Program Number 31-516-4
Technical Diploma • Three Terms

ABOUT THE PROGRAM

The Ophthalmic Medical Assistant program prepares students for employment in ophthalmic and optometric practices and in retail optical settings. Students apply technical skills to perform prescreening and specialty testing, assist with dispensing glasses and contact lenses, and perform office management duties including maintaining patient information and billing and insurance processes.

PROGRAM OUTCOMES

- Apply technical skills to perform eye care prescreening and specialty testing procedures on patients accurately and efficiently.
- Apply technical skills to educate and assist patients with glasses and/or contact lenses to meet their eye health and visual needs.
- Perform business office procedures such as maintaining appointment schedules, maintaining patient records, processing insurance reimbursement, and billing patients.
- Demonstrate professional ethics, honesty, and respect when dealing with doctors, patients, and co-workers.
- Communicate clearly and professionally in both written and oral formats.

CAREER AND EDUCATION ADVANCEMENT OPPORTUNITIES

LTC credits transfer to over 30 universities. For more information visit gotoltc.edu/future-students/transfer.

ADMISSION TO DO'S

- Work with Career Coach to:
 - Submit application and $30 fee.
 - Submit official transcripts (high school and other colleges).
 - Complete background check and $20 processing fee.

PROGRAM TO DO'S

- Work with Academic Advisor to:
 - Complete health requirements.
 - Complete Functional Abilities Statement of Understanding form.
 - Meet to plan your first semester schedule, review your entire plan of study, and complete Program To Do's.

APPROXIMATE COSTS

- $136.50 per credit tuition (WI resident) plus $7.38 per credit student activity fee. $10 per credit online fee. Material fee varies depending on course. Other fees vary by program. Visit gotoltc.edu/financial-aid/tuition-and-fees for details.

FINANCIAL AID

This program is eligible for financial aid. Visit gotoltc.edu/Financial-Aid or talk with your Career Coach about how to apply for aid.

SPECIAL NOTE

- Eye exam required prior to Ophthalmic Pre-testing course (minimum of 12 months prior).
- Students must provide proof of First Aid certification and CPR certification before Ophthalmic Clinical Experience course.

CONTACT

LTC Career Coach
920.693.1162 • CareerCoach@gotoltc.edu

Catalog No.	Class Title	Credit(s)
	Term 1	
10501101	Medical Terminology	3
31516306	Basic Ocular Science*	3
		6
	Term 2	
31509302	Human Body in Health & Disease OR 10530182 Human Diseases for Health Professions (3 cr)	3
31516302	Optical Dispensing	4
31516303	Optical Concepts	3
31516304	Ophthalmic Pre-Testing	4
		14
	Term 3	
31501308	Pharmacology for Allied Health	2
31509309	Medical Law, Ethics and Professionalism	2
31516312	Contact Lenses	2
31516330	Ophthalmic Clinical Procedures Specialty Testing	4
31516343	Ophthalmic Clinical Experience	2
		12
	TOTAL	**32**

*Keyboarding course or testout required

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HIGHER EDUCATION

2019-20

BASIC OCULAR SCIENCE…introduces learners to the structures, microscopic anatomy, and functional aspects of the eye and visual system. Clinical application emphasizes diseases, disorders and common treatments including pharmacological. CONDITION: 315164 Ophthalmic Medical Assistant program requirements met and PREREQUISITE: 10106100 Keyboarding or CONDITION: Keyboarding testout score greater than or equal to 25

CONTACT LENSES…provides the student in-depth exposure to the technical aspects of clinical contact lens practice. Lecture and laboratory experiences emphasize lens verification, patient education and evaluation. COREQUISITE: 31516343 Ophthalmic Clinical Experience and PREREQUISITE: 31516302 Optical Dispensing

HUMAN BODY IN HEALTH & DISEASE...students learn to recognize human body structure and function in health and disease states. Students explore the causes, signs, and symptoms of diseases of the major body systems as well as the diagnostic procedures, usual treatment, prognosis, and prevention of diseases commonly diagnosed and treated in the medical office setting. COREQUISITE: 10501101 Medical Terminology and Reading placement assessment equivalent

MEDICAL LAW, ETHICS & PROFESSIONALISM...prepares students to display professionalism and perform within ethical and legal boundaries in the health care setting. Students maintain confidentiality, examine legal aspects of ambulatory healthcare, perform quality improvement procedures, examine legal and bioethical issues, and demonstrate awareness of diversity. CONDITION: 315091 Medical Assistant or 315164 Ophthalmic Medical Assistant program requirements met

MEDICAL TERMINOLOGY...focuses on the component parts of medical terms: prefixes, suffixes and word roots. Students practice formation, analysis and reconstruction of terms. Emphasis on spelling, definition and pronunciation. Introduction to operative, diagnostic, therapeutic and symptomatic terminology of all body systems, as well as systemic and surgical terminology.

OPHTHALMIC CLINICAL EXPERIENCE…will have students participate in assigned clinical experience beginning with vision screenings on patients from the college and continues in an optometric, ophthalmology or optical setting. Class discussions are held analyzing the results of the screening as well as the students' performance. The student is expected to achieve specific educational objectives determined for this experience. PREREQUISITE: 31516302 Optical Dispensing and COREQUISITES: 31516312 Contact Lenses and 31516330 Ophthalmic Clinical Procedures Specialty Testing

OPHTHALMIC CLINICAL PROCEDURES SPECIALTY TESTING…provides the student experience and knowledge in areas of special vision care procedures: subjective refraction, visual field testing, slit lamp evaluation, Goldmann and non-contact tonometry, ultrasound, basic concepts of orthoptics, and the treatment of eye diseases, including instillation of eye medications and eye patching. Patient instruction and assistance are emphasized in laboratory sessions. COREQUISITE: 31516343 Ophthalmic Clinical Experience and PREREQUISITE: 31516302 Optical Dispensing

OPHTHALMIC PRE-TESTING...covers the history of optometry, relationships between optometry, ophthalmology and opticianary and various paraprofessional careers in vision care. The course involves the study of and practical experience in patient pre-testing such as case history, visual acuity, color vision, pupil evaluation, and depth perception as well as the specialized testing procedures such as keratometry and blood pressure measurement. COREQUISITE: 31516302 Optical Dispensing

OPTICAL CONCEPTS…begins the study of the neutralization and verification of spectacle lens powers, to include spherical, cylindrical and prism lenses. The properties of light and the function of a lens in vision correction as well as a review of basic math needed in vision care and the physiological aspects of vision. COREQUISITE: 31516302 Optical Dispensing

OPTICAL DISPENSING…introduces learners to frame definition, parts and types of frames, measurement of frames and lenses, alignment of frames, inserting and removing lenses, introduction to dispensing of eyewear and frame repairs. CORERQUISITES: 31516303 Optical Concepts and 31516304 Ophthalmic Pre-Testing and 31516306 Basic Ocular Science and CONDITION: 315164 Ophthalmic Medical Assistant program requirements met

PHARMACOLOGY FOR ALLIED HEALTH…introduces students to medication classification, basic pharmacology principles, and supplements. Students apply basic pharmacodynamics to identify common medications and calculate dosages in preparation for medication administration. COREQUISITES: 31509302 Human Body in Hlth & Disease and 31509309 Medical Assistant Clinical Proc 2 or 31509302 Human Body in Hlth & Disease and CONDITION: 315164 Ophthalmic Medical Asst program requirements met