

Dr. Warren Klausner, D.O.  
Osteopathic Physician  
129 Jewell Street • Santa Cruz, CA • 95060  
831.420-1400

## OFFICE POLICY

Welcome to our office! Your first appointment is scheduled for \_\_\_\_\_  
Please remember to bring your completed forms as well as a list of supplements, any recent blood work and/or any medications you are currently taking. To help you get acquainted with our office please familiarize yourself with our policies and fee schedule as outlined below.

### YOUR APPOINTMENT

Your appointment time is set-aside especially for you and your physician. **Our office requires 24-hours notice in the event that you must cancel your appointment. Patients who miss their appointment or cancel at the last minute will be charged for the full amount of the appointment.** Please understand that our physician dedicates a significant amount of time for each patient visit and a missed appointment is lost time that could have gone to a patient on our wait list. Our office will endeavor to contact you in advance to confirm your appointment.

### CURRENT FEE SCHEDULE

#### **DR. KLAUSNER**

Initial evaluation and treatment w/ Dr. Klausner (2 hours)	<b>\$365</b>
Evaluation in Functional Medicine w/ Dr. Klausner (60 minutes)	<b>\$200</b>
Phone consultation w/ Dr. Klausner (15 – 30 minutes)	<b>\$ 50-100</b>
Follow up treatments w/ Dr. Klausner (45 minutes)	<b>\$125</b>
Follow up treatments for children under 13 years old w/ Dr. Klausner	<b>\$110</b>

**Payment is required at the time of your appointment.** We will provide you with a receipt that details your medical treatment, diagnoses, and charges for each visit. We regret that we are unable to accept any of the following: disability insurance, worker's compensation, MediCal, liens or assignments from your insurance carrier.

### POSITIVE ACCOUNT BALANCES AND RETURNED BANK ITEMS

To cover our administrative costs, we will add a late charge of a minimum of \$10 or 1.5% (whichever is greater) on all accounts not paid in full each month. If your check is returned from the bank, we will add a "returned check" fee to your account, usually in the amount of \$20.

Please refrain from wearing perfumes to our office in consideration of patients with chemical sensitivities.

Thank you for taking the time to read our policy sheet. We look forward to working with you and supporting your health!