

The Eyecare Center of Madison

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Dr. Michael Brooke

Dr. Jodie Larson

Dear _____:

Thank you for scheduling an appointment with Dr. _____ on _____
_____. Your check-in time is _____. Please remember to bring the following items along to your appointment:

- ✓ **Enclosed clinical questionnaire(s) and medications list**
- ✓ **Current Insurance Cards** (Optical *and* Medical)
- ✓ **Eyeglasses** (all currently or recently used, even if damaged/broken)
- ✓ **Sunglasses** for use after pupil dilation (for all new patients, diabetic exams, and returning patients when medically appropriate)
- ✓ **Contact Lenses** (lens packaging also helpful for new patients)
- ✓ **All eye drops, ointments, etc.** (prescription *and* non-prescription)

If you are unable to keep this appointment, kindly give our office at least 24 hours notice. Please note that our appointment policy includes a \$25 service charge for appointments missed without prior notice.

IMPORTANT: It is each patient's responsibility to determine if an insurance plan has placed restrictions on the choice of office and/or doctor. Please refer to your directory of providers or contact your insurance company prior to your appointment.

Bringing the above items and arriving promptly at your check-in time will enable us to make your visit as efficient and thorough as possible. Your "Eyecare Team" is looking forward to seeing you!