

**MT Naturopathic Clinic
2050 Fairway Drive #103
Bozeman, MT 59715
PH- 406-556-1209
Fax- 406-522-3716**

1) Phone Call Policy & Cancellation Policy

a/ MT Naturopathic Clinic, the office of Dr Defuentes, will return your phone calls within 24 hours, unless you are having a medical emergency.

Please limit your questions to less than 5 minutes. The first 5 minutes are free.

After that, you will be charged \$3.00 a minute. There will be a minimum charge of \$45 for a phone consultation of 15 minutes.

Only established patients are eligible for phone consultations. If you are choosing to do phone consultations, a credit card number will be kept in your chart.

b/ I require at least 24 hours' notice if you are not going to be able to come for your appointment. I want to be able to help as many people as possible, so keeping your appointment is important. There are also overhead costs associated with keeping the office open. If you must reschedule, please give at least 24 hours' notice. There will be an initial \$45 charge for schedule changes that do not honor this agreement. If the policy is not honored a second time, you will be charged for the entire appointment.

I agree to these policies.

Date:

Signature:

2) HIPAA

I have read and agree with the HIPAA policy.

Date:

Signature: