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PREPARE FOR YOUR CHILD'S APPOINTMENT

Welcome to Dr. David A. Ewing-Chow, MD, PLLC.

Please arrive 15 minutes prior to your child's appointment time. Plan on their office visit being approximately **1.5 hours** as your child's eyes may be dilated to enlarge the pupils. We ask that a maximum of two adults accompany a child. Patients under the age of 18 must be accompanied by a biological parent or legal guardian. Please provide proof of legal guardianship or adoption. Due to space limitations we are unable to accommodate additional siblings in the examining room or strollers. Any minors left in the waiting room must have adult supervision. If you are unable to keep this appointment, please give us at least 24 hours notice to avoid a **\$50.00** missed appointment fee. We will not assume responsibility for your child's care until your child is examined by the doctor. Please be aware **we do not participate with Medicaid or Vision Insurance. We only accept Medical Insurance. Not all services are covered benefits under all insurance policies. It is very important that you understand your individual/family coverage.**

Please bring the following items to your child's appointment:

- Insurance cards are required at every visit, including follow up appointments. Without insurance cards the appointment will be processed as a self-pay.
- If you have Tricare Prime, please bring your child's current Tricare Authorization.
- Photo ID of the parent or guardian; it is required by law to validate patient's identification.
- Current pair of glasses and or contacts. Please do not wear contacts.
- All paperwork filled out completely – **if not complete, your appointment may be delayed or canceled. Paperwork can be printed from our Patient Portal (see below).**
- Sunglasses to wear after the appointment.

Your Appointment may be Rescheduled for the Following Circumstances:

- If you do not have your insurance cards.
- If you arrive 15 minutes or more late for your appointment.
- If you have Tricare Prime and do not have an authorization - we reserve the right to cancel your appointment within 3 business days of your appointment if we do not have a copy of the authorization.
- If someone other than a parent brings the child without a written note or if paperwork is not signed.

Important Information for Your Child's Appointment:

- We reserve the right to require patients to pay their **copay, co-insurance or deductible** at the time of service.
- Self-pay or non-participating insurance patients are required to pay in full at time of service. A \$100.00 deposit is required at check in and will go towards the remaining balance. All codes for each visit are reviewed and if the code is changed you will be refunded or billed for the remainder.
- *Refractions for glasses prescription are a non-covered service and a fee of \$50.00 is due at the time of service.*
- Returned checks are subject to a \$35.00 fee.

Patient Portal: <https://daewingchowmd.portalforpatients.com/portal>

- You can download and complete forms: Select the Downloadable Forms tab – select the Minor Packet.
- You can find insurance participation, appointment information, and contact information for our office here.

Parking: Free parking is available behind the building off of Black River Pkwy.

We look forward to seeing you at your child's appointment.

The Team at David A. Ewing-Chow, MD, PLLC