

Office Policy

Adina Pearson Nutrition

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509-295-2923
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CANCELLATION POLICY

I understand that Adina Pearson, RD requires 48 hours notice to cancel or reschedule appointments, regardless of the reason for cancellation. Clients who do not provide appropriate notice will not be reimbursed the cost of their appointment (if paid in advance). Clients who use insurance (and thus do not pay in advance) will be charged a \$60 cancellation fee. This policy is in place to 1) ensure that clients needing to be seen *can be* since it is difficult to fill spots with short notice, and 2) that I have a reliable income.

PAYMENT for services

Payment is required in full for packages and individual appointments at time of scheduling for clients who are paying out-of-pocket. Clients who use insurance are responsible for any portion of fees not paid for by insurance. Adina Pearson, RD, will re-evaluate service prices (for payments made at time of service) twice annually (Fall and Spring). If prices are increased it will be with a minimum of 6 weeks notice.

TERMINATION OF CONTRACT

Nutrition counseling services may be terminated at the discretion of Adina Pearson, RD if written notification is provided to a client 30 days in advance of final appointment. This will include a listing of referrals for continuity of care.

I _____ have read and understand and agree to the Office Policy of Adina Pearson Nutrition with regard to cancellation, payment and termination of services.

Signature _____ Date _____

Parent/Guardian _____ Date _____