

Clinic Policies and Consent

This form has been outlined so that you fully understand the official policies pertaining to this clinic and osteopathic manual therapy. It is advised that you fully read this form. If you have any questions please ask prior to signing.

Privacy of personal information is important to Vitality for Life. All information recorded on the Patient Intake and Health History Form is essential to give you the most effective and safe treatment possible. In signing this form you understand that everything discussed and/or recorded is strictly confidential and no information may be released or discussed with anyone without your consent. We understand the importance of protecting your personal information. Our clinic will use the information in the following ways:

- To deliver safe and effective patient care
- To communicate with outside health care providers if permission is granted
- To communicate with practitioners within the clinic to provide comprehensive care
- To complete receipts for insurance purposes and process credit card payments
- To comply with legal and requirements under the Ontario Osteopathic Association (OOA)
- To process payments and generate receipts
- To communicate clinic events & information via email and/or newsletter.

Clinic Policies

- It is advised that you wear loose fitting comfortable clothing for the treatment.
- Patients must arrive on scheduled time of appointment. If first time please have all necessary forms complete or arrive approx. 20 minutes early to complete forms.
- A 24 hour notice for cancellation or rescheduling is required. This may be done by voicemail or email.
- In case of late arrivals it is fully understood that only time remaining for your scheduled appointment will be allotted unless additional time is available.
- Patients that arrive under the influence of alcohol or drugs that lead erratic behaviour may be refused treatment.
- Clinic has a zero tolerance policy for any inappropriate behaviour, harassment, action or language by any patient and the practitioner reserves the right to refuse service if deemed necessary.
- Receipts will be provided that may be submitted to your insurance company that include osteopathic treatment.
- New health history form must be filled out complete and accurately, or revised if health status has changed or between 8 months of treatment.
- It is not the policy of this osteopathic manual practitioner to work through WSIB or MVA claims.
- Patients under the age of 18 must have a parent or legal guardian accompany them for the initial assessment/treatment and must co-sign forms. If a patient is under the age of 16 a parent or legal guardian must be present for all assessments and treatments.
- Consent section will be signed understanding and agreeing with the above terms and policies.

Patient Consent

I have reviewed the above information that includes the clinic policies, and explains how the clinic will use my personal information.

I agree that Vitality for Life can collect, use and disclose my personal information as set out above.

I hereby give the Osteopathic Manual Practitioner consent to assess to treat.

(Signature)

(Print Name)

(Signature of parent or guardian [if required])

(Date)