Dear Interns,

Your time to join OMNI Eye Services is fast approaching. Below you will find some basic information that will be useful for the start of your rotation.

1) Unless indicated, you will start at the Iselin office (485 Route 1 South Iselin NJ 08830 Building A) at 6:45am Monday. Every Monday morning you will attend retina conference which is held and directed by our retina specialist Dr. Wisotsky.

2) There is **no formal orientation** given that I work out of our West Orange office. The Center Directors, residents, and other students will transition you to life at OMNI. (I am currently working on an Intern handbook; however it likely won't be completed by your start time.)

3) You do not need any equipment. Please do bring your lab coat with name tag. You must wear it during clinic hours. Also, **no cell phones allowed** around patient areas during office hours.

4) Remember to introduce yourself as Intern____ and state the doctor you are working with that day.

5) When working in our offices, remember to clean up after yourselves when exiting an exam room. Kitchen and conference rooms are shared spaces, please remember to keep these areas clean as well.

5) You must work **2 Saturday post-op days**. Sign up for post-op days is in our Iselin office at the work station bulletin board. **There is also a sheet for you to write your email and phone contact information, please do so at the start of your rotation.**

6) You are allowed up to 2 days off during your rotation if needed. **Requests for days off must be approved by me via email (omniinterns@yahoo.com) at least 2 weeks prior.** Requests maybe denied if multiple interns are off. If additional days off are needed, please speak with me and we can work out clinical make-ups.

If you are sick and need to call out, please call the resident and the office you are working at that day. Also you must let me know via email. Make-ups in the form of additional Saturdays will be expected.

7) The clinical schedules are given out weekly. Each day is different, each week is different. The residents make the schedule and assign students to various offices

throughout the week, so that you may work with all the various specialists and center directors to get a comprehensive clinical experience. You will also be expected to participate in ancillary testing days, where you will be expected to administer and interpret clinical testing (ie VF, OCT etc)

8) You are required to observe surgery- retina, cat/glaucoma, oculoplastic, strab, and cornea. When and where, will be determined during the course of your -rotation.

9) You will also be required to attend ALL the Student Lecture Series. These are given by the optometrists and ophthalmologists of OMNI throughout the course of your rotation. You will be informed of the day, time and location of each lecture during your rotation.

10) Your grades are determined by feedback from all the center directors and specialists that work with you. We ask that your feedback about OMNI to your schools be about OMNI as a whole.

11) Directions to each of our offices can be found on our website (omnieyeservices.com). Again, I can be reached via email omniinterns@yahoo.com or phone 973-325-6734 or personal cell 917-273-2903.

Sincerely,

Allison La Fata, OD
Omni Eye Services - Atlanta