

Angela Tsai, O.D., F.V.A.O.  
Samuel C. Smart, O.D., F.V.A.O., F.A.A.O.  
Bradley Church, O.D., F.V.A.O.



Angela Tsai, O.D. & Associates, P.C.  
230 Butler Road, Fredericksburg, VA 22405  
www.visionsource-fredericksburg.com  
Phone: 540.373.3021 Fax: 540.373.5565

## SCHEDULING FORM

Welcome to Premier Eyecare, Angela Tsai, O.D. and Associates, P.C., the office of Drs. Angela Tsai, Samuel Smart, and Bradley Church!

**Please fill out the following information for your upcoming eye examination. All areas are required and must be filled out. We will call you within 24 hours after receiving your information to complete your appointment scheduling. We urge you to provide a mobile phone number for notifications and reminders. Please complete the entire form. There are 4 parts to fill out. You will be done when it says "FINISHED."**  
**Bring your photo ID, insurance card, driver's license, and form of payment to your appointment. Missed appointments or those cancelled within 24 hours of the scheduled time will be assessed a \$25 fee.**

The doctors of Premier Eyecare recommend the Optomap, a digital picture to assess ocular health of the back of the eye. If you choose to forego the Optomap, please bring sunglasses with you since the effects of dilation include glare, blurry vision, and increased sensitivity to light.

Contact lens wearers should bring the current prescription or box of contact lenses with them as well as their eyeglasses, contact lens solution, and storage case. You will not be able to put contact lenses back on the eyes for a few hours if you choose to dilate.

We are happy to make additional appointments for family members. Comprehensive eye exams are recommended for age 6 months-1 year, 3 years, 5 years, and yearly after. We thank you for choosing us to provide all your eyecare needs and services. We look forward to seeing you and your family very soon!

**PLEASE EMAIL THIS FORM BACK TO**  
**[FRONTDESKPREMEYECARE@GMAIL.COM](mailto:FRONTDESKPREMEYECARE@GMAIL.COM)**  
**OR FAX AT 540-373-5565**  
**AS SOON AS POSSIBLE.**

## PART 1

### ABOUT THE PATIENT:

SALUTATION: Dr. Mr. Mrs. Ms. Miss Master [ ] New [ ] Existing patient

LAST \_\_\_\_\_ FIRST \_\_\_\_\_ M \_\_\_\_\_

PREFERRED/NICKNAME \_\_\_\_\_

DATE OF BIRTH (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

ZIP \_\_\_\_\_

HOME PHONE (\_\_\_\_)\_\_\_\_-\_\_\_\_ DAYTIME PHONE (\_\_\_\_)\_\_\_\_-\_\_\_\_

CELL PHONE (\_\_\_\_)\_\_\_\_-\_\_\_\_ [ ] OK TEXTING (Carrier charges may apply)

EMAIL \_\_\_\_\_@\_\_\_\_\_

COMMUNICATION PREFERENCE (SELECT ONE):

[ ] MOBILE [ ] HOME PH. [ ] EMAIL [ ] PAPER

EMPLOYER \_\_\_\_\_

OCCUPATION \_\_\_\_\_

PREFERRED LANGUAGE [ ] ENGLISH [ ] OTHER \_\_\_\_\_

ETHNICITY \_\_\_\_\_ RACE \_\_\_\_\_

## PART 2

**ABOUT THE GUARANTOR: The guarantor is the parent or LEGAL guardian of the patient. The guarantor is the person who will be signing the Payment Agreement.**

[ ] CHECK HERE IF THE GUARANTOR AND THE PATIENT ARE THE SAME.  
IF THEY ARE NOT, PLEASE FILL IN SPACES BELOW.

SALUTATION: Dr. Mr. Mrs. Ms. Miss

LAST \_\_\_\_\_ FIRST \_\_\_\_\_ M \_\_\_\_\_

DATE OF BIRTH (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (\_\_\_\_)\_\_\_\_-\_\_\_\_

Patient Name \_\_\_\_\_

**PART 3**

- I HAVE VISION INSURANCE
- I HAVE MEDICAL INSURANCE

**PLEASE PROVIDE BOTH YOUR VISION AND MEDICAL INSURANCE INFORMATION.**

**VISION INSURANCE:**

INSURANCE NAME \_\_\_\_\_

INSURANCE ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

VISION INSURANCE PHONE ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

INSURED PARTY'S NAME \_\_\_\_\_

INSURED PARTY'S ID # \_\_\_\_\_

INSURED PARTY'S GROUP # \_\_\_\_\_

RELATIONSHIP TO PATIENT \_\_\_\_\_

**MEDICAL INSURANCE:**

INSURANCE NAME \_\_\_\_\_

INSURANCE ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

VISION INSURANCE PHONE ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

INSURED PARTY'S NAME \_\_\_\_\_

INSURED PARTY'S ID # \_\_\_\_\_

INSURED PARTY'S GROUP # \_\_\_\_\_

RELATIONSHIP TO PATIENT \_\_\_\_\_

Patient Name\_\_\_\_\_

**PART 4**

**I WOULD LIKE AN APPOINTMENT WITH/FOR: (CHECK ALL THAT APPLY)**

DR. CHURCH     DR. SMART     DR. TSAI     DOES NOT MATTER

MONDAY     TUESDAY     WEDNESDAY     THURSDAY     FRIDAY

8:00-10:00     10:00-12:00     12:30-2:30     2:30-4:40

4:30-6:00 (THURS ONLY)

GLASSES             CONTACT LENSES             OCULAR HEALTH

REFRACTIVE SURGERY             VISUAL THERAPY

**I HAVE THE FOLLOWING OR AM CONCERNED ABOUT:**

AMD     CATARACTS     DIABETES     DRY EYE     GLAUCOMA

LAZY EYE     LEARNING-RELATED VISION ISSUES

OTHER\_\_\_\_\_

**SPECIAL REQUESTS/OTHER FAMILY MEMBERS NEEDING APPOINTMENTS**\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**(FINISHED)**