

## **New Patient Information**

### **Scheduling your first appointment**

You can call us at 610-834-3992 to schedule or click on the Book Now button and follow the steps below.

- 1) Click on the book now button on the website. You will be directed to a log in page where new clients will be prompted to set up an account. The scheduling system will ask you to enter your email, name, address and phone number and to choose a password. Once you have created an account you will be prompted to log in.
- 2) Click on the day you want to come in (available days will be green)
- 3) Choose the time you want to come and click on the reserve button and then click yes to confirm the time.
- 4) You will receive 2 emails, the first is a confirmation for setting up your account. This contains a link to the scheduler for scheduling your future appointments. The second email will be a confirmation of your appointment time. If you need to cancel your appointment for any reason we ask that you give us 24 hours' notice. You may call or go to the scheduler to cancel your appointment.

### **Preparing for your appointment**

- 1) Please read our Privacy Policy and print, fill out and bring with you the Privacy Acknowledgment Form, Consent to Treatment and Patient Information Form and bring them to your first appointment. We will have additional copies of paper work at the clinic if you are unable to fill out the information ahead of time.
- 2) Please arrive 5 – 10 minutes before your appointment time. Payment is due before the appointment. If you need to fill out paperwork please arrive 15 minutes before your appointment time.

### **New Patient Appointments**

If this is your first time coming to CCA you can expect your appointment to last 45 – 60 minutes. You will be meeting with your acupuncturist to go over your health history and devise a treatment plan. Subsequent visits will be 20 – 35 minutes.

Addressing and resolving complaints with acupuncture is a process and cannot usually be accomplished in one treatment. Frequent treatments in the beginning are more likely to lead to better outcomes. Your acupuncturist will work with you to suggest a plan of treatment and frequency of appointments.