

GEORGIA BOARD OF DISPENSING OPTICIANS
CONFERENCE CALL BOARD MEETING MINUTES * December 9, 2015

A conference call meeting of the Georgia Board of Dispensing Opticians was held Wednesday, December 9, 2015 @ 8:30 a.m. in the office of the Secretary of State at the Professional Licensing Boards Division at 237 Coliseum Drive in Macon, Georgia.

Board Members Present:

Diane Drake, Chair
Glenn Morris, Vice-Chair
Lurue Lord
Dave Meldrum

Board Members Absent:

Joseph Reed

Administrative Staff Present:

Brig Zimmerman, Executive Director HC-1
Tracy Allen, Licensure Analyst
Amanda Allen, Licensing Supervisor
Mary Katherine Lindsey, Board Support Specialist

Attorney General's Office Representative:

Wylencia Monroe, Esq., Assistant Attorney General

Ms. Drake, Chair established that a quorum was present and called the Conference Call meeting to order at 8:32 a.m.

Agenda: Approved with 2 late agenda items:

- Applications for Reinstatement
- Board Rule 420-2-.01 Registration and Reinstatement

Board Rules Discussion:

• **Rule 420-2-.01. Registration and Reinstatement**

(1) All persons practicing as a dispensing optician shall register with the Division Director of the Professional Licensing Boards Division and shall pay a biennial registration fee on or before March 31st of the registration year. Licenses may be renewed between April 1st of each odd numbered year, and May 31st of each odd numbered year with payment of a late renewal penalty fee in addition to the renewal fee. Failure to register and pay the appropriate renewal fee by the deadline shall lapse said license by operation of law. Individual licenses lapsed by operation of law may be considered for reinstatement by submission of an application approved by the Board, any supporting documents or other requirements as defined in [420-2-.01\(3\)](#) below, and paying the established registration fee and an additional penalty.

(2) Any service member as defined in O.C.G.A. §[43-1-31](#) whose license to practice opticianry expired while serving on active duty outside the state shall be permitted to practice opticianry in accordance with the expired license and shall not be charged with a violation relating to such practice on an expired license for a period of six (6) months from the date of her or her discharge from active duty or reassignment to a location within the state. Any such service member shall be entitled to renew such expired license without penalty within six (6) months after the date of her or her discharge from active duty or reassignment to a location with the state. The service member must present to the board a copy of the official military orders or a written verification signed by the service member's commanding officer to waive any charges.

(3) Reinstatement of an expired or lapsed license is at the discretion of the board. All applications are to be reviewed by a designated Board member.

(a) An applicant for reinstatement of an expired or lapsed license must submit a completed reinstatement application provided by the Board, pay the required registration fee and additional penalty fee, and comply with one of the following:

1. An application for reinstatement of an expired or lapsed license submitted **within two (2) years** of the effective date of the expiration or lapse of that license must submit evidence of completion of ~~ten (10)~~ fifteen (15) course hours of continuing education obtained within the two (2) years prior to the date of the reinstatement application. Of the ~~ten (10)~~ fifteen (15) hours, a minimum of two (2) hours shall be in the area of contact lenses. Five (5) of the ~~ten (10)~~ fifteen (15) hours may be obtained online from a Board recognized approved source pursuant to O.C.G.A. 43-29-11(b).

2. An application for reinstatement of an expired or lapsed license that's been lapsed or expired for more than two (2) years, but less than four (4) years, of the effective date of the expiration or lapse must submit evidence of completion of thirty (30) course hours of continuing education obtained within the two (2) years prior to the date of the reinstatement application. Of the thirty (30) hours, a minimum of four (4) hours shall be in the area of contact lenses. Five (5) of the thirty (30) hours may be obtained online from a Board recognized approved source pursuant to O.C.G.A. 43-29-11(b).

3. An application for reinstatement of an expired or lapsed license that's been lapsed or expired for more than four (4) years of the effective date of the expiration or lapse must also submit evidence of completion of thirty (30) course hours of continuing education obtained within two (2) years prior to the date of the reinstatement application. Of the thirty (30) hours, a minimum of four (4) hours shall be in the area of contact lenses. Five (5) of the thirty (30) hours may be obtained online from a Board recognized approved source pursuant to O.C.G.A. 43-29-11(b). In addition, the following must be submitted:

(i) Verification of current ABO/NCLE Certification.

(b) If reinstatement is granted, any continued education hours credited for the reinstatement application shall not be used or applied towards the continuing education requirements for the renewal period following the date of reinstatement.

Mr. Meldrum motioned, Mr. Morris seconded and the Board voted to table discussion of Board Rule 420-2-.01 Regulations and Reinstatement until the February 10, 2016 Board meeting.

- **Rule 420-5-.01. Application and Examination Requirements**

(1) The optical dispensing practical examination shall be held a minimum of twice a year.

(2) Only complete applications, ~~and submitted with the required fee, with and~~ submitted with the required fee, with and all attachments and documents ~~filed with the Board at least forty five (45) days prior to the examination will be scheduled for the next available exam date, on a first come, first served basis~~ will be accepted by the Board. Each application must be accompanied by the following attachments:

(a) A Secure and Verifiable Document and Affidavit of Citizenship as defined in Code Section 50-36-2;

(b) Copy of high school diploma or its equivalent as defined by the State Board of Education;

(c) If applying on the basis of education, the applicant must have satisfactorily completed an opticianry degree or diploma from a recognized school of ophthalmic dispensing approved by the Board as defined in 420-5-.01(d) below. An official college transcript and copy of diploma or degree indicating the graduation date must accompany the application.

(d) A recognized school of ophthalmic dispensing as referenced in OCGA 43-29-7(b)(4), is one which provides an ophthalmic dispensing program which shall include approved curriculum of opticianry courses leading to a diploma, degree or certificate that is approved by the Technical College System of Georgia (TCSG). Recognition may be granted to other opticianry educational programs by the Georgia State Board of Dispensing Opticians on a provisional basis pending application, acceptable quarterly reports on progress to the board. Failure to report acceptable progressive reports quarterly will result in withdrawal of recognition of the program by the Georgia State Board of Dispensing Opticians.

(e) Applicants applying on the basis of education and experience must submit a transcript and an affidavit that specifies total course clock hours completed from a program. The applicant must also furnish an affidavit of work hours engaged in ophthalmic dispensing activities approved by the Board while under the direct supervision of a Georgia licensed optician, a Georgia licensed physician or a Georgia licensed optometrist. The total combined number of hours must be a minimum of 3000 hours; and not less than two calendar years;

(f) Applicants applying on the basis of practical experience shall furnish an affidavit of work hours engaged in ophthalmic dispensing activities approved by the Board while under the direct supervision of a Georgia licensed optician, a Georgia licensed physician or a Georgia licensed optometrist. The total of hours must be a minimum of 3,000 hours and not less than two calendar years;

(g) Applicants applying on the basis of formal home study programs through the Ophthalmic Career Progression Program with the National Academy of Opticianry or other programs approved by the board must furnish an affidavit of having successfully completed the program.

(3) Subject matter of examination shall be related to ophthalmic dispensing.

~~(4) The passing score for the ophthalmic dispensing practical examination shall be 75.~~

~~(5) Any false or misleading information in connection with any application may be cause for exclusion from the examination on the ground of lack of good moral character. If the Board finds that the application is complete and that all the requirements of the statute and of the regulations have been met, it shall issue to the applicant a letter which shall advise the applicant of the time, date and place of the examination. The candidate shall submit his/her letter to the examiner upon entrance to the examination room.~~

~~(6) Licensing examinations shall be conducted in accordance with the following procedure and any candidate violating the procedure may be dismissed from the examination room or otherwise disciplined:~~

~~(a) No candidate may enter the examination room late nor leave the examination room early;~~

~~(b) During the examination no candidate shall communicate with any other candidate in any way;~~

~~(c) A candidate shall not bring books or other help of any kind into the examination room unless directed to do so by the Board because of the character of the examination.~~

~~(7) 4) Prior to issuance of a license, applicant must submit current ABO and NCLE certificates. National Opticianry Competency Examination (NOCE or ABO Basic) and Contact Lens Registry Examination (CLRE or NCLE Basic) certifications in addition to certification of completion of the ABO Practical and NCLE Practical exams.~~

Mr. Meldrum motioned, Mr. Morris seconded and the Board voted to refer the above proposed rule amendments to 420-5-.01 Applications and Exam Requirements to the Attorney General's office for a Memo of Statutory Authority, and to post said rule for the required thirty days for public view before conducting a hearing on the amendments. None opposed, motion carried.

Miscellaneous Board Discussion:

- CE Provider Applications

The Board is in the process of updating the CE Provider Application.

Mr. Meldrum moved, Ms. Lord seconded, and the Board voted to enter into Executive Session in accordance with O.C. G. A. 43-1-2(k) (1) (2), 43-1-2(k) (3) (4) , 43-1-2(k) (4) and 50-14-4(b) to review applications and discuss a disciplinary matter regarding non-compliance with a Board Order. Voting in favor of the motion were those present who included Board members: Drake, Meldrum, Lord, and Morris.

Applications:

- T. P.
- J. W.
- N. R.

Recommendation(s):

Approved
Approved
Approved

At the conclusion of Executive Session, Ms. Drake declared the meeting back into "open" session pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were obtained during Executive Session.

Mr. Meldrum motioned, Ms. Lord seconded and the Board voted to approve the recommendations on all applications presented, and for staff to move forward with actions as directed. None opposed, motion carried.

Mr. Meldrum motioned, Mr. Morris seconded and the Board voted to adjourn the meeting at 9:14 a.m.

Minutes recorded:

Mary Katherine Lindsey, Board Support Specialist

Minutes reviewed and edited by:

Brig Zimmerman, Executive Director

DIANE DRAKE

Chair

BRIG ZIMMERMAN

Executive Director, HC1

Date Approved: **February 10, 2016**