

**N.C. DEPARTMENT OF CORRECTION
 NASH OPTICAL PLANT
 P.O. Box 600 * NASHVILLE, NC 27856
 PH 252-459-6200 * TOLL FREE 1-888-388-1353 * FAX 252-459-7400**

Date		PO#					
Employee Name						Please circle: Glass Plastic Polycarbonate	
D I S T A N C E		Sphere	Cylinder	Axis	Prism		
	R						
	L					SV	
		Add	Height	Pd Far	Pd Near	Bifocal Style	
A D D	R					Trifocal Style	
	L					Progressive Style	
Frame Name						UV	AR Coat
Color		Eye Size	Bridge	Temple		Tint	
Special Instructions							
Bill To:							
Ship to: (please print)							
Dispensing Signature: _____				Date: _____			
Address: _____				Telephone: _____			
City _____		State _____		Zip _____			

Instructions for Completing Rx Form for Safety Eyewear

1. Prescription order forms may be printed directly from the internet or obtained from the Nash Optical Plant by calling **1-888-388-1353**.
2. Employee will take the Rx form to a participating eyecare Professional who will fill out the form. (Employee is responsible for the cost of examination and fitting).
3. Employee returns the Rx form to their unit Purchasing Office for processing.
4. Purchasing Office will fax the order form with P.O. number to the Nash Optical Plant.
The plant's **fax number is 252-459-7400**.
5. Nash Optical will complete the Rx and ship the completed eyeglasses to the eyecare professional for verification.
6. The eyecare professional will contact the employee to come to their office for dispensing of eyewear. **(Note: eyeglasses cannot/will not be shipped directly to employees.)**

If additional information is needed, please call:

Nash Optical Plant
 1-888-388-1353