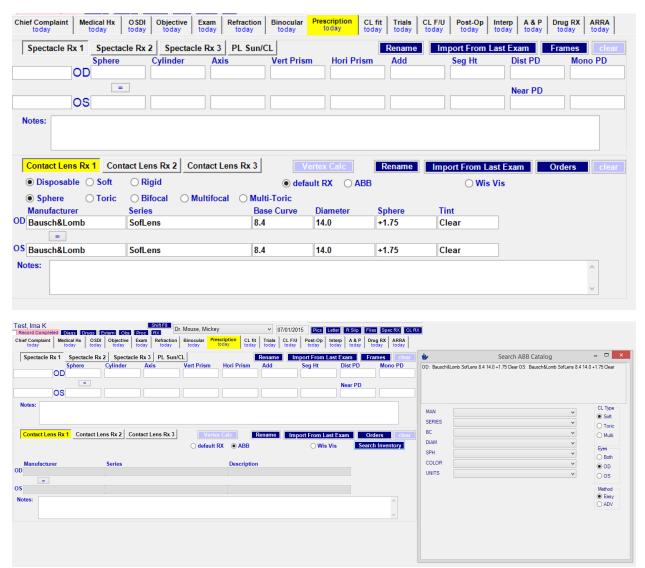
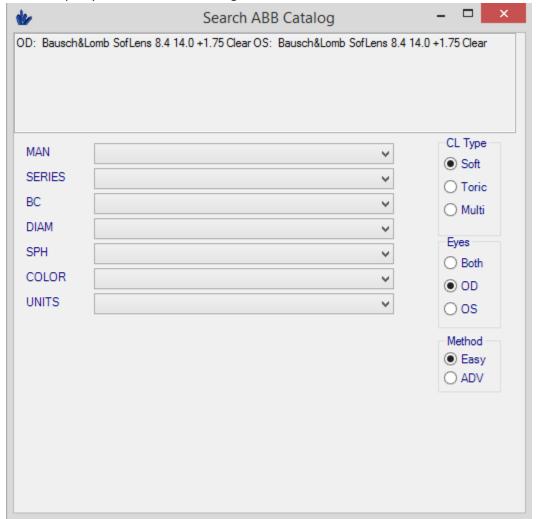
## **Ordering Contact Lenses through ABB**

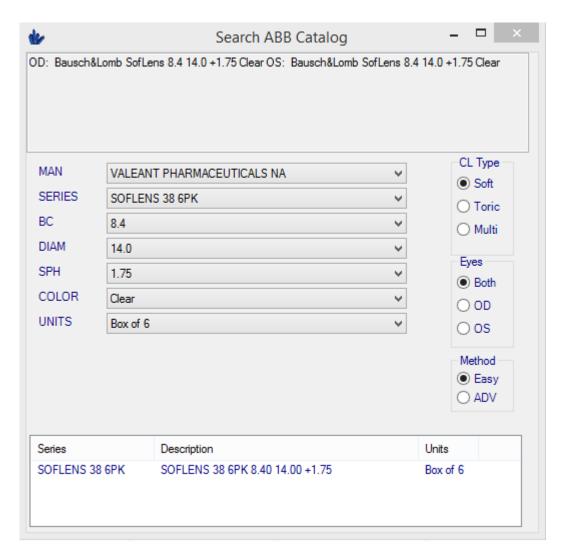
- 1. Once your Rx is in the Contact Lens portion of the Rx tab in the Patient Records section, click the ABB button, then Search Inventory.
  - a. Clicking the ABB checkbox will cause the Rx to disappear, but it will be viewable from the next screen.



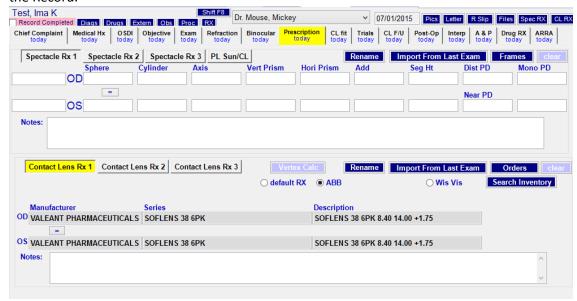
2. This will open your Search ABB Catalog Window



- a. Notice that your Rx information is conveniently located at the top of the window. This will allow you to view the information while you choose the selections from the dropdowns. If both eyes have the same Rx, select Both, otherwise you will need to do the following for both eyes.
  - i. At this point, in the lower right of the window, you will notice that there are 2 methods, Easy and ADV.
    - 1. Easy Let's you select the CL Type (Soft, Toric or Multi) and will adjust the dropdowns according to your choice here.
    - 2. ADV Give you the ability to scan in a UPC which will populate the correct lens, or when opening the dropdowns, ALL options are available, eliminating the Soft, Toric, Multi filtering.
- b. Once you have selected the appropriate information in the dropdowns, you will see at the bottom the available selections through ABB. In the following image there is only one selection available for a Box of 6. You will often find other selections, such as Diagnostic lenses or boxes with varying quantities.

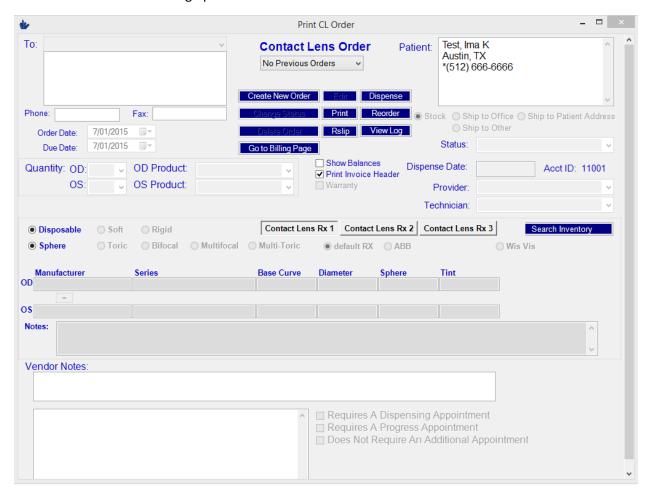


c. Double-clicking the select will bring the information back into your Prescription tab in the Record.

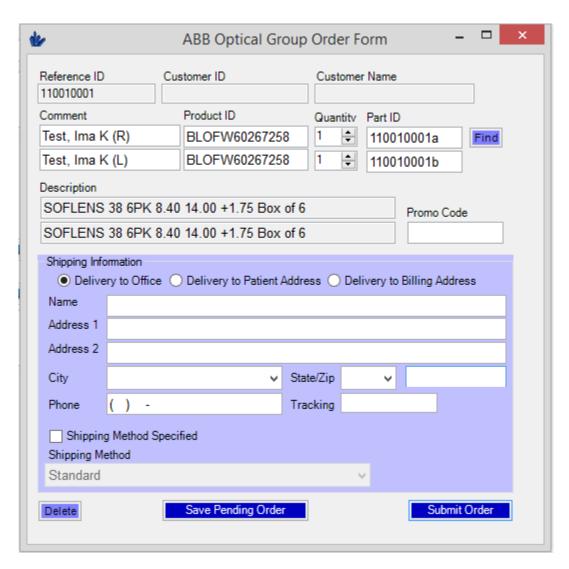


## 3. Click "Orders"

a. This will bring up the Contact Lens Order window



- b. You will notice the page is blank, but as soon as you click "Create New Order" the page will autofill.
- c. Here you can edit any pertinent information or add any necessary notes.
- d. Once this is done, click the "ABB Optical" button. This will send the billing code (if linked) to the routing slip and open the ABB Optical Group Order Form.



e. Here you can choose to have the order shipped directly to the patient, to a billing address, or to the Office. You can also select Submit Order to submit the order direct to ABB at that moment, or to Save Pending Order, which will allow to save multiple orders under Admin – EClaims to be batched at a later time.

## Your order is complete!