



# WEST VALLEY NATUROPATHIC CENTER

Hello,

We are very excited to welcome you to West Valley Naturopathic Center. Within this letter you will find the following: our policies, a website for the new patient forms, the physical address of our office, and a map of our office location.

At the time of scheduling, we take a \$25 **NON-REFUNDABLE** deposit that gets deducted off of the total cost of your visit. If you should need to reschedule your appointment, it must be before 24 business hours of your scheduled appointment time. The initial deposit will be held for the rescheduled appointment up to 3 months. If your appointment is not rescheduled within 3 months of the initial deposit payment, another \$25 deposit is required to reschedule.

The new patient forms can be found on our website at [www.wvncaz.com/forms](http://www.wvncaz.com/forms). We require the new patient forms to be filled out and submitted at least 48 hours prior to your scheduled appointment time. If we do not receive the new patient forms in the allotted time frame, we will have to reschedule your initial appointment. Our office blocks out an hour time slot solely dedicated to your appointment and we do not double book patients. Having your new patient forms before the visit helps ensure the doctors are able to stay on schedule with your appointment and the patients after you.

Our office is a cash pay office and your service fee is based on the amount of time spent with the doctor only. If your initial 60 minute consult was to go over the allotted time, an additional charge will be applied.

You will receive text reminders 48 hours before your scheduled appointment time as a reminder. You will also be given a call by our front office staff to confirm your appointment.

Items to bring with you to your initial visit: recent labs, recent imaging, health insurance card, drivers license, list of current supplements and medications, and any other pertinent medical records.

We are at your service to assist you on your journey to optimizing your health and wellness. Please do not hesitate to contact us directly if you have any additional questions or concerns. We look forward to meeting you and we are truly excited that you have chosen our office to facilitate your health care needs.

In health,  
The WVNC team

