

Please be aware of our Holiday closings this year. For this holiday season our office will be closed **December 25 and December 30, 2020- January 3, 2021**. All supplements need to be picked up or shipped by December 22, 2020. If you are in need please place your orders as soon as possible.

Due to recent irregularities in supplement availability and shipping times. We recommend that you have an adequate supply of supplements which are essential for your health to get you through the beginning of January. This typically implies ordering when your supplement bottles are half empty.

Please also be mindful, due to Covid-19 we have been forced to continue our **no return policy**.

Due to Covid-19 concerns for the foreseeable future we will practice **tele-medicine in the morning and in office appointments during the afternoon**, provided that it is safe for ENMC staff to continue to be in the office.

If there is a chance that you have been exposed to Covid-19 or are currently ill **please call the office for assistance**. We will gladly offer a phone appointment.

All calls to the office over 5 minutes which involve documentation of symptoms or concerns and result in a recommended course of action will be charged a minimum of \$25.

Covid-19 travel advisory guidelines are constantly changing. If you have travelled or are coming from outside the tri-state area please visit ct.gov/coronavirus to make sure you are in compliance with current guidelines.

Just a reminder if you have an in office appointment **please call us from the parking lot**. If you have not called us from the parking lot we will send you back to your car and have you call. This is to ensure that patient to patient contact does not occur and that there is a cleaned room available for you.

If you are unable to make your Telehealth or in office appointment scheduled with us please give us a **minimum of 48 hours notice** before the appointment. If we are not notified 48 hours beforehand you will be charged a \$50 Cancellation fee for our time.

We are open for supplement order and pick up, however our procedure has changed. We ask that you **call us in advance** so we can place the items in the white box outside our double doors on the second floor. The preferred methods of payment are calling us over the phone with your credit card information or sliding a check under the door.

We **strongly advise** that you purchase directly from the manufacturer, online through our patient portals (listed below) or through our office. Our concern is due to tainted supplements being available through unregulated dispensaries that may contain harmful substitutes.

The following sites provide assurances that the supplements you are purchasing are coming directly from the manufacturers, compared to other sites, which do not have control over what their suppliers are actually selling.

Purchasing Direct:

o ***Designs for Health*** – Only \$49 minimum for free shipping. Please go to www.designsforhealth.com. The practitioner code is **kathleenriley**. **There is a first order discount of 10% with code FIRST10.**

o ***Full Script*** – Only \$49 minimum for free shipping. Fullscript is an online retailer with a wide variety of available companies and supplements. Contact us with your name and email address and we can set you up. You may also place orders over the phone at 1-866-807-3828. **Fullscript will be having a Cyber Monday sale 15% OFF your entire order from November 30-December 2.**

o ***Researched Nutritionals*** – Please go to www.researchednutritionals.com. The Referral Code: **RILND**. There is a flat rate \$7.75 shipping fee each time you order.

o ***Standard Process*** – Go to www.standardprocess.com/Patient-Direct with the referral code **RWTRX4**. Once your account is set up, please call our office so that we can approve your account for ordering. After approval, you can log in and order supplements. Flat rate \$10 shipping fee for each order.

o ***Xymogen (Wholescripts)*** – Call customer services at 1-800-647-6100 to set up your account. Or you can go to www.wholescripts.com. The Referral Code is: **ENMC** and the Practitioner Code: **Riley**.

Please Note: The brands that we recommend are carefully chosen because of their excellent manufacturing practices. These companies verify the content of their products post manufacture, meaning that what is on the label is actually in the bottle.

ENMC reserves the right to refuse an in office appointment to protect other patients and our staff. We thank you for trusting ENMC with your health care needs, and for your compliance and patience as we navigate through these ever-changing times.

Please know our thoughts and hearts are with all of you who have lost loved ones and we would like to express our sincere gratitude for all those who have risked and continue to risk their lives to protect and care for all of us.