



Optical Dispensing Technician Program (ODT) Syllabus



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Introduction

Program Title: Optical Dispensing Technician Program (ODT)

Year and Semester: 7 months, (3 blocks: 5 months, and internship for 6 weeks)

Course Days/ Times: Sunday-Thursday 9:00am - 3:00pm

Course Location: Accredited Training Centers

Vision

High quality and standardized Optical dispensing for residents of Saudi Arabia.

Mission

To comply with the Kingdom's 2030 vision “to increase the qualified practitioners in different optical branches” by fully equip the Optical dispensers with up-to-date knowledge, skills, competences and attitude essential to provide safe, comprehensive and effective client care.

Overview

The Saudi Commission for Health Specialties (SCFHS) introduces the comprehensive Optical Dispensing Technician Program (ODT). The Optical Dispensing Technician Program that based on this curriculum is designed to provide students the necessary knowledge, skills, practical competencies, and attitudes to get ready for employment after successful completion of the program.

Through theory and lab courses, students will gain a comprehensive education on how to fit an eye wear prescription and dispensing of eyeglass or other optical appliances. The training will also include selecting frames, taking facial measurements, choosing the suitable lens and frame design for the patient, and adjusting the frames to fit. In addition, students will be well trained in marketing, selling and manufacturing of different optical goods. The main reasons from establishing the comprehensive Optical Dispensing Technician Program is the high demand for this specialty in Saudi market specially with the continuous increasing in optical shops and eye centers that associated with increasing eye problems.

Program Description

The Optical Dispensing Technician Program offers an excellent entry point into one of the most interesting areas in the health care field. The program focuses on the development of

practical competencies necessary for the delivery of optimal care in Optical dispensing. Graduates from the program would be expected to be encouraged to take an active role in a serving capacity within the community they work or reside.

Admission Criteria

Admission Criteria for applicants

1. Applicants must be Saudi Citizens who graduated with bachelor degrees.
2. Provide proof of English exam, According to health academy website

Program Learning Outcomes

By the end of this program, the student will be able to:

1. State the essential facts, fundamentals, principles, and theories relevant to optics and Optical lens dispensing.
2. Identify different designs and materials of spectacle lenses, spectacle frames, contact lenses, and low vision aids.
3. Explain the common types of refractive errors and their appropriate optical methods of correction.
4. Solve scientific and mathematical problems related to optics and Optical dispensing.
5. Apply the appropriate tools and instruments of Optical lens dispensing correctly and safely.
6. Perform spectacle lens surfacing, finishing, and fitting.
7. Order, verify and adjust different eyewear.
8. Apply computer skills needed for advanced Optical dispensing technology.
9. Apply skills that related to marketing and selling of different optical goods.
10. Communicate effectively with other eye care providers as well as clients.
11. Comply with the legal, ethical and professional aspects of practice.
12. Advise on the use of different optical eyewear and special optical appliances.

Competencies

Optical Dispensing Technician Program was designed to qualify dispensers who able to:

1. Check glasses as being ordered.
2. Take the facial measurements concerning lenses and frames.

3. Provide recommendations concerning lens type and frame style.
4. Fabricate glasses and check as being ordered.
5. Give instructions on how to get the best result from eyewear.
6. Marketing spectacles, contact lenses, and other optical appliances.
7. Make adjustments and repair spectacles frames.
8. Manage the optical shops and optical labs.
9. Supply spectacles, contact lenses, and other optical appliances.
10. Repair and make spare parts for dispensing instruments.
11. Design and manufacture of spectacle lenses, frames, and other optical appliances.
12. Control the quality of lens surfacing or eyewear glazing.

Training Delivery Mode

Attending classes:

Students will attend classes to obtain the knowledge and understand the basic concepts, theories, and valuable information that will qualify them for further blocks. The venue is mostly at classrooms, and at spot field in some blocks. Lectures, discussion, and activities for each block will be prepared by each lecturer based on curriculum objectives and outlines.

Lab:

Apply what the students have learned from theory to practice it in the lab. This will increase the student's skills and support their knowledge. The lab assistant will teach, guide and observe the students at the lab.

Internship:

Under supervision of expertise, the student will practice Optical dispensing at the optical shops (show rooms), optical dispensing laboratories at several optic shops collaborated in this program, and lenses factories.

Duration

The duration of ODT shall be 26 weeks (3 blocks + internship) composed of theoretical contents, practical exposures, and assessment examinations. The overall program is approximately 130 working days with a minimum of 6 hours per day which works approximately 780 working hours. These working hours are divided into 470 hours for theory

and lectures, 130 hours for lab practice and tutorials, and 180 (8 hours/day) hours for internship.

Block No	Block Name	Modul	Theory	Hands-on practice	Duration
1	Block 1	Primary eye care/ethics	3	-	1 Week
		Ocular anatomy & Medical terminology	3	-	1 Week
		Physical & Applied optics	3	1	1 Weeks
		Basic & Geometrical optics	3	1	1 Weeks
		Refractive errors/ optical correction	3		1 Week
		Exam week	-	-	1 week
2	Block 2	Optical lenses: specifications and measurements	3	1	1 week
		Contact lenses & Low vision aids	3	1	1 Week
		Plastic and technology, Ultraviolet light and lens coating	3	1	1 Week
		Optical lens dispensing	3	1	2 Week
		Optical dispensing instruments & maintenance	3	1	1 Week
		Exam week	-	-	1 week
3	Block 3	Spectacle frames/ manufacturing/ selection/ customizing and repairing	3	1	1 Weeks
		Optical lens surfacing Spectacle lens finishing/ fitting	3	1	2 Week
		Lenses and frame ordering and verification	3	-	1 Week
		General business	3	-	1 Week
		Marketing/ Communication	3	-	1 Weeks
		Exam week	-	-	1 Week
		Internship	-	-	6 weeks
Total					26 Weeks

Passing Requirements & Grading System (The evaluation should be done as follows)

The evaluation and assessment of students are carried out in accordance with the SCFHS training and examination rules and regulations. However, assessment is divided into four main categories:

1. Continuous evaluation
2. Block's examination
3. Internship assessment
4. Final examination

1. Continuous evaluation

Continuous evaluation will be conducted during the overall program aiming to monitor student's progression during different blocks and supporting those who are stumbled into the program.

An evaluation report is prepared for each student to be assessed during each block. The report will be discussed with the students individually to review their performance during block and before the block exam.

The report involves a detailed description of the student's performance in each course during the block. It includes the assessment of the following:

- *Attendance and punctuality.*
- *Knowledge:*

A minimum of two quizzes, two assignments and one end block exam will be carried out during the block period. Any assignment or course activity should be submitted on time. Late submission is not accepted.

- *Practical skills competences:*

Competency evaluation of the courses with practical or lab part is carried out based on continuous evaluation according to the evaluation rubric. Objective structured practical examination (OSPE) may also be included in the examinations.

2. Block's examination

At the end of each block, the students will be subjected to examination (at week 6,13 and 20). Students were not allowed to progress to the next scheduled block unless passing the existed block.

Grading system of courses:

- **Grading system of the course**
 - Attendance and punctuality 5%
 - Attitude 5%
 - Quizzes 20%
 - Assignments 20%
 - Written exam 50% (if the course has a practical part: 25% for theoretical exam, and 25% for the practical exam)

Students who fail to achieve 60% as a total grade of any course are required to sit for a remediation exam. Students who fail to pass the remediation exam are required to repeat the block.

Block scoring:

A: Excellent 100 – 90
B: Very good 89 – 80
C: Good 79 – 70
D: Acceptable 69 – 60
F: Fail 59 or below

3. Internship assessment

The internship evaluation will be divided based on the location of training. Students will be evaluated upon their performance in showroom, productivity in dispensing laboratory, and understanding the process of lens manufacturing.

During the internship, the students shall be required to complete an achievement record (file/ logbook) that includes attendance of different internship fields, performance in productivity in dispensing laboratory, marketing and selling of different optical goods, and touching with different manufacture processes of lenses and frames.

- **Labs & Workshops**

The total number of glasses to be fitted should be 36 glasses. The dispensing includes; lens marking, surfacing, finishing and adjusting to the frame.

- **Lens & Frame Factories**

The requested hours will be distributed to allow students to visit and work in all eyewear manufacturing divisions.

- **Optical Showrooms**

Students will be divided into small groups and allocated in different optical shops. A student must complete the requested hours selling and marketing of different optical goods under the supervision of an optical shop mentor. By the end of this part of internship. The assigned mentor will give feedback on student's attendance, performance, and attitudes through a well-prepared report.

Internship assessment

Evaluation elements	Percentage %
Show-room	35%
Dispensing Laboratory	35%
Lens manufactory	30%

Trainee who fails to achieve 55% out of the overall divisions of the internship will not be allowed to sit for the final examination.

4. Final examination

At the end of the overall program, students are required to sit for the end-of-program examination that will be held by the SCFHS. The exam will cover all the theoretical and practical part of the program

The total passing score of this exam is 55%. Student who fails to achieve the passing score should sit once again for the exam.

Student Responsibilities (Academic Integrity)

The student's eligibility for the SCFHS examination depends on:

- Passing all courses
- Mastering all skills
- Successful completion of the internship period
- Attendance: total absence percentage during the program is 10% or less

COURSE TEXTS/ READING MATERIALS AND RESOURCES:

1. Law and ethics for eye care professionals (1st edition) by Barbara K Pierscionek. Butterworth-Heinemann 2008. [Ch 1,2 & 3]
2. Pure optics textbook (3rd edition) by Phernell Walker, American Association of Dispensing Ophthalmologists Inc 2006.
3. System for Ophthalmic Dispensing (4th Edition) by Clifford W. Brooks, OD 2023
4. The Contact Lens Manual . a practical Guide to fitting (4th Edition) by Andrew Gasson, Judith Morris 2010
5. Low vision manual (1st edition) by Jonathan Jackson and James Wolffsohn. Elsevier 2007. [Ch9 to Ch 15]
6. Essential for ophthalmic lens finishing (2nd edition) by Clifford W. Brooks. Butterworth-Heinemann 2003.
7. Marketing (2 nd edition) by Paul Baines. Oxford University Press 2011.
8. Gadatsch, Andreas. Business Process Management: Analysis, Modelling, Optimisation and Controlling of Processes. 1st ed. Wiesbaden: Springer Vieweg. in Springer Fachmedien Wiesbaden GmbH, 2023.
9. Kotler, Philip et al. Principles of Marketing, an Asian Perspective, Global Edition, 5th Edition. 5th ed. Harlow: Pearson Education, Limited, 2022.
10. Basic Accounting Concepts, Principles, and Procedures (2 nd edition) by Gregory Mostyn. Worthy and James Publishing 2017.

11. Peck, R. (2005). Running a successful; optical practice. In *The Optician* (Vol. 230, Issue 6025, p. 22–). Mark Allen Group.