



Dear Patient:

Enclosed please find some forms that need to be completed and brought with you to your office visit. Below please find some office policies that I wanted to make you aware of:

- ✦ New patients usually have a dilated examination. This will blur your vision for the remainder of the day. **Please have someone accompany you to the office that can drive you home.**
- ✦ If you are coming for a second opinion it is helpful to have your old records from your previous eye doctor if possible.
- ✦ I appreciate your time is valuable and my office and I will make every effort to stay on schedule. However, I have a referral practice and commonly see eye emergencies that will need to be worked in. This can disrupt the schedule.
- ✦ Please bring all your insurance information (including your cards) with you to the office. If you are in an HMO and require a pre-authorization for your visit you are responsible for obtaining this *prior* to your examination. If the office does not have authorization at the time of your visit, we cannot bill your HMO and you will be expected to pay for your examination at the time of your visit. Any co-pays, co-insurance, and deductibles will be collected at the time of your examination. We will also be making a copy of your driver's license and your social security number will be needed.
- ✦ If you have an emergency and need to reschedule please call my office at 850-208-1900 during normal business hours (Monday thru Friday - 8 A.M. to 4 P.M.) to inform them.
- ✦ If you wear prescription eyeglasses, please bring them with you to your examination.
- ✦ Your appointment is on _____
 - If possible, please arrive 15 minutes early for registration.

My staff and I consider it a compliment that you have chosen us to evaluate your eye condition and we look forward to meeting you. Please call if you have any questions or concerns (850208-1900).

**PLEASE REMEMBER TO BRING
YOUR COMPLETED FORMS TO
YOUR OFFICE VISIT. THANKS**