

OPHTHALMIC TECHNICIAN LEVEL 1

Overview

A Level 1 Ophthalmic Technicians is an entry level position. He or she may or may not have any ophthalmic technician experience. Level 1 Ophthalmic Technicians provide clinical support to the physicians in delivering direct patient care. He or she assists with the key functions in ensuring that the Corporation's Quality of Services and Patient Outcome Measures are satisfactorily met within the Federal Guidelines of the MACRA Quality Payment program and the CMS Merit Based Incentive Payment System (MIPS). The Level 1 Ophthalmic Technician reports directly to the Manager of Clinical Support.

Tasks

The tasks of the Level 1 Ophthalmic Technician are divided into two areas:

Basic Clinical Skills

1. Obtains ocular, medical and family history.
2. Measures visual acuity.
3. Measures, compares and tests pupils.
4. Tests color vision.
5. Instills ocular medications.
6. Measures interpupillary distance.
7. Neutralizes lenses on an auto lensometer.
8. Measures near point of accommodation.
9. Measures near point of convergence.
10. Identifies version and duction anomalies.
11. Performs cover-uncover test, alternate test.
12. Measures stereoacuity.
13. Measures refractive error on an auto refractor.
14. Measures pressure with the tonopen.
15. Measures pressure with applanation tonometry.
16. Performs Humphrey Visual Fields.
17. Performs amsler grid central field tests.
18. Performs confrontation fields.
19. Performs Schirmer tear tests.
20. Performs ocular imaging, retinal mapping, fundus photography and topographical tests.

Administrative

1. Schedules patient appointments.
2. Assists with patient recall system.
3. Assists with telephone triage.
4. Charts all medical data in patient's EHR.

5. Assists Business Center personnel as needed.

Summary

Level 1 Ophthalmic Technicians provide support to all Ophthalmic Technicians and physicians. It is expected that all ophthalmic personnel perform their duties in a kind, cheerful and courteous manner, thus representing the professional philosophy of this practice. It is expected that all personnel are dedicated to protecting the confidentiality of our patients and their medical data that is stored in our charts and computers. In addition, there may be occasion when Ophthalmic personnel may be needed to assist in other areas of the practice. It is understood that this job description is only a general outline of the position's main duties and that changes can be made and other duties can be assigned.