



STATE OF IOWA EMPLOYEE INSTRUCTIONS FOR ORDERING PRESCRIPTION SAFETY EYEWEAR

1. Pick up or print your Safety Eyewear Order Form from [our website](#) and have it signed by your supervisor or safety director (if required by company standards).
2. If you do not have a current prescription (less than 2 years old), please call one of the local eye care providers on the list, or an eye care center of your choice, and schedule an eye exam appointment. **A prescription less than 2 years old is required to order safety glasses. Eye exam costs are the responsibility of employee.**
3. Employee will fill in their personal information on the order form.
4. Take the Order Form and your current prescription to the eye care provider location of your choice, there is a list on our website of current [State of Iowa Providers](#).
5. The optician at the provider location will help you pick out the style of lenses and frames that best suit you from your company's program and your personal needs.
6. There are a series of options that are available for you to choose from. Co-Pay prices are listed with each frame group, **any amount due must be paid by the employee at the time the order is placed using our secure credit card processor.**
[Follow this link to create a token for payment](#) and include the token number and exp date on the order form under SCCID. **No live credit cards will be accepted.**
7. The optician will fill out the remainder of your order form and submit it to SafeVision for your glasses to be manufactured.
8. The completed glasses will be sent back to the provider location and you will be contacted to come pick them up.
9. When picking up your glasses they will be cleaned again and you will receive a professional fitting for any adjustments that are needed.

Package Includes

- Polycarbonate or Plastic Lens
- Single Vision, Bi-Focal, Tri-Focal, or Progressive
- Any Prescription Power
- Any Prism
- Any Multifocal Prescription Add Power
- Selection of Frames (27)
- Eyeglass Case
- Shipping (First Class Mail)

(Please see Safety Eyewear Order Form for complete list of available options)

Employee's can only choose from the options listed on the Order Form

For questions, please contact SafeVision Customer Service at

1-800-982-2828 or customercare-srx@hoya.com