



# “SIGHT PASS” Vision Program



## What Your Club Need to Know

### **Requests are Received 2 ways:**

Vision requests can be sent directly from the community to a Lion's club or sent to the Lions of Illinois Foundation.

- If a request is sent through the Lions of Illinois Foundation, that request will be sent on to the appropriate club for review.
- When sent directly to the club, that club will vet the individual needing assistance, It is then up to the club to approve or deny a request.

### **Once your Club receives a Request for Assistance:**

**Vetting:** Contact each client after reviewing each clients financial information, provided with their Social Service Request Form, it may be necessary have them provide additional documentation.

**NOTE:** A client may be able to fund their own glasses, at the reduced cost, or at least pay for a portion of the costs.

**Approved Requests:** When a vision request is approved, the club will need to complete a “Pearle Vision Sight Pass” form and a Pearle Vision clinic location will need to be selected. The club will then send the sight pass form along with the screening form and a club check for the total amount of the glasses to:

**Lions of Illinois Foundation**  
**700 N Peace Road, Suite B**  
**DeKalb, IL 60115**  
**Attn: Social Services**

**Additional Funds:** The majority of the vision prescriptions are for single vision glasses, if a lined bi-focal or a progressive is needed, LIF can invoice your club for the additional funds needed.

**Eye Exam:** If a client has had a recent eye exam and would like to use the results, they need to let the clinic know when they call for an appointment.

**LIF Social Services Staff:** The Lions of Illinois Social Services Staff is the liaison between the Lions clubs and the Pearle Vision Clinic. They will send all the clients information to the appropriate Pearle Vision Clinic. They will then notify the club, by e-mail, when the information has been successfully received by the clinic.

**Clubs Responsibilities:** When the club receives the e-mail from the LIF, It is the clubs responsibility to notify their client and have the client call, for themselves, and make an appointment at the appropriate Pearle Vision Clinic. It is important for the club to have their client call the Pearle Vision Clinic as soon as possible for an appointment.

**Warranty, Adjustments and Repairs:** For most glasses there is a 90-day warranty. If you are in need of an adjustment or a simple office repair, please call the Pearle Vision in which you received your glasses for further assistance.