



GUIDE FOR DISPENSING EYEWEAR

NON – STUDENT:

1. Sell accessories such as lens cleaner, screwdrivers, cleaning cloths, etc.
2. Sell non-prescription sunglasses.
3. Schedule appointment for customers to return to see licensed dispenser.

1st Year STUDENT:

1. Aid customer in selecting frames relating to style, colour, size, and appropriateness for prescription.
2. Minor repairs replacing temples, nose pads, and screws.
3. Interpupillary measurement.
4. Vertex distance measurement
5. Base Curve
6. Frame adjustments
7. Insert lenses into frames

Frame selection and all measurements must be confirmed by a licensed optician **prior** to placing the customer order with regards to 1st Year Students.

2nd Year Student:

1. All duties above.
2. Discuss available lens types.
3. Segment height measurements.
4. Dispense and adjust eyewear.

All measurements must be confirmed and physically checked by a licensed optician before being dispensed to the customer. Either at the time of order or when the customer picks up.

Failure of a Licensed SODA Dispenser to properly supervise and ensure that the student is competent enough to perform these activities can result in disciplinary action being taken against the supervisor. Please note that an Actively Licensed Dispenser, Optometrist or Ophthalmologist **MUST** verify glasses. Verification of eyewear means that the license physically checks powers, measurements, and base curve of the lenses, using appropriate equipment.