

# CONFIRMATION & INSTRUCTION FORM

# TWO WEEKS BEFORE THE SCREENING

* Acquire signed vision screening permission slips from each child's parent(s).

# ONE WEEK BEFORE THE SCREENING

* Please fill out the enclosed **Registration Form.** For those children with a signed permission slip, please fill in the child's name and age. In the comments column area on the registration form please print any concerns you have or have noticed about a child's vision or eyes.

# DAY OF THE SCREENING

* Please provide a room that can be both darkened (lights can be turned off, blinds or shades pulled to cover windows) and well-lit (lights can be turned on). A darkened room is required when using the PlusOptix Vision Screener, whereas, if the charts are used, a well-lit room is required.
* Our screeners will arrive 15 minutes before the starting time to set up.
* Have the Registration Form ready for the screeners when they arrive.
* Please try to bring the children in for screening in the order you have them written on the Registration Form.
* Plan to bring the children to the screening area in groups of four. Also, children feel more secure at the screenings if an adult they are familiar with can be in the screening area with them.

# AFTER THE SCREENING FOLLOW UP

* Each family should receive a report of the results of their child's screening. A copy of the child's screening results should be sent to the parent and a copy maintained by the school.
* Please help us with the follow up procedure by talking to the parent whose child who has been referred about the importance of following through with an eye exam. Check back with the parent periodically until the child has been seen by an eye care professional.
* Any follow up will remain confidential.

# SPECIAL NOTE

* Please call (**LION NAME HERE**) at 715-XXX-XXXX or (**LIONE NAME HERE**) at 715-XXX-XXXX if you have any questions or concerns. Please let us know the results of your follow up with the parents.