

Community Bowenwork® Policies

Client Name: _____

Date: _____

Your signature below signifies that you have read and agree to the policies of this office.

Tardiness

Please arrive on time to your appointment. Appointment times are as scheduled, as cannot extend past the allotted time due to tardiness. Understand that arriving late to your appointment will cut in to your treatment time.

Cancellation

A 24-hour notice is required for appointment cancellation. You will be charged for in full for your appointment in the case of a no-show, or if cancelation occurs within 24 hours of your scheduled appointment.

Sickness

Contagious, communicable illness or infection is not suitable for receiving Community Bowenwork®, nor is it appropriate care for such a condition. If you are ill or have an infection, please cancel your appointment as soon as you are aware. The cancellation fee may be waived to accommodate for illness within 24-hours of your scheduled appointment on a case-by-case basis.

Financial Responsibility

You assume financial responsibility for all Community Bowenwork® services rendered; your signature below signifies acceptance of this policy.

Records

All client information is kept strictly confidential; client records are kept in a locked file cabinet. Release of client records to a third party requires written consent from the respective client, unless subpoenaed by a court of law.

Signature: _____

Date: _____



The Community Bowenworkers Association

www.communitybowenworkers.com

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Community Bowenwork® Instructions

Wear comfortable, loose fitting clothing. Examples of clothing suitable for Bowenwork® are

- Gym or yoga attire
- Pajamas

Upon arrival to your appointment please

- **Fill out intake paperwork if you have not already done so**
Intake paperwork is available on the clip board.

Please complete your paperwork prior to getting on the table

- Your paperwork will be reviewed and collected once you are on the table, so please keep it out and readily available to provide to your practitioner/practitioner in training.

Pay prior to treatment

- Place payment of cash into an envelope *with your name on it*, and place the envelope into the box. If you need a receipt, please let your practitioner/practitioner in training know.

Bathroom is located to your right

- You are always welcome to use the restroom as needed!

Enter quietly, others treatments are in progress

Find an empty table

- Place your belongings (shoes, purses, coats, etc.) under the table.

Make yourself comfortable on the table.

- Being seated on the table indicates to the practitioner/practitioner in training that you are ready to begin your session. A practitioner will be with you shortly to conduct an intake and begin your treatment.

Please tell your practitioner/practitioner in training the time that you would like to be off the table.

- Appointments will last 45 minutes unless you indicate otherwise. In the event that you need more time on the table after the treatment has ended, please let your practitioner know.

When you are ready to get off the table

- Please make and hold eye contact with a practitioner/practitioner in training. This will indicate to us that you are ready to get up, and we will be with you shortly to help you off the table.