

**Lisa René, LMT, MMP  
Mind~Body~Harmony, LLC  
Therapeutic and Oncology Massage  
The Barry Building, 2nd Floor  
2025 Woodbrook Court  
Charlottesville, Virginia 22901**

**Policies**

Please **READ, INITIAL** each of the following, **DATE** and **SIGN**

\_\_\_\_\_ In order to preserve a relaxing and peaceful environment, please silence your cell phone.

\_\_\_\_\_ Lisa René, LMT, MMP and Mind~Body~Harmony, LLC abides by the ethical standards of practice established by the State Licensing Board of Virginia, ABMP, AMTA and S4oM. All clients shall refrain from any behavior, physical or verbal, that sexualizes or appears to sexualize the client/therapist relationship. If such behavior occurs at any time, the session will be terminated immediately and full payment will be made to Lisa René for the scheduled session time. The client will exit the premises and will not be scheduled for any future sessions.

\_\_\_\_\_ If you have any changes in your contact information (phone or email), medical information or medication(s), have been recently treated for a new medical condition/illness or currently being treated for a new medical condition/illness, to include emotional/mental conditions and medications. It is your responsibility to notify Lisa René, LMT, MMP and complete an "Updated Medical Intake Form" prior to the start of your session. For your protection, HIPPA regulations apply at all times.

\_\_\_\_\_ If you have a cold, running a fever, upset stomach or other contagious illness, please call (434) 872-1308 **BEFORE** your appointment to determine if it is appropriate for you to receive massage therapy.

\_\_\_\_\_ Lisa René, LMT, MMP and Mind~Body~Harmony, LLC. understands that emergencies occur, if possible, please give 24-hours notice if you are unable to keep your session appointment to allow another client the opportunity to receive massage therapy. **No-Show clients are required to pay in full for the missed session.**

\_\_\_\_\_ If you are planning to submit an insurance claim you are requested to obtain a written prescription specifically for "Massage Therapy" from your physician. Many insurance companies will not reimburse clients for Massage Therapy if it is not medically prescribed. A copy of the written prescription must be given to Lisa René, LMT, MMP and Mind~Body~Harmony, LLC prior to your first session.

\_\_\_\_\_ Lisa René, LMT, MMP and Mind~Body~Harmony, LLC **does not process** insurance claims. Upon request, I am happy to provide you, the client, with medical receipts that includes the insurance codes for Massage Therapy, any treatment notes and payment history for your personal records.

**Note: A \$25.00 Administrative Fee will be charged to the client for completing insurance forms.**

\_\_\_\_\_ Gift Cards are valid for 90-days from date of purchase. Promotional gift cards received in a raffle, event or other promotion will not be honored after 90-days. Gift Cards purchased and paid for by a family member, friend, employer, etc. will be honored after the 90-day expiration **IF A SECOND MESSAGE SESSION EQUAL TO OR GREATER THAN THE ORIGINAL GIFT CARD IS SCHEDULED AND PRE-PAID IN FULL.**

**By reading, initialing, dating and signing this form I agree to comply with the Policies set forth by Lisa René, LMT, MMP and Mind~Body~Harmony, LLC.**

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_