

New Registration System Instructional Document

Follow step-by-step instructions below to register for our groups.

1. Click on the group that you would like to book.

Facilitator

Book by Session

- Binge Eating Support Group** 90 minutes - \$120.00 - Offered by Shannon Foster, Sarah Higgins, Meisha Kolbuc, and Cendrine Tremblay
- All Eating Disorders Support Group** 120 minutes - \$150.00 - Offered by Sarah Higgins, Meisha Kolbuc, Lakshmi Krishnan, and Cendrine Tremblay
- Art Therapy Group** 120 minutes - \$125.00 - Offered by Donna Gage, Sarah Higgins, Meisha Kolbuc, and Cendrine Tremblay
- Body Image Support Group** 90 minutes - \$120.00 - Offered by Sarah Higgins, Meisha Kolbuc, Jennie Mendoza, and Cendrine Tremblay
- Mindful Restoration Yoga** 60 minutes - \$100.00 - Offered by Olivia Granson, Sarah Higgins, Meisha Kolbuc, and Cendrine Tremblay
- Teen Support Group** 90 minutes - \$80.00 - Offered by Sophie Balsky, Sarah Higgins, Meisha Kolbuc, and Cendrine Tremblay
- Parents & Loved Ones Workshop** 120 minutes - \$100.00 - Offered by Sarah Higgins, Meisha Kolbuc, Lakshmi Krishnan, and Cendrine Tremblay

2. Click "OK."

The screenshot shows a user interface for booking sessions. At the top, it says "Welcome back Melani." and "Sun Oct 15 - Sat Oct 21". Below this is a calendar grid for "Facilitator Sessions" with columns for Sun Oct 15, Mon Oct 16, Tue Oct 17, Wed Oct 18, Thu Oct 19, Fri Oct 20, and Sat Oct 21. The grid shows "No Availability" for most slots, but a "6:00pm MDT" slot is available on Monday, October 16. A modal dialog box is overlaid on the calendar, titled "Heads Up!" and containing the text: "The first availability for a facilitator is Monday October 16, 2023. We've jumped ahead to that date for you." Below the text is an "OK" button with a thumbs-up icon, which is highlighted with a red box.

3. Select the session date in the calendar.

< Back to Booking Page

< Previous 7 Days

Sun Oct 15 - Sat Oct 21

Next 7 Days >

Facilitator Sessions

Select a session to view available appointment times for all facilitators:

- Binge Eating Support Group**
90 min - \$120.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.
- All Eating Disorders Support Group**
120 min - \$150.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.
- Art Therapy Group**
120 min - \$125.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.

	Sun Oct 15	Mon Oct 16	Tue Oct 17	Wed Oct 18	Thu Oct 19	Fri Oct 20	Sat Oct 21
5pm							
6pm		6:00pm MDT					
7pm	No Availability		No Availability	No Availability	No Availability	No Availability	No Availability
8pm							
9pm							
10pm							

Unavailable Available

- Select "Continue" if you would like to proceed with the registration process. Select "Book More" and repeat step 4 if you would like to book more than one group.

Welcome back Melani.

My Profile Sign Out Jane

A few days prior to the start of the group, we will send you a cancellation policy. Cancellation 15 days prior to the start of the group, we will refund you the full amount (minus the credit card processing fee). Within 15 days of the start of the group, we will refund you the full amount (minus the credit card processing fee).

< Back to Booking Page

Next 7 Days >

Facilitator Sessions

Select a session to view available appointment times for all facilitators:

- Binge Eating Support Group**
90 min - \$120.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.
- All Eating Disorders Support Group**
120 min - \$150.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.
- Art Therapy Group**
120 min - \$125.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.
- Body Image Support Group**
90 min - \$120.00 Please note that you have to complete the intake form, the waiver and the payment for your booking to be complete.

You're not done yet.

The following time is being held for 10 minutes:
All Eating Disorders Support Group with Lakshmi Krishnan on Monday October 16, 2023 at 6:00 PM MDT

Book More Continue...

Whoops, don't book that!

Confirm Bookings

- Create an Account.



Hello! Let's get you signed in.

Whether you're new or returning, begin by entering your email address or mobile phone number (or username if you already have one).

[Next →](#)

Booking on behalf of someone else and want to add them to your Profile?
No problem, continue signing up or logging in as yourself and then you can add them.

[Return to Booking Page](#)

Booking by Jane

[Terms of Use](#) [Privacy Policy](#)

6. Fill out your payment information.

Please provide payment information

Melani, to complete your booking, please pay the balance owing of \$157.50.

Appointments

All Eating Disorders Support Group with Lakshmi Krishnan for Melani Blazun	\$157.50
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Enter a New Card:

We accept Visa, MasterCard, American Express, Discover, Diners Club, and UnionPay.

7. Answer the prompted question > Select "Save Reason"

Thank You for Booking

You have just booked the following appointments:

You will receive an email shortly confirming your bookings. Please note that by registering on our registration system, you are agreeing to the cancellation policy below.

Date	Session	Client	
October 16, 2023 - 6:00pm MDT	All Eating Disorders Support Group with Lakshmi Krishnan	Melani Blazun and 3 more	Cancel

Will you participate in-person or online?

Save Reason

Booking Information

All Eating Disorders Support Group

A few days prior to the start of the group, the facilitator will email a zoom link - for those who are attending online.

Cancellation Policy

Cancellation 15 days prior to the start of the group is eligible for a full refund. Within 15 days of the start of the group, we do not offer a refund for cancelling.

Get ready for your session by reviewing the items below:

- 1 How would you like to be reminded?
 - Email 2 days before appointment
 - Text Message (SMS) 2 hours before appointment

8. Select how you would like to be reminded of the appointment.
Select "Fill Out Intake Form" to fill out the mandatory online intake form.

Note: If you prefer, "Subscribe To Your Calendar" option allows the appointment to automatically show up on your calendar. It is not mandatory.

Get ready for your session by reviewing the items below:

- 1 How would you like to be reminded?
 - Email 2 days before appointment
 - Text Message (SMS) 2 hours before appointment

- 2 Please fill out our online intake form

Please take a moment to fill out our online intake form before your support group. All information is kept completely confidential.

Fill Out Intake Form

- 3 Subscribe to your calendar

Automatically stay up to date with any changes to your bookings in your preferred calendar app on your computer or mobile device.

Subscribe To Your Calendar

- 4 Cancellation policy

We require 15 days prior to the start of the group to cancel your registration.

View My Profile

Book Additional Appointments

Filling out the intake form

1. Select "Fill Out Intake Form"

Get ready for your session by reviewing the items below:

- 1 How would you like to be reminded?**
 Email 2 days before appointment
 Text Message (SMS) 2 hours before appointment
- 2 Please fill out our online intake form**
Please take a moment to fill out our online intake form before your support group. All information is kept completely confidential. [Fill Out Intake Form](#)
- 3 Subscribe to your calendar**
Automatically stay up to date with any changes to your bookings in your preferred calendar app on your computer or mobile device. [Subscribe To Your Calendar](#)
- 4 Cancellation policy**
We require 15 days prior to the start of the group to cancel your registration.

[View My Profile](#) [Book Additional Appointments](#)

2. Select "Continue."

Profile Information — Step 1 of 3

You are completing the following intake forms: Teen Intake Form and Client Intake & Consent

You are filling out an intake form for

Melani Blazun

If you need to fill out an intake form for someone other than Melani Blazun, such as a family member or child, please contact us.

[Continue](#)

3. Fill out the intake form.
4. Select checkmarks for consents > Sign the form.
5. Select "Submit Intake Form."