

Cornerstone Chiropractic

Dr. Cameron Lichfield
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Office Policies

1. Please be on time for your appointment. Being late, or last minute cancellations will cause severe scheduling disruptions, which can interfere with the quality of care you and other patients receive.
2. The doctors will recommend a specific care plan for you. You are expected to follow the care plan. If you foresee difficulty following the care plan, please discuss it with the doctor prior to starting care. A certain number of visits in a set amount of time is required for us to get the results we both desire.
3. You may be charged for missed appointments or cancellations with less than 24 hours notice. The charge will be \$30. This will be the responsibility of the patient, not the insurance company. Continued cancellations, missed appointments, or failure to follow the recommended care plan may result in being released from care.
4. Children are welcome here as patients. If you bring children with you for your appointment, you are responsible for their actions at all times. Please have them accompany you to the adjusting room for your adjustment.
5. If you need to spend extra time discussing your health concerns with the doctor, please let our staff know, so we may schedule your next appointment accordingly.
6. Please notify your doctor of any changes in your health status, regardless of the significance.
7. Walk-in patients are always welcome, however, patients with scheduled appointments will be seen first.
8. Payments and Co-pays are expected at the time services are rendered. Pre-payment plans are available to save time and money. Ask the front desk for details.
9. The patient is financially responsible for all services rendered to them in our clinic, regardless of insurance payment.
10. A current fee schedule is available to all patients upon request. Please note that as of July 1, 2002, extremity (shoulder, ankle, wrist, etc.) adjustments will be billed separately from a spinal adjustment. For PCD patients, please see the PCD fee schedule for extremity adjustment fees.
11. After hours/weekend/holiday visits are available for chiropractic emergencies. The fee for this visit is \$100.00 due at the time of service.
12. I choose to decline receipt of my clinical summary after every visit. These summaries are often blank as a result of the nature and frequency of chiropractic care. However, you may request a copy of your daily chart notes if needed.
13. It is the patient's responsibility to verify insurance benefits and notify the front desk of any changes in insurance benefits. When we speak to insurance companies, we are not always given correct or up-to-date information. We are not responsible for incorrect information given by your insurance company. The best way to verify information is by consulting your written insurance policy.

Signature _____ Date _____