

Welcome to Affleck, MD Eye Care! We are honored that you have chosen Dr. Affleck and the Affleck, MD Eye Care staff for your eye health care needs. You, the patient are the most important person in our office. We have provided the following information to help you prepare for your upcoming visit so we may better serve you. We are happy to discuss with you any questions (208-523-6868). Please carefully read all the information provided and comply with the following steps:

1. Fill out the form! **IF YOU DO NOT BRING THE COMPLETED FORMS YOU MUST ARRIVE TO YOUR SCHEDULED APPOINTMENT 45 MINUTES EARLY TO REGISTER AT OUR OFFICE.**

2. Please **BRING TO YOUR APPOINTMENT:**

- List of medications (with their dosage and frequency)
- Insurance card(s)
- Driver's license or photo ID
- A driver, if your eyes are to be dilated
- Co-pay, deductible or fee for services

Appointment schedule

IF YOU ARE UNABLE TO KEEP YOUR APPOINTMENT, KINDLY GIVE US 24 HOURS NOTICE. Due to scheduling needs late arrivals of 15 minutes or more will be rescheduled. Please visit our website under the topic "your visit" for all our office policies.

Insurance

We will bill your insurance company as a courtesy to you. For your visit and treatment to be more efficient please contact your insurance company before your exam so you will be informed about your co-payment and deductible amounts.

We accept most insurance, but you should find out if Dr. Affleck is a contracted provider with your individual plan. For any surgical treatment, make sure you are aware of any restrictions, referrals, change in co-pay percentages, or pre-authorization that are required and notify us. Understanding and discussing this information with us early will help you have a smooth billing and payment experience.

HIPPA

Required by law, we are to provide each patient with a copy of our HIPPA Privacy Practice Notice. You may view it and obtain an electronic copy by visiting our website www.lovehealthyeyes.com under the topic "your visit" or request a paper copy from our