

BOARD FOR HEARING AID SPECIALISTS AND OPTICIANS

AD HOC COMMITTEE ON OPTICIAN APPRENTICESHIPS

DRAFT MINUTES OF MEETING

The Board for Hearing Aid Specialists and Opticians Ad Hoc Committee on Optician Apprenticeships met on Wednesday, August 19, 2015, at the Offices of the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Board Room 1, Richmond, Virginia. The following board committee members were present:

Robert E. Flippin, Chair
Jon D. Bright
Judith M. Canty
Bonnie Mayhew

The following board committee members were not present:

Deborah Bauer-Robertson
Edward L. DeGennaro

DPOR staff present for all or part of the meeting included:

Demetrios Melis, Executive Director
Stephen Kirschner, Regulatory Operations Administrator
Tamika Rodriguez, Licensing Operations Administrator
Cathy Clark, Administrative Assistant

Representative from the Optician Association of Virginia was present for the meeting:

Kristi F. Green

Representative from the Virginia Department of Labor and Industry present for the meeting, Beverley Donati, Apprenticeship Division Director, was not present for the meeting.

Mr. Flippin determined there was a quorum and called the meeting to order at 11:07 a.m.

Call to Order

The minutes of the June 24, 2015 meeting of the Committee were reviewed by the members.

**Approval of
Minutes:
June 24, 2015**

Ms. Kristi F. Green indicated that the minutes should be amended to reflect her title with the Optician Association of Virginia as Immediate Past President.

**Board for
Hearing Aid
Specialists and
Opticians Ad Hoc**

Upon a motion by Ms. Green and seconded by Ms. Canty, the committee voted to approve the amended minutes of the June 24, 2015 committee meeting.

**Committee on
Optician
Apprenticeships
Meeting**

The committee members voting ‘yes’ were Mr. Flippin, Mr. Bright, Ms. Canty, Ms. Mayhew, and Ms. Green. There were no negative votes. The motion passed unanimously.

Mr. Kirschner distributed a copy of the Board’s Addendum to the Minimum Standards of Apprenticeship (“Addendum”) with amendments from the Committee’s previous review of the Addendum at its June 24, 2015 meeting.

**Addendum to the
Minimum
Standards of
Apprenticeship**

After discussion, and upon a motion by Ms. Green and seconded by Ms. Canty, the Committee voted to approve its changes to sections 7.c. through 20.b.2 and defer approval on section 7.a. for more discussion.

The committee members voting ‘yes’ were Mr. Flippin, Mr. Bright, Ms. Canty, Ms. Mayhew, and Ms. Green. There were no negative votes. The motion passed unanimously.

Mr. Kirschner distributed a copy of the Apprenticeship Work Processes for Optician Dispensing with amendments suggested by Ms. Green. The Committee continued its organization of the order of priority for each work process and the recommended approximate hours for each. The resulting amendments reduced the number of work processes to eight (8) and redistributed the total of 4,000 hours, accordingly, for each work process. (The revised Work Processes are appended to these minutes.)

Work Processes

There was no new business introduced.

New Business

Mr. Kirschner stated he would contact the members to schedule the next meeting date, proposed for October 2015, and provide the members with copies of the amended Work Processes to review prior to the meeting. Other items for the next Committee meeting agenda are (1) NAO related instruction; and (2) training video development.

Next Meeting

There being no further discussion, Mr. Flippin adjourned the committee meeting at 1:20 p.m.

Adjourn

Eric B. Hecker, PhD, Chair

Jay W. DeBoer, Secretary

WORK PROCESSES
OPTICIAN (DISPENSING)
229.361-010

APPROX HOURS

1. Manual Lensometry and Final Inspection 1250
Neutralization of sphere, cylinder, axis, prism, add power thickness, lens clock, single vision, bifocal, trifocal, occupational lenses, progressive addition lenses, proper use of PAL layout charts, internal and external lensometer parts, functions and appropriate use.

Verification of Rx, inspection of frame and lenses, apply state and federal regulations and standards, impact resistance, prescription aligner and axis aligning pliers, vertical and horizontal imbalance, slab off.
2. Eyewear Assembly: 250
Lens insertion and removal for full plastic mounting, full metal mounting, groove mounting, semi-rimless and rimless mountings, and bench alignment.
3. Frame repair: 100
Replacement of nose pads, temple covers, temples, eyewire screws, and spring hinge screws. Hinge repairs, nylon cord restringing. Knowledge of appropriate tools to use.
4. Measurements & Measuring Instruments: 600
Distance, intermediate and near interpupillary distances with various instruments, to include at a minimum, millimeter ruler and pupilometer. segment, fitting and optical center heights with millimeter ruler or other measuring devices, pantoscopic tilt, vertex distance and wrap. Frame measurements include A, B, ED, DBL, and temple length.
5. Eyewear fitting, Eyewear Adjusting & Hand Tools 600
Visually inspects all necessary areas: bridge fit, temple fit, frame alignment, lash and cheek clearance, vertex distance, pantoscopic tilt, etc. Adjustments to include nose pad angles, temple spread, equaling vertex distance, horizontal alignment, face form, pantoscopic tilt, temple bends and mastoid adjustment. Equipment to include: frame warmer, temple angling pliers, nose pad pliers, snipe nose pliers, single and double padded bracing pliers, three piece mounting pliers, flat round pliers, cutting pliers, and screw drivers.

6. <u>RX Analysis</u>	600
a. Compare new Rx to previous Rx, when applicable, to determine the amount of change as an indication of possible patient adaptive difficulties.	
b. Lens Designs and Options: Single vision, bifocal, trifocal, occupational lenses, progressive addition lenses, aspheric, atoric, polarization, A/R treatments, tint, UV, scratch resistance, photochromic, HEV treatments, sport and industrial safety lens options.	
c. Lens Material: Ability to recognize appropriate lens Materials based on Rx and product availability. CR-39, polycarbonate, trivex, high index resins, crown glass, high index glass. Material characteristics to include impact resistance, thickness, weight, aberration, and tensile strength.	
7. <u>RX Troubleshooting</u>	350
a. Frame: Material (weight/allergies), appropriate frame/lens combination.	
b. Lenses: Material, design, and base curve comparisons, assessment of fitting placements.	
c. Rx: Assessment of visual complaint; when to refer.	
8. <u>Determining Lifestyle Needs</u>	250
Ability to interview consumer and identify variables that may impact the eyewear selection process or recommendations provided. Recognize the need for various absorptive lens treatments, multiple pairs, occupational lens and frame designs, impact resistance, suitable frame styles, and lens materials to meet the consumer's needs (including industrial and recreation needs).	
TOTAL HOURS	<hr/> 4000

SAFETY IS THE FIRST PRIORITY IN ALL APPRENTICESHIP PROGRAMS AND, AS THE SPONSOR'S PRIMARY RESPONSIBILITY, MUST BE TAUGHT AND PRACTICED CONTINUOUSLY IN ALL ON-THE-JOB WORK PROCESSES.

The following items are to be included in a training video provided by the Board during the related instruction component of the apprenticeship:

- Surfacing
 - Data Entry/Intake
 - Layout
 - Blocking
 - Generating (Traditional and Freeform)
 - Fining and Polishing
 - Coating
 - Inspection – Quality Control
 - Hardening Process

- Finishing
 - Layout
 - Blocking
 - Material Concerns
 - Pattern/Patternless Edging (including all bevel types)
 - Hand Beveling
 - Polishing
 - Tinting
 - Drilling/grooving