



Step-By-Step Instructions for Receiving Therapeutic Footwear for Medicare Recipients with Diabetes

Welcome to Union Foot Solutions. We are excited to help you protect your feet from breakdown and/or ulceration by using properly fitted diabetic footwear. Please follow these instructions so that we can expedite the process of getting you into your new shoes.

1. Take the **Statement of Certifying Physician Form** to your Physician who is treating you for your diabetes and have them complete the form in its entirety. The physician can fax that form to our office or you can bring it with you on your first visit. We can also request this form from your physician after your initial visit. Please bring all of your insurance cards with you on your first visit with us. Our staff will have you complete a Patient Registration Form and they must verify your coverage, deductible and co-pays with your insurance companies.
2. If you have a prescription for footwear from your Podiatrist you will still need to have the above form completed by your physician managing your diabetes.
3. Our Podiatrist will then perform an examination of your feet and ask you some brief medical questions. You will be sized for your footwear and special shoe inserts on your first visit.
4. You can select from a variety of casual, dress and athletic footwear in our store. All footwear is extra depth to accommodate the special inserts and to provide adequate room to prevent calluses or ulcerations. Our podiatrist will make a footwear recommendation based on your foot type.
5. You will be notified within 2-3 weeks after we receive your signed Certification Form to schedule you for fitting of your footwear and inserts. Adjustments and/or modifications to your footwear or inserts will be made at that time.
6. Make sure you continue to inspect your feet daily. If you notice any red spots, please call our office immediately.
7. Rotate your inserts throughout the year. Inserts have an average life of four months. Inspect them for signs of wear or breakdown. If you have any questions, please come see our podiatrists immediately.
8. If you have any questions regarding your insurance or the billing of your claim, you may call our main office at 518-952-4849.