

Dear new patient,

I am very excited that you contacted me to explore the healing benefits of acupuncture and/or hands-on therapies. Acupuncture is an amazing system of healing that offers symptom relief as well as keeping the body/mind/spirit in optimum health.

Please complete medical history forms and bring them with you to our first appointment. For our initial appointment, please allow 1 ½ -2 hours. Subsequent visits are 1-1 ½ hours depending on the treatment. Payment is by cash or check. Please wear loose, comfortable clothing (if possible).

I require two business days notice if you are unable to keep an appointment. If you need to change an appointment, please contact me by phone rather than e-mail. My home office no. is 410-849-3456. The office is located at 115 Annapolis Street on the corner of Melvin Avenue and Annapolis Street in West Annapolis. It is a lovely neighborhood with cafes and shops. We have a small parking lot and there is plenty of on-street parking. The entrance to the waiting area is from the parking lot. To reach me on the day of your appointment, please use my cell: 410-294-4300.

I am looking forward to working with you.

Sincerely,

Carol Burke