



EFFECTIVE: JANUARY 2003
CURRICULUM GUIDELINES

A. Division: **HEALTH SCIENCES** Effective Date: **January 2003**

B. Department / **DISPENSING OPTICIAN** Revision New Course
 Program Area: **PROGRAM**
 If Revision, Section(s) RSHIP

E: 5

Subject & Course No.	Descriptive Title	Semester Credits
F: Calendar Description: This course provides learningn retail optical outlets under the supervision of a dispensing optician who will act as a preceptor. Students will be expected to carry the workload of a beginning dispensing Optician (eyeglasses) at the conclusion of the course.		
G: Allocation of Contact Hours to Type of Instruction / Learning Settings Primary Methods of Instructional Delivery and/or Learning Settings: Field Experience Number of Contact Hours: (per week / semester for each descriptor) Field Experience 210 hours Number of Weeks per Semester: 6	H: Course Prerequisites: DOPT 200+DOPT 210+DOPT 212	
	I: Course Corequisites:	
	J: Course for which this Course is a Prerequisite DOPT 400+DOPT 410+ DOPT 412	
	K: Maximum Class Size: 35	
L: PLEASE INDICATE: <input type="checkbox"/> a Non-Credit <input checked="" type="checkbox"/> X College Credit Non-Transfer <input type="checkbox"/> College Credit Transfer: SEE BC TRANSFER GUIDE FOR TRANSFER DETAILS (www.bccat.bc.ca)		

M: Course Objectives / Learning Outcomes

Upon successful completion the student will be able to:

1. Apply Theory and Skills from All First Year courses in the Following Activities
 - Instruments, Equipment and tools used in the process of eyeglass dispensing, surfacing, edging, plastic lens tinting, frame repair and soldering
 - Demonstrate professional and ethical skills when communicating with patients, staff and others within the clinical setting
 - Handle customer complaints
 - Appropriate interpersonal and written communication skills within the clinical setting
 - Appropriate documentation and record keeping skills
 - Accounting and inventory skills as they relate to a small business
 - Effective selling and marketing techniques
 - Computer usage relevant to the practice setting

N: Course Content:

1. Introduction

Assignment to optical preceptor
Preceptorship objectives
Orientation with supervising Optician

2. Application of Theory and Skills

- 2.1 Instrumentation
- 2.2 Lens Dispensing
- 2.3 Frame Dispensing
- 2.4 Product Knowledge
 - lens materials and functions
 - frame materials and functions
- 2.5 Laboratory Process
 - surfacing
 - edging and finishing
 - insertion and alignment
 - prescription verification
 - plastic lens tinting
 - repairing and soldering

3. Application of Communication Skills

3.1 Interaction with Patient

- professional and ethical behaviour
- telephone communication
- initiating contact
- recognizing underlying messages
- using questions appropriately
- developing motivational selling strategies
- handling customer complaints

3.2 Written Communication

- patient dispensing files
- laboratory order forms
- inventory ordering/receiving forms
- doctor/patient follow-up letter
- business letters
- report writing

4. Application of Business Skills

4.1 Record Keeping

- Patient files
- Inventory tracking
- Shipping/receiving

O: Methods of Instruction

Student will work a 35-hour week in the practice setting over a 6-week period, under the direction of an Optician who will act as a preceptor. They will participate as a team member of the staff in the setting, providing service to patients regarding eyeglass dispensing and preparation.

P: Textbooks and Materials to be Purchased by Students

Douglas College Courseware: Clinical Practice Manual

Q: Means of Assessment

This is a **Mastery**