

BAKER COLLEGE
Waiver Form - Office Copy
Opticianry
Certificate

Acknowledgment Form - Open Enrollment Programs

I have received the Health Sciences Program Information and understand each/all of the following: (Initial each line)

Health Requirements

- I may be required to provide documented proof of immunization and/or titers, current Tuberculosis (TB) test results, and other screenings pertinent to my chosen career field. I am responsible for all associated cost.
- Declination of immunization may prevent me from clinical placement.
- Exposure to latex is high in the healthcare field. I should notify my advisor if I have a documented latex allergy/sensitivity.

Clinical Requirements

- Clinical or externship experiences are based on site availability and determined by the Program Coordinator/Director/Dean of Health Sciences.
- Students are required to have reliable transportation to and from the assigned clinical location.
- Due to the limited number of clinical sites, some students may be required to travel a distance from the College. In some instances, students may need to relocate.
- Clinical experiences may require students to attend up to 40 hours per week. As a continuation of the student's education, the clinical experience is to be performed without remuneration. In the event a student is offered employment, this should be discussed with the Program Coordinator/Director/Dean of Health Sciences.
- The College provides professional liability insurance for all students during the clinical affiliation educational portion of his/her program, which covers any incident which might occur during the clinical affiliation experience. It does not cover any incident where the student is attempting to practice outside the scope of his/her education or outside the clinical affiliation site.
- Students are required to maintain health insurance during all clinical quarters and are responsible for any medical expenses incurred throughout the program. Information on low-cost, short-term insurance is available at your campus.
- I may be required to submit to a drug screen as part of my clinical affiliation. I am responsible for all associated cost.
- I understand that if drugs are reported on my drug screen results, it may impact my ability to complete program requirements, including though not limited to, clinical experience.
- I may be required to undergo a background check, as an entrance requirement for the health program I've selected or for some clinical affiliations. I am responsible for all associated cost.
- I am required to complete the requirements for my background check by the specified

deadline. Failure to do so may result in my being denied entry into the program, at which time my core classes may be dropped without advance notice to me.

- I will immediately report, in writing, any conviction, pending court action, or other recorded event not yet reported, or which subsequently occurs, to my campus program director/Dean of Health Sciences.
- A criminal record may prevent clinical placement, licensure or certification, and employment opportunities. Baker College reserves the right to deny entry into or remove from a program, any student whose background check reveals any conviction or recorded event of any nature.
- I may be temporarily or permanently denied financial aid funding if I have been or am subsequently convicted of the possession or sale of illegal drugs for an offense that occurred while receiving federal student aid (such as grants, loans, work-study).
- I may be required to undergo fingerprinting prior to clinical placement.
- I may be required to complete the Central Registry Clearance form prior to placement in certain clinical settings.

Program Reentry

- Eligibility for reapplication to the program is based on previous reasons for dismissal or withdrawal and is at the discretion of the Program Coordinator/Director/Dean of Health Sciences. Readmission is not guaranteed.
- Reentry into some programs may be dependent upon limited program capacity and/or the availability of clinical sites.
- Didactic and competency testing may be required according to accreditation, state, and/or program guidelines. Retesting may involve a fee.

Professionalism

- I must abide by the ethics and standards accepted by professionals and technicians in my chosen career field, while in all classroom and clinical settings. This includes personal conduct, professional attitude, appropriate dress, and the confidentiality of student, client, and patient information. Any breach of these standards may result in dismissal from the program.
- I understand that students are not allowed to use personal cell phones or other personal electronic devices to transmit clinical information, including photos.
- I understand clinical site information is not to be discussed on any form of social network or any electronic account outside of those required by the instructor for class participation.
- I agree to abstain from using computers at my clinical site for personal use and/or social networking.
- Professional appearance may require a specified uniform. In all instances students are to refrain from low-cut tops, and clothing that reveals trunk skin when standing or sitting. Closed-toed shoes are required for laboratory and clinical settings. Hair, side-burns, facial hair, and nails are to be neat, clean, and trimmed to a length that will not interfere with safety and asepsis. Visible tattoos must be covered. Body piercing jewelry is not allowed.
- I must comply with any changes in program requirements during my course of study.

Student Responsibilities:

- I am responsible to contact my campus Program Coordinator/Director/Dean of Health Sciences with any questions regarding program entry, reentry, retention, or completion.
- I may be required to sign an additional waiver upon entrance to my program.

Student Name (Print)

Student UIN

Student Signature

Date

Baker College Representative Signature

Date

Printed: 2014/03/17

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Student Name (Print)

Student UIN

Student Signature

Date

Baker College Representative Signature

Date

Printed: 2014/03/17

BAKER COLLEGE
Program Information
Opticianry
Certificate

Campus: *Allen Park.*

Program Description

An optician is a professional who has the responsibility for the dispensing of eyewear, including spectacles, low-vision aids, and accessories. The optician may fabricate, verify, and fit eyeglasses, and other optical devices upon the written prescription of a medical doctor or doctor of optometry. An optician is responsible for analyzing and interpreting the prescription to determine the lenses that are best suited to the patient's lifestyle and visual needs. The optician takes measurements to insure proper lens placement in the frame, and must verify the accuracy of the finished product. The glasses are adjusted to the patient by the optician at the time of delivery. Courses in this program will prepare students for the American Board of Opticianry Certification examination. Students may also sit for state licensure or certification to practice this profession.

Program Status: Open Enrollment

Accreditation Status

The Opticianry Program is accredited by the Commission on Opticianry Accreditation (COA). The Commission on Opticianry Accreditation is a not-for-profit agency, which accredits formal Opticianry education in the United States by setting standards, assessing educational effectiveness, and identifying those academic programs that meet the standards, in order to aid programs to produce competent graduates who will provide professional services to the public. The COA is recognized by the Council on Higher Education Accreditation (CHEA); Web address: <http://www.chea.org/>.

The Opticianry Program is based on a task analysis developed by the American Board of Opticianry (ABO) and the National Contact Lens Examiners (NCLE). These organizations are national, non-profit organizations which administer voluntary certification examinations for dispensing opticians and contact lens technicians. Their purposes are to identify qualified eye wear providers by examination, urge growth of optical skills with continuing education, and approve continuing education programs. The ABO/NCLE programs are accredited by the National Commission for Certifying Agencies (NCCA) as having met their standards for certifying agencies.

Goals

The mission of the Baker College Opticianry program is to provide quality training and instruction in the profession of Opticianry resulting in an Associate of Applied Science degree. As an equal opportunity institution, Baker College welcomes all and encourages students to learn to conduct an ethical professional practice of Opticianry in order to provide a superior standard of care for the people of the state of Michigan.

The goals of the Baker College Opticianry program were developed in concert with the program's philosophy and the mission and goals of the College and the essentials of the Commission on Opticianry Accreditation.

1. To upgrade the profession of Opticianry through formal opticianry education. Adding to the profession men and women who are well qualified to interpret prescriptions, fabricate eyewear, dispense spectacles and contact lenses, communicate effectively, utilize sales techniques, and are self confident to serve the visual needs of the public.
2. To stimulate growth and development of the Opticianry student into a responsible,

competent, enthusiastic, professional who maintains ethical standards, and works well with other professionals in his/her field.

3. To prepare Opticianry students for successful completion of the National Opticianry Competency Examination (NOCE) spectacle examination and is given by the ABO. The Contact Lens Registry Examination (CLRE) given by NCLE for certification in contact lens dispensing.
4. Eliminate hazardous waste and to reduce non-hazardous waste and to reduce non-hazardous waste to the minimum levels economically and technically practical, and to be in full-compliance with all federal and state environmental regulations.
5. To prepare graduates for entry-level employment in the optical field.

You can access the Baker College Opticianry yearly statistics at http://www.baker.edu/departments/admissions/accred_opticianry.cfm

Credentials

Graduates are eligible to sit for the National Opticianry Competency Exam administered by the American Board of Opticianry. Students may also sit for state licensure exams in states where applicable. At this time the state of Michigan does not require licensure or certification to practice this profession.

Program Status

Open Enrollment

Essential Functions/Technical Requirements

These technical standards reflect performance abilities and characteristics that are necessary to successfully complete the requirements of the program at Baker College. These standards are not conditions of admission to the program. Persons interested in applying for admission to the program should review this information to develop a better understanding of the physical abilities and behavioral characteristics necessary to successfully complete the program. The College complies with the requirements and spirit of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. Therefore, the College will endeavor to make reasonable accommodations for participants with disabilities who are otherwise qualified.

- * Effectively communicate in English, both verbally and in writing, utilizing accurate and appropriate terminology with individuals of all ages, races, genders, socioeconomic and cultural backgrounds in person and through a telephone.
- * Accurately assess the patient's visual needs and wants to identify and recommend the best optical devices.
- * Accurately interpret readings on manual and electronic equipment.
- * Utilize computers and electronic equipment.
- * Safely access, prepare, and operate equipment and supplies in a variety of optical settings.
- * Access information from books and trade journals, reference manuals, computers, and paper and electronic vision records to accurately perform duties.
- * Identify, recognize, maintain, organize, and disseminate accurate information.
- * Correctly interpret and/or clarify verbal, written and electronic information.
- * Prioritize, organize, and utilize time-management skills to perform tasks in a timely and accurate manner.
- * Adhere to HIPAA, American Board of Opticianry professional standards, Baker College and Opticianry program guidelines, and externship sites' policies and procedures.

Program Requirements

Students in the Opticianry certificate program must obtain a 2.0 (C) or better in all OP designated classes and maintain an overall grade point average of 2.5 (C+) or better. Students who do not obtain the required grade or maintain the established grade point average will not be able to continue in the program. Students withdrawing from a professional course will not be able to retain their status in the program and must follow the reentry policy.

Professionalism

Students are expected to conduct themselves in a professional manner both in the classroom and laboratory. Students must abide by all rules, regulations, attendance, and dress code policies.

Re-entry into the Program

Refer to the re-entry policies on the Health Sciences Acknowledgment Form for more information.

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