



School of Health, Education and Human Services
Health Program Application
Florida State College at Jacksonville
4501 Capper Road, Room A224 Jacksonville,
Florida 32218

Personal Information:

Please Print

Student Name: \_\_\_\_\_

EMPL # (Student ID) \_\_\_\_\_

Last Four of Social Security #: \_\_\_\_\_

In compliance with Florida State Statute 119.071(5), students should be aware that Florida State College at Jacksonville collects and uses social security numbers (SSNs) if specifically required by law to do so or if necessary for the performance of the College's duties and responsibilities. The College takes appropriate measures to secure SSNs from unauthorized access and does not release SSNs to other parties except as required to fulfill the College's duties and responsibilities. View full list of SSN collection purposes.

Street Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Personal Email \_\_\_\_\_ FSCJ Email \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Birthdate: \_\_\_\_\_

- Sex: Male [ ] Female [ ] Race: Black [ ] American Indian [ ] Alaskan Native [ ] White (Not Hispanic Origin) [ ] Asian Or Pacific Islander [ ] Hispanic [ ]

Certification:

I, \_\_\_\_\_ certify that all information given in this application is true and accurate to the best of my knowledge. I understand that if I have falsified any information, I am subject to immediate dismissal from the School of Health, Education and Human Services program for which I am selected. I understand that all correspondence regarding the program will be sent to my Florida State College at Jacksonville email account. All applicants will be notified of their status once all applications have been reviewed.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Participation in any health science program requires a medical history and physical examination, including a record of immunizations. For programs that have clinical training components, students must complete a background check and drug screening. Students selected for admission into a program will be provided with the necessary health and screening forms.

Students who are unable to complete the clinical requirements after acceptance into selective access programs are not eligible for refunds of tuition and fee

## PERFORMANCE STANDARDS

Individuals who choose the Ophthalmic Technician profession require the capabilities outlined below regarding core performance standards:

**Specialized Motor Skills and Mobility:** The student should have gross and fine motor abilities sufficient to provide safe and adequate performance of clinical procedures.

- Demonstrate physical abilities sufficient to move patient from room to room
- Manipulate equipment by pushing/pulling weight up to 150 pounds and by lifting a minimum of 40 pounds
- Walk long distances, up to approximately 3 miles per day
- Stand for prolonged periods of time
- Sit for prolonged periods of time
- Calibrate, use and manipulate instrumentation; grasp, hold and maneuver with hands

**Sensory:** The student should have sufficient use of the senses of vision, hearing, touch and smell to observe, assess and evaluate close to and at a distance in the classroom and clinical setting

- Vision: must have adequate visual acuity and color vision to assess the patient and operate manual and digital instrumentation
- Hearing: must have adequate hearing ability to assess the patient and hear auditory signals from instrumentation
- Touch – must have adequate touch sensation for patient assessment and diagnostic testing.

**Critical Thinking:** The student should have critical thinking ability sufficient for clinical judgment, ability to acquire, assimilate, integrate, apply and evaluate information and problem solve.

- Understand and interpret written and verbal orders.
- Respond promptly to emergency situations.
- Concentrate and focus attention for long periods of time.
- Identify cause and effect relationships in clinical situations.
- Make accurate decisions independently.

**Interpersonal:** The student should have interpersonal ability sufficient to communicate and interact with individuals, families and groups from a variety of backgrounds including social, emotional, cultural, economic and intellectual.

- Establish rapport with patients, clients, colleagues and other health care personnel.
- Demonstrate patience, empathy and concern for other.
- Display calm manner in emergency or fearful situations.

**Communication:** The student should have communication abilities sufficient for interaction with others in verbal and written form.

- Communicate needs in a prompt, clear and concise manner. Accurately document findings both written and oral. Communicate information accurately and effectively to physician.
- Evaluate written and verbal orders, patient care plans and treatment requests.

**Behavior:** The student should have sufficiency of motivation, responsibility, and flexibility to function in new, ever-changing and stressful environments and adapt appropriately to diverse client needs.

- Maintain patient confidentiality.
- Show accountability for actions.
- Adapt to assignment of patient, clinical site or laboratory such that meets objectives while providing safe, adequate patient care.

Attestation:

By signing below, I attest that I possess the core performance standards for admission to the Ophthalmic Technician Program.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant name (printed)

School of Health, Education and Human Services

Health Program Application  
Florida State College at Jacksonville  
4501 Capper Road  
Jacksonville, Florida 32218

Thank you for your interest in the Ophthalmic Technician program at Florida State College at Jacksonville. Please read the instructions carefully and complete the application in its entirety. The application deadline for admission into program is as follows:

Fall Term      May 15

**How to apply to the College**

You must be a student of the college before applying to the program. Be sure to follow the instructions below:

1. Go to [www.fscj.edu](http://www.fscj.edu)
2. Click on “Apply” button
3. Click on “Create a new application”
4. Complete the form to create an account
5. There is a *\$25 fee for each type of admission application* submitted to the college (No fee for program applications)
6. If you graduated from a public high school in Duval County (after June 1989), St. Johns County (after June 1993) or Clay County (after June 1992) county, the College will request an official transcript after we receive your application. If our request is not honored by the high school, students will be notified by mail to request their own official transcript. If you graduated from a public or private high school outside of Duval, St. Johns or Clay counties, please have your high school send an official transcript indicating your graduation date to:

Admissions Office  
Florida State College at Jacksonville  
P.O. Box 40515  
Jacksonville, FL 32203-0515

If you have attended any other college or university, please request each school to forward your official transcript to the above address. All post-secondary transcripts must be received and evaluated before a student can attend college credit orientation through FSCJ Smart Start. All transcripts must be received and evaluated to be approved for financial aid.

7. Apply for Residency
8. Complete College Assessment
9. Apply for Financial Aid and Scholarships
10. Schedule orientation through FSCJ Smart Start

**How to Apply to the Program**

Successful completion of the following prerequisites is necessary before applying to the program.

BSC 2085C      Human Anatomy and Physiology I  
HSC 1531      Medical Terminology (for Health Professionals)

To apply to the program include the following with the Health Program Application:

- BLS Provider CPR card (American Heart Assoc.)
- Core Performance Signature Page
- Verification of degree (copy of diploma), if received from a different school

Submit Health Program Application by one of the following methods:

- a) Email all documents to [hcic@fscj.edu](mailto:hcic@fscj.edu) (**Preferred method**)
- b) Hand deliver to the Health Career Information Center, North Campus, Building A Room 224.
- c) Mail to 4501 Capper Rd, Room A224, Jacksonville, FL 32218

Direct all questions to the Health Career Information Center at 904-713-4545

Candidates will be notified of their status after all completed applications have been reviewed by the Admissions Committee. Notification of admission to the program will be made by FSCJ email. Students who receive letters of acceptance must accept the seat within the timeframe outlined in the acceptance letter by email response only. If the student does not accept the seat by the deadline, the seat will be offered to the next highest-ranked candidate on the Alternate List.

**NOTE: It is the applicant's responsibility to check their FSCJ email frequently. Not checking may cause the candidate to lose his/her seat.**

#### **APPLICATION AND ADMISSION PROCESS:**

Students are accepted into this program every year beginning in the fall. Application is a two-step process. You must first make **general** application to Florida State College at Jacksonville. This can be done at any FSCJ campus or online at [www.fscj.edu/admissions-aid/admissions](http://www.fscj.edu/admissions-aid/admissions).

There is a one-time application fee of \$25.00. Applicants transferring from another educational institution must submit transcripts to the Student Records Office for processing and evaluation of credits. Once outside transcripts have been processed, course credits will be added to your official Florida State College at Jacksonville transcript. Please allow 4-6 weeks for processing of transcripts by the Student Records Office. International Baccalaureate (IB), Advanced Placement (AP), and College Level Examination Program (CLEP) documentation must be provided directly to the Assessment and Certification Center for credit evaluation and addition to the Florida State College at Jacksonville transcript. Please contact North Campus Assessment and Certification Center at (904) 766-6708 for more information.

After applying to Florida State College at Jacksonville and completing the necessary courses, you may then apply *specifically* to the Ophthalmic Technician program. This limited access program is open to applicants regardless of race, disability, color, ethnicity, national origin, religion, gender, age, sex, sexual orientation/expression, marital status, veteran status, or genetic information. Applicants must meet the Florida State College at Jacksonville admissions eligibility requirements (See college website for information) and must have completed all prerequisites in order to be considered for admission.

***All applicants should contact a campus admissions office to see if they need to take the College Placement Test or other placement test and/or other admissions requirements. Application deadline is the close of business, May 15,*** for admission to the program for the following fall term. If May 15 falls on a weekend, then the deadline will be the close of business on the Monday immediately following. Applicants will be required to have a drug screen and background check performed prior to entrance into the program.

## **ADMISSION CRITERIA**

The following are minimum requirements for admission to the Ophthalmic Technician Program:

1. Acceptance to Florida State College at Jacksonville as a college credit student with all required admission documents received by the Registrar.
2. At time of admission, overall GPA of 2.00 or higher.

## **ADDITIONAL PROGRAM REQUIREMENTS**

These additional admission requirements are to be completed after provisional acceptance into the program:

1. Health physical
2. Documentation of required immunizations
3. Ten-panel Drug screening
4. Florida Department of Law Enforcement (FDLE) background check

The Program Director will provide information regarding the completion of these additional admission requirements at the mandatory orientation prior to beginning of the fall Term.

## **PROCESS FOR SELECTION OF QUALIFIED APPLICANTS**

Admission to the Ophthalmic Technician program is on a first come basis. The first 24 qualified student applicants will be offered a seat in the Ophthalmic Technician Program. The students will be notified by FSCJ email and each student must accept by the date listed. Failure to notify the Health Career Information Center as indicated in the conditional acceptance letter will result in forfeiture of the seat. In the event of forfeiture, the next eligible student on the list will be offered the seat.

This process is repeated for each new group of applicants. The program does not maintain or carry-over a waiting list once all seats are filled and the program begins. Required documents submitted with a previous application must be included with the new application form.

## **General Information**

Florida State College at Jacksonville is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the baccalaureate and associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call (404) 679-4500 for questions about the accreditation of Florida State College at Jacksonville. The Commission is to be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard.

## **Equal Access/Equal Opportunity**

Florida State College at Jacksonville hereby reaffirms the principle of equal opportunity for all persons regardless of race, disability, color, ethnicity, national origin, religion, gender, age, sex, sexual orientation/expression, marital status, veteran status, pregnancy or genetic information. Equal opportunity principle applies with regard to employment, delivery of educational programs and services, and all other appropriate areas in which the College is involved.

The College is committed to ensuring that all persons are not subject to discrimination. Any student, employee or applicant who believes they have experienced discrimination or harassment, including workplace or classroom harassment, discrimination in hiring or admission practices, or other acts of discrimination or harassment, can file a complaint through the College's Equity Office or through the Title IX Office.

Anyone who believes they have been subject to discrimination or harassment can contact the College's Equity Office or the Title IX Office (contact information below). The College prefers to resolve any complaint in a timely manner, so early notification is critical. You may file an internal complaint by submitting the [equity intake form](#) to the Equity Office. Although you are encouraged to attempt to resolve your concern with College personnel, you have the right to file your complaint with [U.S. Equal Employment Opportunity Commission \(EEOC\)](#) or with the U.S. Department of Education's [Office of Civil Rights](#).

## **Equity Office**

### **[Lisa Moore](#)**

Executive Director, Employee Relations and College Equity Officer  
501 W. State Street  
Jacksonville, Florida 32202  
(904) 632-3221 (confidential)  
(904) 632-3326

### **[Stacey Legler](#)**

Employee Relations and Equity Coordinator  
501 West State Street  
Jacksonville, Florida 32202  
(904) 632-3221 (confidential)  
(904) 632-3290

## **Title IX Office**

### **[Jenifer Kolb](#)**

Associate Director Title IX Coordination  
601 W. State Street  
Jacksonville, Florida 32202  
(904) 632-3221 (confidential)  
Email: [titleix@fscj.edu](mailto:titleix@fscj.edu)

## GENERAL PROFESSIONAL INFORMATION

**Industry Information:** An Ophthalmic Technician is a highly skilled technician who performs testing of vision and the ocular structures that help the physician diagnose or manage an ocular disorder. The technician obtains clinical information, provides patient education and manages treatment scheduling of ocular diseases with the preservation of vision as the primary goal

The eye care field is a highly skilled, fast-paced specialty that provides medical, surgical and optical treatment for disorders of the eye. According to the U.S. Department of Labor, job growth is approximately 25% and new government regulations are requiring certification for ophthalmic medical personnel entering orders in electronic medical records. According to the Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO), qualified ophthalmic medical personnel are in high demand. This demand is due to technological advances in vision care, both medical and surgical, and an aging population with many vision care needs.

**Program Information:** The ophthalmic allied health professional is a skilled person, qualified by didactic and clinical ophthalmic training, who performs ophthalmic testing procedures under the direction or supervision of a physician licensed to practice medicine and surgery, and qualified in ophthalmology.

The function of the ophthalmic allied health professional is to assist the ophthalmologist in patient care by performing basic and diagnostic testing, administering treatment as ordered by an ophthalmologist, assisting in surgical and/or medical procedures, and patient education. The ophthalmic technician provides critical information that assists the ophthalmologist in the diagnosis, treatment and monitoring of the eye care patient.

Ophthalmic technicians perform under the direct supervision of a licensed ophthalmologist, assisting in direct and indirect patient care. Direct patient care includes basic skills, such as obtaining and recording pertinent medical and ocular history, assessment of the refractive needs of the patient to provide best visual acuity, assessment of ocular motility, confrontation visual fields and pupil function. In addition, the ophthalmic technician measures the intraocular pressure, assists in contact lens fitting and follow up care, and performs the preliminary anterior segment examination.

The ophthalmic technician will also perform advanced diagnostic testing which may provide measurements and calculations necessary for cataract, refractive or other ocular surgical procedures. The technician is trained to perform testing that will provide critical information about the health of the eye, and assess the visual field to document areas of vision loss associated with ocular disease.

The ophthalmic technician assists the physician in providing patient education when an ocular diagnosis is determined or prior to a surgical, laser or medical procedure. Many Ophthalmic Technicians assist the surgeon in the operating room and in the clinical setting.

Ophthalmic technicians represent an important link between the ophthalmologist and the patients. Ophthalmic technicians should have strong interpersonal and communication skills, a good understanding of ocular anatomy, physiology and pathology, and have critical thinking skills in the clinical setting.

**Jobs:** Graduates from the Ophthalmic Technician Program will find employment in offices of physicians, health practitioners, specialty hospitals, outpatient care centers, and other industry-related facilities in Florida and throughout the country. For current salary information please, refer to the United States Department of Labor – Bureau of Labor Statistics, <http://www.bls.gov/>. The profession is listed as “ophthalmic medical technician”, and is occupation #29-2057.

Certification of ophthalmic medical personnel is recognized internationally. For more information on certification of ophthalmic medical personnel, refer to the Joint Commission on Allied Health Personnel website: [www.jcahpo.org](http://www.jcahpo.org).

Florida State College at Jacksonville does not guarantee employment or salary in a given field of study. Any jobs mentioned are given as examples of potential employment.



## Ophthalmic Technician Program Course Requirements

### General Education Courses/Required Prerequisite Courses (16 credits):

<u>Course number</u>	<u>Course title</u>	<u>Credit hours</u>
BSC 2085C	Human Anatomy and Physiology I (Prerequisite)	4
PSY 1012	General Psychology	3
	English	3
	Mathematics*	3
	Humanities*	3
Total General Education Credit Hours		16

\*Refer to the college general education requirements.

### Professional Courses (56 credits):

<u>Course number</u>	<u>Course title</u>	<u>Credit hours</u>
HSC 1531	Medical Terminology (for Health Professionals) (Prerequisite)	3
OPT 1150	Ophthalmic Lenses	2
OPT 1330	Introduction to Vision Care	3
OPT 2090	Orientation to Vision Care Clinic	3
OPT 1210	Anatomy & Physiology of the Eye	3
OPT 1110	Physical and Geometric Optics	3
OPT 2222	Ocular Pathology and Pharmacology I	3
OPT 2800L	Vision Care Clinic I	3
OPT 2375	Refractometry	4
OPT 2801L	Vision Care Clinic II	3
OPT 2350	Advanced Clinical Procedures I	3
OPT 2940	Ophthalmic Medical Practicum I	2
OPT 2223	Ocular Pathology and Pharmacology II	3
OPT 2351	Advanced Clinical Procedures II	3
OPT 2802L	Vision Care Clinic III	3
OPT 2941	Ophthalmic Medical Practicum II	4
OPT 2287	Ophthalmic Medical Practicum III	8
Total Professional Course Credit Hours		56
Total Program Credit Hours		72

# Ophthalmic Technician Program

## Course Sequence

Students are encouraged to take general education courses before entering the program. All courses must be completed by the end of the sixth Term. Scheduling of the campus Ophthalmic Technician courses is a function of the Faculty Coordinator, and is done in such a way that minimal conflict with general education courses and clinical/practicum rotations occur.

**Pre-requisites:** \*\*BSC2085C and HSC1531 must be successfully completed prior to beginning the program. **It is recommended that all general education courses be completed before the first Term of the program.**

### First Term

OPT 1330	Introduction to Vision Care
OPT 2090	Orientation to Vision Care Clinic
OPT 2800L	Vision Care Clinic I

### Second Term

OPT 1210	Anatomy & Physiology of the Eye
OPT 1110	Physical and Geometric Optics
OPT 2222	Ocular Pathology and Pharmacology I
OPT 2801L	Vision Care Clinic II

### Third Term

OPT 2350	Advanced Clinical Procedures I
OPT 2375	Refractometry
OPT 1150	Ophthalmic Lenses
OPT 2940	Ophthalmic Medical Practicum III

### Fourth Term

OPT 2351	Advanced Clinical Procedures II
OPT 2941	Ophthalmic Medical Practicum II
OPT 2802L	Vision Care Clinic I

### Fifth Term

OPT 2223	Ocular Pathology and Pharmacology II
OPT 2287	Ophthalmic Medical Practicum III

**ESTIMATED EXPENSE:** These figures are approximate and subject to change

**TUITION**

Florida Residents: \$104.88 per credit hour (72 credit hours = \$7,551.36)

South Georgia Residents: \$218.55 per credit hour (\$15,735.60)  
(Counties of Ware, Glynn, Charlton, Brantley, Camden)

Non-Resident: \$401.27 per credit hour (\$28,891.44)

**OTHER EXPENSES** (*Fees and other expenses are subject to change without notice.*)

Background check	\$44.00
College application fee	\$25.00
Drug screen	\$26.00
Florida State College at Jacksonville name tag	\$6.00
Graduation fees	\$10.00
Physical exam (est. cost)	\$125.00
Textbooks (est. cost)	\$400.00
Uniforms and shoes (est. costs)	\$125.00

**FINANCIAL AID**

Florida State College at Jacksonville offers many types of financial assistance to students who would otherwise be unable to further their education without such support. Depending on the type of aid, eligibility is based on one or more of the following criteria: financial need of the individual (in the case of dependent students, family need is used), educational costs, academic achievement and availability of funds. Inquiries regarding financial aid should be directed to the enrollment services/financial aid office on the student's home campus. A student's home campus is his/her point of contact for academic advising, financial aid advising and disbursement of funds.

**Florida State College at Jacksonville's Federal School Code is 001484.**

**Remember, it is your responsibility to...**

- apply early for financial aid assistance;  
*do not wait for acceptance into the program before beginning this process;*
- complete a FAFSA (Free Application for Federal Student Aid) each year; (FAFSAs for the upcoming fall term are available in September of the prior year);
- submit all required forms and documentation to Florida State College at Jacksonville
- use financial aid for educationally related expenses only.

The entire process takes a minimum of 6 weeks to complete.

## **STUDENTS WHO RECEIVE LETTERS OF ACCEPTANCE TO THE OPHTHALMIC TECHNICIAN PROGRAM**

Students are notified of their conditional acceptance into the Ophthalmic Technician program by FSCJ email. Students who receive conditional letters of acceptance must accept the seat by the date noted. If the student does not accept the seat by the deadline, the seat will be offered to the next candidate on the List.

### **STUDENTS WHO ARE AWARDED AND FORMALLY ACCEPT OPT PROGRAM CLASS SEATS**

Students who are awarded and formally accept a seat must complete the following:

1. Ophthalmic Technician Program Orientation Session

Students are required to attend a general and program orientation session to be held on Florida State College at Jacksonville's North Campus. There will be one orientation session, and the student will be notified of the time, date, and location of the orientation session in the acceptance letter.

2. Student Health Certificate, Immunization History and Hepatitis B Vaccine

Students must submit a current Student Health Certificate (completed by a physician), an immunization history to include tetanus, diphtheria (TD), MMR IGG, Varicella titer and Hepatitis B vaccine, or a completed Hepatitis B declination form.

3. Medical Insurance

Students are strongly encouraged to carry medical insurance while enrolled in the OPT program. The student is responsible for any and all costs related to their medical needs while enrolled in the program.

4. Criminal Background Checks

Most clinical agencies require students to undergo drug screen and criminal background checks prior to placement in the agencies for clinical experiences. Students with questionable or failed drug screening and/or criminal background checks may be denied access to clinical experiences by the clinical agencies. Failure to qualify for and meet clinical requirements at clinical sites may prevent completion of the program. Withdrawal from the program may be necessary if students cannot be placed for clinical experiences.

Some practice settings may have additional requirements including health insurance, a volunteer application, references, fingerprinting and background check, drug testing, and/or an interview prior to the start of the clinical experience. The additional requirements, including expenses, are the responsibility of the student.

The cost of the background check(s) and drug screen(s) is borne by the student. Additionally, it is the student's responsibility to have all paperwork completed by the program's published deadline. Students who are unable to complete the clinical requirements after acceptance into selective access programs are not eligible for refunds of tuition.

## **RECORD OF CONVICTION OF A CRIME**

Effective July 1, 2009, pursuant to Section 456.0635, Florida Statutes, health care review boards shall refuse to renew a license, certificate or registration, issue a license, certificate or registration and shall refuse to admit a candidate for examination if the applicant has been convicted or plead guilty or nolo contendere, regardless of adjudication, to a felony violation of: chapters 409, 817, or 893, Florida Statutes; or 21 U.S.C. ss. 801-970 or 42 U.S.C. ss. 1395-1396, unless the sentence and any probation or pleas ended more than 15 years prior to the application, terminated for cause from Florida Medicaid Program (unless the applicant has been in good standing for the most recent 5 years) or terminated for cause by any other State Medicaid Program or the Medicare Program (unless the termination was at least 20 years prior to the date of the application and the applicant has been in good standing with the program for the most recent 5 years). The Florida nursing or allied health licensure or certification application requires disclosure of any criminal history and the disposition of all cases prior to board review. Being convicted of, or having entered a plea of guilty or nolo contendere to, any of the listed felonies in Florida Statute 456.0635 or termination for cause from the statutorily-described Medicaid programs will preclude an applicant from obtaining a nursing or allied health license or certification in the state of Florida. Entry and acceptance into the nursing or allied health program does not guarantee licensure or certification in the State of Florida.

Florida State College at Jacksonville is a member of the Florida State College System. Florida State College at Jacksonville is not affiliated with any other public or private university or College in Florida or elsewhere. Florida State College at Jacksonville is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the baccalaureate degree and the associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call (404) 679-4500 for questions about the accreditation of Florida State College at Jacksonville.