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841 Hospital Road, Suite 2100 • Indiana, PA 15701 • P: 724-463-4400 • F: 724-463-4403

Welcome! We are very pleased you have chosen Fox Ophthalmology Associates for the care of your eyes.

Our office is at 841 Hospital Road, Suite 2100, in the Ambulatory Surgery Center Building on the Indiana Regional Medical Center (IRMC) campus. Look for the blue doors beneath the green awning.

In preparation for your appointment, please note the following:

- Plan on being with us for approximately 2 hours for your diagnostic evaluation and examinations by our doctor, especially if we are scheduling surgery for you.
- You may want to bring a driver with you as you may have your eyes dilated as part of your evaluation and should not drive if you don't feel comfortable.

Please arrive **10-15 minutes** before your appointment time. We ask that you complete your registration forms found on our website, prior to your appointment to make the registration process more efficient. If you are unable to keep your appointment, we ask that you notify us at least 24 hours in advance by calling (724) 463-4400.

Some highlights from our **Financial Policy** affecting your upcoming appointment:

- (1) Check with your health insurance and/or your primary care doctor to make sure the doctor you are seeing is an enrolled provider with your insurance and if you will need a referral authorization for this visit. Note that while standard Medicare Part B does not require a referral, some Medicare Advantage (replacement) plans or other Secondary plans may. If you do need a referral authorization for your insurance to cover this visit, it is your responsibility to obtain this referral. You may either bring it with you to the visit or have your doctor's office fax it to us at (724) 463-4403 at least 2 days before your appointment.
- (2) Our insurance contracts require that we collect any co-pays at the time of your visit. For your convenience, our practice accepts cash, personal checks, Mastercard, Visa, Discover Card, and American Express. If you have any questions about fees, insurance, or referral information, please call our office at (724) 463-4400 during normal business hours.

**IN SUMMARY, BRING WITH YOU:**

- Your current insurance card(s). Please bring your insurance cards to every visit. If we do not have your cards, we will not be able to bill your insurance and you will be responsible for the visit fees.
- A Driver's License or other Photo I.D. as for your protection we verify identity
- Any necessary referral forms or referral numbers if required by your insurance. Remember, unauthorized visits will not be covered by your insurance. Unauthorized, non-urgent visits will be rescheduled unless you are willing to pay in full at the time of service.

We look forward to your visit!