

An Introduction to On-line Ordering with Select Optical – E.lens Ordering System

If you have access to a computer with a DSL or High Speed internet connection you can now place your orders with Select Optical On-line.

What are the benefits to on-line ordering?

1. Ease of use –
 - a. The system is set up to lead you through placing an order from start to finish. If you forget some required information the system reminds you to fill it in before you can transmit the order.
2. Accuracy –
 - a. Because the order is type written when it prints out there will no longer be questions about what was hand written.
 - b. The items available to choose from for your order match the type of order you are placing.
 - c. Required information must be completed before you can send your order to Select Optical.
 - d. Your practice information is automatically sent with each order.
3. Tracking –
 - a. Ability to track your order from the moment you transmit it to Select Optical to the point we ship the completed order back to you.
4. Quicker Turnaround –
 - a. On average we are able to cut one day off of our turnaround for orders placed on-line.
5. History –
 - a. You are able to see a complete history of all orders you placed on-line with Select Optical by account
 - b. You can duplicate an order for a patient from historical data of previous orders. Just put in a new DOS and if there are no other changes you are ready to send.
6. Security –
 - a. Our on-line ordering system meets or exceeds all HIPPA requirements for patient and practice security.
7. Peace of Mind –
 - a. You know your orders were sent and can verification within 30 minutes of sending that Select Optical has received and begun processing your order.

How do I get started?

1. Open your web browser and type in the following address in the address box:
<http://selectoptical.elensorder.com>
 - a. Remember to bookmark or make this a favorite site on your browser for easy return to the site.Or login into our web site at www.selectoptical.com and click on the Ordering Login link in the upper right corner.
2. LOGIN to the system – You have this information that was sent to you under a separate cover.
 - a. Enter your User Name (specific to each account or provider in your practice)
 - b. Enter your Password
 - c. Click on Login
3. You're now ready to get started – It's that easy!

Are there instructions available on how to use the system?

Included with this introduction letter is a complete set of instructions on how to place an order and make the most of the E.lens ordering system for Select Optical.

You can also access help from your system once you have logged in to E.lens.

If your question still isn't answered please call us at: (800) 331-1603 X-118. We will be more than happy to help you.

Can I still send you orders by Fax or Mail

Yes, but with all the advantages of on-line ordering you should strongly consider using E.lens to place your orders with Select Optical.

Remember, paper orders, sent by fax or mail, will be returned to your practice for corrections, completion (if missing information) or the order can't be read. When we have to return an order it delays us from starting the job and getting the finished job back to you in the shortest time possible.

Give E.lens ordering for Select Optical a try. We think you'll like it.