

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
Human Resources Division

Class Description  
**SCHOOL OPTOMETRIST**

**A. Job Purpose**

Serves in Student Medical Services (SMS) within the Student Health and Human Services Division (SHHS). Conducts eye examinations and recommends treatment and/or referrals for students.

**B. Responsible to**

Receives administrative, functional, and technical direction from the Director of Student Medical Services or designee.

**C. Subordinates**

Provides functional direction to classified personnel as assigned.

**D. Functions**

Essential Functions

1. Examines and refracts eyes of students with possible vision problems at Parent Teacher Association (PTA) Health Centers on referral from school medical staff and emergencies on a walk-in or urgent basis.
2. Provides a prescription for the correction of focusing errors, or refers students in need of additional care to an ophthalmologist, school health center, family health care provider, and/or appropriate outside agency, if indicated.
3. Documents the results of the examination and refraction legibly and completely in a PTA Health Center record and explains finding and recommended treatment to parents and appropriate school authorities.
4. Provides telephone consultations and other remote support if requested.
5. Complies requested material for Individualized Education Program (IEP) and other District conferences and meetings.
6. Substitutes/assists fellow optometrists during absences or when otherwise requested.
7. Participates in ongoing quality (assurance) improvement activities, including clinical care guidelines, chart audits, and peer review procedures.
8. Accommodates emerging needs of students and the District, and works with the SMS Administration in service expansion/modification.
9. Maintains a daily work schedule in compliance with the standard District workday and maintains an average of 20 to 25 student eye exams per eight hour workday.

Other Functions

1. During periods of critical personnel shortage or other emergency situations, shall temporarily perform other duties as directed, within the authorization of any credentials held by the incumbent that are registered with the Office of the Los Angeles County Superintendent of Schools and that are part of the class description requirements in effect at the time such duties are performed.
2. Performs other duties as assigned in accordance with the District-UTLA Agreement.

## **E. Qualifications**

### Education

#### *Required*

Graduation from an accredited school of optometry.

### Knowledge, Skills, Abilities, and Personal Characteristics

1. Knowledge and understanding of the physical, intellectual, social, and emotional growth patterns of students.
2. Ability to perform all facets of the pediatric eye exam as specified by the published guidelines of the American Academy of Optometry, including the routine use of cycloplegic eye drops to enhance the accuracy of objective refraction techniques and the posterior fungus exam.
3. Ability to use and maintain the optometric materials, supplies, and equipment while performing services as an optometrist within the PTA Health Centers.
4. Ability to effectively communicate both orally and in writing.
5. Ability to maintain a clean, sanitary environment and conduct business in a professional manner using tact, good judgment, and a commitment to the health care of students.
6. Ability to work effectively with all racial, ethnic, language, disability, and socioeconomic groups.
7. Mobility to travel to other District sites.

### Health

Physical and mental fitness to serve as a school optometrist as certified by a physician and surgeon or medical officer pursuant to Education Code Section 44839 and evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.

### License

A valid license to practice optometry issued by the California State Board of Optometry.

### Credentials

One of the following California credentials or combination of credentials authorizing K-12 service must be in force and one file in the Office of the Los Angeles County Superintendent of Schools:

1. Health and Development Credential authorizing service as an optometrist
2. Standard Designated Service Credential with a specialization in health authorizing service as an optometrist
3. Service Credential with a specialization in health authorizing service as an optometrist.

JRT