



## Ohio Administrative Code Rule 4725-3-01 Application for licensure.

Effective: April 29, 2021

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- (A) Each person who wishes to be considered for a certificate of licensure to practice must complete a formal application for such consideration by the board.
- (B) Each completed optometrist application must be accompanied by one clear passport type photograph of the applicant, and a credit card payment, in the amount of the current licensure fee.
- (C) Each optometrist applicant must cause the official final transcript and any partial credits from any accredited optometry school to be forwarded directly to the board from the schools attended.
- (D) The licensing examination for optometrists shall contain these required parts:
- (1) Part I of the licensing examination shall consist of basic science, human biology, ocular and visual biology, theoretical ophthalmic, and physiological optics and psychology.
  - (2) Part II of the licensing examination shall consist of clinical science, systemic conditions, the treatment and management of ocular disease, refractive, oculomotor, sensory integrative conditions, perceptual conditions, public health, and the legal issues regarding the clinical practice of optometry.
  - (3) Part III of the licensing examination shall consist of tests in patient care and management, clinical skills, and the visual recognition and interpretation of clinical signs.
  - (4) All optometry candidates for licensure by examination must provide verification of passing all parts of the examinations with passing scores as determined by the national board of examiners in optometry and the state vision professionals board. The board may accept the examinations given by the national board of examiners in optometry or any equivalent examinations as determined by the board.
- (E) Any person seeking licensure as an optician from the state vision professionals board after



having successfully passed the required examinations, shall make application in a manner prescribed by the board for such licensure within three years of the date of the exam that was taken and passed.

(1) Optician applications shall be:

(a) Accompanied by the non-refundable fee in a form established by the board and as prescribed in division (B) of section 4725.48 of the Revised Code; and,

(b) Accompanied by such evidence, statements, or documents as specified on the application form.

(2) An applicant for initial licensure as a dispensing optician shall;

(a) Be at least eighteen years of age;

(b) Be honest and trustworthy;

(c) Be a graduate of a secondary school recognized by the state department of education in this state, or similar educational agency in another state or has attained an educational equivalent such as proof of having successfully passed the general educational development (GED) examination or a GED certificate of high school equivalency diploma.

(3) Has successfully completed either of the following:

(a) A two-year college level program in optical dispensing accredited by a regional accreditation organization that is recognized or approved by the United States Department of Education, but is not limited to, courses of study in:

(i) Mathematics;

(ii) Science;

(iii) English;



- (iv) Anatomy and physiology of the eye;
  - (v) Applied optics;
  - (vi) Ophthalmic optics;
  - (vii) Measurement and inspection of lenses, lens grinding and edging;
  - (viii) Ophthalmic lens design;
  - (ix) Keratometry; and
  - (x) Fitting and adjusting of spectacle lenses, frames and contact lenses, including methods of fitting contact lenses and post-fitting care.
- (b) Two years of supervised experience of at least one thousand hours per year in optical dispensing as a registered apprentice under the direct supervision of the licensed optician registered with the board as the direct supervisor.
- (c) Two years of supervised experience as an employee and under the direct supervision of an optometrist or physician engaged in the practice of ophthalmology. Not more than one year of such experience may be continuous, supervised optical laboratory experience of not less than thirty hours per week.
- (d) The board may grant a license with consideration of years of experience from an unlicensed state, employer recommendation letter(s) and other relevant documentation based on the successful completion of either the national qualifying exam or completion of the American Board of Opticianry Practical or the National Contact Lens Examiners Practical exam.
- (e) Under 4725.48 Revised Code, the board may grant an individual a conditional license that lasts for one year. After the one-year period has expired, the license is no longer considered conditional, and the individual shall be considered fully licensed.



(F) The applicant has successfully completed the state board national qualifying examination for either the spectacle dispensing license, the contact lens dispensing license or a combination of both examinations for a spectacle-contact lens dispensing license.

(G) In addition to the requirements of this rule, all applicants for licensure as a dispensing optician shall submit to a criminal records check completed by the bureau of criminal identification and investigation in accordance with section 4725.501 of the Revised Code. The results of the criminal records check shall be received by the board prior to the issuance of a license to practice as a dispensing optician. The board will only accept the results of a criminal records check that is submitted to the board directly by the bureau of criminal identification and investigation. In accordance with this rule, the applicant requesting the criminal records check shall:

(1) Provide the bureau of criminal identification and investigation with the applicant's name and address and with the name and address for the state vision professionals board; and,

(2) Request that the bureau of criminal identification and investigation obtain from the federal bureau of investigation any information it has pertaining to the applicant.

(3) If an application for licensure submitted to the board remains incomplete for one year, the application shall be considered void.

(4) The board will only accept the results of a criminal records check that is submitted to the board directly by the bureau of criminal identification and investigation.

(5) The appropriate license and wall certificate shall be issued electronically by the board after approval.

(H) Initial applications for licensure as an ocularist shall be submitted to the board in a form designated by the board.

(1) Ocularist applications shall be:

(2) Accompanied by the non-refundable fee in a form established by the board and as prescribed in



division (B) of section 4725.48 of the Revised Code; and,

(3) Accompanied by such evidence, statements, or documents as specified on the application form.

(I) An applicant for initial licensure as an ocularist shall:

(1) Be at least eighteen years of age;

(2) Be honest and trustworthy;

(3) Be a graduate of a secondary school recognized by the state department of education in this state, or similar educational agency in another state or has attained an education equivalent such as proof of having successfully passed the general educational development (GED) examination or a GED certificate of high school equivalency diploma.

(J) An applicant for initial licensure as an ocularist shall have successfully completed;

(1) A five-year apprenticeship under the direct supervision of a licensed ocularist as registered with the board or under the employment and direct supervision of an optometrist or physician engaged in the practice of ocularistry;

(2) A credentialing or a certification exam offered by a board approved by a national recognized certifying body. Said application for licensure shall be made within seventy-two months from the date of the examination that the applicant successfully completed.

(K) In addition to the requirements of this rule, all applicants for licensure as an ocularist shall submit to criminal records check completed by the bureau of criminal identification and investigation in accordance with section 4725.501 of the Revised Code. The results of the criminal records check shall be received by the board prior to the issuance of a license to practice as an ocularist. The board will only accept the results of a criminal records check that is submitted to the board directly by the bureau of criminal identification and investigation. In accordance with this rule, the applicant requesting the criminal records check shall:



(1) Provide the bureau of criminal identification and investigation with the applicant's name and address and with the name and address for the state vision professionals board; and,

(2) Request that the bureau of criminal identification and investigation obtain from the federal bureau of investigation any information it has pertaining to the applicant.

(L) If an application for licensure submitted to the board remains incomplete for one year, the application shall be considered void.

(M) The appropriate license and wall certificate shall be issued by the board no later than sixty days after approval by the board.

(N) For purposes of Chapters 4725-1 to 4725-20 of the Administrative Code, and except as otherwise provided, the following definitions shall apply:

(1) "Active license" means the license held by a dispensing optician or ocularist who has fulfilled all requirements of the board for initial licensure or for licensure renewal.

(2) "Active registration" means the registration held by an apprentice who has fulfilled all requirements of the board for initial registration or for registration renewal.

(3) "Board" means the state vision professionals board.

(4) "Spectacle apprenticeship" means a minimum of two thousand hours obtained within not less than two calendar years of supervised, structured learning experience of the registered spectacle apprentice while under the direct supervision of the licensed dispensing spectacle optician or under the supervision of the licensed dispensing spectacle/contact lens optician indicated on the registration form filed with the board. Registration with the board is not required when the learning experience is gained under the direct supervision and employment of a licensed optometrist or physician engaged in the practice of ophthalmology. All learning experiences shall include, but is not limited to:

(a) A minimum of two thousand hours obtained within not less than two calendar years of direct supervision by the licensed spectacle or licensed spectacle/contact lens optician registered with the



board as the direct supervisor of the registered apprentice including, but not limited to:

- (i) Use and function of lensometer;
- (ii) Use and function of pupilometer;
- (iii) Use and function of lens clock, determination of curve and warpage;
- (iv) Determination and purpose of pupillary distance;
- (v) Determination and purpose of lens decentration;
- (vi) Determination and purpose of vertex distance;
- (vii) Determination of prism;
- (viii) Determination of frame size to patient;
- (ix) Determination of frame measurements;
- (x) Determination of lens measurements;
- (xi) Adjusting frames;
- (xii) Anatomy and physiology of the eye;
- (xiii) Interpretation, without altering, of a spectacle prescription;
- (xiv) Ethical and professional conduct including confidentiality of patient information;
- (xv) Appropriate documentation of the care provided to the patient;
- (xvi) Optical terminology;



(xvii) Principles of patient education; and,

(xviii) Verification of finished product to the current prescription.

(b) Not more than one thousand hours of the required two thousand hours of learning experience may be laboratory experience under the direct supervision of a licensed spectacle or a licensed spectacle/contact lens dispensing optician.

(5) "Contact lens apprenticeship" means either:

(a) A minimum of two thousand hours obtained within not less than two calendar years of structured, supervised learning experience of the registered apprentice under the direct supervision of the licensed dispensing spectacle/contact lens optician or a licensed contact lens optician indicated on the registration form filed with the board. Registration with the board is not required when the individual is engaged in the learning experience under the direct supervision and employment of a licensed optometrist or physician engaged in the practice of ophthalmology. All learning experiences shall include, but are not limited to:

(i) Anatomy and physiology of the eye;

(ii) Interpretation, without altering, of a contact lens prescription;

(iii) Ethical and professional conduct including confidentiality of patient information;

(iv) Appropriate documentation of the care provided;

(v) Use and function of the keratometer;

(vi) Use and function of the slit lamp;

(vii) Principles of proper lens selection;





- (viii) Optical terminology
- (ix) Use and function of the radiuscope;
- (x) Use and function of the lensometer;
- (xi) Selection of lens material and design based on patient assessment;
- (xii) Diagnostic fit and evaluation;
- (xiii) Principles of patient education;
- (xiv) Verification of finished product to the current prescription; or,
- (b) The one year of supervised structured learning experience of the registered apprentice who is also currently licensed as a spectacle dispensing optician and consists of a minimum of one thousand hours of not less than one calendar year of direct supervision by a licensed dispensing contact lens or licensed dispensing spectacle/contact lens optician. Registration with the board is not required when the individual is engaged in the learning experience under the direct supervision and employment of a licensed optometrist or physician engaged in the practice of ophthalmology. All learning experiences shall include, but not limited to:
  - (i) Anatomy and physiology of the eye;
  - (ii) Interpretation, but not altering, of a contact lens prescription;
  - (iii) Ethical and professional conduct including confidentiality of patient information
  - (iv) Use and function of the keratometer;
  - (v) Use and function of the slit lamp;
  - (vi) Optical terminology;



- (vii) Principles of proper lens selection;
  - (viii) Use and function of the radiuscope;
  - (ix) Use and function of the lensometer;
  - (x) Selection of lens material and design based on patient assessment;
  - (xi) Diagnostic fit and evaluation;
  - (xii) Principles of patient education;
  - (xiii) Verification of finished product to current prescription.
- (6) "Ocularist apprenticeship" means the ten thousand hours of supervised structured learning experience of the registered ocularist apprentice consisting of not less than five calendar years of direct supervision by an ocularist who is licensed by any state; or, the equivalent work experience as determined by the board, completed in a state not requiring licensure of an ocularist. Such learning experience includes but is not limited to:
- (a) Fitting theory;
  - (b) Materials;
  - (c) Processing and fabrication techniques;
  - (d) Iris and sclera tinting;
  - (e) Orbital anatomy and physiology;
  - (f) Infection control including blood borne pathogens;



(g) Ethical and professional conduct, including confidentiality of patient information;

(h) Appropriate documentation of the care provided.

(7) "Apprentice optician" means any person registered with the board for the purpose of engaging in the training and education in the practice of dispensing optical aids while under the direct supervision of the licensed dispensing opticians specified on the apprentice registration forms and as indicated on the current, valid registration cards issued by the board to the registered apprentice.

(8) "Apprentice ocularist" means any person registered with the board for the purpose of engaging in the training and education to engage in the practice of ocularistry while under the direct supervision of the licensed ocularist specified on the apprentice registration form and as indicated on the current, valid registration card issued by the board to the registered apprentice.

(9) "Direct supervision" means initial and ongoing direction, procedural guidance, observation and evaluation, as appropriate, by a licensed optician or licensed ocularist who is registered with the board as the supervisor of the apprentice; and, who is always continually available in person within the optical or ocularistry area when the apprentice is engaged in optical dispensing or the practice of ocularistry. The registered licensed dispensing optician or ocularist shall supervise a maximum of three apprentices.

(10) "Educational equivalent" means the proof of having successfully passed the general education development (GED) examinations or a GED certificate of high school equivalency diploma.

(11) "Free of contagious or infectious disease" means demonstrating no clinically evident illness that would impair the ability to provide safe opticianry care or ocularistry care.

(12) "Lapsed license" means the status of the license of a dispensing optician or ocularist who has failed to fulfill all requirements of licensure renewal.

(13) "Lapsed registration" means the status of the registration of an apprentice who has failed to fulfill all requirements of apprentice registration renewal or upon removal from supervision by the registered supervisor.



(14) "Licensed dispensing optician" means a person holding a current, valid license issued by the board that authorizes the person to engage in optical dispensing.

(15) "Licensed spectacle dispensing optician" means a licensed dispensing optician authorized to engage in the dispensing of optical aids other than contact lenses.

(16) "Licensed contact lens dispensing optician" means a licensed dispensing optician authorized to engage only in the dispensing of contact lenses.

(17) "Licensed spectacle-contact lens dispensing optician" means a licensed dispensing optician authorized to engage in the dispensing of any optical aid.

(18) "Licensed ocularist" means a person holding a current, valid license issued under sections 4725.48 to 4725.51 of the Revised Code to engage in the practice of designing, fabricating, and fitting artificial eyes or prostheses associated with the appearance or function of the human eye.

(19) "Optical aid" has the same meaning as division (A) of section 4725.40 of the Revised Code.

(20) "Optical dispensing" has the same meaning as division (B) of section 4725.40 of the Revised Code.

(21) "Optical or ocularistry area" means the space reserved for the optical or ocularistry department or the location where care is provided. This includes the lab area, fitting area, dispensing area, reception area and waiting area. This does not include areas of a larger company or building where the optical department or shop is leased or confined to its own space.

(22) "Prescription" means the written or verbal directions or instructions as specified by a physician or licensed optometrist licensed by any state for preparing an optical aid for a patient.

(23) "Endorsement" has the same meaning as "reciprocity" and means the process by which a license to practice as a dispensing optician is issued to an individual who is licensed in another state in accordance with rules of the board and after the following has occurred:



(a) Verification of licensure in good standing received directly from the state of the current licensure at the time of application; and,

(b) Receipt of completed application and fee in the form required by the board, and the criminal records check by the bureau of criminal identification and investigation in accordance with section 4725.501 of the Revised Code.

(c) "Registration" means meeting all requirements of the board for the authority to practice as an apprentice optician or apprentice ocularist under the direct supervision of a designated, licensed dispensing optician or ocularist.

(24) "Registered" means:

(a) Having met the requirements of the board for the authority to practice as an apprentice optician or ocularist under the direct supervision of a designated licensed optician or ocularist; or,

(b) The equivalent of licensure in a state that does not require licensure to engage in the practice of opticianry or ocularistry.

(25) "Registration card" means the card issued by the board which authorizes an individual to practice as an apprentice optician under the direct supervision of a designated licensed optician or ocularist.