



# How to book your sessions

403-454-8477

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As we transition to the MindBody platform for all session bookings, here's a step-by-step guide to help you navigate this new system. This change applies to all Aeon Future Health members, whether participating in in-facility or remote programs. You will need to update your payment information and communication preferences to ensure you receive appointment confirmations.

## Booking Online Through MindBody

- Access MindBody:
  - Visit the MindBody website (www.mindbodyonline.com). Click on the top right corner to sign in.
  - Use the same email address as you did for our previous system (Jane). If new to MindBody, click 'Forgot Password' to set up your account.

The screenshot displays the MindBody 'Browse Appointments' page for Monday, 2023-12-04. The interface includes a navigation bar with 'mindbody' logo, 'Staff sign-in | Create account | Sign In', and tabs for 'APPOINTMENTS', 'MY INFO', and 'ONLINE STORE'. Below the navigation, there are filters for 'All service categories' and 'All Therapists'. The main content area shows a calendar grid for the day. The grid has columns for therapists: Aeon ARX, Aeon Trainers+, Dr. Bastian, Jennifer, LPN Melissa, and NTR Dayna. The rows represent time slots from 6:45 am to 8:15 am. The Aeon ARX and Aeon Trainers+ columns show 'Reserved' slots in green. The Dr. Bastian column shows a 'Reserved' slot at 8:00 am. Other slots are labeled 'Program Appointments' or 'Non-Program Appointments'.

Time	Aeon ARX	Aeon Trainers+	Dr. Bastian	Jennifer	LPN Melissa	NTR Dayna
6:45 am						
7:00 am	Reserved	Reserved				
7:15 am		Program Appointments				
7:30 am		Program Appointments				
7:45 am		Program Appointments				
8:00 am		Program Appointments	Reserved			
8:15 am		Non-Program Appointments Health Assessment Program Appointments				

- Navigating to Bookings:
  - Once logged in, you'll see a calendar overview. To book, find the 'Find Appointment' option in the top right corner.

Browse Appointments

Today Day Week 2023-12-04

Find an Appointment

Available Times Unavailable Times

Monday 2023-12-04

Therapists 1-6

	Aeon ARX	Aeon Trainer+	Dr. Bastian	Jennifer	LPN Melissa	NTR Dayna	
6:45 am							6:45 am
7:00 am	Reserved	Reserved					7:00 am
7:15 am		Program Appointments					7:15 am
7:30 am		Program Appointments					7:30 am
7:45 am		Program Appointments					7:45 am
8:00 am		Program Appointments	Reserved				8:00 am
8:15 am							8:15 am

- Selecting your appointments:
  - Click on 'Program Appointments'!

Find an Appointment

Browse Appointment Schedule

Recent Appointments

Date	Time	Therapist	Location	Description	
11/3/2023	9:30 am	Jennifer	Aeon Future Health	Health Assessment / Consultation Call	<a href="#">Find more of these</a>

WHAT ARE YOU LOOKING FOR?

- Non-Program Appointments
- Health Assessment
- Program Appointments

- For a one-day-per-week program, prioritize ARX.
- For a two-day-per-week program, alternate between ARX and Trainer+.

## Find an Appointment

[Browse Appointment Schedule](#)

## Recent Appointments

Date	Time	Therapist	Location	Description	
11/3/2023	9:30 am	Jennifer	Aeon Future Health	Health Assessment / Consultation Call	<a href="#">Find more of these</a>

## WHAT ARE YOU LOOKING FOR?

Program Appointments

[Edit](#)

## Which Program Appointments?

- All Program Appointments (appointments)
- ARX with Ballancer/Nucalm
- ARX + Ballancer/Nucalm 2
- ARX with Red Light Therapy
- ARX with Infrared Sauna
- ARX with Infrared Sauna 2
- Trainer + with Ballancer/Nucalm
- Trainer + and Ballancer/Nucalm 2
- Trainer + with Red Light Therapy
- Trainer + with Infrared Sauna
- Trainer + with Infrared Sauna 2

## With whom?

Select instructor

All therapists ▾

## When?

Week day

 Sun  Mon  Tue  Wed  Thu  Fri  Sat

Date(s)

As soon as possible ▾ or [Choose your own dates](#)

Time(s)

Anytime ▾ or [Choose your own time](#)[Search](#)

- Choosing Your Sessions:
  - Select the therapist (ARX or Trainer+). Keep all therapists checked for more options.
  - Pick the days (e.g., Tuesday and Friday) and your preferred date range for the program duration.
  - Specify the time of day for your sessions.

## Find an Appointment

Browse Appointment Schedule

## Recent Appointments

Date	Time	Therapist	Location	Description	
11/3/2023	9:30 am	Jennifer	Aeon Future Health	Health Assessment / Consultation Call	<a href="#">Find more of these</a>

## WHAT ARE YOU LOOKING FOR?

Program Appointments

Edit

## Which Program Appointments?

ARX + Ballancer/Nucalm 2

Edit

## When?

Week day

 Sun  Mon  Tue  Wed  Thu  Fri  Sat

Date(s)

2023-12-04  - 2024-03-04  or [Select a date range](#)

Time(s)




Morning (Before Noon)  or [Choose your own time](#)

Search

- Booking and Recovery Options:
  - After searching, select available ARX or Trainer+ slots.
  - Choose your recovery technology (e.g., red light therapy) to follow your workouts (Carol will be included). Book the session or set it as recurring.

## Make an Appointment

## Select Appointment Details

Therapist	Aeon ARX 
Program Appointments	ARX + Ballancer/Nucalm 2 
Start time	7:30 am 
End time	8:45 am
Date	December 18, 2023
Notes	<input type="text"/>

Book Appointment

or

Book Recurring Appointments

- If you book recurring, unavailable times will appear in red (see image).

### Make Recurring Appointments

#### Appointment Details

Patient: Justin S  
 Therapist: Aeon ARX  
 Start time: 7:30 am  
 End time: 8:45 am  
 Service Group: Program Appointments  
 Appointment type: ARX + Ballancer/Nucalm 2  
 Select Recurring Options  
 Select Day(s):  S  M  T  W  T  F  S   
 Make this appointment every: 1 Week(s)  
 Start date: 2023-12-18  
 End date: 2024-03-08

**Unavailable Dates**  
 2023-12-25\* Christmas Day/Boxing Day  
 2024-01-01\* New Years Day  
 2024-01-08  
 2024-01-15  
 2024-01-22  
 2024-01-29  
 2024-02-19\* Family Day

Total Number Of Appts: 5

Notes

Make Appointment

- Finalizing the Booking:
  - Review and confirm your appointments. Ensure you set an end date to avoid extra charges.

### My Schedule

You've Booked: Program Appointments / ARX + Ballancer/Nucalm 2

Book another appointment

Day	Time	Share	Class	Therapist	Web	Reschedule	Cancel
<b>2023-12-17 - 2023-12-23 at Aeon Future Health</b>							
Mon 2023-12-18	7:30 am MST		Program Appointments / ARX + Ballancer/Nucalm 2	Aeon ARX	Confirmed	Reschedule	Cancel
<b>2024-02-04 - 2024-02-10 at Aeon Future Health</b>							
Mon 2024-02-05	7:30 am MST		Program Appointments / ARX + Ballancer/Nucalm 2	Aeon ARX	Confirmed	Reschedule	Cancel
<b>2024-02-11 - 2024-02-17 at Aeon Future Health</b>							
Mon 2024-02-12	7:30 am MST		Program Appointments / ARX + Ballancer/Nucalm 2	Aeon ARX	Confirmed	Reschedule	Cancel
<b>2024-02-25 - 2024-03-02 at Aeon Future Health</b>							
Mon 2024-02-26	7:30 am MST		Program Appointments / ARX + Ballancer/Nucalm 2	Aeon ARX	Confirmed	Reschedule	Cancel
<b>2024-03-03 - 2024-03-09 at Aeon Future Health</b>							
Mon 2024-03-04	7:30 am MST		Program Appointments / ARX + Ballancer/Nucalm 2	Aeon ARX	Confirmed	Reschedule	Cancel

#### Cancellation Policy

#### Cancellation Policy

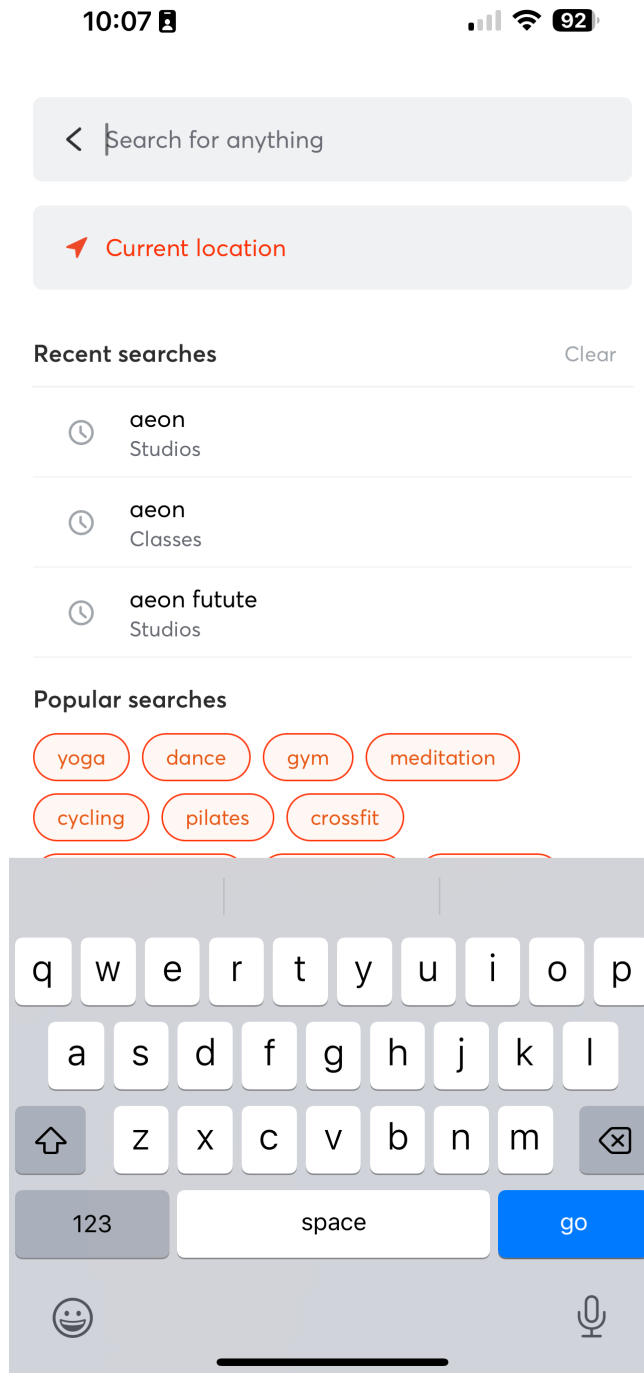
Your appointment time is reserved just for you. Due to a significant increase in last minute cancellations and no-shows, as of July 1, 2023 we require 24 hours notice for any cancellations or changes to your appointment. Patients who provide less than 24 hours' notice, or miss their appointment, will be charged a cancellation fee.

If you would like to cancel or modify a reservation or appointment, click "Cancel."

\*Late Cancel\* appears when the online cancellation period has passed. This option can be used to allow another person to register in that availability. For more information, please contact Aeon Future Health at (403) 454-8477.

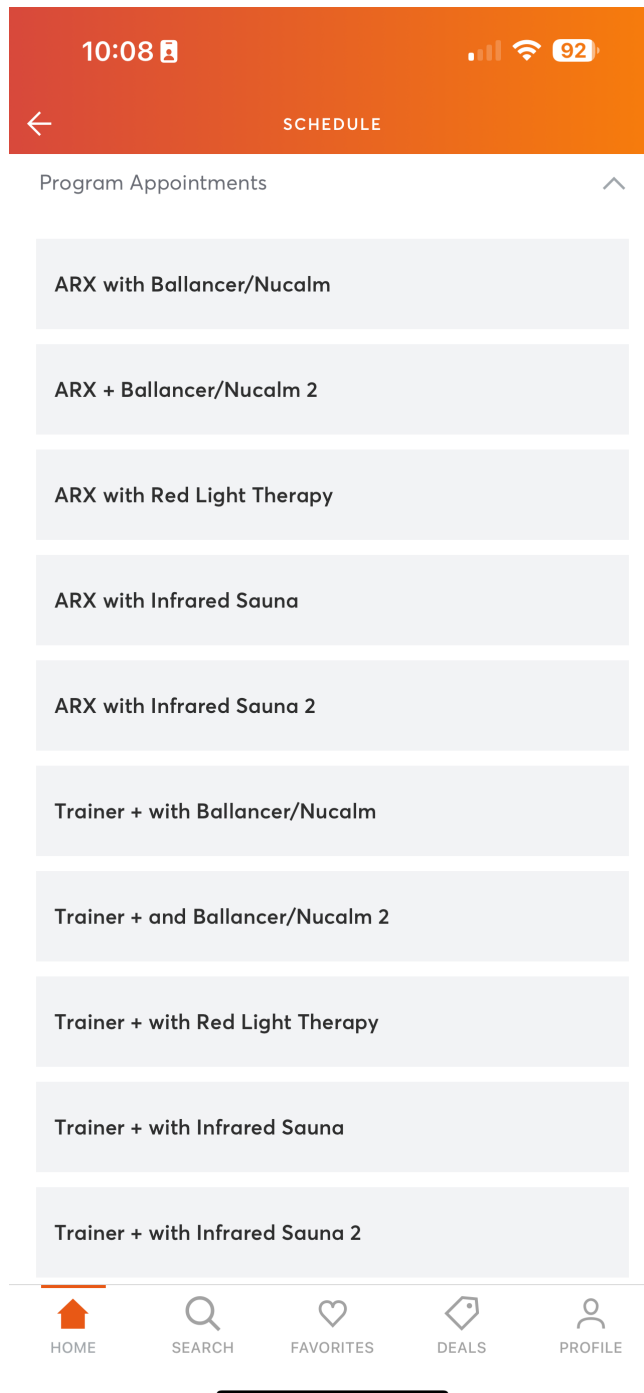
## Booking Through the MindBody App

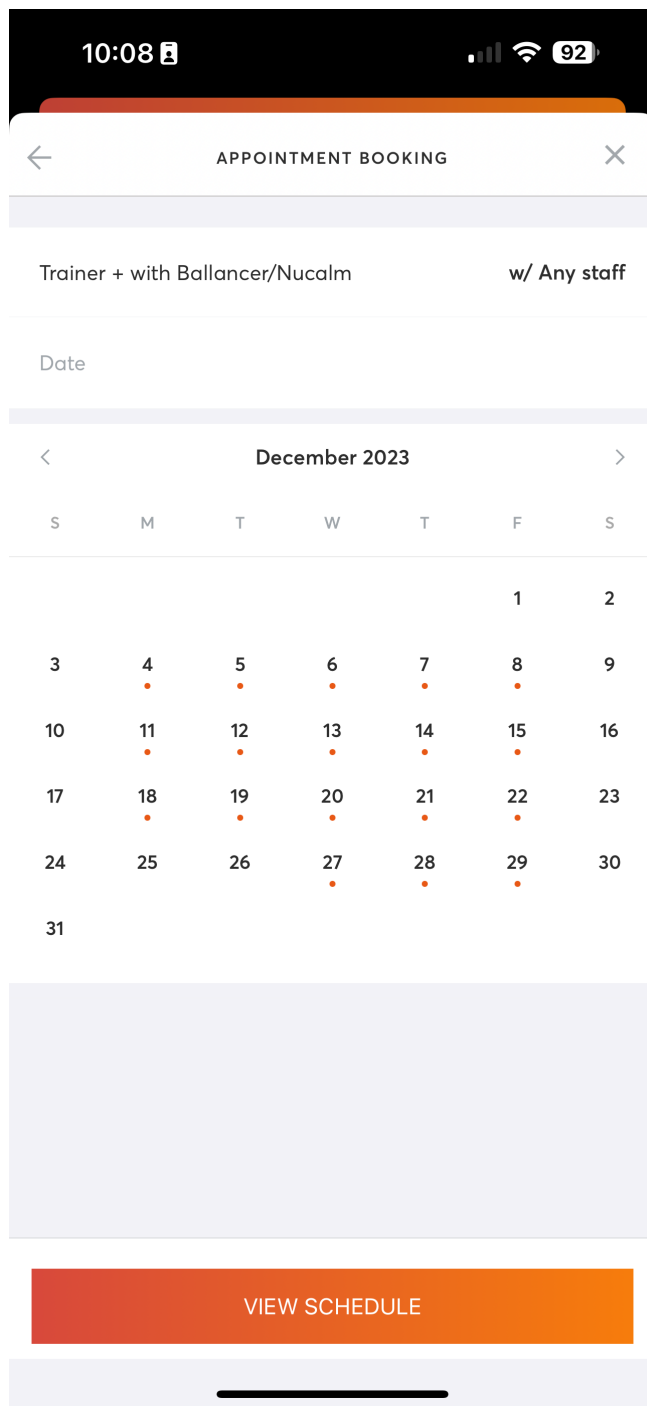
- Download and Access the App:
  - Download the MindBody app and log in (if you do not have an account, please create a new account using the same email address you used in Jane to ensure your account syncs).
  - Tap 'Search', type in "Aeon Future Health", and select our clinic.



- Finding and Booking Sessions:
  - Tap 'View Schedule'.
  - Select 'Program Appointment' and choose your session type (e.g., Trainer+ with infrared sauna).
  - Choose 'all staff', date, and time.

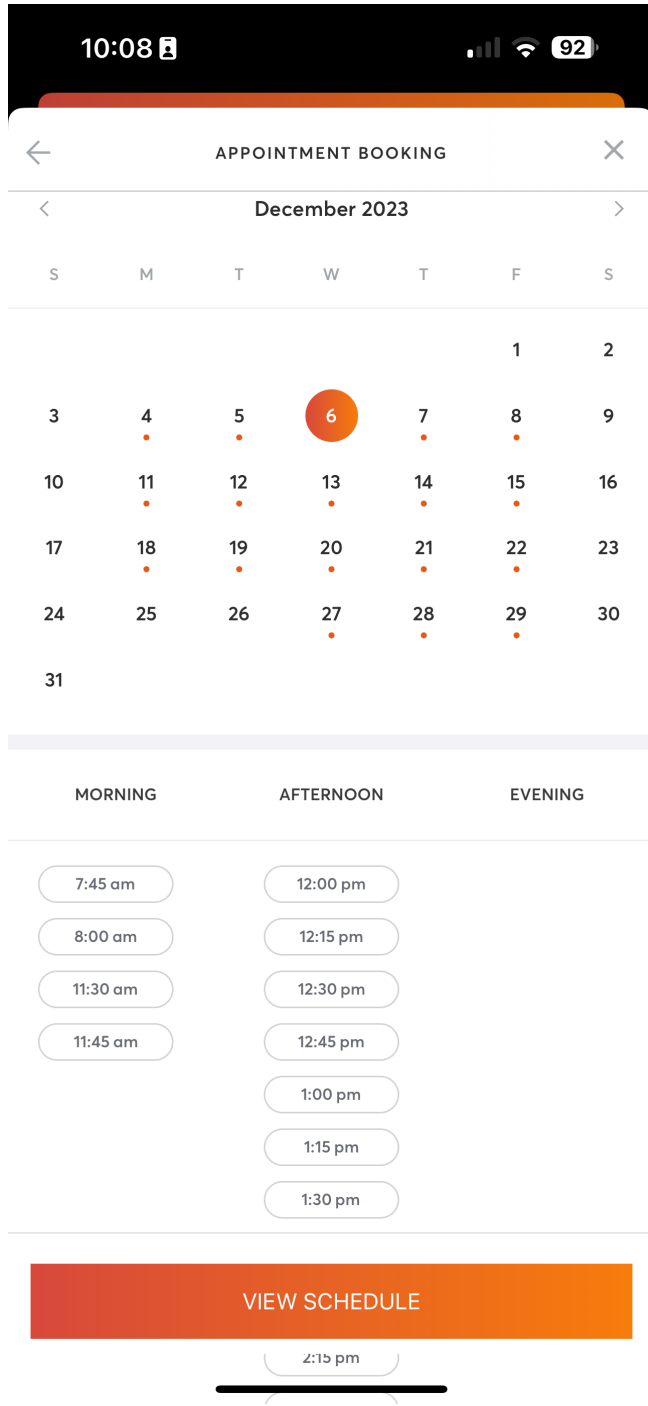
- Confirm the booking. You can sync these with your calendar.





- When selecting staff, please choose 'All staff'. You may not be guaranteed to get a male or female staff member.





**Video instructions on how to book:**



### Important Notes

- Cancellation Policy:
- Early cancellation is possible with more than 24 hours' notice. Contact the front desk for changes within 24 hours. Medical, Naturopathic, and nutrition appointments require rescheduling. Please contact our front desk if you need to cancel these appointments.

### Assistance

If you encounter any issues or have questions, please contact us at [info@aeonfuturehealth.com](mailto:info@aeonfuturehealth.com) or call 403-454-8477.