



Client Agreement and Release

I, _____, understand that Nutrition Therapy is not intended as a diagnosis, treatment, prescription or cure
(type full name)

for any disease, mental or physical, and is not intended as a substitute for regular medical care. In Nutrition Therapy there are no medical procedures performed and medications are not prescribed.

I understand that Kathy Westover is a Master Nutrition Therapist and has completed two years of school at The Nutrition Therapy Institute, an accredited Nutrition Therapy College. I agree to pay Ms. Westover’s rates that are outlined on the fee schedule attached to this agreement.

I understand that Kathy Westover can provide nutritional evaluation, balanced diet planning, supplement suggestions, and lifestyle recommendations for the purpose of enhancing health. She can help with understanding the nutritional ramifications of a medical diagnosis and understanding how diet, supplements, and lifestyle may assist the path to recovery and provide supportive care. Ms. Westover can help with understanding how diet and lifestyle choices can minimize risk of preventable degenerative disorders.

I understand that Kathy Westover can assess nutritional health and body-system balance with the use of techniques such as *Functional Blood Chemistry Analysis*, *Saliva Adrenal Stress Index*, and *Stool Analysis*. I understand that these techniques are used in the counseling of nutritional health and are strictly non-diagnostic in nature; and are accepted solely and exclusively for instructional purposes only.

This agreement is being signed voluntarily and not under duress of any kind.

Name: _____

Mailing address: _____

Telephone: (H) _____

(C) _____

(W) _____

Email: _____

Signature: _____

Date: _____

Please read and sign the “Office Policies” on the following page.

Office Policies

Fee Structure

- All nutritional services are billed at \$140 per hour session
- Initial nutritional review, diet plan, and consultation is generally 1.5 hours
- Follow-up sessions are generally 45 minutes to 1 hour
- Discounted package prices available...See “Care Package Pricing” sheet (**packages include unlimited email communication...phone calls over 10 minutes will be charged \$1.00 per minute**)

Payment Options

- Payment due at time of services unless prior arrangements have been made.
- To Your Health! Nutrition does not accept insurance and we cannot assist you with claim resolution. You will be provided with a billing summary, which you can submit to your insurance carrier. Flex plans and health savings accounts (HSA) will often accept Nutrition Therapy as a reimbursable service.
- Returned checks – There will be a \$20.00 charge for all returned checks.
- Credit cards accepted – Visa, MasterCard, and Discover

Missed Appointments

- A 24-hour notice for cancellations is appreciated.
- For cancellations made the day of the appointment there will be a \$25.00 charge.
- Late appointments will not be extended and the fee for the original appointment will be charged.
- A “NO SHOW” APPOINTMENT WILL BE CHARGED FULL PRICE.

Discontinuation of Care

- In the event that care is discontinued for any reason, any outstanding balance is immediately due and payable.
- PREPAID PACKAGES ARE NON-REFUNDABLE. (In the event that both *To Your Health* and the client determine that discontinuation of care is necessary, the fees for unused services will be refunded. However, the used program services will be charged at full rates. Repayment would not be available for thirty days after discontinuation.)

Professional-grade Supplements

- All supplements must be paid for at time of purchase.
- Unopened supplements can be returned for full refund within 30 days of purchase.
- Supplements are not included in the consultation fee.

I have read and understood these policies:

Client’s signature: _____

Please read the following section, “What to Expect from Your Visits to To Your Health Nutrition” on the next page.

What to Expect from Your Visits to To Your Health! Nutrition

Intake Forms

- The intake form that accompanies this packet may seem daunting at first, but it is designed to help me get the best view of you and your lifestyle. I look at all aspects of your life: your relationships, work, nutrition and eating habits, and even your childhood and infancy. All of these views help me form a detailed picture of who you are and what might be affecting your health.
- To this end, I would like your intake forms returned to me at **least 3 days before your appointment**. This gives me plenty of time to look them over and form a mental and visual map of you and your lifestyle.

Nutritional “Physical Exam” and Initial Visit

- When you arrive for your first appointment, you will undergo what I call a Nutritional “physical exam”. There is no disrobing or poking and prodding. The exam consists of a weigh in, blood pressure, a Bio Impedance Analysis (BIA - please see attached document), and a visual examination of your skin, nails, tongue, teeth and eyes. All of these areas are windows into your metabolic health and it helps me get another view of your overall health.
- Please do not wear tights or shoes that you will not be able to remove. The BIA requires that I put a small sensor on your bare, right foot and hand. Let me know if you cannot remove rings.
- I will talk with you throughout the exam, so you know what I am looking for and what my findings are. No mystery.
- Please plan on 1.5 hours for your initial appointment. This is a minimum amount of time that I need to work with you to create your healthcare goals and initiate a plan. Each appointment after that is about an hour.

Lab Tests

- I use lab tests to inform my thinking on how we might proceed with your health plan. I am trained in “Functional Blood Chemistry Analysis”, a procedure that looks at healthy laboratory markers rather than conventional lab ranges. I use the labs as an educational tool to help you understand your health status and a way for you to see your own progress as you improve your health.
- If you have recent lab tests, it is very helpful if I can have them ahead of time. I have included in this packet a release form that you may take to prior healthcare providers so that they can fax lab reports to me. If you have copies at home you can fax, or email them to me, or drop them by before your appointment.
- I may determine that I need more lab testing to adequately create your health plan. I have a standard list of labs that I suggest and may add more to that list if I think it is necessary. You can take the list of labs to your primary care doctor, who may decide to run the tests I suggest. If that is not the case, or you will have to do a self-pay, then I can order the labs at my cost...I do not mark-up lab tests.

Food Plans

- During your first visit, you and I will create some health and lifestyle goals that we both feel will fit within your life. I will then start you off with a preliminary plan, which we will refine and fine-tune over the next few months until it is something that will be sustainable for the rest of your life.
- I usually begin in 3-week intervals; this gives you enough time to try out my suggestions and decide whether they are working for you. Anytime, a change is needed I am happy to revise between appointments. This is an ongoing, fluid process that takes time to develop.

Please Initial _____

- I always take your likes, dislikes, family needs, and healthy, lifestyle habits into account when designing a nutrition plan. The plan and the process must fit into your life or you will not be able to maintain the changes long enough to meet your health goals. Having said that, there is always some level of commitment on your part to make the healthy changes that you will need to improve your health. I liken myself to the co-pilot in an airplane...you are the pilot; I can guide you to where you are going, but you are doing the “flying”.

Supplements

- I believe that a healthy diet and lifestyle can support good health. I always look at food first to reach the healthcare goals that you and I have agreed upon. Unfortunately, food is not what it used to be and even if you are committed to eating a 100% whole foods diet, you may still not obtain optimal amounts of nutrients in foods that are grown in poor quality soils and are exposed to chemicals that reduce their quality. If your health has been compromised, it may make it necessary for me to suggest supplements to help you reach your goals, but I always try to minimize the supplemental nutrients and maximize the nutrition of the food plan.
- I do sell professional-grade supplements (sold only by qualified healthcare practitioners) in my office. These supplements are the highest quality with a minimal amount of additives and fillers. Most of my supplements are hypoallergenic and gluten-free. Due to the high quality manufacturing processes of all of my supplement vendors, as well as potentiated ingredients of the product, these supplements are usually more expensive than what you could buy commercially. I try to compensate for this by having a Loyalty Card Program; after you purchase 10 supplements, you will receive a 15% discount on an entire order under \$150.

Phone Calls, Faxes, and Emails

- I try to be as available as possible to support you with your new lifestyle habits. To that end, I welcome your phone calls and emails when you need a quick answer or have a concern about how you are feeling.
- Phone calls that are under 10 minutes in length are at no charge...anything over 10 minutes will be charged at \$1 per minute
- I do not charge for answering emails. If you send me an email with one or two quick questions, I usually will get back to you within an hour of two of receiving it. If you send a list of questions or have a concern that will take a little research, I put you in the queue for me to get back to later; usually 24 hours, but it could be longer.
- My fax number is 970-224-2356.

Please Initial _____