



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **HLTOPD401B Work effectively in the ophthalmic industry**

**Release: 1**

## **HLTOPD401B Work effectively in the ophthalmic industry**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Descriptor**

This unit of competency describes the skills and knowledge required by workers in the Ophthalmic Industry to perform work that reflects an understanding of the structure and profile of the industry, the roles and relationships within and across the industry and key issues facing the industry

### **Application of the Unit**

#### **Application**

The application of knowledge and skills described in this competency unit may relate to functions necessary for working within the ophthalmic industry

Work at this level may be undertaken independently or under guidance and/or supervision

In some states/territories participants must have a licence to practise prior to placement in the workplace

### **Licensing/Regulatory Information**

Not Applicable

### **Pre-Requisites**

Not Applicable

## Employability Skills Information

### Employability Skills

This unit contains Employability Skills

## Elements and Performance Criteria Pre-Content

Elements define the essential outcomes of a unit of competency.

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

1. Demonstrate an understanding of the structure and profile of the optical industry

- 1.1 Describe the organisation of the optical industry
- 1.2 Explain the *relationships between the different occupations and modes of practice* within the optical industry
- 1.3 Describe and illustrate the operation of a typical laboratory or dispensary
- 1.4 Identify *current legislation* that impacts on the optical industry

2. Develop a knowledge of the structure of the eye

- 2.1 Use accepted terminology to describe the normal structure, function and location of the eye
- 2.2 Describe the main defects of vision which can occur in the human eye
- 2.3 List and describe the major components of the eye

**ELEMENT****PERFORMANCE CRITERIA**

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|--|--|
| 3. Use accepted terminology to identify and describe the various types of ophthalmic lenses and spectacle frames available within the industry | 3.1 Identify the different categories of ophthalmic lenses and spectacle frames<br>3.2 Describe the main characteristics of each of the general types of ophthalmic lenses and spectacle frames<br>3.3 Demonstrate the appropriate use of ophthalmic terminology   |
| 4. Recognise variations from normal functioning  | 4.1 Describe common problems associated with the eye and its components using terms and concepts relevant to the ophthalmic industry<br>4.2 Describe methods of correcting defects of vision<br>4.3 Outline potential sources of infection relevant to the workplace and services provided                         |
| 5. Document client information   | 5.1 Use accepted protocols to document information in line with organisation requirements<br>5.2 Use appropriate terminology to document identified problems related to application of health care services<br>5.3 Document variations to the normal visual functions in line with accepted standards and notation |
| 6. Work within organisation policies and procedures  | 6.1 Access and follow organisation guidelines, policies and procedures<br>6.2 Follow organisation administrative practices and procedures<br>6.3 Access and follow legal and regulatory guidelines<br>6.4 Document relevant information/records  |

## **Required Skills and Knowledge**

### **REQUIRED SKILLS AND KNOWLEDGE**

## REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit.

### *Essential knowledge:*

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes knowledge of:

- Basic anatomy and physiology specifically relating to the eye
- Importance of principles and practices to enhance sustainability in the workplace, including environmental, economic, workforce and social sustainability
- Procedures involved in referral
- Terminology used in relation to the anatomy and physiology of the eye
- Terminology used within the ophthalmic industry
- The different modes of practice including retail practices, small and large practices, labs and wholesalers
- The relationships between the various occupations within the ophthalmic industry
- The roles of different eye care professionals within the ophthalmic industry

### *Essential skills:*

It is critical that the candidate demonstrate the ability to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes the ability to:

- Collect, analyse and organise ideas and information
- Communicate ideas and information
- Identify and find solutions to problems
- Locate and use organisation policies, procedures and guidelines
- Recognise and use opportunities to enhance sustainability in the workplace

## Evidence Guide

### EVIDENCE GUIDE

## EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

*Critical aspects for assessment and evidence required to demonstrate this competency unit:*

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- Observation of actual or simulated workplace performance is essential for assessment of this unit
- Consistency of performance should be demonstrated over the required range of situations relevant to the workplace
- Where, for reasons of safety, space, or access to equipment and resources, assessment takes place away from the workplace, the assessment environment should represent workplace conditions as closely as possible
- In some States/Territories participants must have a licence to practice prior to placement in the workplace

*Context of and specific resources for assessment:*

- Resources essential for assessment include:
  - access to a retail optical practice

*Method of assessment*

- Observation in the workplace (if possible)
- Written assignments/projects or questioning should be used to assess knowledge
- Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice

## EVIDENCE GUIDE

- Access and equity considerations:*
- All workers in the health industry should be aware of access and equity issues in relation to their own area of work
  - All workers should develop their ability to work in a culturally diverse environment
  - In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
  - Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities

## Range Statement

### RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

*Relationships between the different occupations within the optical industry may include:*

- Roles of different eye care professions, their interrelationship and the legal standing of each

## RANGE STATEMENT

*Modes of practice may include:*

- Optical dispensing practice
- Medical practice/clinic
- Retail practices
- Small and large practices
- Labs and wholesalers
- Manufacturers
- Dispensaries
- Chain stores
- Optometric practice

*Key issues facing the optical industry may include but is not limited to:*

- Advances in ophthalmic surgery
- Surgery's impact on the optical environment
- Changes in the retail optical environment
- Ageing population

*Current legislation and regulatory requirements may include:*

- Relevant commonwealth, state or territory acts and regulations specific to the optical industry
- Other relevant Acts and regulations including:
  - OHS
  - privacy
  - discrimination
- Industrial Relations

*Organisation may refer to:*

- Optical dispensing practice
- Medical practice/clinic
- Retail practices
- Small and large practices
- Labs and wholesalers
- Manufacturers
- Dispensaries
- Chain stores
- Optometric practice



## **Unit Sector(s)**

Not Applicable