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# Welcome to Wholistic Wellness Clinic!

In an effort to make your time here productive and comfortable, please consider:

- Our staff has had extensive training in the wellness field and is here to serve your health needs. If you have questions, please feel free to ask. Our staff consists of:
  - Dr Cooper, owner, is board certified acupuncturist (NCCAOM)
  - Four doctors of chiropractic
  - Four chiropractic assistants
  - Athletic trainer
  - Certified clinical nutritionist
  - Clinic director
  - Health coach
  - Front desk personnel
  - Patient care and technology coordinator
- When you visit the office, please sign in at the front desk and have a seat in the waiting room. Your name will be called when it is time to move to an exam room.
- In the exam room, please hang your purse and/or jacket on the back of the door. Remove jewelry and any items in your pockets and place them in the basket on the counter so that they do not interfere with your adjustment.
- You will then be asked to share your reason for your visit.
- Wholistic Wellness Clinic is *Fragrance Free*. This office treats many people with allergies and sensitivities. Please refrain from wearing perfume and cologne.

## Cell Phone Policy

Cell phones are not allowed in the treatment rooms. We ask that you silence them during treatment.

## 24-Hour Cancellation and No Show Policy • We require a 24 hours notice to cancel an appointment

- First Notice — Email
- Second Notice — \$50 charge for missed appointment

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Signature

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Date

We appreciate your cooperation and look forward to working with you.

*Dr. Terri Cooper & Wholistic Wellness Clinic Team*

