

# *STUDENT CLINIC*

## *An Open letter to Our Valued Clients....*

### *Clinic Guidelines*

Dear Clients,

Welcome to the Student Clinic. We are sure you will find your massage relaxing. Our students are quite proficient and have been tested thoroughly by their instructors before beginning their clinic rotation. Instructors will be present to observe students during the massage.

When calling to make appointments, please be sure to call the ***Student Clinic at 973-953-1153***. We do check our messages often, and promise to return your call as soon as possible. Kindly keep in mind that when clinic is not in session there is no need for someone to always be in the office.

***Dear Clients,***

We do have some very important rules and guidelines. Please take a moment to review them. Thank you for attending the ITM student clinic.

- Clients must be ***18 years*** of age  
To receive a massage at our school.
- First time clients should arrive 10 minutes early. We require all of our clients to fill out a confidential information form
- If you are pregnant, you ***CANNOT*** receive a massage at our clinic, however, we can refer you to a certified therapist in the area
- Please advise the clinic supervisor of any changes in your health. There are certain conditions where massage is not beneficial.

- The school reserves the right to decline giving a massage to a client who exhibits inappropriate behavior; has a questionable condition; or insists on a treatment by a student that is not approved for the student clinic.

- ***Therapists cannot be requested by gender.*** We appreciate your patronage; however the purpose of our clinic is to give students the opportunity to practice Swedish massage technique on as many different clients as possible.

- ***Please pre-pay \$35.00 tax included***  
Receipt available upon request. We would like to relieve some of the congestion that can build up with several clients in the front reception area. When your massage is completed, you may leave directly from the treatment room, or you may see the clinic supervisor to make another appointment.

- Please do not bring children to the clinic we are unable to provide childcare in the clinic office.

- Please do not bring cell phones or beepers to the clinic.

- Tips are not expected but are greatly appreciated.

***Thank you!***

***In case of bad weather please call the clinic phone for cancellations.  
The message will be changed two hours prior to the start of clinic  
if we need to cancel that clinic.  
Enjoy your massage!!!!***

# *Bloomfield -Student Clinic Massage Schedule November 2017 – May 2018*

*The Institute for Therapeutic Massage, Inc.*

1255 Broad Street Suite 101B  
Bloomfield NJ 07003

*Student Clinic 973-953-1153*

*One hour Swedish massage by  
ITM student therapists*

*\$35.00 tax included*

*We accept cash only!*

## *Making an Appointment*

- *An appointment is required! Space is limited, so please call early for an appointment.*

- *Cancellations: As a courtesy, please give us at least 48 hours notice if you need to cancel-there are people on waiting lists that would appreciate your space.*

- *Confirmation: Feel free to call and confirm your appointment, however, we try to call and remind our clients of their upcoming appointments.*

- *Massages are done by students of The Institute for Therapeutic Massage under the supervision of a Certified Massage Therapist.*

## *Tuesday PM*

*2:30pm & 4:00pm*

*November 14, 28, December 12*

*January 9, 23, February 6, 20*

*March 6, 20, April 3, 17*

*May 1, 15, 29*

## *Friday AM*

*10:00am, 11:30am & 1:00pm*

*December 8, 29*

*January 5, February 2*

*March 2, 30, April 13*

*May 11*

## *Friday PM*

*3:30pm, 5:00pm, 6:30pm, & 8:00pm*

*December 22*

*January 19, February 16*

*March 16, April 27*

*May 25*

## *Saturday*

*9:00am, 10:30am, 12:30pm, 2:00pm & 3:30pm*

*December 2, 30*

*January 27, February 24*

*March 10, 24, April 21*

*May 12*

## *Sunday*

*9:00am, 10:30am, 12:30pm, 2:00pm & 3:30pm*

*November 19, December 17*

*January 14, February 11*

*March 11, April 8, 22*

*May 6*

*This schedule is subject to change*