

BOARD FOR HEARING AID SPECIALISTS AND OPTICIANS

APPRENTICESHIP STANDARDS REVIEW COMMITTEE

MINUTES OF MEETING

The Board for Hearing Aid Specialists and Opticians Ad Hoc Committee on Optician Apprenticeships met on Wednesday, April 15, 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
Deborah Bauer-Robertson
Jon D. Bright
Judith M. Canty
Edward L. DeGennaro
Bonnie Mayhew

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 Virginia Department of Labor and Industry present for the meeting:

Beverley Donati, Apprenticeship Division Director

Representative from the Optician Association of Virginia, Kristi F. Green, President, was not present for the meeting:

Mr. Flippin determined there was a quorum and called the meeting to order at 11:57 a.m. **Call to Order**

The minutes of the March 27, 2015 meeting of the Committee were reviewed by the members. **Approval of Minutes:**

Upon a motion by Ms. Bauer-Robertson and seconded by Ms. Canty, the committee voted to approve the minutes of the March 27, 2015 committee meeting.

March 27, 2015
Board for
Hearing Aid
Specialists and
Opticians Ad Hoc
Committee on
Optician
Apprenticeships

The committee members voting 'yes' were Ms. Bauer-Robertson, Mr. Bright, Ms. Canty, Mr. DeGennaro, Ms. Donati, and Ms. Mayhew. There were no negative votes. The motion passed unanimously.

Meeting

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 March 27, 2015 meeting.

Addendum to the Minimum Standards of Apprenticeship

The Committee discussed additional 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 with amendments from the Committee's previous review of the document at its March 27, 2015 meeting.

Work Processes

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

The Committee members discussed substantially equivalent programs to the NAO related instruction. It was agreed that staff will consult with Ms. Green and the topic will be addressed at the next committee meeting.

New Business

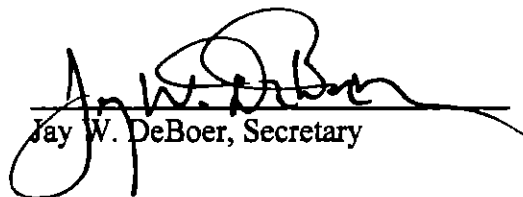
Mr. Kirschner stated he would contact the members to schedule the next meeting date and provide the members with copies of the amended Addendum to the Minimum Standards of Apprenticeship and Work Processes to review prior to the meeting.

Next Meeting

There being no further discussion, Mr. Flippin adjourned the committee meeting at 3:15 p.m.

Adjourn


Eric B. Hecker, PhD, Chair


Jay W. DeBoer, Secretary

**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 on the job learning credit for training received on the basis of fifteen (15) hours of apprenticeship for each credit 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 board approved related instruction program with a minimum of 288 total contact hours or 144 contact hours 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: Holder of a high school diploma or a certificate of general education from a state approved educational program, or its equivalent.
- b. OTHER:
 - (1) Nothing in these Standards shall be interpreted in a manner inconsistent with existing Virginia Opticianry Statutes.
 - (2) Number of Apprentices
The ratio 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

1. Lensometer: sphere, cylinder, axis, prism, add power neutralization, thickness, clocking lenses
2. Eyewear Assembly:
 - a. Lens insertion and removal
 - b. Mounting: zyl mounting, wire mounting, and mounting rimless and semi-rimless
3. Frame repair: maintenance & bench alignment
4. Final inspection: verification of RX, inspection of frame and lenses, apply state and federal regulations and standards
5. Measurements & Measuring Instruments

6. Eyewear Fitting
7. Eyewear Adjusting & Hand Tools
8. RX Analysis
 - a. Lens Designs and Options
 - b. Lens material
9. RX Troubleshooting
10. Determining Lifestyle Needs

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

- Surfacing
- Layout and Marking Up
- Edging
- Beveling
- Lens Hardening Procedures

TOTAL HOURS 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.