



Dispensing Optician Examining Committee

December 14, 2021

Committee members present: Kathy Kristjanson, LO
Terry Harris, LO

Committee members absent: Aracely "Sally" Arias, LO

Staff members present: Debra Mendoza, Program Manager
Jennifer Santiago, Acting Executive Director
Noelle L. Chung, Assistant Attorney General
Madissen Schatz, Administrative Assistant

On December 14, 2021, the Dispensing Optician Examining Committee via web conference. Notice of the meeting was published on the [Dispensing Optician Examining Committee website](#) and was sent out through the GovDelivery listserv.

OPEN SESSION:

Call to Order

Ms. Mendoza called the meeting to order at 9:00 a.m.

1. Welcome, Introductions & Program Updates – Debra, Mendoza, Program Manager; Jennifer Santiago, Acting Executive Director; Noelle L. Chung, Assistant Attorney General

No new updates

2. Review and Approval of the Bylaws – Noelle L. Chung, Assistant Attorney General

The bylaws were reviewed and approved by the committee.

3. Nomination and Selection of Chair and Vice-Chair - Committee

The committee agreed to postpone and discuss at March 2022 meeting due to Ms. Arias' absence.

4. Review and Approval of October 26, 2021 Meeting Minutes – Committee

The committee reviewed and approved the minutes from the October 26, 2021 business meeting.

5. 2022 Dispensing Optician Examining Committee Meeting Dates – Committee; Debra Mendoza, Program Manager

The committee reviewed and approved the 2022 meeting dates. Ms. Mendoza will file the following dates with the Code Revisor's Office:

March 16, 2022 at 9:00 a.m.

June 22, 2022 at 9:00 a.m.

September 21, 2022 at 9:00 a.m.

December 14, 2022 at 9:00 a.m.

6. Development of an Apprentice Guidance Manual – Debra Mendoza, Program Manager

The committee reviewed and discussed the contents of the Apprentice Guidance Manual.

6.1. Recommendations for the Recommended Training Topics & Tasks

- Consider adding milestones that apprentices and supervisors need to meet through training (specifically years 1-5).
- Add practice and final examinations; American Board of Opticianry and National Contact Lens Examiners, Inc. (ABO-NCLE).
- National Opticianry Competency Examination (NOCE) recommendations for year one:
 - Months 3-4: Practice examination for NOCE
 - Months 7-8: Practice examination for NOCE
 - Months 11-12: Take NOCE examination
- Contact Lens Registry Exam (CLRE) recommendations for year 2:
 - Months 3-4: Practice examination for CLRE
 - Months 7-8: Practice examination for CLRE
 - Months 11-12: Take CLRE examination
- Practical ABOP and NCLEP examinations recommendations for year 3:
 - Months 3-4: Practice practical examination
 - Months 7-8: Practice practical examination

- Months 11-12: Take practical examination
 - Consider adding review of the American National Standards Institute (ANSI) standards and review of the math requirements during months 1-2 of the first year.
 - Add annual or semi-annual review with the Department of Health.
 - Add monthly review of hours with supervisor.
 - Clarify language in months 5-6 of year 2.
- 6.2. Recommendations for Training Tools:
- Consider requiring the primary supervisor to send apprentice’s hours to the Department of Health every 6-12 months.
- 6.3. Recommendations for Exam Preparation:
- Consider adding web links for ABO-NCLE exam preparation to [ABO-NCLE Education Providers](#) and [National Academy of Opticianry\(NAO\) Education and Testing Materials](#).
- 6.4. Recommendations for Topics Based on Frequently Asked Questions:
- Revise language in Change of Primary Supervisor section to, “Once the Department of Health has approved registration by the primary supervisor, the apprentice may thereafter; at the business or place of employment of the primary supervisor, receive training and direct supervision.”
 - Consider adding the current primary supervisor to the Provider Credential Search.

7. Adjournment

The meeting adjourned at 10:25 a.m.

Submitted by:
 Jennifer Santiago, Executive Director
 Dispensing Optician Examining Committee

Approved by:
 Dispensing Optician Examining Committee

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