



# NEO Institute of Functional Medicine

...Your Center for *Hope & Healing*

## Fee Schedule and Cancellation Policy

Thank you for reaching out and allowing us to be a part of your healthcare journey. Essentially, this is an individualized education program equivalent to a college level course "about you," overseen and managed by the expertise of Dr. Dorothy Sprecher, MD.

Please be aware that on average, this may take 4 to 8 visits over the 1<sup>st</sup> year to complete the program and "graduate" depending on the complexity of the medical issues.

Patients then may enter a maintenance phase and are typically seen once or twice a year or as needed. An annual in-office evaluation is required for prescription management.

### Fee Schedule

**Standard New Patient Initial Evaluation: \$850 (deposit of \$450). \***

**New Patient Initial Evaluation with Complex Record Review \$1050 (deposit of \$500). \***

**Former patients who have not been seen in 4 or more years: \$850 (deposit of \$450). \***

**Children 5 and under (\$550). (deposit of \$250). \***

Your initial evaluation or reevaluation of former patients includes a comprehensive functional medicine history review with one of our functional medicine intake specialists followed by an interview and examination with Dr. Sprecher.

**Established Patients and follow up new patient visits are billed at an Hourly Rate: \$450/hour.** The average appointment ranges from 40 to 75 minutes depending on the complexity of the medical issues.

**Phone consultations: less than 5 minutes \$25.**

**Phone consultations over 5 minutes are billed at \$450/hour.**

**Our office does not provide email consultations.**

\*Deposits are fully refunded if 48 business hour cancellation notice is given.

**Cancellation Policy**

No-shows and late cancellations reduce our availability to other patients. Appointments are in high demand and your timely cancellation will give another patient timely access to medical care. We understand that situations arise in which you must cancel your appointment.

However, we kindly request that you provide ***at least 48 business hours' notice.***

***\*If less than 48 hours' notice is given, or you miss your appointment:  
a \$175 fee will incur for established patients,  
a \$250 fee will be deducted from the new patient deposit.***

To cancel or reschedule, please call the office directly at (440) 338-6344. You can leave us a voicemail if it is after normal business hours and you need to cancel, reschedule, or confirm your appointment.

**Email cancellations are not accepted.**

**Late Arrivals**

**Please arrive 15 minutes prior to your scheduled appointment.** Please keep in mind that we try to maintain a full schedule. One patient running late may impact the schedule for the day. Please call us and let us know if you are running behind so we can manage accordingly.

Your signature below verifies that you have read and understand our fee schedule and cancellation policy. We look forward to partnering with you on your health journey!

Name \_\_\_\_\_  
(print)

Date \_\_\_\_\_

Signature \_\_\_\_\_