Practitioner/Clinic Name: Contact Information

Client Information Client Name: Date: Best time to call: Preferred phone number: Email address: Preferred form of communication: **Massage Information** How did you hear about me? (referral, Facebook, etc.) Is this a gift certificate? Yes □ No □ Massage history: Have you had a massage/bodywork before? Yes □ No □ Types of massage/bodywork received: Preferred types of massage: Reasons for seeking massage? (relaxation, injury, etc.) Description of injury/health condition: Possible complications/medications: Expected outcomes (functional improvement, symptom relief, wellness): Typical activities of daily living (affected by condition?): Occupation (affected by condition?): Are you seeking insurance reimbursement? Yes □ No □ Car collision/personal injury? On-the-job injury?

Let clients know if you provide billing services, and if so, for what types of claims, or if you will simply provide receipts and/or copies of records for them to submit for reimbursement. Let clients know a physician referral demonstrating medical necessity is required for insurance reimbursement/health savings account reimbursement regardless of who submits bills.

Best times for massage:

Private health insurance?

Do you have a physician referral with diagnosis codes?



Practitioner/Clinic Name: Contact Information

Con	nmunication Checklist
	Fees/forms of payment
	Cancellation/No-show policy
	Late arrival policy
	Confidentiality
	Parking/directions
	Work setting
	Clothing/shiatsu
	Modesty/Nonsexual/draping
	Food/drugs/alcohol
	Oils/lotions/allergies
	ou have special needs I should prepare for: ou have any questions or concerns:
If out	t-call, ask for directions, parking, or special instructions:
Pac	ket Checklist
	☐ Health Information
	☐ Health Status Report
	☐ Billing Information

Additional Notes

Date sent

□ Directions/map