Concierge Functional Medicine — Getting Started Guide

Welcome

Concierge Functional Medicine is how I work with people one-on-one: your whole story, functional and nutritional testing, and a plan built in the right order, with me beside you the entire way.

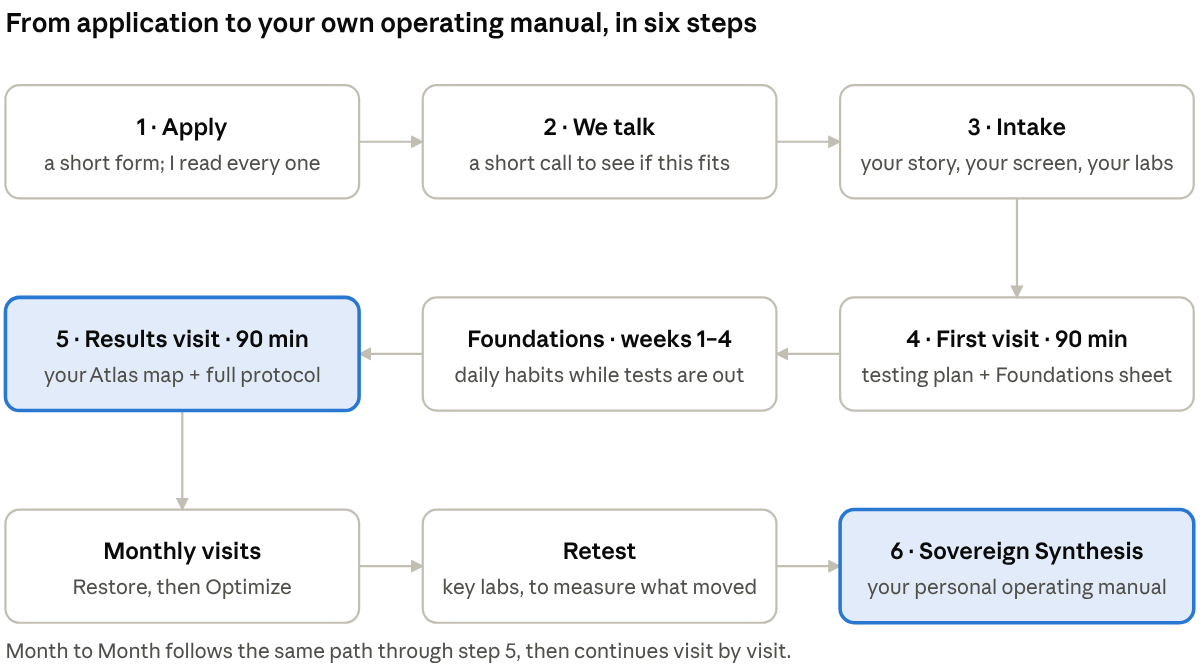
You are not a list of symptoms. The fatigue, the weight, the sleep, the digestion and the mood are usually one story told in different places. My job is to find where that story starts. Yours is to tell me the truth about how you live and how you feel. Together we build a plan that fits your actual life.

This is for you if:

- You're carrying several things at once (hormones, gut, weight, sleep, a hard season of life) and want one person who sees how they connect.
- You want functional and nutritional testing, read by someone who knows what to do with it.
- You're ready to make changes over months, not days.
- You want to finish with your own plan, not a dependency on mine.

What this is: functional nutrition and lifestyle work, guided by testing, across all five dimensions of health. **What it is not:** medical diagnosis or treatment. I work alongside your doctors, never in place of them.

How we work together



Concierge Functional Medicine · the path, six steps

Every client walks the first five steps. The Program carries on through monthly visits, a retest and your Sovereign Synthesis session; Month to Month continues one visit at a time for as long as you like.

Two ways to work with me

Most clients choose the Program. It is the complete arc, start to finish, and it is where the deepest change happens. Month to Month is for people who want my eyes on their health one visit at a time.

	The Program	Month to Month
Commitment	6 months, all six phases	None. Continue or pause any month
First visit	90 minutes	90 minutes
Results visit	90 minutes (or two visits when there are many results)	90 minutes

	The Program	Month to Month
After that	A visit every month, with your protocol updated each time	One 60-minute visit a month
Your Atlas map	Rebuilt with your labs, then updated every month	Updated after each visit
Direct access	Yes. I reply within 24 hours	Yes. I reply within 24 hours
Nutrition consult	A dedicated 60-minute session: your personalized dietary framework, a sample week, and your shopping list	Your dietary framework and food list, built into your visits
Monthly lessons across the five dimensions	Yes: a short read, a 10-minute recording, one practice	No
Retest	Key labs re-read at months 4–6 to measure what changed	As ordered, read at your next visit
Sovereign Synthesis	Yes: a 90-minute closing session and your personal operating manual	No
Priority scheduling	Yes	Standard
Legacy (household)	Available	Not available
Investment	Shared on our call. Payment plan available	Per visit, then monthly
HSA/FSA	HSA/FSA cards accepted	HSA/FSA cards accepted
Labs and supplements	Billed separately	Billed separately

If you begin Month to Month and decide you want the whole arc, what you've paid in the first 30 days is credited toward the Program.

What you receive

- **Your Atlas.** A living map of your body: eleven facets around your inner star, with what we're seeing, testing and doing in each. It opens on your phone like an app, and it changes as you do.

- **A protocol sheet after every visit.** One page, your whole day at a glance: what to take, when, and what changed.
- **Your story and your timeline.** The events, symptoms and treatments you place on your Thread, and the connections you see between them. Nicole reads it beside your answers.
- **Lab interpretation.** Every test in your plan, read against functional ranges and explained in plain language.
- **Direct access.** Reach me directly between visits with questions or updates. I reply within 24 hours. If something needs a conversation, we schedule a call.
- **Program clients also receive:** a dedicated nutrition consult with your personalized dietary framework, sample week and shopping list; monthly lessons, practices and reflections across all five dimensions; a retest; and your Sovereign Synthesis session with a personal operating manual you keep.

What to expect at each visit

Before your first visit. You complete your intake: your story, a symptom screen organized around the eleven facets of your body, your timeline, and anything you'd like me to review (past labs, imaging, reports). Send a 3-day food log and photos of every supplement and medication label.

First visit (90 minutes). Your full story, your goals, and your testing plan. You leave with your Foundations protocol sheet and your lab kits on the way.

Foundations (weeks 1–4). While your tests are out, you begin the first habits that bring your system into alignment, chosen for your goals and your life. Steadying the foundation first makes your results clearer and usually brings the first real improvements. I check in around week two.

Results visit (90 minutes). I walk you through your Atlas: how your systems, your labs and your symptoms connect. I show you how I put it together, and you tell me whether it matches your experience. Then we set the order of your plan and you receive your full protocol.

Monthly visits (Program). Through Restore (the deeper work, in the right order) and Optimize (body composition, energy, strength, and a retest to measure what changed). Your protocol and your Atlas are updated within 48 hours of each visit.

Closing visit (Program). Your Sovereign Synthesis session: we compare your Atlas before and after and write your personal operating manual: your patterns and triggers, your early-warning signs, your non-negotiables, and when to retest, text me, or see your doctor.

Testing and supplements

Lab tests and supplements are billed separately from every option. I choose your tests at the first visit based on your history; not everyone needs every test. Common ones: a comprehensive blood panel, a stool test, an adrenal stress panel, a hormone panel and a nutrient panel.

Your kits arrive with instructions, and I'll tell you the order to collect them in, because supplements and diet changes can alter results. New supplements start after your last collection.

Supplements are ordered through my Fullscript dispensary. Some testing isn't available in Hawaii, Puerto Rico, New Jersey, New York or Rhode Island; clients there receive non-lab pathways and practitioner referrals.

Legacy: for households

Health runs in families, and so can healing. Program clients can add a partner or children (age 5 and up). Each person gets their own first visit, results visit, a lighter map, and a closing plan. Your household gets a kitchen and pantry reset, family meal templates, and a map of the health patterns that run in your family.

Children's care is gentle and food-first, focused on energy, focus, sleep, digestion and skin. It is never framed around weight, and I coordinate with your pediatrician before any testing or supplements.

Frequently asked questions

How is this different from the Dimensional Analysis? The Analysis is a written reading from your intake. Concierge Functional Medicine is the work itself: testing, a protocol built and adjusted with you, direct text access, and a plan you keep.

Do I have to choose the Program or Month to Month right away? No. Many people begin Month to Month, see their Atlas at the results visit, and then decide. What you've paid in the first 30 days is credited toward the Program.

Is the questionnaire long? It's adaptive. It goes deeper only where your story requires it. Plan for a thoughtful sitting, not an afternoon. Your answers save as you go.

Do I need labs first? No. If you already have labs from the past 12 months, upload them with your intake and I'll read them.

Do I have to do the emotional and spiritual work? No. You set the depth. The physical work is a complete program on its own.

Do you work with my doctors? Yes. I work alongside your physicians, never in place of them. Keep them informed, and never start, stop or change a prescribed medication without your prescriber.

Can I use my HSA/FSA card? HSA/FSA cards accepted for visits and programs. Whether a purchase qualifies is determined by your plan; documentation for your plan administrator is your responsibility.

What if I need to reschedule? Please give 48 hours' notice. Visits missed without notice count as used.

What about refunds? Program fees are refundable, minus visits already held, until your results visit. After the results visit, program fees are non-refundable. Month to Month is paid as you go.

Do you record visits? Audio is recorded so nothing gets lost. Recordings are private to your file.

What if I'm in crisis or acutely ill? This work is not for emergencies. Call 911 or go to the emergency room, and text me afterward so I can adjust your plan.

How to begin

1. **Apply.** A short application so I can see where you are. I read every one myself and reply within two business days.
2. **We talk.** A short call to answer your questions and settle which way of working fits.
3. **Begin.** Your intake link arrives by email, your first visit is scheduled, and Foundations starts the same week.

Questions first? Email nicole@awakeningali.com.

Important. This program provides education and nutritional and lifestyle support. It does not diagnose, treat, cure or prevent any disease, and it is not a substitute for care from your physician. Statements about supplements have not been evaluated by the FDA.

Concierge Functional Medicine · Nicole James, CFMP, CNC · Awakened Living Intelligence™