

Guidelines for Ordering Chinese Herbal Formulas from

White Pine Healing Arts

413-549-4021

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86 Henry Street

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sweiz@rcncom

White Pine Healing Arts will be happy to fill prescriptions for licensed herbal practitioners.

Please use our order form and read, sign and send this form back to us.

1. Specify whether you want us to mail the prescription or leave it in our pick up box.
2. If we are mailing the herbs, leave the address to which you would like it mailed. When mailing herbs, we only bill the practitioner, not the patient. You, as the practitioner, are responsible for this bill within 30 days of the order. We will invoice you for the order. Make your checks payable to Sharon Weizenbaum.
3. If a patient does not pick up their herbs within 3 weeks, we will call the practitioner to inquire. Practitioners will be billed for all herbs ordered whether or not they are picked up.
4. If you patient is picking up the herbs at our office, you are responsible for giving them directions to our office. Directions are on our web site at www.whitepinehealingarts.com
5. Patients should leave their payment in the pickup place in the payment box. They can leave a check or cash made out to Sharon Weizenbaum.
6. Our clinic is open all the time or the herbs will be in a pick up box on the porch by the clinic's front door. Because of this, you or your patients do not need to call to let us know when you will pick up the herbs.
7. You are responsible for giving your patient instructions for cooking, administration and dosage. We cannot give a patient any information about what the herbs are for or how to take them as that is the responsibility of the practitioner. There are forms with cooking instructions that you can fill out available at our web site at www.whitepinehealingarts.com.
8. Please tell us exactly what you want us to put in your order, herb by herb using the order form. The order form also can be downloaded at the web site. Write the herbs clearly in Pin Yin. If it is a powdered extract formula your amounts will be in grams. If it is a bulk formula your amounts will be in Qian (one Qian = 3 grams) We do not do mathematical conversions.
9. The following are some requests we have: Please do not
 - a. Give us only the formula name without the ingredients and amounts you need.
 - b. tell us only the amount of time you want the herbs for, for example "a weeks worth".
 - c. ask us to calculate proportions or do mathematical conversions
 - d. ask us herbal advice about your patient or the herbs you are considering.
10. Consultations with Sharon can be scheduled. Call 413-549-4021.
11. We are not responsible for any results or reactions patients may experience from the herbs prescribed by a practitioner.

I _____ have read and understand the above guidelines.