



# KidSight Vision Screening Program Manual



North Carolina Lions Foundation  
7062 Camp Dogwood Dr.  
Sherrills Ford NC 28673

[www.nclf.org](http://www.nclf.org)

(FOR USE BY THE LIONS OF NORTH CAROLINA)

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## INTRODUCTION

Sight conservation efforts have always been important to the Lions of North Carolina. One of the ways we can achieve sight conservation is through vision screenings. The North Carolina Lions Foundation (NCLF) provides all the equipment and paraphernalia required to conduct children's vision screenings, including dedicated vehicles (KidSight Units) to transport the equipment and screening volunteers when needed, to screening locations. We screen children six months of age through age 18 (high school). Since many eye issues can be corrected up to age six or seven, our goal is to identify these issues and assist with their correction before they become permanent.

### THE EARLY DETECTION OF POSSIBLE EYE PROBLEMS

By scheduling a vision screening using a KidSight Unit, your club is taking a major step in detecting eye problems and preventing more serious ones. The PlusOptix cameras that are used with the KidSight Units will enable you to do a refraction, check pupil sizes, and measure and compare corneal reflexes. These readings can then detect signs of Anisometropia, Astigmatism, Hyperopia, Myopia, Corneal Reflex, and Anisocoria.

In addition to the detection of eye problems, the KidSight Unit also serves as an educational tool as we can inform participants of the need for them to have regular exams. The visibility of your club conducting screenings can also provide many worthwhile benefits to your club by creating greater awareness of your club's services in your community. This includes being better able to recruit new club members and receive greater support in fund-raising activities.

Your club has placed great faith in you by selecting you as the **Project Coordinator** for this screening. You in turn must emphasize to them the importance of their support for this screening to be **successful**. There are many details that must be handled prior to the date of the screening. NCLF salutes you and your club for your interest in the KidSight Screening Program and your willingness to schedule it.

The information contained in this manual is designed to assist you as you go about your duties as Project Coordinator. As State Director of Vision Screening Programs, it is my job to help and assist you in every way to make this event a success for your club.

Bryan Hoover  
State Director  
SEE THE 21<sup>ST</sup> CENTURY®  
Vision Screening Programs



## KIDSIGHT SCREENING UNIT (KSU)

- Each NC Lions District has a KidSight Unit, a Chevrolet Equinox, which can transport the equipment needed for vision (and hearing) screenings.
- Each KSU is operated by a fully trained, KidSight USA certified, and experienced Operator who assists clubs in planning and conducting screenings.
- Screenings are not conducted inside the KSU; rather, they must be conducted in a facility obtained by the sponsoring club, or by the facility being screened. Conducting the screening inside a tent outdoors is not an acceptable practice.
- Each KSU carries all necessary screening equipment **EXCEPT** tables and chairs. These must be provided by either your club or the venue being screened.

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## KidSight Vision Screening Roles at the Club Level

1. **Club Vision Services Coordinator/Committee Chair:** This position has primary responsibility for the provision of vision services as approved by the Club Board and supported by their membership. The Coordinator forms and leads the Club's vision services team and secures volunteers to serve in various vision screening services responsibilities. The Coordinator/Committee Chair) receives guidance from and works under the supervision of the club officer designated by the Club President. (See the attached position description for more details.)
2. **Screening Project Coordinator:** The Club Coordinator/Committee Chair assigns some team members to serve as leaders of **specific** vision screening events.

*This Manual focuses on the responsibilities of Project (Screening) Coordinators.*

# Lions Club Vision Services Coordinator/Committee Chair

## A. Duties and Responsibilities:

The Club Vision Services Coordinator has primary responsibility for the provision of vision services as approved by the Club Board and supported by their membership.

1. Complete all Lions vision screening training requirements and acquire certification as a KidSight USA vision screener.
2. Form and lead the Club's vision services team and secures volunteers to serve on it to share the various vision screening service responsibilities.
3. Establish relationships with key members of the club to ensure that vision screenings will be accomplished, and make presentations as needed to inform the members of the screening process and outcomes.
4. Plan and lead vision screening events, following NC KidSight guidelines and procedures. Submit required screening results as specified in the guidelines and procedures and maintains screening event records. Assigns and oversees Project Coordinators for specific screening events.
5. Take appropriate steps with the school or other screened organization to accomplish follow-ups for all "Refer" screening results, following NC KidSight guidelines and procedures. Submit follow-up reports as specified in the guidelines and procedures.
6. Partner with the Club member who is responsible for coordinating the provision of available financial assistance for eye care when justified, including use of social services benefits, etc.
7. Partner with other Clubs' Vision Services Coordinators, such as for volunteer training, identify organizations for which vision screening can be accomplished, collaboration with other Lions Clubs to conduct screening events, and accomplish of screening results follow-up.
8. Establish relationships with local optometrists and other eye care professionals to secure their support and assistance in vision/sight screening and education.
9. Collaborate with the club Membership Chairperson and other club members to promote membership opportunities to non-Lions during vision service projects.

## C. Guidance and Supervision:

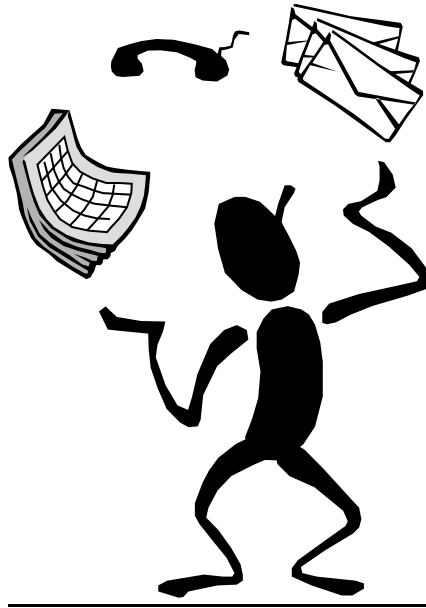
The Club Vision Services Coordinator/Committee Chair receives guidance from and works under the supervision of the Club Officer designated by the Club President.

# **THE TIME TO BEGIN IS NOW!**

## **ARE YOU READY?**

### **THE PROJECT COORDINATOR**

As your club's Project Coordinator for the KidSight Screening Program, you will have many details and tasks to handle and complete prior to the screening. The information in this manual will aid you in carrying out those and other requirements that are listed below:



#### **As Project Coordinator, you must:**

- ✓ **Be a Lion in good standing**
- ✓ **Coordinate all aspects of the screening (with assistance from KSU Operator)**
- ✓ **Be primary contact between your Lions Club, the State Director of Vision Screening Programs, and the KidSight Unit Operator**
- ✓ **Keep club members informed regarding the project's status**
- ✓ **When a 3<sup>rd</sup> party is involved, keep them in the loop**
- ✓ **Assign responsibilities to other club members**
- ✓ **Be present during the screening**

# SCREENING PURPOSE & GUIDELINES

## “THE EARLY DETECTION OF POSSIBLE EYE PROBLEMS”

With this purpose in mind, the next thing to remember is ***this is only a screening, and it must not be confused with a complete eye examination (which is performed by an eye care professional)***. No diagnoses are made during a KidSight Screening. Based on the child’s screening results, a recommendation (a Referral) is made to a parent or nurse as to the need to have a complete eye examination or a review of our results by an eye care professional of their choice.

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### Some Specifics About Screening

- All children who participate in the screening must be at least 6 months of age and up to 18 years of age and all participants must have a parent or guardian sign their consent/permission form.
- Participants should speak English, or an interpreter should be available to assist them. No eye doctor needs to be present.



Vision screenings are conducted using PlusOptix Cameras which take only seconds for each child. There is no dilation of the eyes. The PlusOptix camera displays **PASS** or **REFER** to the operator. If the kid’s results are **REFER**, we print their results and attach it to their consent/permission form. If the kid’s result reads **PASS**, we circle **PASS** on the form.

- Some schools and other facilities may require us to also print the results for the students that **PASS**. If the facility is using one of our forms, there is a place on the form for either **PASS** or **REFER** stickers. If they do not use our form, we attach our results to the back of the consent form. Also, some schools may ask us to also use an eye chart to screen for refraction. We can do so on request.

- This type of screening requires an area where we can **control the amount of light** coming in. Outside sunlight works against the camera.
- The number of Lions/Volunteers can be determined once the number of children to be screened is known. Normally **three Lions/Volunteers per camera workstation is recommended**. The number of children and the screening hours drives the number of PlusOptix workstations to be used.
- When screening at schools, the school is responsible for ensuring they have the parents' consent to screen the students. The school may get a blanket permission form at the beginning of the year, and then all we need is a Screening Information Form (see attached). We use this form to attach the students' screening results. However, if the school requires a consent/permission form for each event, they are welcome to use our KidSight Screening Consent Form or any other form that they prefer. Note: Due to changes in the NC Parents Bill of Rights Law, we no longer offer an OPT Out Form.
- **NCLF KidSight screenings do not include screening of adults with its PlusOptix cameras. NCLF also strongly recommends that Lions Clubs that conduct KidSight screenings with their own cameras also do not include adults. The KidSight Program is just that – a “Kids” screening program. Also, from a technical perspective, the photorefractive cameras do not produce adequate results for screening adults.** In fact, you may do a disservice to the individual. While these cameras are amazing and give us great information, no camera can check for age-related health concerns such as: Macular Degeneration, Glaucoma or Cataracts. Likewise, the cameras are not able to detect Diabetic Retinopathy, Hypertensive Retinopathy, High Cholesterol, or even Cancer -- all of which can be detected in a complete eye examination. So, even providing an adult a written or verbal “disclaimer” about the results does not mitigate the potential negative effects of screening them and giving them the PlusOptix results.

A Lions Certificate of Insurance (COI) should be obtained in advance for every screening event, especially for screenings at any organization/municipality that requires one. This certificate is obtained through Lions International's insurer DSP Insurance Services, Inc. by a simple online submission. The web link is: <https://www.lionsclubs.org/en/resources-for-members/resource-center/certificate-of-insurance> If you need help or have any questions regarding certificates of insurance, please contact DSP Insurance Services at [800-316-6705](tel:800-316-6705) or [lionsclubs@dspins.com](mailto:lionsclubs@dspins.com).

# PLANNING THE SCREENING <sup>1</sup>

## WHAT DO YOU NEED TO KNOW FIRST?

1. Determine the scope of what the venue has in mind for screening:
    - a. About how many children they wish to have screened
    - b. The age range (or grade levels) of the children
    - c. The screening dates they have in mind
    - d. The screening hours they have in mind
    - e. Contact information for the venue's representative
    - f. The physical location(s) intended for the screening(s)
- 

## WHAT DO YOU DO NEXT?

1. Consult with your District Vision Screening Chair about the request and the venue's desired date(s).
2. Advise NCLF's Bryan Hoover of the request and provide him the information received from the requesting venue (preferably by email at [bryan@nclf.org](mailto:bryan@nclf.org)). Remember, the screening reservation (including the date(s)) is not in concrete until Bryan confirms!
3. Upon receipt of the Confirmation Letter, complete the Reservation Form and submit it along with the fee of \$75 for each screening day.
4. When the reservation is confirmed, let the venue know and set up a meeting with its representative to continue the planning.

***The detailed KSU scheduling process is included on the next page.***

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<sup>1</sup> **NOTE:** These instructions do not apply in full to all screening situations. Specifically, events where parents or guardians bring kids directly to the Lions and sign parental consent forms and receive the results immediately. Therefore, a sponsoring Lions Club may remove or modify the instructions as applicable to the situation.

## NCLF KIDSIGHT SCREENING SCHEDULING PROCESS

1. NCLF KidSight screening reservations are made through the State Director, Vision Screening Programs. This can be done through email or by phone; however, email is the easiest form of contact.) Scheduled Screenings can be checked on the website <https://nclf.org/mobile-screening-unit-calendar/> but they cannot be confirmed or reserved except by the State Director. (At the time of the initial request the State Director checks the calendar for KidSight Unit availability and “pencils in” the screening into the KSU Calendar.)
2. Upon receiving a request for a screening date from a sponsoring Lions Club, the State Director emails the District Vision Screening Programs Chairperson requesting confirmation of staffing availability (a KidSight Operator) for the requested date.
3. Once the District Chairperson confirms staffing availability for the requested date, the State Director sends the sponsoring Lions Club a Confirmation Letter, Reservation Form, and a copy of the KSU Screening Manual.
4. Once NCLF receives the completed Reservation Form and payment, the State Director emails a copy of the Registration Form to the District Chairperson and they email the form to the assigned KSU Operator. The Registration Form gives them the contact information for the screening along with the date, time and location of the screening.
5. The KSU Operator then communicates with the sponsoring Lions Club’s Project Coordinator to assist in planning the screening.
6. The assigned District KSU Operator will assist the sponsoring Lions Club Project Coordinator and volunteers in conducting the screening (consistent with the Club’s screening experience). The KSU Operator will record and provide the results of the screening on the Tally Sheet (found in the Logbook in the KSU) to the facility representative and the sponsoring Lions Club’s Project Coordinator.
7. The assigned District KidSight Operator will promptly after the screening email an image of the Tally Sheet (screening numbers) to the State Director and the District Chairperson. The State Director will enter the results to the Lions KidSight database. The State Director will make a Word Document with those results and then send a digital copy to the sponsoring Lions Club.

## WHAT THEN?

1. Review the “SCHOOL NURSE/ VENUE REQUIREMENTS” beginning on page 16 with the venue representative (after tailoring it as appropriate to the venue type and complexity).
2. Reach agreement with the venue representative about how many PlusOptix workstations will be used, the extent of venue staff support required during the screening, the number of tables and chairs, and the layout of the screening location.
3. Provide the appropriate forms to the venue representative and ensure a full understanding of the steps before, during, and after the screening.
4. See the venue’s intended screening location to ensure it is appropriate.
5. Assemble your Lions/volunteers team, establishing shifts if necessary.

The applicable forms are on pages 23 through 25 in this manual. Additional copies may be obtained digitally from the NCLF website under Program Forms (or from your District Vision Screening Chair).

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## LIONS & OTHER VOLUNTEERS NEEDED FOR SCHOOL or DAYCARE SCREENINGS

**At least 3 volunteers must be Lions in good standing.**

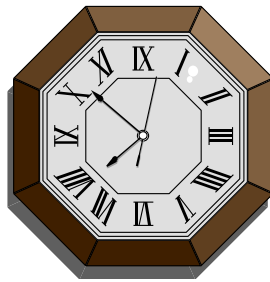
- There will be three Lions/Volunteers per workstation – one to get the paperwork from the child being screened and help position the child for screening; one to take a picture of the kid’s eyes with the PlusOptix camera; and one to help direct the kids to the workstation, where to go next, and give out KidSight USA stickers.
- While it is possible to conduct the screening with fewer than 3 volunteers per workstation, the screening does not run as smoothly as when it is fully staffed.
- If your Lions Club does not have enough Lions available for the screening, we can use other Volunteers. These may be from the school PTA, school nurses, childcare facility leader, or any other volunteer that is acceptable to the venue. (The more club members that participate - the better for your club)

- Lions should wear something that identifies them as Lions. All Lions and other volunteers should also bring their driver's license to the venue, as it may be needed to sign into the venue. Volunteers should also be made aware that the venue may require a background check in advance of the screening.

**ALL volunteers will require training  
and should arrive 30 minutes before  
the start of their shift!  
If they arrive late, we will get started late!**

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## SCREENING HOURS



*The hours of operation are at the discretion of the venue and your club.*

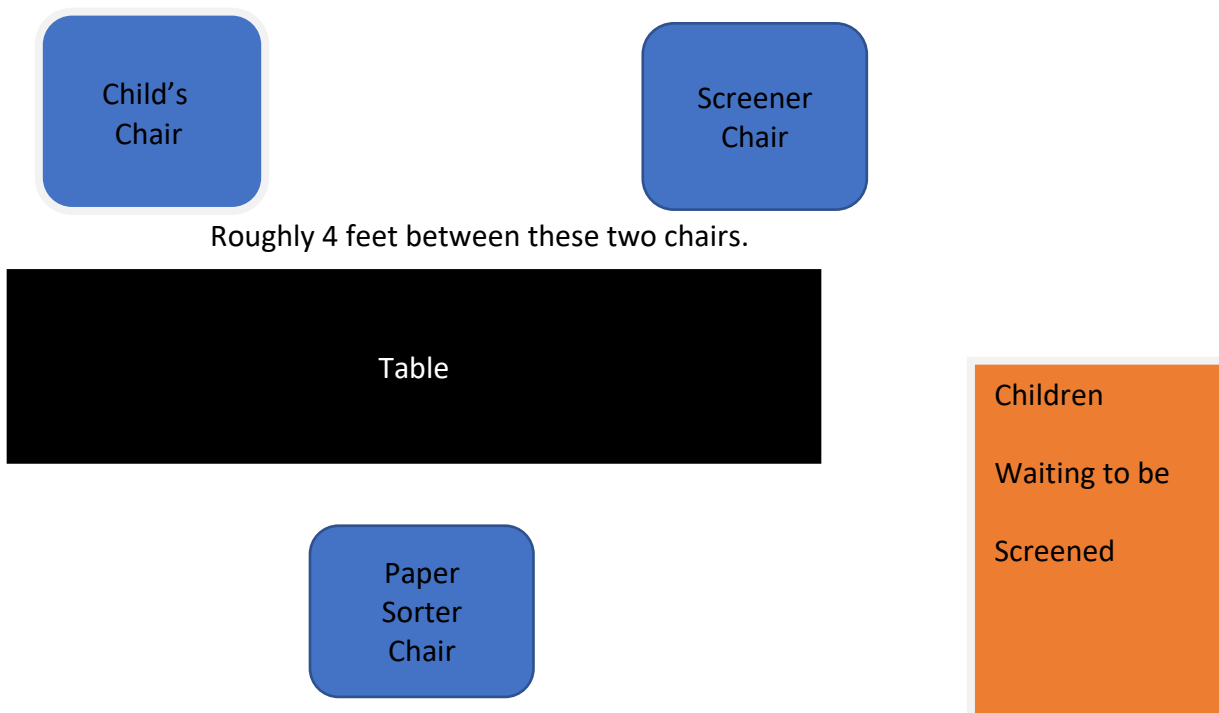
- During a School Screening we can screen about 40-60 children per hour, per camera, providing the children are ready and available. We have three cameras on the KidSight Units, and with planning ahead could possibly have additional cameras, if needed for larger schools.
- In most cases the school/nurse will make a schedule as to which classes come at what times. Scheduling one class every 5-7 minutes is normally a pretty good pace using two cameras. When using additional cameras, the time between classes will need to be decreased.
- When scheduling with the school or daycare, they will tell you what their schedule is and what times we will need to start and stop.
- Once the times have been established, start planning the shifts. Screenings go smoother if volunteers can work at least 3 hours. Most school screenings require only one shift, but could require more when screening 500 students or more.

**TOO MANY SHIFT CHANGES CAN CREATE CONFUSION!**

## SCREENING AREA SETUP REQUIREMENTS

- The size of the area needed will be determined by the number of PlusOptix camera workstations required, but it should be a minimum of 12 feet by 12 feet.
- Without windows or where sunlight may be controlled with blinds/shades, and where the lights are adjustable (dimmed/turned off).
- For each PlusOptix workstation: Three chairs and a 6-8' table
- Two small tables for registration and forms handling (card table size or larger)
- Standard household electrical outlet (120 Volt) within 25 feet of workstations.
- Separate waiting area for children and teacher/staff member(s)

## SCREENING AREA LAYOUT



# FINAL PRE-EVENT(DAY BEFORE) CHECKLIST

## *Is Everything in Order?*

### **The Screening Venue:**

- ✓ Confirmation that the screening room will be set up per the prior instructions.
- ✓ Confirmation of screening team arrival location and time.
- ✓ Confirmation of time to begin screening.
- ✓ Confirmation that the requested copies of the Results Form will be provided upon the screening team's arrival.

### **The Lions Screening Team Volunteers:**

- ✓ The Screening Team volunteers are confirmed, and reporting times and assignments (screener, documents processor, escort) have been determined and communicated (within 2 days of screening).
- ✓ The Screening Team has been reminded to wear Lions identification and bring an ID.
- ✓ The Screening Team has been reminded not to touch the children without explicit permission, not to be alone with a child, and about the screening room protocols (per the KidSight Screening Manual).
- ✓ **Other:**
- ✓ The LCI Insurance has been acquired.
- ✓ The Club's Project Coordinator has spare forms available.

***REMEMBER THE 5 P's --  
PROPER PLANNING  
PREVENTS POOR PERFORMANCE***

## FOLLOW-UP AFTER THE SCREENING

**Conducting vision screenings and identifying a potential issue is only part of our mission. The main objective is to always help these children to correct the issue. Simply screening children does not fix any possible problems!!**

- Once a screening has been conducted at the School or other Venue, your job as **Project Coordinator** is still not complete. You need to follow up with the school, daycare or preschool to see how many of the referred children received Follow-Up Care.
- Follow-Up with the screened venue in intervals of 30, 60 and 90 days after the screening is recommended. At the end of 90 days, if you have not received Follow-Up information, then stop, unless you are requested by the venue to follow up at a different time.
- When you have received Follow-Up information, please report that information to your District Vision Screening Chair in conjunction with submitting your monthly screening report. This information will be added to the Lions KidSight database by the NCLF State Director, Vision Screening Programs.

According to educational experts, 80% of learning is visual. If children can't see well, it is much more difficult for them to learn efficiently. That is why Lions KidSight was established.

Lions KidSight is a national program that brings Lions together to ensure that our children receive eye screenings and follow-up care, when needed.

**But to do this we need your help!**

# SCHOOL NURSE/VENUE RESPONSIBILITIES & INFORMATION

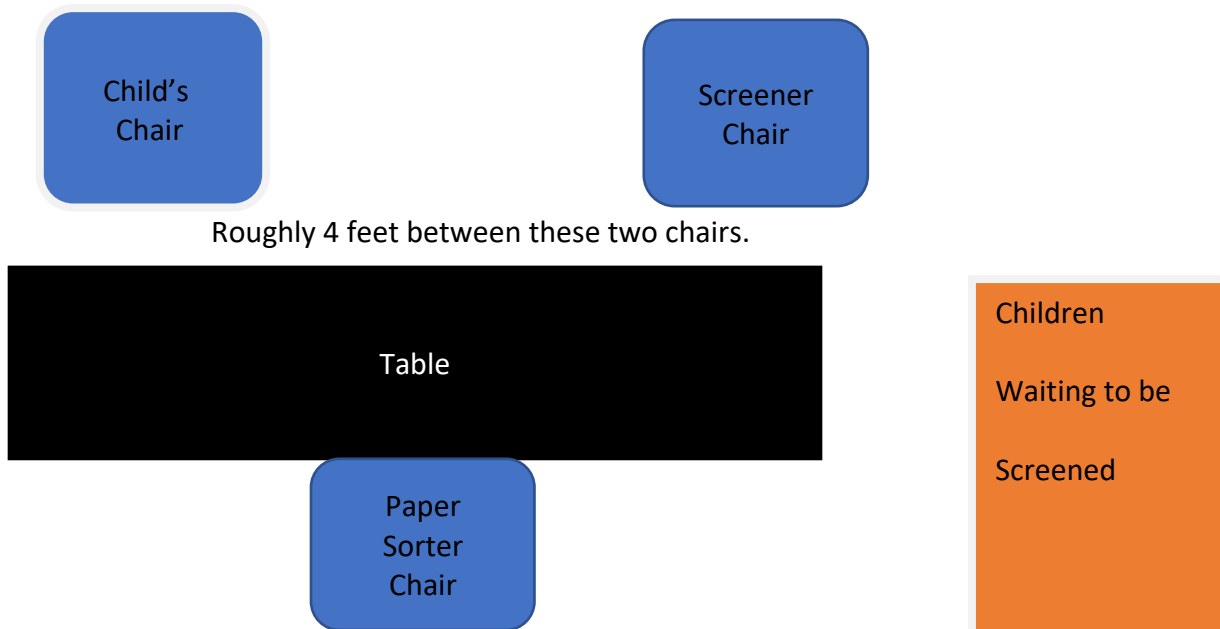
1. **Securing consent/permission** from parents or guardians to screen their child using the photorefractive camera operated by the NC Lions. Ideally such consent can be secured along with other permissions at the beginning of a school year or during registration for childcare services, etc. If that is not the case, then it is necessary for you to print, distribute, and collect parent/guardian consent (at least a week in advance of the screening date). (In other words, you act as required and appropriate for your organization, consistent with the Parents Bill of Rights law.) A consent form is attached if you wish to use it.
2. **The NC KidSight Consent or Information Form (attached)** should be completed prior to the screening date. (Top portion only)
3. **Providing a screening area:**
  - The area needed will be determined by the number of PlusOptix camera workstations required, but it should be a minimum of 12 feet by 12 feet.
  - Without windows or where sunlight may be controlled with blinds/shades, and where the lights are adjustable (dimmed/turned off).
  - For each PlusOptix workstation: A 6-8' table and 3 chairs are needed.
  - Two small tables for registration and forms handling (card table size or larger).
  - Standard household electrical outlet (120 Volt) within 25 feet of workstations.
  - Separate waiting area for children and teacher/staff member(s).
4. **Facilitating the screening process** by ensuring that the children are available as scheduled for screening, so that downtime for the screening team is minimal.
5. **Providing the completed screening result form to** parents after the screening; making a copy for the venue's records and for follow-up actions.
  - If "Referral" or "Unable to Screen" is recommended/noted on the results label, we urge the parent to have the child seen by an eye care professional. (The parent should give the form to the eye care professional.)
  - Providing parents with a Referral Letter (template shown on page 25 of this manual or provided by the sponsoring Lions Club's Project Coordinator.)

- Keeping a list of children for whom referral was recommended, with parental contact information. This information will be used during follow-up actions.

## 6. Follow-Up Actions:

- **Following up with parents of “Referred” children 4-6 weeks after the screening**, to determine whether the child was seen, or is scheduled to be seen, by an eye doctor as recommended. Recording results of contact and what the exam findings/results were (lazy eye, glasses prescribed, etc.).
- **Being responsive to the sponsoring Lions Club when contacted** for a count of the number of children taken to eye doctors and the results of examinations. (Initial contact screening plus 90 days)
- Collaborating with the sponsoring Lions Club to assist parents who require financial assistance to take their child to an eye care professional.
- Some children who are referred may be covered by Medicaid and they should have coverage for an eye exam and glasses. Other children who are referred may need assistance from the local Lions Club to cover all or some of the cost of an eye exam and glasses.

## SCREENING AREA LAYOUT



# UNDERSTANDING WHAT THE RESULTS ARE SHOWING

## Eye Prescription Abbreviations

**OD:** Your right eye. OD stands for *oculus dexter*, which is “right eye” in Latin. We get the words dextrous and dexterity from the same root!

**OS:** Your left eye. OS stands for *oculus sinister*, which is “left eye” in Latin. (We promise there’s nothing more morally sinister about [your left eye than your right](#)—in this case, the word is merely referring to direction.)

**OU:** Both of your eyes. OU stands for *oculus uterque*, which is “both eyes” in Latin.

**NV:** Near vision (seeing things close-up).

**DV:** Distance vision (seeing things far away).

**PD:** Pupillary distance. Your pupillary distance is—drumroll—the [distance between your pupils](#)! It’s a handy measurement that helps align the center of the lens with the center of your pupils so that you have the most accurate vision possible. Your pupillary distance can be measured in a number of ways, including manually or with a specialized device called a pupillometer.

In an ideal world, your eye doctor will include your PD on your prescription every time. But not all doctors do this. If yours doesn’t, you can always use the handy tool to [measure your pupillary distance online](#).

**SPH:** Sphere. In this case, “sphere” means that the correction for nearsightedness or farsightedness is spherical—as in, equal in all meridians of the eye. You’ll see numbers listed in the SPH column, and we’ll get to those next...

## Eye Prescription Scale

**Diopters:** Any numbers you see in the “Sphere” or “Cyl” column of your eye prescription stand for [diopters](#). A diopter is a unit of measurement, like a gram or an ounce. Instead of measuring mass, however, diopters measure the refractive power of a lens. You’ll see larger numbers (more optical power!) if your prescription is higher and lower numbers if your vision doesn’t need as much help from glasses or contacts.

It’s important to note that these numbers proceed in either direction on a number line—they can be positive or negative, based on the type of refractive error in your eye. If you don’t need glasses at all, you wouldn’t need any optical power from lenses: 0 diopters.

**Negative Numbers:** If you see a minus sign in front of a number, that indicates [nearsightedness](#), or [myopia](#). Someone with -3 diopters of nearsightedness, for example, might have trouble reading words on a chalkboard [from far away](#).

**Positive Numbers:** If you see a plus sign in front of a number, that indicates diopters that will correct [farsightedness, or hyperopia](#). Someone with +3 diopters of farsightedness, for example, might struggle to read text that's very close to their face.



## Other Terms on Your Eye Prescription

Depending on the kinds of lenses you need, you may see other terms on your eye prescription, including:

**CYL or Cylinder:** This term is only relevant to people with astigmatism, and refers to the lens power needed to address it. [Astigmatism](#) means your eye's cornea or lens is not completely spherical. Therefore, patients with astigmatism need cylindrical rather than spherical vision correction. (If there's no number associated with this term on your prescription, then you have no astigmatism to correct!)

**Axis:** Again, this is for people with astigmatism. It's the number (from 1 to 180) on your prescription that determines the orientation of your astigmatism correction. Axis is measured in degrees, not diopters. The cylinder and the axis always go together—you can't have one without the other!

**NOTE: Photorefractive Screening Devices (Cameras) cannot always get a reading,** and these result in "Referrals" for an eye exam by an eye doctor. When this occurs, KidSight Screeners will note this on the results form as "Unable to Screen". The basic reason is that the screening process was unable to rule out a possible vision issue. Therefore, the parents are informed accordingly, and an eye exam is recommended.

**So, in short:**

**Zero is what we want** and the higher the number from zero (either positive or negative) the more difficult it can be for the child to see.

## **Financial Assistance**

Many children who are Referred, have insurance that may assist the parents in getting the child seen by a local eye doctor. For those children that have no insurance or means to obtain an eye exam, we recommend contacting the local Lions Club for possible programs that may be able assist.

# KIDSIGHT GUIDELINES FOR LIONS/VOLUNTEERS

## Please Have Each Lion/Volunteer Read this

### Our Purpose: The Early Detection of Possible Eye Problems

With this purpose in mind, the next thing to remember is ***this is a screening only and should not be confused with a complete eye examination.*** No diagnoses are made during the screening. Based on the individual's screening results, a recommendation will be made as to the need to have a complete eye examination. So, do not refer to your event as a "clinic" or the like. Each individual or parent(s) may choose the health professional of their choice for verification of the screening results any further advice.

## GUIDELINES

**PLUSOPTIX CAMERA RESULTS:** The PlusOptix camera will display **PASS** or **REFER** to the operator. If the student's results are **REFER**, print their results and stick it on their Screening Results form on top of the Passed section. If the result reads **PASS**, circle **PASSED** on the students form. Note: Some facilities may require us to print the results for the students that **PASS**, and we will stick the results on top of the Referred section.

**SCREENING WITH GLASSES:** The screening is done with the child wearing his/her glasses, as applicable. Record on the Results form that the screening was done with the glasses. Ask each child who is not already wearing glasses, whether he/she wears glasses. If he/she normally wears glasses, determine whether the glasses are at the facility, so the screening can be done with them being worn. If glasses are applicable but the screening must be done without them, record this fact on the Results Form.

**MINIMIZING CONFUSION:** In the screening areas, reduce anything that may prove confusing to the child being screened. So, limit the number of people to the screener, a paper processor, and another Lion if necessary to instruct a new screener. This limitation does not apply to a facility representative and/or a parent. Only allow one volunteer, the screener, to speak to the child (applies for all types of screenings)

**Variation for "Walk-Up" Screenings:** For some facilities the parents/guardians will "walk up" with their children. Therefore, the parental consent forms will be completed at the registration table. It's very important that the parents complete the part of the form which asks whether they may be contacted to follow up about referred children.

# KIDSIGHT CODE OF ETHICS FOR LIONS/VOLUNTEERS

## Please Have Each Lion/Volunteer Read this

**CHILDRENS' SECURITY:** At NO Point in the screening process, beginning with directing children to the screening chairs, to giving them a sticker, are we allowed to touch the children. The only possible exception is when it is necessary to adjust the position of a child's glasses to reduce glare on the PlusOptix screen. When that is necessary, ask the child whether it is OK to touch their glasses and wait for their answer. Then explain to them what you are going to do, before you raise the earpieces of the glasses above the ears. Hold the glasses until the camera can get a reading. Once a reading is achieved put the glasses back in position or let the child know that they may now reposition the glasses.

**FEEDBACK TO CHILDREN:** Do not remark either positively or negatively on the screening result to the child. Simply say: "You're all done. Good job." The reason for this is that many other children may be watching and listening. We would certainly never use the word "FAIL" to a child, and it is likewise inappropriate to say, "We'll refer you for a complete eye exam". So, for the child who we intend to Refer, we simply tell them "You're all done. Good job." So, for the many children who will "PASS" we tell them the same thing. That way all the children hear the same results.

**INTERACTION WITH CHILDREN:** Please remember that you must never say anything to a child that could be taken in a provocative way or make them feel uncomfortable.

Many of us, especially if we are a bit "older", may not fully comprehend how young children and teenagers in today's social environment and era of media saturation may interpret what we say in complete innocence.

**SO, BE CAREFUL!**

**Never be alone with a child. Rather, ensure that a facility representative is with you or visibly observing your interactions with the child.**



## KidSight Screening Consent & Results

Your local Lions Club, in conjunction with the North Carolina Lions KidSight Program, offers free children’s vision screening. The screening uses state-of-the-art technology and is 85-90% effective in detecting vision problems that could lead to vision loss. No physical contact is made with your child, and no eye drops or medications are used.

Child’s Full Name \_\_\_\_\_  
First Middle Last

Child’s Date of Birth \_\_\_\_\_ Child’s Age \_\_\_\_\_  
Month Day Year Facility Name

Parent or Guardian \_\_\_\_\_ Email \_\_\_\_\_

Phone INCLUDING area code \_\_\_\_\_ Teacher’s Name \_\_\_\_\_

Is your child under the care of an eye doctor? Yes  No  If so, date of last exam (Approximate): \_\_\_\_\_

I, \_\_\_\_\_, give permission for my child to participate in the screening. I understand and accept the following regarding this program:

- 1. The screening does not replace a complete eye exam. This information is NOT for a glasses prescription.**
- 2. The results of my child's screening will be provided to me by the facility listed above, if needed.**
- 3. Should the screening indicate any abnormality, a complete eye examination and any follow-up care is my responsibility. If I need financial assistance, my local Lions Club may be able to assist.**
- 4. I will not hold the Lions Club organizations, Lions KidSight USA or the facility accountable for any errors of commission, omission, or any other misdiagnosis.**

**Refraction, pupil sizes, and corneal reflexes are automatically measured & compared to age-based referral criteria.**

**Referral criteria and the PlusOptix system screen for:**

**Anisometropia-** Unequal refraction of both eyes

**Myopia-** Nearsightedness

**Astigmatism-** Corneal irregularities

**Corneal Reflexes-** Symmetric eye alignment

**Hyperopia-** Farsightedness

**Anisocoria-** unequal pupil size

If readings are within limits, a "pass" screening result is displayed. If one or more of the readings are outside of limits, a "refer" screening result is displayed. Screening results are displayed on screen immediately after a measurement is completed.

Child normally wears Glasses? \_\_\_\_\_

Child was screened with Glasses? \_\_\_\_\_

**PASSED**

A finding of **PASSED** does not guarantee that no problems are present. This screening does not replace a recommended annual eye exam by an eye care professional.

**REFERRAL RECOMMENDED**

The screening indicates that vision problems may exist. We recommend the child be examined by eye doctor. Take this form to the doctor.

**The attached results report is not adequate for the purpose of ordering a pair of prescription glasses.**

(Place Referred Sticker Here)

(Place Passed Sticker Here)

## North Carolina Lions KidSight Information Form

Screening Date \_\_\_\_\_

(Please Print)

Child's Name \_\_\_\_\_

Date of Birth. \_\_\_\_\_ Age \_\_\_\_\_

Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Facility Name \_\_\_\_\_

### Screening results

Refraction, pupil sizes and corneal reflexes are measured and compared to age-based referral criteria automatically. Referral criteria and the PlusOptix system screen for:

- **Anisometropia** - unequal refraction of both eyes
- **Astigmatism** - corneal irregularities
- **Hyperopia** - farsightedness
- **Myopia** - nearsightedness
- **Corneal reflexes** - symmetric eye alignment
- Anisocoria** – Unequal pupil size

If readings are within limits, a "Pass" screening result is displayed. If one or more of the readings are outside of limits, a "Refer" screening result is displayed. Screening results are displayed on the screen immediately after a measurement is completed.

Child normally wears Glasses? \_\_\_\_\_

Child was screened with Glasses? \_\_\_\_\_

**The screening does not replace a complete eye exam. This information is NOT for a glasses prescription.**

**PASSED**

A finding of **PASSED** does not guarantee that no problems are present. This screening does not replace a recommended annual eye exam by an eye care professional.

**REFERRAL RECOMMENDED**

The screening indicates that vision problems may exist. We recommend the child be examined by eye doctor. Take this form to the doctor.

**The attached results report is not adequate for the purpose of ordering a pair of prescription glasses.**

(Place Referred Sticker Here)

(Place Passed Sticker Here)



FROM: NC Lions KidSight Vision Screening Program

TO: Parents/Guardians of Children “Referred” for Eye Exam

At today’s vision screening of your child, the screening device indicates there may be a vision issue. As such, you are being provided with a screening results form that shows what the screening device found.

As indicated on the “Referral” section of the form, we recommend that you take your child for a complete eye examination by an eyecare professional – an optometrist or an ophthalmologist. Please provide the screening results form to the doctor.

If you do not already have an eyecare professional, we can provide a list of those that regularly work with the Lions in your area. We can also provide information about programs that offer financial assistance under certain conditions for examinations and/or glasses.

To obtain such information, you may contact the following:

Screening Facility Representative: \_\_\_\_\_

Phone Number and/or Email Address \_\_\_\_\_

Sponsoring Lions Club Project Coordinator: \_\_\_\_\_

Phone Number and/or Email Address \_\_\_\_\_

We appreciate the opportunity to screen your child and to assist you.

Sincerely,

North Carolina Lions Foundation