

**MEETING OF THE OPTOMETRISTS & DISPENSING OPTICIANS BOARD
HELD AT LEVEL 7, 22 WILLESTON STREET, WELLINGTON
AT 9:00 AM ON FRIDAY THE 9th of FEBRUARY 2018**

Meeting Attendees:

Chairperson: Jennifer Craig

Optometrist Members: Jayesh Chouhan, Ross Tayler, Annette Morgan

Dispensing Optician Members: Kristine Hammond, Lorraine Helson

Lay Members: Irene Durham

Board Staff in attendance:

Registrar: Lindsey Pine

Deputy Registrar: Annette McCoy

Administrator: Laura Leatham

Minute taker: Jacqui Devery

Visitors:

Rachael Heslop, soon to be Acting Registrar to the Board

Phil Turnbull, new Professional Standards Advisor

Summary of key meeting decisions/matters discussed:

Board elections

In accordance with the HPCA Act 2003, the Board received nominations for the positions of Chair and Deputy Chair of the Board for the coming year.

The Board resolved to elect optometrist, Jayesh Chouhan, as Chair of the Board, and optometrist, Jennifer Craig, as Deputy Chair of the Board.

Glaucoma guidelines review

The Board received a verbal update from the Board Chair on how work is progressing with the Working Party established to undertake a review of the Board's *Glaucoma Guidelines*. The Board noted that the Working Party was very pleased with the response to the survey it sent out to Board-Approved Glaucoma Prescribers which confirmed that the guidelines are largely working as intended.

The Chair indicated the Working Party has been discussing minor recommendations for change following the recent survey and that proposed recommendations were still to be confirmed and would be put to the Board by the May meeting.

The Board accepted this update, and agreed to await the recommendations from the Glaucoma Working Party.

Application for Reaccreditation for Royal Melbourne Institute of Technology (RMIT) Certificate IV in Optical Dispensing.

The Board considered a report from Board member, Kristine Hammond, in regards to her assessment of RMIT's application for reaccreditation of its Certificate IV optical dispensing course.

Kristine submitted that having reviewed the application, including recent programme changes, she was comfortable recommending that the course be reaccredited for a further 5-year period, per standard Board procedure.

Having carefully considered Kristine's report, the Board resolved to reaccredit the RMIT Certificate IV in Optical Dispensing course for a further five years barring any major changes to the programme/curriculum.

Observation of the recently accredited Certificate IV in Optical Dispensing offered by the Australasian College of Optical Dispensing (ACOD)

Independent reviewer, John Billings, provided a follow-up report to the Board on his observations of the first practical block for the ACOD course recently accredited by the Board.

John indicated his satisfaction that the final practical block was administered and tested to a high standard, with no specific issues of concern highlighted as requiring remediation.

The Board resolved to accept John Billing's report.

Report from the Optometry Council of Australia and New Zealand

A report from OCANZ was received by the Board on its major change assessment of the University Of New South Wales Bachelor Of Optometry/Bachelor of Science program into a Bachelor of Vision Science and Master of Optometry program.

The Board discussed this report and resolved to accept the outcome of this assessment and agreed that they would consult on a proposal to accredit this modified program.

Introduction of Holidays Act changes

The Board noted that changes to the Holidays Act 2003 came into force on 31 January 2018 enabling optometrists to certify proof of illness or injury. The Board discussed whether specific guidance is needed from the Board on how optometrists should undertake this activity.

The Board resolved that the PSA would develop a template that can be used by optometrists to certify proof of illness or injury, for review by the Board.