

CORTLAND EYE CENTER

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To Our Established Patients:

We are looking forward to seeing you again when you return for your upcoming eye examination. Thank you for choosing **Cortland Eye Center** to serve your eyecare needs. We are committed to preserving, restoring, and enhancing vision.

On the day of your appointment, please bring your insurance cards, any required referral authorizations, and all eyeglasses that you currently wear. If you are having a comprehensive dilated examination, your vision may be blurred for about 3-4 hours. We suggest that you have someone available to drive you after the exam. In order to keep our records current, and your waiting time to a minimum when you check in for your appointment, we are enclosing patient registration **forms to be filled out in advance**. New forms are needed periodically, and completing these ahead of time avoids delays and helps us keep on schedule. The forms can be returned by mail or brought in at the time of your visit.

Please arrive promptly for your appointment. Late arrivals may need to be rescheduled, so other patients are not inconvenienced. We try very hard to run on time and to minimize your waiting time. Occasionally a patient has a difficult problem, or emergencies occur that cause delays. **We ask your understanding when these delays happen, and assure you that you will receive the same attentive care.**

If your insurance coverage is with a company other than those listed on the reverse side of this page, payment is expected at the time of service. Please review the insurance list on the reverse side. If your visit is covered by an insurance plan that we participate with; please be prepared to pay your co-pay and any unmet deductible at the time of service, otherwise a billing fee of \$15 will be charged. Please sign the financial authorization at the bottom of the page on the reverse side of the registration form. Please bring your insurance cards with you. We will scan them yearly.

Please feel free to browse in our Optical Boutique during your visit. We're very proud of the excellent selection of frames and lenses we offer. **For those patients who may be ordering eyeglasses or lenses during their visit, a deposit of 50% is required when the order is placed.**

If you are having an eye examination and wear contact lenses, our professional staff will be evaluating your current contacts to determine the present condition and fit of the lenses. The fee for this service is collected in addition to the fee for your eye examination.

If we can be of any further assistance to you, please call our office and a member of our staff will be happy to answer your questions. **If you are unable to keep your appointment, please kindly call our office as soon as possible.**

We appreciate the trust you've placed in us and look forward to seeing you again.

Sincerely,
The Staff of Cortland Eye Center

Your appointment is scheduled for _____ at _____
With: Dr. Fergerson Dr. Barno Dr. Skjolaas

Please See Reverse Side