

BOARD FOR HEARING AID SPECIALISTS AND OPTICIANS

APPRENTICESHIP STANDARDS REVIEW COMMITTEE

DRAFT MINUTES OF MEETING

The Board for Hearing Aid Specialists and Opticians Ad Hoc Committee on Optician Apprenticeships met on Friday, March 27, 2015, at the Offices of the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Hearing Room 5, Richmond, Virginia. The following board committee members were present:

Jon D. Bright
Judith M. Canty
Edward L. DeGennaro

The following board committee members were not present:

Robert E. Flippin, Chair
Deborah Bauer-Robertson
Bonnie Mayhew

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

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

Representative from the Virginia Department of Labor and Industry present for the meeting:

Beverley Donati, Apprenticeship Division Director

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

Kristi F. Green, President,
Optician Association of Virginia

In the absence of the Committee Chair, Mr. Flippin, Mr. Kirschner asked for a committee member to volunteer to chair the meeting. Mr. Bright agreed to serve as acting Chair and called the meeting to order at 2:00 PM. **Call to Order**

The minutes of the October 9, 2014 meeting of the Committee were reviewed by the members.

**Approval of
Minutes:
October 9, 2014
Board for
Hearing Aid**

Amendments to the minutes were introduced by Mr. Kirschner and Ms. Donati, per email correspondence from Ms. Donati to Mr. Melis on October

23, 2014.

Upon a motion by Ms. Canty and seconded by Ms. Green, the committee voted to approve the minutes of the October 9, 2014 committee meeting as amended.

The committee members voting ‘yes’ were Mr. Bright, Ms. Canty, Mr. DeGennero, Ms. Donati, 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”) for the Committee’s review and amendments. He reminded the members that the Committee’s goal, identified at its previous meeting, is to review the standards of Apprenticeship, Work Processes and consider ways to reduce the Apprenticeship program from a 3-year/6000 hour program to a 2-year/4000 hour program.

The Committee discussed proposed amendments to the Addendum. The amended Addendum is attached to these minutes (see Appendix 1).

Mr. Kirschner distributed a copy of the Apprenticeship Work Processes for Optician Dispensing for the Committee’s review and amendments.

The Committee discussed proposed amendments to the Work Processes. The amended Work Processes are attached to these minutes (see Appendix 2).

Ms. Donati told the committee that oversight of related instruction for apprenticeships will return to the Department of Labor and Industry effective July 1, 2015.

The Committee members agreed that the next committee meeting would take place immediately following the April 15, 2015 meeting of the Board for Hearing Aid Specialists and Opticians, in Board Room 1.

Mr. Kirschner indicated that the amended Work Processes would be provided at the next meeting for review by the committee.

There being no further discussion, Mr. Bright adjourned the committee meeting at 4:48 PM.

**Specialists and
Opticians Ad Hoc
Committee on
Optician
Apprenticeships
Meeting**

**Addendum to the
Minimum
Standards of
Apprenticeship**

Work Processes

New Business

Next Meeting

Adjourn

**VIRGINIA BOARD FOR OPTICIANS
ADDENDUM TO THE MINIMUM STANDARDS OF APPRENTICESHIP**

7. CREDIT FOR PREVIOUS EXPERIENCE

- c. An apprentice transferring from an approved school of opticianry to the apprenticeship program may be allowed credit for training received on the basis of one (1) hour of apprenticeship for each hour of school training.
- d. An apprentice who was enrolled in the Career and Technical Education Program while in high school may be allowed credit for that portion of time spent on the job.

11. RELATED INSTRUCTION

- d. A minimum of 144 contact hours of related instruction per year is required for the occupation of opticianry.

14. HOURS OF WORK

- a. Time spent in related instruction shall not be considered as hours of work.

20. ADDITIONAL SPONSOR APPRENTICE QUALIFICATIONS

- a. Education: Graduate of an accredited high school or has completed the equivalent of grammar school and a four year high school course or is a holder of a certificate of general education.

b. OTHER:

(1) Nothing in these Standards shall be interpreted in a manner inconsistent with existing Virginia Opticianry Statutes.

(2) Number of Apprentices

The ration of apprentices to licensed optician shall be:

First (1st) apprentice to the first licensed optician

One apprentice to each two licensed opticians thereafter

WORK PROCESSES
OPTICIAN (DISPENSING)
229.361-010

APPROX HOURS

A. FABRICATION

1. Lensometer: sphere, cylinder, axis, prism, add power neutralization, thickness, clocking lenses
2. Layout and marking up: marking up, patterns (box system), blocking
3. Automatic edging
4. Hand stone beveling
5. Lens hardening procedures: air hardening, chem-hardening, drop ball testing, polariscope
6. Eyewear Assembly: Lens insertion and removal
7. Mounting: zyl mounting, wire mounting, and mounting rimless and semi-rimless
8. Frame repair: maintenance & bench alignment
9. Final inspection: verification of RX, inspection of frame and lenses, apply state and federal regulations and standards

Sub-Total	1000
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B. OPHTHALMIC FITTING AND DISPENSING

1. Measurements
2. Hand Tools
3. Adjusting
4. RX Analyzation
5. Lens Design and Options
6. Lens material

Sub-Total	3000
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TOTAL HOURS	4000
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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.