



# Vision Screening Training

Lions Club Volunteers

(v. 2019-02-6)

# Welcome

We'd like to start by first saying ***THANK YOU*** to each & every one of you here today!

We appreciate the time you spend in service to others and we could not run this program without your participation.

***“Volunteers don’t get paid, not because they’re worthless, but because they’re priceless.”***

# Agenda

- Public Health Mandate
- Why volunteers?
- The Pilot
- The Tests
- The Paperwork
- Screening Day
- The Logistics
- Performing the Tests
- Process Map
- FAQs
- Other Manuals
- Q&A

# Public Health Mandate

- **Ontario Public Health Standards** → this document outlines the programs & services that all 35 public health units in Ontario are responsible for delivering
- **Protocols** → these documents are specific to certain programs and must be strictly followed
- *Vision-screening* falls under the mandate for School Health

# Vision-Screening Mandate

- New mandate introduced into the Ontario Public Health Standards by the Ministry of Health & Long-Term Care on January 1, 2018
- Expectation of implementation in September 2018
- Information, training, protocol didn't arrive until August 2018

# Why Volunteers?

- Lion Rick Fess approached us at the outset to explore collaborating on this program
- The vision-screening mandate came with no operational funding for staffing
- The ministry paid for the vision-screening equipment & tests
- We concluded that the only way to ensure delivery of this program is through volunteers

# The Pilot

- November 9/18 – January 7/19
- 19 schools
- Scheduled with dental screening
- We learned a lot!
  - Screening areas
  - Flow – students
  - Flow – paperwork
  - Testing stations
  - Who-does-what
- The process map was born...and tweaked and tweaked and tweaked....

# The Pilot

- 406 students screened
- 68 absent
- 1 refused
- 18 wore glasses
- **PASS** = 33.7%                      **REFER** = 66.3%
- 98 referred on HOTV (24.1%)
- 216 referred on Randot (53.2%)
- 143 referred on Autorefractor (36.9%)
  - of those not wearing glasses



# The Pilot – next steps

- Decision made to move forward with full implementation due to success of the pilot
- Continue to schedule with dental screening

# Strengths

- Dedicated public health clerical staff (Jess):
  - prepare all materials and equipment
  - coordinate & communicate scheduling between dental staff & Lion coordinator (Rick)
- Lion coordinator recruiting volunteers for each date
- Eager & willing volunteers
- Mgmt & health promoter support from public health
- Process map

# Challenges

- Having the right number of volunteers per school – not too many or too few
- Volunteers come in from a distance
- Equipment availability
- Sick calls
- Inclement weather
- Process map

# What is vision screening?

- A relatively short sequence of tests that can detect risk factors of certain vision disorders.
- A vision screening cannot diagnose vision disorders nor is it a replacement for a comprehensive eye examination conducted by an optometrist.
- Vision screenings may indicate when a referral to an optometrist is necessary, but a comprehensive eye exam is a more fulsome assessment of the eye and vision system.

# The Tests

- HOTV – flash cards
- Randot – 3D book & glasses
- Autorefractor – PlusOptix device

# HOTV Test – flash cards

- HOTV visual acuity chart with crowding bars
- Tests visual acuity → the sharpness of one's eyesight/clarity of vision
- Expressed as “20/20” for normal vision
- Identifies children at risk for:
  - amblyopia – reduced vision; lazy eye
  - refractive errors – near- & far-sightedness
  - anisometropia – refraction difference between eyes
  - astigmatism – curvature of the cornea/lens
  - strabismus – eyes don't line up in same direction

# Randot – 3D book & glasses

- The Randot Preschool Stereotest
- Tests stereoacuity → depth perception
- Uses ***random-dot*** patterns that can be seen while wearing 3D glasses
- Expressed as “arcseconds”

# Autorefractor – PlusOptix device

- Handheld automatic screening device
- Tests refractive errors
  - near- & far-sightedness (myopia/hyperopia)
  - astigmatism – asymmetrical focus
  - anisometropia – unequal power between the eyes
- Students wearing glasses?
  - **DO NOT TEST** on this station
  - Mark “N/A” on the SAF



# The Paperwork

It is a two-part process

1. Managing form letters post-screening
  2. Managing the 20-day reminder letters for **referred** students
- 
1. Screening results are marked on the screening assessment forms (SAFs) by each screener
    - This form **does not** go home
    - Determines which form letter is sent home with the student  
→ **pass**, **refer**, **absent**
  2. Reminder letters organized for referred students

# The Paperwork

This is a very important step in the process and the emphasis is on **ACCURACY!**

- One dedicated person **in charge** of paper station
  - More than one in charge and it descends into chaos and mistakes are made
  - Delegation works best if help is needed
  - Starts off slowly but gets busy real quick
- You must subscribe to a philosophy of zero tolerance for errors on paper station

# Screening Day – what to expect

- Arrive at the school
  - Have your vulnerable sector check on your person
  - Parking – give yourself some time; can be tricky
  - Sign-in & visitor tag
  - Locate the screening room
  - Locate the staff washroom
- Meet the dental staff
  - Locate SK classrooms
- Organize yourselves and set up testing & paperwork stations
- **Wash or sanitize your hands**

# Screening Day – what to expect

- Retrieve & screen students
- Manage student flow
- Return students to classrooms
- Manage all paperwork
- Practice infection prevention & control
- Pack up all equipment & paperwork
- Leave screening area as you found it
- **Wash or sanitize your hands**

# The Logistics – Equipment

- Screening bags – there are 2
  - PlusOptix bag
  - Supplementary purple bag

***Everything you'll need for the day  
will be in these 2 bags***

# The Logistics – Equipment

## PlusOptix bag – what's in the bag?

- Device & printer
- Randot & HOTV tests
- Glasses – occluders, 3D
- Adhesive eye patches
- Measuring tape
- Painter's tape
- Pens/highlighters
- Glue stick
- Printer labels
- Extra batteries

# The Logistics – Equipment

Supplementary purple bag:

- Randot & HOTV tests
  - Glasses – 3D
  - Antibacterial wipes
  - Purple paperwork folder
- 
- All equipment/bags are transported to & from the school by the dental program staff

# The Logistics – Purple Folder

- Contains all the paperwork needed for the day
- All forms are pre-printed with student names
- Blanks included for students new to the school
- **Extremely** important to stay organized with paperwork
- When finished, all remaining paperwork goes back into the folder



# The Logistics – Forms

There are 5 forms/letters:

1. Vision Screening Assessment Form (SAF)
2. Parent Notification Form A (**PNF-A**)
3. Parent Notification Form B (**PNF-B**)
4. Absent Letter
5. Reminder Letter

***\*ONLY 1 FORM GOES INTO ANY ENVELOPE\****

# The Logistics – Forms

Remember, there are 2 processes:

1. Managing form letters post-screening

- The student is either **pass**, **refer**, or absent
- These students will receive **one** form letter

*\*Do not screen (DNS) students receive nothing\**

2. Managing the 20-day reminder letters for **referred** students

- The reminder letters are prepared for **referred** students only and are left with the school secretary in a large envelope

# The Logistics – Forms

## Screening Assessment Forms (SAFs)

- Once the paperwork is all processed, give the SAFs to the dental staff for data input
- All remaining paperwork is returned to the purple folder

# The Logistics – Inclement Weather

When school buses are cancelled, vision & dental screening is cancelled for the day as well

- Could be storm- or extreme cold-related reasons
- Best to check weather reports & radio stations for the Niagara region prior to venturing out to the school (i.e. 610CKTB, Twitter for @dsbn, @niagaracatholic, @niagarasts)
- Check your email – these decisions are made by 6:30am and you should have received communication by 7:00-7:30am
- Screening dates will be rescheduled

# The Logistics – Coordination

- Coordination of volunteers is the responsibility of the Lions Club coordinator
- Coordination of scheduling dates rests with public health

***It is important for you to know that the dental program staff on-site, as well as teachers, are not trained in any of the vision tests, processes, or paperwork. They are not a source of information for you in that regard.***

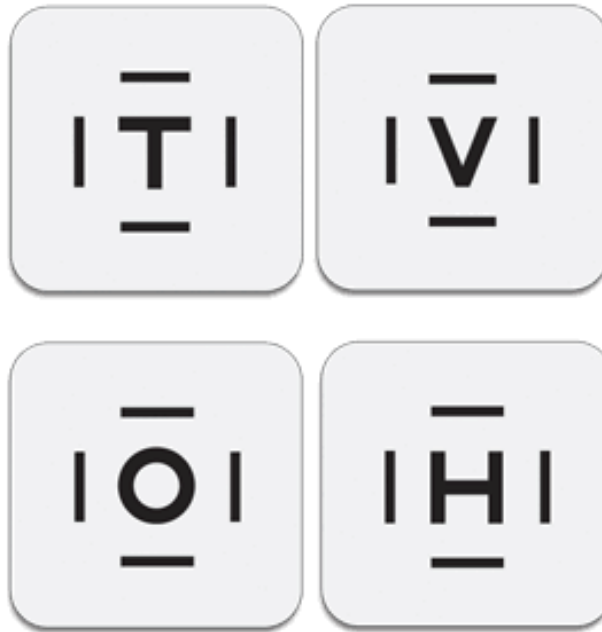
# Performing the Tests

- Refer to process map
- Refer to training manual

***Let's go!***

# Performing the Tests

## ***HOTV***



# Performing the Tests

## ***Randot***





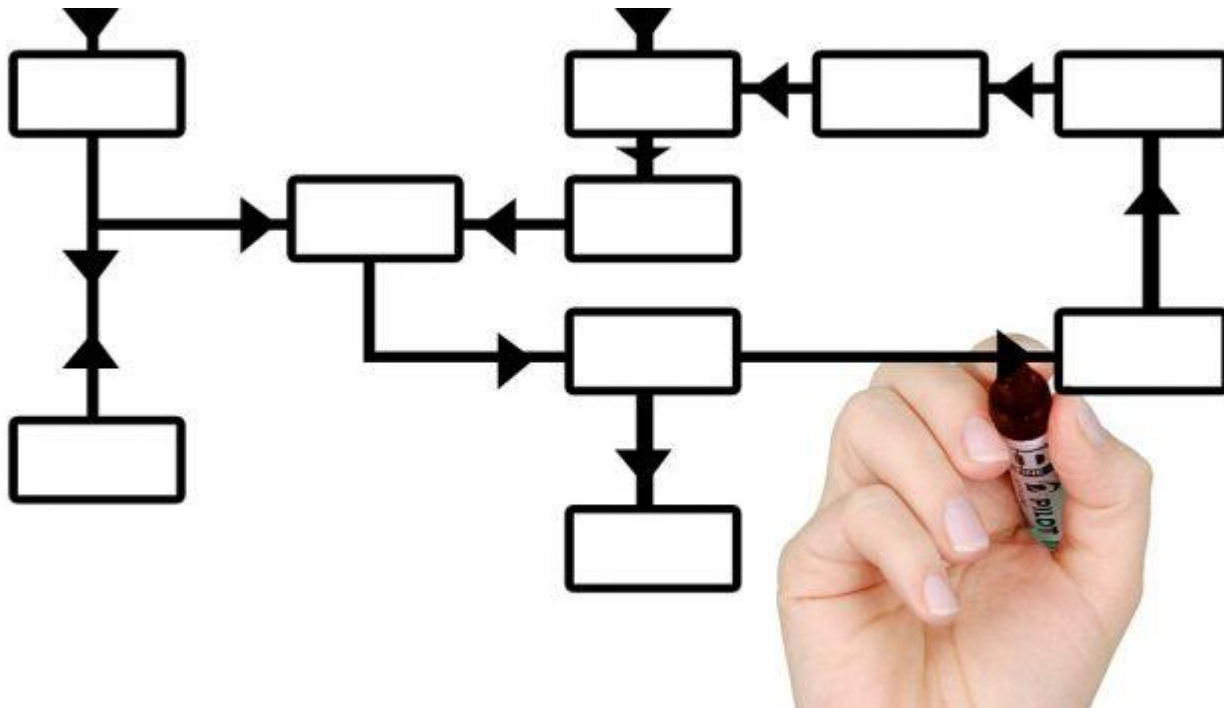
# Performing the Tests

## ***Autorefractor***



# Process Map

- How to read it



# Frequently Asked Questions

- FAQs cheat sheet



# Other Manuals

- Using the PlusOptix
  - Device
  - Printer
- Randot answer key

# Question & Answer Time

Contact us:

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**THE END**

**Thank you for coming!!**