OVERVIEW

This standard covers the routine measurement of facial, frame and spectacle lens dimensions for single vision and bifocal lenses, the assessment of the suitability of frames for the customer and the completion of the necessary documentation.

Users of this standard will need to ensure that practice reflects up to date information and policies.

Version No 1

KNOWLEDGE AND UNDERSTANDING

You will need to know and understand:

**Obtain facial measurements**

1. the purpose of the measurements
2. monocular CDs, inter-pupillary distance, optical centres, lens decentration
3. recognition of ocular asymmetry such as squint
4. the importance of matching frames to facial shape
5. practice/store requirements: policies, procedures, instructions
6. legal requirements to involve qualified person and limitations of your ability, authority and responsibilities
7. cleanliness and use of equipment
8. the need for personal hygiene when working in close proximity to the customer

**Assess frame fit and measurements**

9. general characteristics of frame types and materials and the method of manufacture
10. implications of size and prescription on fit and comfort
11. methods of obtaining measurements
12. the measurement of the segment position for bifocal lenses
13. which frame measurements to obtain and record and the conventions in recording
14. the importance of BVD and pantoscopic angle
15. product range availability
16. relevant person: qualified person, line manager, colleagues.
17. practice/store requirements: policies, procedures, instructions, documentation, stock
18. legal requirements to involve qualified person and limitations of your ability, authority
19. the relevance of British Standards and CE marking

**Obtain spectacle lens measurements**

20. relevant measurements for different types and designs of frames
21. units of measurement including dioptres, focal length, cylinder and axis
22. transposition of prescriptions
23. methods of obtaining measurements for single vision and bifocal lenses
24. basic spectacle lens design: single vision, bifocal, progressive power lenses
25. the advantages and disadvantages of the various lens types
26. lens types and their suitability for frame types
27. practice/store requirements: policies, procedures, instructions and documentation
28. relevant person: qualified person, line manager, colleagues
29. legal requirements to involve qualified person and limitations of own ability, authority

**PERFORMANCE CRITERIA**

You must be able to do the following:

**Obtain facial measurements**

1. obtain and record the relevant facial measurements
2. ensure that where anomalies or complex requirements are identified, the relevant person is consulted
3. keep the customer informed throughout the process
4. ensure the process is carried out safely and hygienically
5. complete documentation fully, accurately and legibly

**Assess frame fit and measurements**

6. assess the suitability of the chosen frame, its style and size
7. assess the frame for fit and comfort
8. identify anomalies or complex requirements and consult with the relevant person
9. accurately measure and record the size of frame required
10. treat the customer politely and helpfully
11. complete documentation fully, accurately and legibly
12. confirm frame availability

**Obtain spectacle lens measurements**

13. check that the prescription data and spectacle lens specification are recorded accurately
14. ensure the measurements for single vision and bifocal lenses are obtained and confirmed for accuracy
15. ensure where anomalies or complex requirements are identified, the relevant person is consulted
16. ensure that the prescription will be understandable to the manufacturer
17. complete documentation fully, accurately and legibly
18. maintain a courteous manner with the customer
19. confirm lens availability

ADDITIONAL INFORMATION

This National Occupational Standard was developed by SEMTA in September 2003, and has been taken over by Skills for Health in March 2009.

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB6 Assessment and treatment planning