

Thank you for choosing Retina Consultants for your eye care.

Please take time to read this letter and fill out the forms in this packet.

PREPARING FOR YOUR VISIT:

- Some insurance plans require a referral to our office. Please review your insurance benefits with your insurance company prior to your appointment and obtain any necessary referral. If your plan has a co-payment, we ask that you pay it when you check in for your appointment. The amount of the co-pay is usually printed on your insurance card.
- If you have been seen by another physician for retinal care or treatment, especially procedures such as intravitreal injections or surgeries, please have your medical records from those offices forwarded to our clinic prior to your appointment.
- Please drink plenty of fluids the day before and the day of your appointment. We also suggest eating a meal prior to coming to your appointment, especially diabetic patients.
- To cancel or reschedule your appointment, please call us 24 hours before your appointment at 701-293-9829 or toll free at 877-503-0251.

PLEASE BRING THE FOLLOWING ITEMS TO YOUR APPOINTMENT:

- The enclosed registration form that you have completed
- The enclosed medical history form that you have completed listing your medications, allergies, and surgical history
- The enclosed Financial Policy and Recording Policy that you have reviewed and signed
- Your medical insurance cards (we do not accept vision insurance)
- Your eyeglasses
- A pair of sunglasses
- A driver as both of your eyes will be dilated and you may undergo a procedure

WHILE YOU ARE IN OUR OFFICE:

- **If you are non-ambulatory and need physical assistance with personal cares, we require someone to accompany you to your appointment who can assist you.** This person must remain with you throughout the duration of your visit.
- If you have a medical power of attorney and are unable to sign your own consent forms, your power of attorney must accompany you to your appointment or be immediately available by phone.
- We may ask you to wear a face covering in our exam and diagnostic rooms; if so, we will provide one for you. Masks are not required in lobby areas. If you have a cough or cold symptoms, you will be required to wear a mask for the duration of your visit.
- We kindly ask that guests are limited to one per patient.

WHAT TO EXPECT DURING YOUR VISIT:

You will meet with members of our clinic staff prior to seeing your doctor. After your assessment with our clinic staff, your doctor will see you for examination, consultation, and treatment options. Since our exam rooms serve varied purposes, you will be moved to different rooms during your visit. **There may be a wait time between each segment of your visit.**

Both of your eyes will be dilated on your initial visit. To dilate your eyes, the physician or technician uses eye drops to make your pupil larger. After the drops are administered, there will be a wait of approximately 30 minutes for dilation to occur before the examination continues. It is our recommendation that you have someone available to drive you home. You will be more comfortable wearing sunglasses when your eyes are dilated.

Conducting a thorough examination on your initial visit is a lengthy process. As a result, we are unable to determine the exact length of your clinic visit in advance. **Please plan on being in the clinic for 2 to 4 hours.** If special tests or treatment are required, we will strive to finish these tests or treatment at your initial visit.

If you have any questions about what to expect, please call us at 701-293-9829.

NO SHOW POLICY:

If you are not able to come to your scheduled appointment, please call our office at 701-293-9829. New patients who miss their scheduled appointment without prior notification to our office will incur a \$50.00 charge for every three missed appointments. Thank you.