



# 9870 2284

Please call if you have any questions or require an appointment

Individual Client Notes

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**Costs and invoicing**

The service provided today will incur a cost. These will have been discussed with you if they are not covered by the hospital or a 3<sup>rd</sup> party funding body like TAC or Work cover.

An invoice will be sent to the address provided at the consultation. Payment details can be found on the invoice.

*Please call if you are having trouble paying the invoice.*

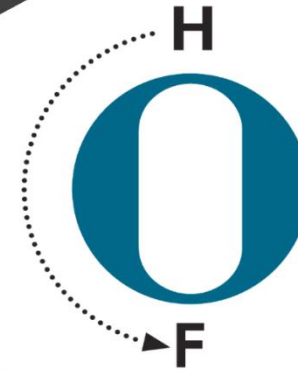
**It is important that you attend any review appointments. If you are having any problems with your Orthosis, we may be able to fix it at your appointment.**

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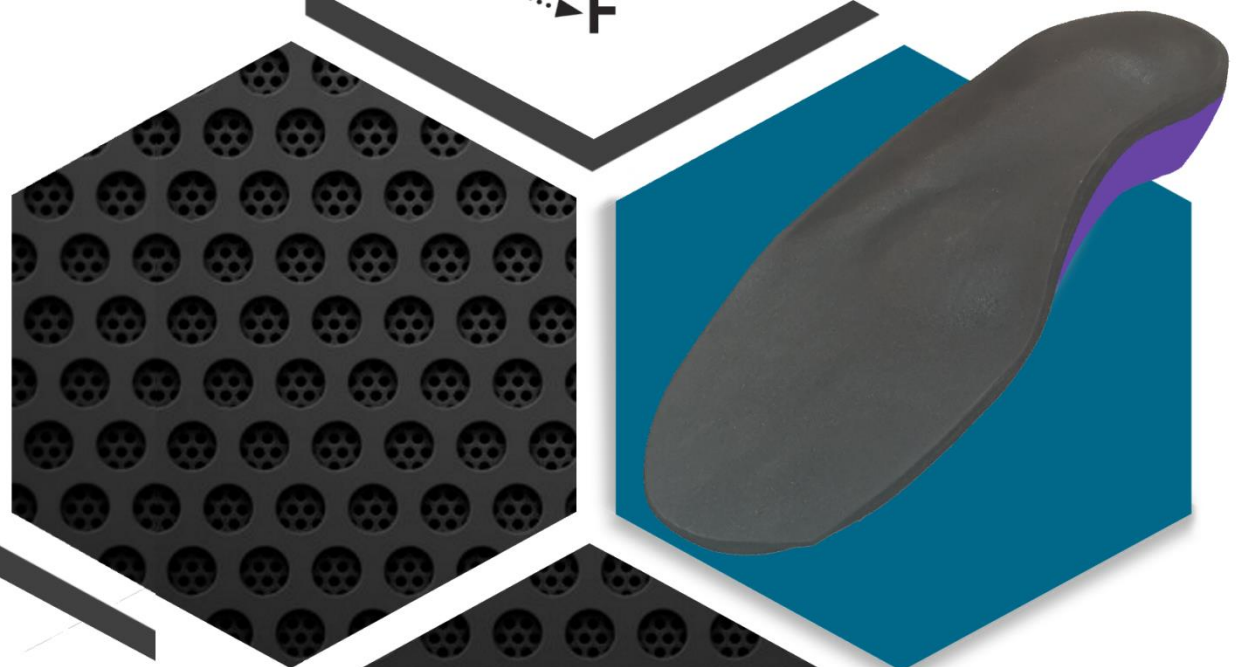


Quality ISO 9001

SAI GLOBAL



**head to foot  
orthotics**



# FOOT ORTHOTICS

### How to put on your Foot Orthotics

It is important that you put your shoes and Foot orthotics on correctly. You should always wear socks. You can wear your Foot Orthotics with different shoes. To put your Foot Orthotics in your shoes:

1. Remove the innersole from your shoe if possible
2. Open your shoe as wide as possible by undoing laces or Velcro
3. Slide your foot orthosis into the appropriate shoe, left in left- right in right
4. Make sure they are sitting flat inside each shoe.

Foot Orthotics should be checked by an Orthotist every 12 months due to the materials compressing and changes in foot shape.

### Problems?

Check your skin regularly. If you feel that your Foot Orthotics are:

- Causing discomfort, redness or skin breakdown
- Broken or damaged
- Worn Out

Please contact the Head to Foot Orthotics as soon as possible to discuss the situation.

### Before standing and walking:

Make sure your foot and toes are flat inside your shoes.

Make sure all straps are done up on your shoes.



### Wearing your Foot Orthotics

It may take some time to get used to wearing your Foot Orthotics and you may notice a change in the way you walk. You should wear your Foot Orthotics in gradually at the start, as a guide start with 1-2 hours per day and increase by 1 hour every day. During this time you may have some minor lower limb aches and pains. It may take 1-2 weeks until you are able to wear your foot orthotics full time.

✓ **Do** check your skin regularly. You may need to use a mirror to see the sole of your feet and check them 2-3 times a day.

✓ **Do** contact your orthotist if you are unable to wear your orthotics all the time after 1 month.

✗ **Do Not** wear un-prescribed bandages, dressings or padding with your Foot Orthotics

✗ **Do Not** make any changes to your Foot Orthotics.

✗ **Do Not** wear your Foot Orthotics **WITHOUT** shoes

✗ **Do Not** get your Foot Orthotics wet

### Cleaning

✓ **Do** wipe your Foot Orthotics using warm soapy water and dry with a towel.

✗ **Do Not** apply direct heat to Foot Orthotics

✗ **Do Not** place your Foot Orthotics in the washing machine or dishwasher.

**Contact Head To Foot Orthotics immediately** if you notice redness, broken skin or increase discomfort