

Dr. David Byers, D.C.  
111 West Fillmore, Colorado Springs, CO 80907  
719-447-0711

## OFFICE POLICIES

Dr. Byers intent: Provide extraordinary care in order to help others live a higher quality of life.

**Our Responsibility:** Provide a high level of service including the examination and diagnostic procedure necessary to present you with your options for care. If for some reason we do not feel that chiropractic and /or the adjunctive modalities do not match your needs, you will be referred to someone that we feel can help you.

**Your Responsibility:** It is important to fill out all the necessary forms for us to fully understand your needs, so that we can make the appropriate recommendations for you. Your responsibility is to read, understand and follow all our policies and the office and home care recommendations that we design for you.

**Missed Appointments:** We recognized emergencies may arise. Kindly give 24 hours' notice in advance of your scheduled appointment to re-schedule. A \$25 charge may be incurred to your bill for a missed appointment.

**Payment for Services Rendered:** It is your responsibility to pay for all services rendered. We will gladly work with your insurance company when possible. However, please remember that you, as the patient or the party responsible for payment, are responsible for payment in full regardless of what your insurance company pays or does not pay.

**New Conditions or Aggravation of Old Conditions:** If you experience a relapse or develop a new condition, a new exam will be needed to assess your current status. Please call us and let us know in advance so that we may set aside enough time for your appointment. In addition, if it has been greater than 90 days since your last visit, you may need to be re-examined before treatment is rendered and billed accordingly.

\_\_\_\_\_  
Signature of patient or guardian

\_\_\_\_\_  
Print name of patient

\_\_\_\_\_  
Date