



Great Oaks Vision Care Technology Essential Skills Profile

This profile provides an outline of the skills required for successful completion of this career program. Additional information is located on the Great Oaks website at <http://hs.greatoaks.com/essential-skills-high-school-programs/> and selecting the corresponding career program.

Recommended WorkKeys® Scores for Vision Care Technology Field

Applied Mathematics-4	Graphic Literacy-4
Workplace Documents-5	

*Practice tests and more information at www.act.org/workkeys

Essential Skills Needed to Successfully Complete the Program

Rating Key:	Low = Slightly Essential	Medium = Essential	High = Very Essential
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Key Vocational Factors		Rating
Visual Acuity	The ability to detect differences/details visually	High
Depth Perception	The ability to detect the physical distance/depth of objects in space and time	High
Oral Communication	The ability to express/explain ideas	High
Written Communication	The ability to communicate in a written format and record information accurately	High
Physical Mobility/Strength	Extended stooping, bending, walking, and lifting; must be able to lift a minimum of 50 pounds	High
Eye-hand Coordination	The ability to use tools	High
Auditory Acuity	The ability to detect differences in pitch and sound	High

Worker Trait Skills	Rating
Ability to get along with others	High
Ability to work independently, without close supervision	High
Ability to work toward work including tasks of minimal interest	High
Ability to work accurately, recheck and correct work, to an industry standard	High
Dependability (Attendance and Punctuality)	High
Ability to follow, interpret, and retain:	
Multistep oral instructions	High
Written instructions/technical manuals - multistep	High
Simple to complex diagram instructions	Medium
Visual models or demonstrated instructions	Medium
Ability to use tools of trade (computers, small hand tools, opticians' tools or accessories, ophthalmic lensometers, lens measuring equipment, calipers)	High
Ability to use numerical data (count, measure, compute, etc.) in applied setting	High
Ability to discriminate between objects of similar:	
Size, shape, and color	Medium

Spatial Relationship	High
Ability to organize work process/follow defined procedures	High
Ability to use various measuring tools with consistency and accuracy	High
Ability to reference charts to determine course of action or equivalencies	High
Ability to follow sequence or to determine sequence of actions to a successful conclusion	High
Dexterity (fine finger)	High
Active Listening: Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.	High
Service Orientation: Actively looking for ways to help people	High
Social Perceptiveness: Being aware of others' reactions and understanding why they react as they do	High

Reading Skills *See Recommended WorkKeys® Scores Above	
Grade level: Text Readability 12.0	
Math Skills *See Recommended WorkKeys® Scores Above	
Knowledge of Arithmetic, Algebra, Geometry, Calculus, Statistics, and their applications.	
Speaking Skills	
Talking to others to convey information effectively.	
Active Listening	
Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.	
Reading Comprehension *See Recommended WorkKeys® Scores Above	
Understanding written sentencing and paragraphs in work related documents.	

Additional Abilities Required

Oral Comprehension	The ability to listen to and understand information and ideas presented through spoken words and sentences.
Oral Expression	The ability to communicate information and ideas in speaking so others will understand.
Near Vision	The ability to see details at close range (within a few feet of the observer).

Knowledge Required in Vision Care Technology Field

Customer and Personal Service	Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
Sales and Marketing	Knowledge of principles and methods for showing, promoting, and selling products or services. This includes marketing strategy and tactics, product demonstration, sales techniques, and sales control systems.

Additional Considerations

Solid writing and spelling skills	Moving around, stooping, and bending
Wear a uniform	Pass background screening (BCI)
Work as a team member	Visually astute and detail oriented
Enjoy helping others	Strong memorization skills are needed

Vision Care Technology Work Activities

Evaluate prescriptions in conjunction with clients' vocational and avocational visual requirements.	Recommend specific lenses, lens coatings, and frames to suit client needs.
Verify that finished lenses are ground to specifications.	Measure clients' bridge and eye size, temple length, vertex distance, pupillary distance, and optical centers of the eyes, using measuring devices.
Sell goods such as contact lenses, spectacles, sunglasses, and goods related to eyes, in general.	Assist clients in selecting frames according to style and color, and ensure that frames are coordinated with facial and eye measurements and optical prescriptions.
Heat, shape, or bend plastic or metal frames to adjust eyeglasses to fit clients, using pliers and hands.	Show customers how to insert, remove, and care for their contact lenses.
Determine clients' current lens prescriptions, when necessary, using lensometers or lens analyzers and clients' eyeglasses.	Maintain records of customer prescriptions, work orders, and payments.

Fabricate lenses to meet prescription specifications.	Instruct clients in how to wear and care for eyeglasses
Prepare work orders and instructions for grinding lenses and fabricating eyeglasses.	Assemble eyeglasses by cutting and edging lenses, and fitting the lenses into frames.
Order and purchase frames and lenses.	Obtain a customer's previous record, or verify a prescription with the examining optometrist or ophthalmologist.
Repair damaged frames.	Perform administrative duties, such as tracking inventory and sales, submitting patient insurance information, and performing simple bookkeeping.
Grind lens edges, or apply coatings to lenses.	Supervise the training of student opticians.
Arrange and maintain displays of optical merchandise.	

Technology

Word Processing software	Spreadsheet software
Medical software	Office Suite software
Accounting software	

Available Certifications

National Healthcareer Association Certified Billing & Coding Specialist	NHA CBCS (12 Points)
American Heart Association Basic Life Support for Healthcare Providers	OSHA-10 Healthcare (1 Point)
American Heart Association Heart Saver	CPR/First Aid Certification (1 Point)

Possible College Credits

College Credit Plus in English, Math, Social Studies, or Science	Must be preapproved. Must pass a college course at an Ohio college or College Credit Plus class at Great Oaks.
Career Technical Credit Transfer	<p>The Ohio Transfer to Degree Guarantee helps career and technical students transfer credits earned in high school to community college or four-year degree programs. The credit can be used at any Ohio public college or university:</p> <ul style="list-style-type: none"> • If you successfully completed your career-technical program and passed certain required assessments. • If you attend a similar program at a public Ohio college or university. <p>For more information, go to www.transfercredit.ohio.gov</p>
Articulated Credit	<p>Great Oaks has agreements with certain colleges; if you attend one of those colleges you can get credit toward a specific degree. Currently, Great Oaks has agreements in your program with:</p> <ul style="list-style-type: none"> • Cincinnati State Technical and Community College (Health Technologies, up to 14 credit hours possible) • Sinclair Community College (Life and Health Science, up to 5 credit hours possible) • Southern State Community College (Medical Assisting, up to 8 credit hours possible) • Chatfield College (Associate of Arts Degree, up to 2 credit hours possible)

*Additional college or post-secondary education may be required in this field

Possible Career Pathways

Optician	Optometrist
Ophthalmologist	Frame Sales
Ophthalmic Laboratory Technician	