

**New York State Department of Civil Service**  
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

**Occ. Code 6237200**

**Optometric Technician, Grade 9 6237200**  
**Optician, Grade 12 6236200**

Brief Description of Class Series

These positions provide eye and vision care services to patients. Based on State licensing regulations and assignment, the positions measure facial features to ensure proper sizing of lenses and frames, advise patients on frame and spectacle lens selection, order frames and lenses, check lens prescriptions for accuracy upon return from the laboratory, dispense patient prescriptions after making all necessary adjustments and modifications, and advise patients on contact lens selection, application, and cleaning of contact lenses based on the eye care provider's prescription.

The positions are classified only at the State University of New York College of Optometry.

Distinguishing Characteristics

*Optometric Technician:* assists an Optometrist, Ophthalmologist or Optician in providing eye and vision care services to patients.

*Optician:* independently provides eye and vision care services to patients under their scope of practice. Opticians may work with Optometric Technicians to provide patients with lens, frame or contact lens selection, and their appropriate use and care.

Related Classes

Optometrists and Ophthalmologists are primary health care providers who examine, diagnose, treat, and manage diseases and disorders of the visual system. At the SUNY College of Optometry, Optometrists and Ophthalmologists are in the unclassified service. In the classified service, the positions are non-competitive, part-time.

## Illustrative Duties

### *Optometric Technician*

Assists in the minor repair of optometric instrumentation and equipment; gathers initial intake testing and technical information from patients; records information from the doctor; performs specialty tests as requested by the doctor; inspects fabrication of spectacles after glasses have been prescribed by the doctor; assists licensed eye care providers in the selection of frames, lenses, or contact lenses for the patient which meet the doctor's prescription; maintains and orders supplies; maintains the organization of rooms and equipment; notifies patients of status of their order; assists with eye care provider directed patient education; and may verify and/or obtain covered benefits and authorizations.

### *Optician*

Evaluates eyeglass prescriptions to ascertain optimal design of lenses for patients' needs; consults with patients to determine their specific visual demands and requirements; assists patients in selecting proper frames that match both the patient's physical features and frame prescription characteristics; recommends to patients appropriate lens designs, materials and coatings; measures and records all patient data on specific eyeglass fittings; calculates all lens specifications made from measurements; dispenses and adjusts all finished eyeglasses for patient comfort and instructs the patient in proper usage, care and maintenance; inspects and verifies finished spectacles to ensure they comply with strict ANSI tolerances; may advise patients on contact lens options in collaboration with the prescribing eye care provider, and provide instruction on the proper insertion, removal, and cleaning; and may assist in all aspects of fabrication of lenses (neutralizing lenses, marking and blocking for the edging process, actual edging of lenses, tinting and coating, final insertion, inspection and verification); may perform related clerical and administrative duties, including but not limited to: answering calls, verifying insurances, submitting lab orders, scheduling appointments, insurance billing, and maintaining frame boards.

## Minimum Qualifications

### *Optometric Technician*

Open Competitive: High school diploma or equivalent and one year of experience working with a licensed eye care provider.

### *Optician*

Open Competitive: Possession of an active license to practice as an optician in New York State.

**Note:** Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

Date: 3/2022

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