

Hi _____

This email is to confirm your appointment with _____ Podiatrist on _____ of _____ at _____. The appointment is 30 minutes. Please arrive 5-10 minutes early to fill out a consent form.

What to bring:

- Footwear that you wear on a regular basis and your activity/sport shoes. Also work boots/gumboots **if applicable**.
- Old and new orthotics/insoles, **if applicable**.
- Appropriate clothing if appointment involves running analysis or bike set-up.
- Any documentation required for your appointment **where applicable**, i.e. ACC claim number, referral letter, hospital notes, radiology report, Southern Cross Health number etc.
- If the appointment is related to an ACC injury this must be discussed with the podiatrist at the beginning of the consultation.

How to find us:

- We are centrally located at 61 Cambridge Terrace, between Cashel Street and Montreal Street (closest to Montreal Street). You will find us in the AEQ Building on the ground floor.

Parking:

- There are many metered car parks along the river of Cambridge Terrace, including directly across the road from us. The closest car park buildings in walking distance are the Westend Car Park, entrance off Cashel Street and Lichfield Car Park next to Ballantynes. Please allow time for parking if your appointment is around lunch time as it gets very busy in the city.

Payments:

- Payments are due on the day unless discussed prior. We accept Eftpos, Visa, Mastercard and Paywave, (CASH is not accepted and no cash is in the clinic).
- We have a strict 12-hour late cancellation and no-show policy that will incur the **full appointment charge** for missed appointments without notice.

Covid guidelines from PodiatryNZ and the Ministry of Health are required. Rebooking if you feel unwell regardless of a negative Covid test is required. Please let us know if you have any cultural or specific needs whilst being treated at PodiatryMed.

We look forward to seeing you soon. Please call or reply if you have any further questions about your appointment.