

MARY E LMT, LLC POLICIES

General Policy:

As a Licensed Massage Therapist (LMT) I follow a Code of Ethics, dictated by the State of Oregon. All information clients provide, both written and verbal, will remain confidential. I treat clients ethically and fairly and establish an atmosphere of trust and respect during each session. I ask the same of my clients in return. I understand and recognize the effects of trauma, and want all my clients to feel physically, psychologically, and emotionally safe. As a LMT my goal is to assist clients in meeting their goals of relaxation, stress reduction, and pain management. The primary modalities (types) of massage I use are Myofascial Release, Craniosacral Therapy, Deep Tissue, Shiatsu, Cupping Therapy, and Gua Sha.

Trauma Aware:

As a Trauma aware therapist, I follow the basic principles of a trauma aware practice: communication, collaboration, and choice. I understand that pain and mental health often overlap. I implement trauma awareness throughout my practice to ensure clients are safe and well cared for. I understand that the definitions of "safe" and "comfortable" are different with each client, and all clients define what these words mean to them as an individual. I encourage clients to confidentially share as much as they are comfortable with about treatment preferences, what has worked in the past, and identifying areas of their body that are off limits for treatment during the session. I assist my clients in identifying their strengths to further empower self-efficacy and resiliency and build a capacity for self-care.

Scope of Practice:

As a Licensed Massage Therapist, I utilize manual techniques, and potentially other supplemental therapies, with the intention of positively affecting the health and well-being of the client. I do not diagnose or prescribe medications for medical conditions. My services are not intended as an alternative for proper medical attention for specific conditions. Clients are advised to consult a medical doctor of their choice for any specific condition which requires medical treatment. {I have a list of trusted holistic and medical professionals in the area if you would like a referral}.

Medical History:

It is the responsibility of the client to disclose medical history on an intake form at the first appointment to ensure that there are no contraindications (a condition or circumstance that indicates that massage is not safe). Clients are asked to include past surgeries, injuries, trauma, and anything they feel is necessary to note. Clients are asked to share any changes in their health, diagnoses, treatments, illness, or conditions. Clients may be asked to provide written permission from a physician, chiropractor, physical therapist, etc., that massage therapy is safe for you to receive.

Payment: Mary E LMT, LLC accepts cash, credit card, Venmo, PayPal, check, HSA/FSA..

There is a \$25.00 fee on returned checks.

To create ease at check out and reduce no shows, payment in full is required to book an initial appointment. Credit cards will not be charged until after the session. Client's credit card information will remain confidentially stored. Prices are subject to change at any time.

Venmo: @maryeverittpx

Paypal: meverittlmt@gmail.com

Tipping:

Accepting tips: Tipping is appreciated but not expected. When paying with HSA/FSA, cash tips only.

Insurance:

Mary E LMT LLC accepts HSA/FSA cards. It is the responsibility of the client to contact their benefits provider to verify this is an accepted expense, and if a physician's note is required. Mary E LMT LLC does not offer direct billing to *insurance companies, (with the exception of MVA claims)

but are happy to provide an itemized receipt (or Super Bill) for the session that the client can submit to their insurance company for possible reimbursement. The client is responsible for contacting their health insurance provider to verify that Massage Therapy is a covered benefit and for instructions on how to submit the claim. Payment in full is due at the time of service unless billing a MVA claim.

MARY E LMT, LLC POLICIES

General Policies Continued:

Punctuality:

New Clients are asked to please arrive for their appointments 10 minutes prior to the scheduled starting time. This allows for time to fill out or update intake forms and discuss the treatment plan for the session. In the event a client is running late, the service may be shortened in order to maintain the schedule, and the original treatment time may be charged.

Cancellations:

Mary E LMT LLC understands and respects the hectic schedules of clients. When given sufficient notice, appointments may be moved, or accommodations may be made. Please understand that operating hours are limited, and I am often booked in advance. There is no charge for cancellations received at least 24 hours in advance. If a clients must cancel with less than 24 hours notice, they may be charged the full amount for the session.

I

Illness:

Mary E LMT LLC asks that clients please call if they are feeling ill or have a fever. It is in both of our best interests to reschedule appointments in this case. Likewise, please understand if I ask to reschedule because I'm feeling ill.

With some medical conditions massage/bodywork may not be advised. If a massage could be potentially harmful to a client, Mary E LMT LLC reserves the right to decline to perform the massage.

No Call/No Show:

In the event that a client fails to show up for their appointment without giving notice they will be charged the full amount for the session. The card on file will be charged. I reserve the right to refuse future services after a no call/show. No call/showing 2 times will result in automatic firing of the client and future appointments will not be available.

Inappropriate behavior:

Mary E LMT LLC has a zero-tolerance policy for inappropriate behavior and comments. In the event that a client displays inappropriate behavior and/or assaults the therapist, and/or makes inappropriate comments, the session will end immediately. The client will be charged the full amount of the session and asked to leave. No future appointments will be accepted. I reserve the right to call the police and file a report. For privacy and comfort, draping is required during the entire massage. If a client feels they are subject to inappropriate behavior, or anything that makes them feel unsafe or uncomfortable, please speak up so adjustments can be made. Clients reserve the right to end a session at any time.

Please sign to acknowledge policies.

Signature: _____

Date: _____