

# ANNUAL REPORT

## OHIO OPTICAL DISPENSERS BOARD

JULY 1, 2014 THROUGH JUNE 30, 2015



*The mission of the Ohio Optical Dispensers Board is to protect and serve the public of Ohio by effectively and efficiently regulating the practice of Opticianry and Ocularistry in the State of Ohio*

Prepared for The Honorable John Kasich, Governor



## OHIO OPTICAL DISPENSERS BOARD

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September 1, 2015

The Honorable John Kasich  
Governor, State of Ohio  
77 South High Street, 30<sup>th</sup> Floor  
Columbus, Ohio 43215

Dear Governor Kasich,

On behalf of the Ohio Optical Dispensers Board (Board), we are pleased to submit this annual report for fiscal year 2015. This annual report highlights the work of the nine-member Board, supported by a staff of three employees.

The Board continues to meet the obligations specified by Sections 4725.40-4725.99 Ohio Revised Code. All activities have been directed towards fulfillment of the Board's mission, to actively safeguard the optical health of the public through the effective regulation of Opticianry and Ocularistry care in Ohio. Licenses and apprentice registrations were issued to qualified individuals and renewed according to the Board's schedule as outlined in the law. Continuing education programs were approved by the Board. The Board has taken actions against entities that illegally dispense and sell decorative contact lenses and individual licensees who failed to practice in accordance to standards set forth in the law and rules.

Thank you for your support as the Board administers and enforces Sections 4725.40-4725.99 of the Revised Code.

Respectfully yours,

Jeff Rohlf, President

Nancy Manns, RN, MS, CNS  
Executive Director

## **INTRODUCTION**

The Mission of the Ohio Optical Dispensers Board is to protect and serve the public of Ohio by effectively and efficiently regulating the practice of Opticianry and Ocularistry in the state of Ohio.

This report will reflect the accomplishments of the Ohio Optical Dispensers Board (Board) toward meeting the mission and the goals of the Board for FY '15..

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## **BOARD MEMBERS**

<u>NAME</u>	<u>CITY</u>	<u>TERM EXPIRES</u>
Jeffrey Rohlf, President Optician	Columbus	3/21/2016
Brian Miller, Vice-President Optician/Ocularist	Toledo	3/21/2015
Dr. Timothy Fries Optometrist	Worthington	3/21/2012
Paul King, Optician	Amelia	3/21/2015
Dr. Jeffrey D. Hutchison Ophthalmologist	Columbus	3/21/2016
Susan Robus Optician	Newark	3/21/2012
Thomas Barracato Optician	Akron	3/21/2015
Rebecca Kuhns Public Member	Columbus	3/21/17
VACANCY Public/Senior Member		

Governor-appointed Board members serve for a five-year term and are eligible to serve a second five-year term. The Board currently has one vacancy for a public senior member, as well as three (3) Board members whose terms expired in March, 2012, and three (3) members whose terms expired in March, 2015. Board law permits members to continue to serve until reappointed or replaced. In addition, two (2) Board members' terms expire in March of 2016. And one (1) expires in March, 2017.

The Board met five (5) times in Fiscal Year '15.

## **STAFF**

<u>NAME</u>	<u>POSITION</u>
Nancy Manns	Executive Director
William Lehman	Investigator
Wilma Simmons	Administrative Professional 4

The Workforce Plan for the Board was approved as submitted and is updated as needed. Unless there is a catastrophic unforeseen event, the staffing of the Board will remain stable and is at a level that allows for meeting the mission and goals of the Board. In the

case of a vacancy, the Board will be able to take steps to recruit qualified individuals and have policies, procedures and training manuals in place to train and educate new employees.

## FISCAL OPERATIONS

### MBE/EDGE

For the second year in a row, the Board has exceeded the state’s 15% minority business enterprise (MBE) set aside goal. The FY ’15 total expenditures were at 73.51%; EDGE total expenditures were 39.03%. The Board is committed to meeting or exceeding the 15% set aside in an effort to support minority owned businesses which in turn helps the state’s economy by increasing the employment rate in the minority community.

The chart below depicts the income collected by the Board from licensing and other fees. The majority of Optician (\$100.00 renewal fee) and Ocularist renewals (\$100.00 renewal fee) occur during November and December of each year. The majority of the apprentice renewals (\$20 renewal fee) occur during May and June of each year. Due to the disproportionate amount of the Optician/Ocularistry fees to the amount of the apprentice fees, the Board experiences an irregular flow of income throughout the year making it possible for the Board to expend more than it takes in during a six-month period of time. The Board anticipates continued increases in its operational costs due to the expected increases in payroll, inflation and increased CSA/DAS costs such as rent, eLicensing3, and other OIT related expenses.

### Revenue FY ‘15

<u>SOURCE OF REVENUE</u>	<u>TOTAL COLLECTED</u> \$
Apprentice Registration /Renewal Fee	44,440
Optician Renewal	311,700
Ocularist Renewal	800
Penalty Fee	7,800
New Optician/Ocularist License	7,200
Ocularist Exam/ Application Fee	0
License by Endorsement	200
Duplicate Licenses	330
Fines	900
Rosters/Misc.	225
<b>Total Revenue FY’15</b>	<b>373,595</b>

The total revenue collected for FY ’15 reflects an increase of 1% in revenue from FY’14.

## Operational Costs

FY'15

<u>Description of Expenditure</u>	<u>\$ Amount</u>	<u>% of Operational Costs</u>
Staff and Board Member Payroll	294,365.00	82
Office Maintenance	64,365.00	18
Equipment	0	0
Refunds	0	0
Total Expenditures	359,000.00	100%

### **INFORMATION TECHNOLOGY (IT)**

The Board works diligently to keep pace with the changing IT needs of the office and advantages offered through technological innovations.

- The Board continues to review and implement data security measures to ensure safety and security of sensitive employee, Board member and licensee information in accordance with State of Ohio requirements.
- The Board continues a service contact with the Department of Administrative Services, IT Services Division. The IT Services Division will be providing desk-top services support, shared drive services, secure storage, and encryption of data at a cost savings to the Board of approximately \$250/year.
- The Board maintains its contract with the DAS Cost-per-Copy program that prints color, black and white, scans and faxes. Maintenance and toner costs are included in the monthly fee.
- The Board leases three phones for use with the VoIP system.
- The Board continues to use on-line renewal for opticians, ocularists and Apprentices. 98% of licensees renewed using the on-line system. 91% of apprentices renewed on-line.

### **COMMUNICATIONS**

Throughout the year, the Board continues to inform the public, licensees, apprentice registrants and other interested parties about the laws and rules governing practice and other issues regulating the practice of Opticianry and Ocularistry. The Board is now sending e-blasts to all licensees and apprentices via “e-mail blasts” concerning changes to law and rules, and renewal information. These emails reach approximately 95% of all licensees and apprentices.

The Board's web page, [www.optical.ohio.gov](http://www.optical.ohio.gov), continues to be an excellent source of information for employers and licensees and is a repository of the Board's current publications, applications, forms, as well as past and future Board meeting information. The web page also continues to be a source of information for the military applicants, and those licensed military members going through the renewal process.

## **REGULATORY ACTION/ LEGISLATIVE ACTION**

Recent changes made in HB64 enhanced the scope of practice of licensed spectacle opticians to allow spectacle licensed opticians to dispense pre-packaged contact lenses when the only action necessary is to match the number on the box of soft contact lenses to a written prescription beginning Jan. 1, 2016. To ensure that the spectacle licensed individuals have the appropriate knowledge, skills and abilities to perform this task, all spectacle licensed opticians will be required to complete a Board-approved 2 hour course on spectacle contact lens dispensing in order to renew their license for 2016.

## **Opticianry and Ocularistry Education**

Another initiative of the Board in its mission to promote public safety and the safe practice of Opticianry and Ocularistry in Ohio is to approve basic Opticianry education programs in schools of higher learning. As of June 30, 2015, there are two Board-approved pre-licensure Opticianry programs in Ohio:

- ◆ Hocking College, New Lexington
- ◆ Cuyahoga Community College, Cleveland

And the following out-of-state schools:

- ◆ Indiana University, Bloomington, IN
- ◆ Hillsboro Community College, Tampa FL.
- ◆ Camden County College, Blackwood, NJ
- ◆ J. Sergeant Reynolds Community College, Richmond, VA.

The majority of the licensed opticians in Ohio have completed a two-year on-the-job apprenticeship under the supervision of a licensed optician.

All applicants for licensure are required to take the American Board of Opticianry-National Contact Lens Examinations, nationally recognized, psychometrically sound and legally defensible examinations.

## **Continuing Education**

To assure compliance with the continuing education requirements, all Opticians and Ocularists are expected to provide verification of completion of the continuing education requirements for licensure renewal by sending to the Board documentation of courses taken during the renewal period or to report the obtained hours on the on-line licensure renewal form. A post-renewal audit was conducted of approximately 15% of those who renewed on-line to determine that those individuals had, indeed, completed the courses as

reported. Individual licensees who did not meet the continuing education requirements within the specified time were not issued a license until the required documentation and any applicable late fees were received at the Board office.

## LICENSURE

TYPE OF LICENSEE	NUMBER AS OF 6/30/13	NUMBER AS OF 6/30/14	NUMBER AS OF 6/30/15
Optician	3,298	3,159	3,117
Ocularist	8	8	8
Apprentice	2,048	1,167	2,222

The number of licensed Opticians decreased from FY'14 to FY'15 by about 1%. However, the number of apprentice registrations increased by 48% over the past fiscal year. The numbers of licensed opticians are expected to increase over the next year due to a number of different factors including: a surge in the number of new apprentice registrations over the last year and an increased number of times that the national qualifying licensure exam is being offered each year. Apprentices complete a two-year-on-the-job training after which they are required to pass a national certifying exam in order to apply for licensure as a dispensing Optician.

The chart below depicts the average time it takes currently for approval of a completed license application. This is a decrease of an average of 2-4 months down to 12.71 days.

Application	REC'D TO COMPLETE # DAYS	COMPLETE TO APPROVED/#DAYS	REC'D TO APPROVED/DAYS
Average	11.59	1.33	12.89

## DISCIPLINE

An additional strategic initiative of the Board is to promote public safety and the safe practice of Opticianry and Ocularistry by providing timely and effective investigatory and adjudication processes while preserving the individual's right to due process under the law. There were a total of 39 cases investigated for alleged violations of the law and rules during FY'15.

The chart below outlines the types and numbers of investigations for FY'15.

Type of Investigation	FY'15
Illegal sales/dispensing of contact lenses	7
Repeat offenders sales/dispensing of contact lens resulting in permanent injunctions	0
Consumer complaints	0
Practice issues	3
Misc. (Unlicensed practice, etc.)	18
<b>TOTAL</b>	28

## SUMMARY

The Optical Dispensers Board has demonstrated in FY'15 effective regulation of Ohio's licensed Opticians, Ocularists, and registered apprentices by:

- ▶ Adopting and implementing fiscally responsible practices;
- ▶ Maintaining current knowledge of the OAKS Financial, HCM, Time and Labor management programs and other statewide initiatives;
- ▶ Implementing effective electronic, personal, and written communication with licensees, employers and consumers; and,
- ▶ Ensuring accessible continuing education programs and information related to The practice of opticianry and ocularistry for licensees and consumers.