



CHRISTOPHER J NOWIK, OD, PC

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Dear Patient:

It is a pleasure to welcome you to our office. I am honored to be your optometrist and am committed to providing you with the most thorough and up-to date care available, whether you are here for a vision exam or we are treating a medical eye disease or condition. Plan to be here about an hour for a comprehensive eye exam. My hope is that we form a partnership to keep your eyes as healthy as possible.

Please arrive **15 minutes before** your scheduled appointment time and bring the following:

- ⊗ The completed forms that are enclosed
- ⊗ Your current medical and vision insurance cards
- ⊗ Driver's license/Photo ID
- ⊗ Co-pays for specialists as noted on your insurance cards
- ⊗ Payment for Refraction, I-Wellness scan, deposit for materials (see financial policy)
- ⊗ Referral from your primary care physician (PCP) if your medical insurance is an HMO plan

We ask you to have this referral in place, even if you have a separate vision insurance plan. If there is a medical reason for your visit, we will submit a claim to your medical insurance with the referral, rather than to your vision insurance.

My friendly staff and I are looking forward to your visit!

Sincerely,

Christopher J. Nowik, O.D.

***Please note that we have many patients who need appointments, so we kindly request that you give us 24 hours notice for a cancellation. If less than a 24 hour notice is given, your account will be billed \$35.00 for the appointment time.

If you are more than 15 minutes late for your appointment, you may be asked to reschedule. As a courtesy, please call the office if you are running late so we can determine your appointment status.