

**THE WORSHIPFUL COMPANY
OF
SPECTACLE MAKERS**



CERTIFICATE IN OPTICAL CARE AT SCQF LEVEL 7

QUALIFICATION HANDBOOK

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Certificate in Optical Care at SCQF Level 7

Qualification Objective

This qualification has been developed in conjunction with NHS Education for Scotland for senior optical assistants and supervisors supporting the provision of the General Ophthalmic Service in Scotland. The objective is to build on their existing abilities and expand their knowledge further to enable them to better support all functions of the optical practice in order to improve the quality of the service experienced by customers.

Throughout this document, the term 'learner' is used to refer to the person seeking to gain the qualification.

Entry requirements

There are no specific entry requirements.

Customer Service Statement

See the relevant sections of the [Customer Service Statement](#) for details of:

Equal opportunities policy
Reasonable adjustments
Special considerations
Complaints and appeals procedures.

Progression

There are opportunities for the learner to progress to the ABDO Diploma in Ophthalmic Dispensing.

Training

Various training providers may offer support for this qualification.

Learner registration

To register for the qualification contact lpogson@abdo.org.uk or 01227 732925 to obtain details of scheduled examination dates

Assessment

The learner will be assessed through written examinations covering all units. If a candidate fails any unit, the unit can be retaken, at specified times in the period detailed on the Customer Service Statement.

Each unit will be examined by a written paper with different types of questions. Questions may be 'long answer', 'MCQ' or 'a series of short questions'.

Each question or set of questions may cover items from different ACs or LOs of the same unit.

Grading

Successful learners will be awarded a Pass/Fail for each unit. Passing all four units is required to achieve the qualification. There are no grades.

Level 7 Certificate in Optical Care

Structure

Learners must gain 30 credits by achieving the four mandatory units.

Unit 1

Title	The Legal Requirements in an Optical Practice and Contact Lens Care	
SCQF Level	7	
Credit	8	
Learning Outcomes <i>The learner will:</i>	Assessment Criteria <i>The learner can:</i>	
1. Understand the legal requirements that apply in an optical practice and their relevance to the role of an optical assistant	<ul style="list-style-type: none">1.1 Discuss the implications of the requirements of health and safety law in the optical retail environment1.2 Discuss the implications of trade descriptions law in the optical retail environment1.3. Discuss the implications of employment law in the optical retail environment1.4 Discuss the implications of the equal opportunities legislation in the optical retail environment1.5 Discuss the implications of discrimination law in the optical retail environment1.6 Discuss the implications of the Opticians Act in the retail environment1.7 Discuss the implications of the legal requirements of CE marking in the optical retail environment1.8 Explain how CE marking supports the customer and the optical practice	
2. Understand the health and safety requirements in an optical practice and their relevance to the role of an optical assistant	<ul style="list-style-type: none">2.1 Discuss the health and safety regulations as they apply to an optical practice.2.2 Discuss how this relates to patient safety within optical care2.2 Describe the assessment of risk2.3 Describe the management of risk2.4 Explain how the management of risk protects the customer and the practice2.5 Discuss the importance of the correct use of different types of fire equipment in a typical optical practice	
3. Understand the legal implications of the supply of contact lenses and aftercare, with aftercare regimens	<ul style="list-style-type: none">3.1 Summarise the Medical Devices Directive in relation to contact lenses.	

			<p>3.2 Describe the eligibility of individuals fitting contact lenses.</p> <p>3.3 Explain the legal implications of the sale of contact lenses.</p> <p>3.4 Explain the legal implications of the supply of aftercare for contact lens wearers.</p> <p>3.5 State the limitations of responsibility and authority of the optical assistant in contact lens supply</p> <p>3.6 Describe the signs of poor compliance</p> <p>3.7 Evaluate the consequences of poor compliance</p> <p>3.8 Describe how to discuss poor compliance with a contact lens wearer.</p> <p>3.9 Discuss the storage and lens care regimens within the practice</p> <p>3.10 Discuss the lens care regimens required for different contact lens types.</p>
Additional Information about the unit			
Unit Aim(s)	<p>The candidate will understand legal implications within an optical practice, the importance of health and safety and patient safety, particularly in relation to contact lens supply and aftercare. The candidate will understand the role of an optical assistant.</p>		<p>NOS ref: Partial coverage of knowledge elements of some Optical Retail NOS</p>

Unit 2

Title	Optical Screening	
SCQF Level	7	
Credit	7	
Learning Outcomes		Assessment Criteria
<i>The learner will:</i>		<i>The learner can:</i>
1. Understand how to interpret optical prescriptions		1.1 Interpret single vision prescriptions 1.2 Interpret bifocal prescriptions 1.3 Interpret progressive power prescriptions 1.4 Discuss how accurate interpretation influences the screening procedures
2. Understand the applications of field screening.		2.1 Explain the principles of visual field screening. 2.2 Describe visual field defects 2.3 Describe the causes of visual field defects 2.4 Recognise the benefits and drawbacks of visual field screening. 2.5 Discuss the actions that can be taken by an optical assistant to improve the accuracy of the field test.
3. Understand the application of auto-refraction.		3.1 Explain how auto-refraction can improve the effectiveness of the eye test 3.2 Recognise the limitations of relying on an auto-refractor for the determination of an optical prescription. 3.3 Discuss the actions that can be taken by an optical assistant to improve the accuracy of the measurement.
4. Understand the application of non-contact tonometry in measuring intra-ocular pressure.		4.1 Explain the advantages and disadvantages of non-contact tonometry 4.2 Explain why intra-ocular pressure can rise and the implications for patient health and sight 4.3 Describe what types of action may be taken by the optometrist when there is a rise in optical pressure 4.4 Describe the alternative methods of tonometry 4.5 Discuss the actions that can be taken by an optical assistant to improve the accuracy of the measurement.

5. Understand the importance of fundus photography and optical coherence tomography.	5.1 Explain the benefits of fundus photography. 5.2 Discuss the limitations of fundus photography in an eye examination. 5.3 Describe the benefits of optical coherence tomography 5.4 Discuss the ocular conditions for which this technique would be beneficial 5.5 Discuss the actions that can be taken by an optical assistant to improve the accuracy of the procedure measurement.
6. Understand the actions required when confronted with an optical emergency	6.1 Define an optical emergency and provide examples that may be commonly seen in optical practice. 6.2 Outline the main priorities in dealing with patients who present with an optical emergency 6.3 Describe the process when dealing with patients who telephone with a potential optical emergency 6.4 Describe how to deal with “third party” telephone calls about an apparent optical emergency. 6.5 Discuss the responsibilities and ‘best practice’ procedures when patients must be referred for treatment
Additional Information about the unit	
Unit Aim(s)	<div>To be able to interpret and understand the relevance of common optical prescriptions. To have a knowledge of the principles of optical screening equipment and processes for tonometry, auto refraction and visual fields and how to obtain the best data or measurements Understand the actions required when confronted with an optical emergency</div> <div>NOS ref: Partial coverage of knowledge elements of OPTR13</div>

Unit 3

Title	Supporting the Provision of Spectacles in Optical Practice	
SCQF Level	7	
Credit	8	
Learning Outcomes	Assessment Criteria	
<i>The learner will:</i>	<i>The learner can:</i>	
1 Understand the design principles for spectacles.	1.1 Explain how the power of a lens influences cosmetic changes in lenses. 1.2 Explain how refractive index influences cosmetic changes in lenses 1.3 Explain how the size of a lens can influence cosmetic appearance 1.4 Review the benefits of aspheric lenses 1.5 Recognise the limitations of certain lens and frame combinations when guiding patient choice 1.6 Discuss the latest trends in spectacle lenses, coatings and frame materials	
2. Understand the selection process for dispensing multi-focal lenses including bifocals and trifocals	2.1 Review the main features of multifocal lenses including bifocal and trifocals. 2.2 Discuss the benefits of multifocal lenses including bifocal and trifocals. 2.3 Discuss the limitations of multifocal lenses including bifocal and trifocals.	
3. Understand the measurements required prior to the supply of spectacles	3.1 Discuss the facial measurements required 3.2 Describe the lens measurements required 3.3 Describe spectacle frame measurements 3.4 Discuss the importance of accuracy when taking and recording these measurements	
4. Understand the principals involved in the use of low vision appliances	4.1 Describe the different types of low vision appliances. 4.2 Explain the benefits of low vision appliances 4.3 Summarise the advice that can be given about the use of low vision appliances	
5. Understand the principles of fitting spectacles	5.1 Discuss the importance of the good fitting of spectacles 5.2 Discuss the consequences of poor fitting of spectacles 5.2 Describe the properties of different types of frame materials 5.3 Explain how to assess frame fitting	

	5.4 Describe the methods used to adjust frames. 5.5 Discuss how to guide patients whilst explaining the limitations of certain spectacle frames and lens combinations 5.6 Review the limitations of certain frames and lens combinations 5.7 Explain the NHS vouchers rules for the dispensing of spectacles	
6. Understand the types of lens coatings and their applications	6.1 Discuss why a spectacle lens might be coated. 6.2 Describe the range of coatings available 6.3 Discuss the benefits and limitations of anti-reflection coatings to the customer 6.4 Discuss the benefits and limitations of other coatings to the customer	
7. Understand the importance of the care of spectacles.	7.1 Summarise the guidance necessary for the maintenance of spectacles. 7.2 Describe the guidance necessary for the cleaning of spectacles including the consequences if not carried out correctly	
8. Understand the use and limitations of protective eyewear.	8.1 Describe the types of protective eyewear 8.2 Describe the types of hazards requiring eye protection. 8.3 Discuss the advice that can be given about the use and limitations of protective eyewear	
Additional Information about the unit		
Unit Aim(s)	To know and understand the principles and factors about the choice of particular lenses used in spectacles. To know and understand the benefits of the various alternatives available to the visually impaired including low vision appliances. The candidate will have knowledge of the principles, designs and fitting of frames, including facial measurements, and the importance of protective and other specialist eyewear.	NOS Ref: Partial coverage of knowledge elements of OPTR18

Unit 4

Title	Supporting the Provision of Low Vision Aids in Optical Practice	
SCQF Level	7	
Credit	7	
Learning Outcomes		Assessment Criteria
<i>The learner will:</i>		<i>The learner can:</i>
1. Understand the terms relating to low vision.		1.1 Explain "Visual Acuity" 1.2 Explain "Sight Impaired" 1.3 Explain "Severely Sight Impaired" 1.4 Explain "Low Vision Aid"
2. Understand the importance of the case history for patients with low vision.		2.1 Describe the key elements of case records for low vision patients. 2.2 Discuss the importance of a patient's home circumstances 2.3 Discuss the importance of a patient's medications, medical, ocular, and other conditions 2.4 Discuss the importance of a patient's family's ocular history 2.5 Discuss the importance of ocular or other mobility problems 2.6 Discuss the importance of a patient's occupation and/or hobbies
3. Understand the anatomy of the retina, and anterior chamber and related structures and the relevant pathological conditions.		3.1 Describe the gross anatomy of the retina. 3.2 Describe the gross anatomy of the anterior chamber and related structures. 3.3 Explain the pathological conditions affecting the retina. 3.4 Explain the pathological conditions affecting the anterior chamber and related structures.
4. Understand the importance of illumination for low vision patients		4.1 Describe the terms and units involved in photometry. 4.2 Discuss the levels of illumination required for specific tasks.
5. Understand the care requirements for people with low vision		5.1 Describe patients' needs and the expected outcome of the first appointment. 5.2 Describe the assessment procedures. 5.3 Explain the relationship between distance and near visual acuity and the magnification requirements. 5.4 Discuss the types and use of low vision appliances.

	5.6 Discuss the types of patient advice and training required, so that the prescribed visual aids are used effectively 5.7 Discuss the other organisations which support low vision patients and the types of support available	
6. Understand the use of low vision appliances	6.1 Explain the benefits of low vision appliances. 6.2 Explain the use of the prescribed aids. 6.3. Discuss what other training and assistance might be available to the patient. 6.4 Discuss how to improve the quality of vision for patients	
Additional Information about the unit		
Unit Aim(s)	To understand the principles of the management of patients with low vision and the types, principles, designs and use of low vision aids.	