

# Welcome to Doctors Sandy & Andrew Mann's Office

Patient's Last Name	First Name	Date of Birth	Cell Phone
Address	Town	Zip Code	M or F?
Social Security Number	Employer	Job Description	Home Phone

Method of Payment:  Private Pay or  **PLEASE HAND MAJOR MEDICAL INSURANCE CARD & ID TO RECEPTIONIST**

Insurance Name & Number \_\_\_\_\_

Primary Insurance Holder is patient above - If not, list primary policy holder: \_\_\_\_\_

Primary Policy Holder's Full Name & Address \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

What visual problems are you having? Blurry Vision, Headaches, Want Contacts, etc...

Date of Last EYE Exam \_\_\_\_\_ Date of Last MEDICAL/PHYSICAL (NOT EYE) Exam \_\_\_\_\_

I Have No Drug Allergies OR List Allergies to any Medications \_\_\_\_\_

I Take No Medications OR List ALL medications you are taking *plus* DOSAGE (or let us copy your list) \_\_\_\_\_

Please list your weekly consumption of Alcohol \_\_\_\_\_ and Tobacco \_\_\_\_\_ (Quitting tobacco use significantly reduces the risk of blindness)

Do you or anyone in your family have any of the following? ✓ = Yes, Blank = No

**Self / Family**

- Glaucoma
- Turned Eyes
- Macular Degeneration
- Diabetes
- Headaches

**Self**

- Vision Fluctuates/Eyes Itch or Water
- See Double (*not* ghosted)
- See Flashes (*not* floaters)
- Use Eyedrops Name \_\_\_\_\_
- Serious Eye Injuries/Surgery

**Self**

- Currently or Possibly Pregnant
- Contact Lens Wear
- High Blood Pressure
- Heart Problems
- Breathing Problems

A **Contact Lens Prescription** requires extra visits and extra fees. See Contact Lens Wearer's Agreement.

I DO want a contact lens prescription  I DO NOT want a contact lens prescription

**Dilation of the pupil** is considered a necessary part of a routine eye examination *every year*. Eyedrops open the pupil, allowing the doctor a complete view of the interior structures of the eye. This facilitates the detection and diagnosis of many diseases, including glaucoma, cataracts, blood vessel leakage due to diabetes and high blood pressure, and retinal holes, tears and detachments, and in some cases, tumours. This is considered a non-covered service by many insurances in which case there is an additional \$20 fee for this test. While most people are able to drive safely with sunglasses after dilation, caution is advised, and we recommend that you have someone available to drive you in case you feel unsafe. For medical-legal reasons, the doctor WILL NOT perform an eye exam on patients under 18 years of age if dilation is refused.

I DO want my eyes dilated  I DO NOT want my eyes dilated

A sophisticated ZEISS OCULAR COHERENCE TOMOGRAPHY LASER allows us to provide a non-invasive 3-D "virtual biopsy" scan of the macular area of the retinas at a resolution of 5 microns. This is a screening for any number of ocular diseases. We strongly recommend that our patients receive this test. There is an additional \$30 fee for this test. It is not covered by insurance.

I DO want the Macular OCT  I DO NOT want the Macular OCT

A sophisticated computerised instrument can allow us to provide a more thorough analysis of the health of the entire visual system from the eye to the back of the brain by measuring the **visual field**. Field testing can assist us in early detection of glaucoma, retinal problems and neurological diseases, among other conditions. We strongly recommend that our patients receive a *screening version* of this test. There is an additional \$10 fee for this test.

I DO want the visual field screening  I DO NOT want the visual field screening

Fees for all visits to the office are due and payable at the time of service. There are additional fees for contact lens evaluation. A separate contact lens agreement will specify the maximum number of visits included in contact lens fitting. No refunds will be made if fewer than the number of visits specified are needed. Apart from routine contact lens visits, each visit to this office will involve a separate fee or co-payment. All professional fees are for our time and opinion and are not refundable. Frames and non-custom contact lenses may be returned in their original condition for an in-store credit within 30 days. Eyeglass lenses, custom contact lenses, opened boxes of disposable contact lenses and specially ordered items **cannot be returned**. Low vision devices (other than spectacle lenses) may be returned within 30 days in their original condition and packaging less a 20% restocking fee. The success of any prescription is not guaranteed and the doctor is not financially responsible for remaking glasses or contact lenses. If a progressive lens or any expensive lens prescription is remade as a less expensive lens at no charge as a courtesy, Visionmann will not refund or credit the difference. There is only one optical establishment we know of which refuses to remake glasses at no charge. If you use such a place, you agree that it is against our recommendation and that you do so at your own risk. All insurance benefits or coupons must be presented when filling in this form - they cannot be used after services have been rendered and cannot be presented later for a refund or credit. Advance Beneficiary Notice: Insurance Companies will not guarantee that a procedure will be covered; in fact, coverage or rejection usually depends on the outcome of the test. I understand that Visionmann Optometrists will do their best to estimate the patient cost of my testing, but that they are unable to predict an exact amount. I agree to be responsible for any tests my insurance company calls 'non-covered' or 'rejected' or 'experimental.' I understand that I am financially responsible for charges not covered by my insurance and for charges incurred by my dependents. I understand that it is my responsibility to know if Dr. Mann is a provider for my insurance and to know if my insurance requires a pre-authorization or referral and it is my responsibility to get this before seeing the doctor. If not, I agree to pay for the services. **Low Vision Devices Evaluation (\$275) or Prismatic Binocularity Assessment (92015) (\$75) and Refraction (92015) (\$30) and after hours office visit upcharge (99050) (\$40 per visit) and Bandage Contact Lens Fitting (92071) (\$100) are considered non-covered services by Medicare, Medicaid and most insurances. I agree to pay for this in addition to any co-payment or deductible.** I agree to pay reasonable collection fees, legal fees and court costs regarding collection of unpaid balances. I agree to pay a monthly billing fee of \$15 per month on all balances due over 30 days until my balance is paid in full. I agree to pay a \$25 per visit rescheduling fee for appointments made and not kept or cancelled with less than 24 hours' notice. I hereby authorize Dr. Mann to release any information necessary to process my insurance claim. HIPAA: I acknowledge that I have been presented with the "Notice of Privacy Practices Policy" of Andrew Mann Optometrist PA and have been offered a copy to keep. I understand that the only safe way to communicate with the doctor is in person, and I will limit myself to this method of communication or accept the risk that other methods will put my Personal Health Information at risk. Likewise the only safe way to receive or transfer a copy of my records is to pick them up in person. If I request another method of record transfer or communication, I acknowledge and accept the risk entailed. I agree to allow Andrew Mann Optometrist PA employees to call my telephone numbers and leave messages and to contact me or payers or other doctors by mail or computer. I acknowledge and accept that this entails the risk of privacy violations. I waive my civil rights under HIPAA and request that the doctor communicate with me or regarding me (including records) by US Mail or fax or by email when necessary. The messages and correspondence may include identification indicating that they are from Andrew Mann Optometrist PA, its DBA, or an individual employee. I understand that Visionmann is under remote digital video surveillance. **Informed Consent and Request for Treatment:** I hereby request Andrew Mann Optometrist PA and its doctors to examine and treat me. I understand that the examination involves touching the eyes or bringing objects close to the eyes. Tonometry, Gonioscopy, Perimetry, GDx, OCT, fingers, frames, lenses, eyedrop bottles and Contact Lenses may scratch the eyes and I consider this an acceptable risk to take in order to have my eyes examined. Anaesthetic and Dilution eyedrops can cause adverse systemic effects, including fainting/loss of consciousness, interaction with systemic medications, sudden change in blood pressure and heart rate, or even death. I consider these acceptable risks to take in order to have my eyes examined. I hereby request that these tests or procedures be performed when considered necessary by the doctor.

THANK YOU FOR TURNING OFF YOUR CELL PHONE!

Date \_\_\_\_\_ Signature of Patient or Guardian (OVER 18) \_\_\_\_\_