <input type="checkbox"/> 3/10    90 <input type="checkbox"/> 30-31 <input type="checkbox"/> 2/5    120 MA 300    Size 14x17
<input type="checkbox"/> APOM CM    Kvp    Time    MAS <input type="checkbox"/> 14-15 <input type="checkbox"/> 70 <input type="checkbox"/> 1/10    20 <input type="checkbox"/> 16-17 <input type="checkbox"/> <input type="checkbox"/> 2/15    30 <input type="checkbox"/> 18-19 <input type="checkbox"/> 3/20    40 <input type="checkbox"/> 20-21 <input type="checkbox"/> 2/10    50 <input type="checkbox"/> 22-23 MA 300    Size 8x10	Other View _____  CM _____ Kvp _____  MAS _____ MA _____  Size _____	<input type="checkbox"/> Lateral Lumbar CM    Kvp    Time    MAS <input type="checkbox"/> 26-27 <input type="checkbox"/> 88 <input type="checkbox"/> 2/10    30 <input type="checkbox"/> 28-29 <input type="checkbox"/> 90 <input type="checkbox"/> 1/4    40 <input type="checkbox"/> 30-31 <input type="checkbox"/> 92 <input type="checkbox"/> 3/10    50 <input type="checkbox"/> 32-33 <input type="checkbox"/> 94 <input type="checkbox"/> 2/5    70 <input type="checkbox"/> 34-35 <input type="checkbox"/> 96 <input type="checkbox"/> 1/2    90 <input type="checkbox"/> 36-37 <input type="checkbox"/> <input type="checkbox"/> 3/5    120 <input type="checkbox"/> 38-39 <input type="checkbox"/> 4/5    160 <input type="checkbox"/> 40-41 <input type="checkbox"/> 1    200 <input type="checkbox"/> 42-43 <input type="checkbox"/> 1 1/2 <input type="checkbox"/> 2 MA 200    Size 14x17	<input type="checkbox"/> A-P Lumbar CM    Kvp    Time    MAS <input type="checkbox"/> 20-21 <input type="checkbox"/> 76 <input type="checkbox"/> 1/15    40 <input type="checkbox"/> 22-23 <input type="checkbox"/> 78 <input type="checkbox"/> 1/10    50 <input type="checkbox"/> 24-25 <input type="checkbox"/> 80 <input type="checkbox"/> 2/15    75 <input type="checkbox"/> 26-27 <input type="checkbox"/> <input type="checkbox"/> 2/10    90 <input type="checkbox"/> 28-29 <input type="checkbox"/> 1/4    120 <input type="checkbox"/> 30-31 <input type="checkbox"/> 3/10    150 <input type="checkbox"/> 32-33 <input type="checkbox"/> 2/5    120 <input type="checkbox"/> 34-35 <input type="checkbox"/> 1/2    170 <input type="checkbox"/> 36-37 <input type="checkbox"/> 3/5    210 <input type="checkbox"/> 38-39 <input type="checkbox"/> 4/5 <input type="checkbox"/> 40-41 <input type="checkbox"/> 1 <input type="checkbox"/> 42-43 <input type="checkbox"/> 1 1/2 <input type="checkbox"/> 2 MA 300    Size 14x17	

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**CA Initials:**

## Terms of Acceptance

In order to provide for the most effective healing environment, most effective application of chiropractic procedures, and the strongest possible doctor-patient relationship, it is our wish to provide each patient with a set of parameters and declarations that will facilitate the goal of optimum health through chiropractic.

To that end, we ask that you acknowledge the following point regarding chiropractic care and the services that are offered through this clinic:

- A. Chiropractic is a very specific science, authorized by law to address spinal health concerns and needs. Chiropractic is a separate and distinct science, art and practice. It is not the practice of medicine.
- B. Chiropractic seeks to maximize the inherent healing power of the human body by restoring normal nerve functions through the adjustment of spinal subluxation(s). Subluxations are deviations from normal spinal structures and configurations that interfere with normal nerve processes.
- C. The chiropractic adjustment process, as defined in the law of this jurisdiction, involves the application of a specific directional thrust to a region or regions of the spine with the specific intent of re-positioning misaligned spinal segments. This is a safe, effective procedure applied over one million times each day doctors of chiropractic in the United States alone.
- D. A thorough chiropractic examination and evaluation is part of the standard chiropractic procedure. The goal of this process is to identify any spinal health problems and chiropractic needs. If during this process, any condition or question outside the scope of chiropractic is identified, you will receive a prompt referral to an appropriate provider or specialist, according to the initial indications of the need.
- E. Chiropractic does not seek to replace or compete with your medical, dental or other type(s) of health professionals. They retain responsibility for care and management of medical conditions. We do not offer advice regarding treatment prescribed by others.
- F. Your compliance with care plans, home and self-care, etc., is essential to maximum healing and optimal health through chiropractic.
- G. We invite you to speak frankly to the doctor on any matter related to your care at this facility, its nature, duration, or cost, in what we work to maintain as a supporting, open environment.

By my signature below, I have read and fully understand the above statements.

All questions regarding the doctor's objectives pertaining to my care in this office have been answered to my satisfaction. I therefore accept chiropractic care on this basis.

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(Signature)

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(Date)

### *Notice of Privacy Practices Acknowledgement*

I understand that I have certain rights of privacy regarding my protected health information, under the Health Insurance Portability & Accountability Act of 1996 (HIPAA). I understand that this information can and will be used to:

1. Conduct, plan and direct my treatment and follow-up among the multiple healthcare providers who may be involved in that treatment directly and indirectly.
2. Obtain payment from third-party payers.
3. Conduct normal healthcare operations, such as quality assessments and physicians certifications.

I acknowledge that I may request your NOTICE OF PRIVACY PRACTICES containing a more complete description of the uses and disclosures of my health information. I also understand that I may request, in writing, that you restrict how my private information is used to disclosed to carry out treatment, payment, or healthcare operation. I also understand you are not required to agree to my requested restrictions, but if you agree, then you are bound to abide by such restrictions.

---

(Signature)

---

(Date)

## **INFORMED CONSENT FOR CHIROPRACTIC CARE**

CHIROPRACTIC CARE, LIKE ALL FORMS OF HEALTH CARE WHILE OFFERING CONSIDERABLE BENEFITS MAY ALSO PROVIDE SOME LEVEL OF RISK. THIS LEVEL OF RISK IS MOST OFTEN VERY MINIMAL, YET IN RARE CASES, INJURY HAS BEEN ASSOCIATED WITH CHIROPRACTIC CARE. THE TYPES OF COMPLICATIONS THAT HAVE BEEN REPORTED SECONDARY TO CHIROPRACTIC CARE INCLUDE: SPRAIN/STRAIN INJURIES, IRRITATION OF A DISC CONDITION, AND RARELY, FRACTURES. ONE OF THE RAREST COMPLICATIONS ASSOCIATED WITH CHIROPRACTIC CARE OCCURRING AT A RATE BETWEEN ONE INSTANCE PER ONE MILLION TO ONE PER TWO MILLION CERVICAL SPINE (NECK) ADJUSTMENTS MAY BE A VERTEBRAL INJURY THAT COULD LEAD TO A STROKE.

PRIOR TO RECEIVING CHIROPRACTIC CARE IN THIS CHIROPRACTIC OFFICE, A HEALTH HISTORY AND PHYSICAL EXAMINATION WILL BE COMPLETED. THESE PROCEDURES ARE PERFORMED TO ASSESS YOUR SPECIFIC CONDITIONS, YOUR OVERALL HEALTH AND IN PARTICULAR YOUR SPINAL HEALTH. THESE PROCEDURES WILL ASSIST US IN DETERMINING IF CHIROPRACTIC CARE IS NEEDED, OR IF ANY FURTHER EXAMINATIONS OR STUDIES ARE NEEDED. IN ADDITION, THEY WILL HELP US DETERMINE IF THERE IS ANY REASON TO MODIFY YOUR CARE OR PROVIDE YOU WITH A REFERRAL TO ANOTHER HEALTH CARE PROVIDER. ALL RELEVANT FINDINGS WILL BE REPORTED TO YOU ALONG WITH A CARE PLAN PRIOR TO BEGINNING CARE.

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**I UNDERSTAND AND ACCEPT THAT THERE ARE RISKS ASSOCIATED WITH CHIROPRACTIC CARE AND GIVE CONSENT TO THE EXAMINATION THAT THE DOCTOR DEEMS NECESSARY AND THE CHIROPRACTIC CARE, INCLUDING SPINAL ADJUSTMENTS, AS REPORTED FOLLOWING MY ASSESSMENT.**

---

PRINT PRACTICE MEMBER'S NAME HERE

---

PRACTICE MEMBER'S SIGNATURE OR GUARDIAN SIGNATURE

---

DATE

***IF THIS HEALTH PROFILE IS FOR A MINOR/CHILD, PLEASE FILL OUT AND SIGN BELOW***

### **WRITTEN CONSENT FOR A CHILD**

NAME OF PRACTICE MEMBER WHO IS A MINOR/CHILD \_\_\_\_\_

I AUTHORIZE DR. KATHERYNE CASTRO AND ANY AND ALL VITALITY FAMILY CHIROPRACTIC STAFF TO PERFORM DIAGNOSTIC PROCEDURES, RADIOGRAPHIC EVALUATIONS, RENDER CHIROPRACTIC CARE AND PERFORM CHIROPRACTIC ADJUSTMENTS TO MY MINOR/CHILD.

AS OF THIS DATE, I HAVE THE LEGAL RIGHT TO SELECT AND AUTHORIZE HEALTH CARE SERVICES FOR MY MINOR/CHILD. IF MY AUTHORITY TO SELECT AND AUTHORIZE CARE IS REVOKED OR ALTERED, I WILL IMMEDIATELY NOTIFY VITALITY FAMILY CHIROPRACTIC.

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DATE

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GUARDIAN SIGNATURE AND RELATIONSHIP TO MINOR / CHILD

**WITNESS SIGNATURE (OFFICE STAFF)**

**DATE**

# FAMILY HEALTH HISTORY

THIS FORM IS TO ASSIST THE DOCTORS BY PROVIDING PAST HEALTH HISTORY INFORMATION FOR THEIR REVIEW.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PLEASE PRINT YOUR NAME HERE

CONDITION	SPOUSE	SON	DAUGHTER	MOTHER	FATHER
ARM PAIN					
ARTHRITIS					
ASTHMA					
ADD/ADHD					
ALLERGIES					
BACK TROUBLE					
BED WETTING					
CANCER					
CARPAL TUNNEL					
DECEASED					
DIABETES					
DIGESTIVE PROBLEMS					
DISC PROBLEMS					
EAR INFECTIONS					
FIBROMYALGIA					
HEADACHES					
HEART DISEASE					
HIGH BLOOD PRESSURE					
HIP PAIN					
LEG PAIN					
MENSTRUAL DISORDER					
MIGRAINES					
NECK PAIN					
SCOLIOSIS					
SHOULDER PAIN					
SINUS TROUBLE					
TMJ					





## **No-Call/No-Show Policy**

Due to several No-Call/No-Show appointments and out of courtesy for other practice members who may need a certain time slot, we have found it necessary to implement a No-Call/No-Show Policy and fee.

We ask that you please understand the reason behind this policy is that time is valuable to everyone: you, other patients, doctors and assistants.

### **No-Call/No-Show Policy**

We understand that life happens and schedules change, however we do ask that if you are unable to make your appointment, please call or text us when you receive your appointment reminder (within two hours) to cancel and reschedule. 24 HOURS NOTICE IS IDEAL. If you miss your appointment and did not call ahead to inform us, you will be charged a \$25 NO-CALL/NO-SHOW Missed Appointment Fee that will be assessed to your card on file.

**First Offense- No charge, graceful warning**

**Second (+) offense- \$25**

### **Running Late**

We pride ourselves on doing our best to still get you adjusted when you are running late to your scheduled appointment, however we ask that you please let us know by call or text if you will be more than 10 minutes late. Please know that if you are running more than 10 minutes late, you have run into the next time slot and may have to wait for the members scheduled during that time to get adjusted before you see the doctor.

We thank you for your understanding and consideration as we are a growing office and want to continue to serve everyone to the best of our ability.

Yours in Health and Healing,  
Vitality Family Chiropractic

CONTINUE TO NEXT PAGE

## **No-Call/No-Show Policy**

### **Please Read Completely**

I, \_\_\_\_\_ will make every effort to give at least two hours advance notice if I need to cancel and reschedule my appointment. I understand that 24-hour notice is ideal and will do my best to let the front desk know as soon as possible that I will be late or needing to reschedule my appointment. I agree, permit and authorize Vitality Family Chiropractic the right to charge my credit card \$25 if I do not call or show to my scheduled appointment.

I have read fully, understand and agree to the above.

\_\_\_\_\_  
Patient Signature

\_\_\_\_\_  
Date