

TITLE: <u>Ophthalmic Technican</u>	SALARY SCHEDULE: <u>Staff</u>	CLASS CODE: <u>SA533</u>
UNION: <u>Staff Association - Local 2071, U.A.W.</u>	SALARY GRADE: <u>7</u>	EEO CODE: <u>50</u>
	FLSA: <u>Non-Exempt</u>	E- CLASS: <u>SA</u>

POSITION PURPOSE

Perform specialized technical diagnostic ocular testing procedures for the contact lens unit in support of optometric and ophthalmic research services for the Kresge Eye Institute in the School of Medicine.

ESSENTIAL JOB FUNCTIONS

- Perform technical procedures in the examination, diagnosis and treatment of the eye. Operate and maintain a variety of scientific instruments and equipment such as lensometer, retinoscope, phoropter, radiuscope and slit lamp.
- Perform refractive measurements. Evaluate patients refractive disorders and prescribe appropriate corrective visual aids, e.g. glasses and/or contact lenses. Provide patient instruction on proper eye care and the use of visual aids, e.g. understanding of contact lens hygiene.
- Prepare patients for diagnostic visual testing prior to selected corneal surgical procedures; maintain testing records and report findings to staff Ophthalmologist. Perform all diagnostic procedures such as keratometry readings and slit lamp evaluation for ocular measurement and evaluation.
- Maintain inventory of contact lens, equipment, supplies and solutions. Order patient corrective lenses and other remedial visual aids. Contact various vendor representatives to obtain current contact lens equipment and technology. Clean, sterilize and maintain trial contact lenses for dispense.
- Provide functional supervision to a small number (1-3) of patient care assistants; train in appropriate technical methods and procedures; distribute work and review for accuracy and completeness. Monitor appointment schedules to regulate patient flow. Check and verify patient insurance coverage.
- Perform special projects, e.g. assisting with surgical procedures, performing corneal tissue grafts for electron microscopy and participating in annual workshops and seminars to keep abreast of state of the art optometric or ophthalmic technology.
- Perform related work as assigned.

ADDITIONAL COMMENTS

This classification is designed to perform specialized paramedical procedures requiring the operation of technical equipment utilized in the examination, diagnosis and treatment of the eye. Work activities demand optometric training and experience with considerable emphasis in contact lens fitting, retinoscopy and refraction techniques. Functional supervision is exercised over a small number (1-3) of patient care assistants. This classification is generally located in the Department of Ophthalmology, Kresge Eye Institute, in the School of Medicine. This classification works with considerable independence and receives review and direction from staff Ophthalmologists, the Chair and a management level position.

MINIMUM QUALIFICATIONS

- High school graduate or equivalent combination of education and/or experience; training in an optometric and/or ophthalmic program with emphasis in contact lenses.
- Considerable knowledge of and experience in contact lens fitting.
- Completion of certification program by National Eye Research Foundation or Contact Lens Society preferred.
- Strong organizational skills; keen attention to detail.
- Typically, incumbents have worked in an optometric or ophthalmic practice or laboratory setting.