



2900 Bristol Street- Suite C-101, Costa Mesa, CA 92626
Phone 949-478-0657 Fax 714-486-3753

OFFICE POLICIES AND PROCEDURES

Dr. Yvette Somoano-Villa is board certified physician specializing in Osteopathic Manipulative Medicine and Neuromusculoskeletal Medicine. Her practice is a specialty practice devoted to consultations for Osteopathic Manipulative Treatment and does not include primary management of medical conditions of a chronic nature or routine “screening”/checkups, or the prescription or supervision of long term, chronic medications. Dr. Somoano-Villa is not on call and does not admit patients to the hospital.

1. Cancellation/ No Show Policy

We understand that there are times when you must miss an appointment due to emergencies or obligations for work or family. However, when you do not call to cancel an appointment, you may be preventing another patient from getting much needed treatment. If an appointment is not cancelled at least 24 hours in advance you will be charged a fee of half your office visit.

2. Scent-Free/Fragrance-Free Environment

In response to health concerns, Seaside Osteopathy has developed a Scent-Free Policy. Scented products such as hair spray, perfume, and deodorant can trigger reactions such as respiratory distress and headaches. Staff and visitors are asked to not use these products when reporting to this office.

We greatly appreciate your understanding and cooperation.

_____ Date ____/____/____

Signature

Relationship to Patient