

## **Important! Please read prior to your appointment.**

### **Exam Check-In Procedures**

Due to the recent COVID-19 crisis, we have had to put in place new procedures to protect our patients and team. Below are the new procedures for day of appointment check-in. If you have any questions please feel free to give us a call, text or email us. Our goal is to make sure that everyone stays safe during these difficult times.

#### **Day before your appointment**

- Please let us know if you have any COVID-19 symptoms or have been in contact with anyone with symptoms within the last 14 days for rescheduling.
- Have your welcome form printed and filled out to bring to the exam.
- If you are taking medications please bring the list in with you.

#### **Day of your appointment**

- Please arrive on time.
- When you arrive, park and call.
  - Let us know if you have any COVID-19 symptoms or have been in contact with anyone with symptoms within the last 14 days you will be asked to reschedule.
  - Your health history and exam check in will be asked over the phone.
  - We will be asking you how you plan to use your benefits for glasses/for contacts.
    - For glasses we will review your order needs.
  - Let us know if you need the dilation waiver. (Please keep in mind a dilated eye exam is recommended by a doctor.)
  - Let us know if you will be having the iWellness scan \$39 (Doctor recommended.)
  - When the office is clean and clear we will meet you at the door to let you in the office.
  - Don't forget your mask and welcome form.
- Entering the office
  - Temperature will be checked upon arrival before entering the office. If you have a fever you will be asked to reschedule.
  - We will ask that you use the sanitization stations after entry.

We realize that this is going to take some time to get used to the new procedures. This is an adjustment period for all of us. We're in this together. Stay safe and we look forward to your upcoming appointment with us.

-Eyebright Team