

NUTRITION BALANCE FOR LIFE!

Faye Elahi, M.A. M.S.

Thank you for inquiring about my Nutrition Practice. Below, I have outlined some general information regarding my office policies.

Appointments can be made either by phone or by email: faye@specialneedsnutrition.com

My office is located at 6101 Windcom Court, Suite 100, Plano, Texas 75093

Directions: located West of the Dallas North Tollway. Take Windhaven West past the service road, take the first turn on the Left into a cluster of medical office buildings. Our office is in a tan stucco building and 6101 is directly ahead after you make the turn. The sign on the door reads: Center for Social Success.

If for some reason you need to cancel or reschedule your appointment, please give me a call (972-743-1425) at least 24 hours before the appointment. Thank you for understanding. It is impossible for me to make up the lost appointment time when someone cancels with only an hour notice. One half of my full fee will be charged to your credit card for missed appointments.

My fee schedule is as follows: Rate: \$110 per hour, plus any additional time billed at 30 minute increments at a rate of \$55/half hour. Initial Consultations (new patient) appointments often require 1 ½ hours. Phone consultations can be scheduled for the same fee rate.

We accept Visa, Mastercard and Discover as forms of credit or debit payment. Unfortunately, we cannot accept American Express, Medical or Flex spending accounts. Also, we gladly accept checks or cash payment.

Also, please be advised that I do not accept any insurance. Please check with your carrier and see if Nutrition Counseling is part of your coverage. If it is, we can provide you with an itemized receipt complete and ready to be filed for out of network payment.

Please feel free to visit my website. I look forward to meeting you soon.

Faye Elahi, M.A., M.S.

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ACKNOWLEDGEMENT OF OFFICE POLICIES

I _____ acknowledge that I have read the office policies including the cancellation policy for the Nutrition office of Faye Elahi, MA, MS.

I understand that an active credit card will be held on file and charged $\frac{1}{2}$ of the full fee in case I miss an appointment. A missed appointment is defined as not notifying us by phone (972-743-1425) 24 hours before the appointment was to have occurred.

It is acceptable to leave a message at the above number indicating your intent to cancel the appointment. Appointments cannot be cancelled by e-mail.

By signing below, my signature constitutes my full understanding and compliance with the office policies of Faye Elahi, MA, MS, Nutritionist.

