



Process to Establish Internet Access in an Independent Optometrist Office

(Updated 10/1/2009)

Cost of installation

Expense recap: (All quotes are an average installation and an approximate cost)

	Independent Optometrist Responsible for:	Vision Center Responsible for:
Internet Installation	\$250 from Internet Provider	\$800
Internet Service Provider monthly charge	\$50 monthly	\$ 0

NOTE: The Internet installation is a two-step process. First, the external installation brings the line to the switchboard (d-mark) in the back of the store. This needs to be done prior to the MHWI emailing Telecom. This is paid by the Independent Optometrist. Second, Wal-Mart will extend the internal installation and this is handled through Field Telecom. This is charged to the Vision Center.

Step 1: The Independent Optometrist must establish the external Internet hook up with their internet provider. The external installation brings the line to the switchboard (d-mark) in the back of the store. The external installation and the monthly charge for the internet service is paid by the Independent Optometrist. **Prior to installation, the MHWI must inform the Div 01 Store Manager of install and date of installation.**

Step 2: The Independent Optometrist will provide the MHWI the internet line/phone number and internet provider company name.

Step 3: The MHWI will send an e-mail to: telfield@wal-mart.com (Field Telecom)

MHWI must include the following information in the email:

1. Division 30
2. Store Number
3. The Internet Provider Company Name
4. Line/Phone number given to the Independent Optometrist by the internet provider
5. Insert this statement on the email as the Scope of Work to be done: **“Cross connect and extend line, and placement of jack for internet”**

After sending the email, the MHWI will receive a confirmation and ticket number via email indicating that the project is scheduled.

Once the above steps are complete, the final steps will be taken to finish the internal installation by Field Telecom. The internal installation is charged to the Vision Center.

Walmart Vision Centers

Doctor Internet Access Q & A

1. **Q:** What type of internet access is available to me?

A: Service types vary from location. Since there are many types of internet service available, you will need shop you local area to see what services are available. DSL, cable, satellite dishes and air cards with a laptop are all options that a Doctor can purchase for internet access. Not all options maybe available in all locations.

2. **Q:** How to I establish internet service?

A: Refer to the Communication packet that was mailed to each Independent Optometrists and Vision Center Manager and are available on the WIRE and OD Website.

3. **Q:** What do I request from an internet service provider when I place an order for service?

A: State that you are an Independent Optometrist located inside a Walmart store and that you need to secure internet service for your office.

4. **Q:** What type of hardware or software do I need to purchase?

A: Because of the different types of systems available, you will need to refer too your provider of hardware or software to answer questions related requirements or installation.

5. **Q:** Can I use a wireless router in my office?

A: Yes, wireless routers are permitted for use in your office.

6. **Q:** Can I use the Walmart fax line to connect to the internet?

A: The answer is no. Since the Optometrist is independent, internet connectivity must be kept separate from any Walmart owned data/phone lines.