NEW PATIENT INFORMATION

Welcome to the acupuncture practice of Amy Jao, Lic.Ac., M.Ac. located at Atlantic Wellness Center. Please fill out the health history form included in this packet as completely as possible. The information you provide is necessary to get started on the road to great health. If you have any questions, please make a list and bring them with you to your first appointment. When arriving at the center, please have a seat in the waiting room and relax, and someone will be there shortly to greet you.

Appointments

I encourage you to schedule appointments in advance to ensure you receive and retain the time slot you most desire. If you have scheduled appointments in advance, and wish to make changes, it is your responsibility to cancel existing appointments. If you are unsure of your appointment, please call the office at 978.768.6321 x2. If when calling you receive voice mail, kindly leave a message including your telephone number and your call will be returned promptly.

At times, office hours may be abbreviated for holiday observation. You will be informed of such changes in advance. If closing the office due to inclement weather or other unforeseen circumstances is necessary, you will be contacted to reschedule your appointment. I will leave an outgoing message on the office voice mail to let you know of any unusual closing, so please give the office a call to be sure.

<u>Cancellation Policy</u>

A minimum of 24 hours notice is required to cancel an appointment. If you have missed or reschedule an appointment with less than 24 hours notice, you will be responsible for the full charge of the office visit. I understand that occasionally unforeseen circumstances arise that prevent you from coming or being on time for your appointment. Sensible exceptions are made to the policy, but it is in place to ensure that you receive the care and attention you need and deserve in the time set aside for your treatment. If you are running more than 15 minutes late, please call the office to be sure I can still accommodate your full appointment time.

Payment & Fee Schedule

The office is set up for direct pay only. It is asked that you pay at the time of your visit. Check and cash are acceptable forms of payment. If a check is returned, a fee of \$25.00 will be applied to your account. Your account balance, including all charges, must be current before treatment will resume. Please see "Services" for current rates.

Insurance

I am an acupuncture provider for several health insurance plans, including but not limited to Blue Cross Blue Shield of MA, Harvard Pilgrim Health Care, CIGNA Health Corporation, Fallon Community Health Plan, and Tufts Associated HMO. The insurance carrier may have a benefits plan, which pays for acupuncture services; or they may have a discount program that extends a discounted rate to their members, but doesn't pay for acupuncture services. Please check with me to determine if I am a provider for your plan & what your coverage level may be.

Needles

This office uses sterile, disposable needles only.

Personal Property

Please keep your valuables with you while visiting the center. We are not responsible for your personal property while on the premises.

Attire

Loose, comfortable clothing is best, as acupuncture therapy involves palpation and treatment of various parts of the body. Draping will be provided to ensure modesty. Please refrain from wearing excessive jewelry, as some metals may interfere with the efficacy of the therapy. In consideration of our environmentally sensitive patients, I ask that you refrain from wearing perfume, strongly scented oils or lotions on the days you visit the office.

For your comfort, I kindly ask you turn off or silence cell phones while receiving your treatment.

Services

Initial Consultation & Acupuncture Treatment \$ 170

This thorough health assessment is key in determining the root cause of "dis-ease" in the body, and how the imbalance manifests symptomatically for an individual. This two-hour session includes:

- a full health history & intake
- a Chinese dietary analysis and lifestyle evaluation
- a one-hour acupuncture treatment

Follow-Up Acupuncture Treatment ~ 60 minutes \$ 85

In addition to the standard acupuncture needling techniques, a follow-up treatment may include adjunctive techniques such as moxabustion, cupping, gua sha, and tuina. This one-hour session includes a brief "check-in" to monitor an individual's response and progress since the previous treatment and a fifty-minute acupuncture treatment.

Follow-Up Acupuncture Treatment ~ 90 minutes \$125

This longer follow-up session allows for time to treat both the anterior and posterior aspects of the body with acupuncture and adjunctive techniques. With certain patients and patterns of imbalance, it is optimal to do this more extensive treatment. If it is appropriate to your situation the practitioner will suggest this treatment option to you.

Wellness Package Plans

From the viewpoint of Chinese Medicine the keys to achieving and maintaining health is living a moderate and balanced lifestyle, both physically and emotionally, living in harmony with nature, and addressing health concerns earlier rather than later. Acupuncture can be a valuable tool in trying to maintain this "teetering" balance in life. These plans are designed to promote preventative care throughout the year. Come in for a "tune-up" once a week, or once a season... whatever suits your needs. The plans includes four Follow-Up Acupuncture treatments.

Four Treatments ~ 60 minutes \$ 300

Four Treatments ~ 90 minutes \$450

Directions

Atlantic Wellness Center 65 Eastern Avenue (Route 133) South Village Center – Second Floor Essex, MA 01929 www.amyjaoacupuncture.com 978.768.6321 x2

Atlantic Wellness Center is located in the central building of the South Village Center on the 2^{nd} floor. The stairwell to access the 2^{nd} floor is located on the far left of the central building, and the center is just down the corridor.

From Ipswich & North

Take Route 1A South. Turn left onto Route 133 East (Eastern Ave.). Continue on Route 133 through the village of Essex (approximately 5 miles) and the center will be on your right after the Blue Marlin Grille in the South Village Center plaza.

From Route 128 & South

Get off Route 128 North at Exit 15 (School Street Essex/Manchester). Go north approximately 3 miles on School Street. Turn right at the stop sign on Main Street/Route 133. Continue down the road for approximately a $\frac{1}{2}$ mile. The center will be on your right after the Blue Marlin Grille in the South Village Center plaza.

From Gloucester & East

From Route 128 South get off Exit 14 (Route 133 Essex/Ipswich). Go approximately 3 miles up Route 133 into Essex. The center will be on your left in the South Village Center plaza.

^{**}Health insurance discount programs are not applicable to Treatment Package Plan rates.