



Vizavance - Advancing Children's Vision
Formerly Prevent Blindness Oklahoma

Vizavance
6 NE 63rd St Suite 150
Oklahoma City, OK 73105
Phone: 405-848-7123
www.vizavance.org

Contact Name
School District
School Name
Address
City, State Zip

Dear Contact Name:

We are "looking" forward to the following vision screening for the children at School Name.

Children to be Screened:

Start Time:

Dates

Please have the children's names listed by class in alphabetical order on the copies of the enclosed Vision Screening Recording Form or have emailed your screener the School Excel Spreadsheet for Recording. Also, please indicate the birthdate and appropriate grade level if school age.

Prior to our arrival, teachers should talk to the older children about the special camera that will take a picture of their eyes. Remind the children that the camera will not hurt them and that teachers will be with the children during the screening.

As a part of your commitment to this vision screening service, we ask that you provide our employee with 1 contact person to assist her during the screening process.

The \$100.00 administrative fee or a purchase order for the same amount is due on the day of the screening. If the fee or a purchase order is not received by the day of the screening there will be a \$15.00 late fee assessed. Thank you for your commitment to children's vision. If you have any questions, please contact Melanie Gamble, Director of Programs at (405)848-7123 or via email, melanie@vizavance.org.

Sincerely,

Melanie Gamble
Director of Programs