PROGRAMME SPECIFICATION – UNDERGRADUATE PROGRAMMES

KEY FACTS

<table>
<thead>
<tr>
<th>Programme name</th>
<th>Foundation Degree in Ophthalmic Dispensing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award</td>
<td>Foundation Degree</td>
</tr>
<tr>
<td>School</td>
<td>School of Health Sciences</td>
</tr>
<tr>
<td>Department or equivalent</td>
<td>Department of Optometry and Visual Science</td>
</tr>
<tr>
<td>UCAS Code</td>
<td>B511</td>
</tr>
<tr>
<td>Programme code</td>
<td>USOPDI</td>
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<tr>
<td>Type of study</td>
<td>Full Time</td>
</tr>
<tr>
<td>Total UK credits</td>
<td>240</td>
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<tr>
<td>Total ECTS</td>
<td>120</td>
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<tr>
<td>Partner Institution</td>
<td>City and Islington College</td>
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<tr>
<td>Type of Partnership</td>
<td>Franchise</td>
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</table>

PROGRAMME SUMMARY

The Foundation Degree in Ophthalmic Dispensing is offered as a two year full-time programme of study. The overall aims and objectives of this programme are consistent with the University's strategic aims, in particular “To provide high quality education which meets the needs of our students and their employers”.

The programme provides a thorough education in the profession of ophthalmic dispensing. The theoretical and practical areas of Optics, Ophthalmic Lenses, Visual Optics, Human Biology and Clinical Skills are taught alongside the application and practice of ophthalmic practice management, spectacle dispensing, contact lens correction and low vision needs.

The programme satisfies the theory examination requirements of the Association of British Dispensing Opticians (ABDO). The programme covers all material for preparation to sit the practical examinations. On completion of the Foundation Degree in Ophthalmic Dispensing students are required to sit the practical examinations through the ABDO in order to register as a qualified dispensing optician with the General Optical Council. As part of the practical registration requirements, 200 days working a student dispensing optician in optical practice under registered supervision needs to be completed.

The profession of ophthalmic dispensing is regulated by a statutory body, the General Optical Council (GOC), which is charged with promoting the standards of professional education and conduct among dispensing opticians. The GOC has publishes a series of core competencies which dispensing opticians are expected to acquire by the time of registration, and to maintain throughout their careers.

Aims

Educational Aims of the programme:
- Provide the students with the knowledge and skills to prepare them for a career in ophthalmic dispensing.
• Provide a supportive environment for students, in both institutions and in the workplace, which fosters academic and personal development and uses appropriate learning resources.
• Enhance the development of the students’ interpersonal skills
• Use a variety of appropriate teaching and learning methods, including workplace learning, to provide education and training that is relevant, intellectually challenging and enjoyable.
• Develop students’ analytical, critical and problem-solving faculties.
• Provide education and training in Ophthalmic Dispensing that is approved by the General Optical Council.
• Provide students with opportunities for shared multidisciplinary learning with optometry students.

WHAT WILL I BE EXPECTED TO ACHIEVE?

On successful completion of this programme, you will be expected to be able to:

Knowledge and understanding:
• Sound scientific knowledge and understanding of the key aspects of ophthalmic dispensing underpinning the dispensing of an appropriate optical appliance.
• Show sound knowledge of relevant legislation and civil laws, as well as codes of conduct and professional guidance, to be able to care for, respect and protect the rights, dignity, privacy and confidentiality of patients in fulfilling his/her duty of care as a Dispensing Optician. (G) (G = GOC Core Competency)
• Demonstrate knowledge and understanding of methods of assessing vision, refraction, binocular status and visual acuity in all patients. (G)
• Show basic knowledge relating to the choice, fitting and management of contact lenses (G)
• Demonstrate basic knowledge and understanding of the management of visually impaired patients (G)

Skills:
• Seek and communicate relevant information from and to patients in an effective and appropriate manner. (G)
• Apply analytical skills to problem-solving in dispensing
• Interpret and dispense a prescription using appropriate lenses and facial and frame measurements (G)
• Identify key elements of problems and apply appropriate methods for their resolution in a considered manner.
• Operate collaboratively as part of a team
• Advise on and dispense appropriate spectacle frame types and materials and lens forms and materials. (G)
• Analyse experimental data and infer conclusions from this analysis.
• Analyse the performance of optical instruments, including those relevant to dispensing optical practice.
• Information Technology skills with broad application to the activities of dispensing opticians
• Select appropriate formulae to calculate and evaluate basic parameters of spectacle lenses
• Ability to accurately record observations in various contexts which can be transferred to this key aspect of a dispensing opticians professional life
• Apply basic practice management skills to dispensing situations
• Utilise numerical problem solving skills in a variety of situations

Values and attitudes:
• Manage a patient's care in a safe, ethical and confidential environment (G)
• Use appropriate interpersonal and communication skills with patients and professional colleagues

This programme has been developed in accordance with the QAA Subject Benchmark for Optometry and the Foundation Degree Benchmark.

HOW WILL I LEARN?

The FDOD is designed to satisfy the academic, clinical and professional development needs of dispensing opticians. Teaching and assessment methods are tailored to the learning objectives of each module component. Students study at City University and at City and Islington College (CIC), under a service teaching agreement.

Teaching methods for most modules are centred on didactic lectures to the whole cohort (c45). Lectures are used to communicate core material and as a foundation for further reading. Lectures are based around whiteboard work, presentations, and handouts that provide core definitions and diagrams. Interaction with students in lectures is encouraged.

The range of teaching methods used to support lectures is wide and includes, tutorials, laboratories, and demonstrations, and work-based learning verified via a logbook. Work-based learning develops clinical skills and competencies. Practical classes provide opportunities to develop clinical skills and to give demonstrations of techniques covered in lectures. Tutorials develop problem-solving skills in an environment that encourages an interactive approach to learning. The lectures are delivered by staff from both City University (CU) and City and Islington College (CIC). Module notes are provided. However, students are expected to take notes and undertake thorough background reading. Reading lists are provided for this purpose.

Entrants to the programme will attend for a week of induction at City and Islington College and for the appropriate parts of the week of induction at City University. During these weeks, students will be given an introduction to study skills and the structure and organisation of the programme. Students will also attend a series of introductory lectures relating to core modules, aimed to give a broad picture of the scope of the
The practice supervisor oversees the clinical experience of the student in the practice workplace and contributes to the practice learning experience. The supervisor must be a registered Dispensing Optician or a registered Optometrist and be approved by both CIC and CU. During the programme each student must complete 25 days working in practice under supervision. The student's attendance at the practice is validated by the supervisor, as are the dispensing tasks set out in the workplace practice logbook. The supervisor signs off each dispense as it is completed. The supervisor monitors and assesses the progress of the student during their work placement. The assessment process is carried out by the work based learning tutor, based on the student's work placement portfolio and a report from the supervisor.

Methods of assessment include: - Closed book summative examinations, laboratory/clinic based coursework, practical examinations, assessment of performance in the workplace through the work placement portfolio, MCQ and short answer formative tests, and assessment of reports.

WHAT TYPES OF ASSESSMENT AND FEEDBACK CAN I EXPECT?

Assessment and Assessment Criteria

Assessment on the Foundation Degree in Ophthalmic Dispensing is through a variety of methods. The course provides vocational training in a professional qualification and this is mirrored in the assessment types used. Theory examinations are utilised to ensure the core biological and mathematical concepts are understood and allow students to demonstrate their scientific knowledge. Practical assessment allows the students to apply theory to the methods required in optical practice in the dispensing of spectacle frames and lenses, the refraction techniques for sight-testing patients and the knowledge of and application of contact lenses and low vision aids. Coursework assessment permits the students to spend time on compiling work, reflecting on the application of their studies and putting their knowledge into context.

Assessment Criteria are descriptions, based on the intended learning outcomes, of the skills, knowledge or attitudes that you need to demonstrate in order to complete an assessment successfully. Grade-Related Criteria are descriptions of the level of skills, knowledge or attributes that you need to demonstrate in order achieve a certain grade or mark in an assessment. These criteria providing a mechanism by which the quality of an assessment can be measured. Assessment Criteria and Grade-Related Criteria will be made available to you to support you in completing assessments. These may be provided in programme handbooks, module specifications, on the virtual learning environment or attached to a specific assessment task.

Feedback on assessment

Feedback on your work, as well as your mark will be provided to you. This may be in a number of different forms; including comprehensive written feedback, discussion feedback or audio recording feedback.
Feedback will be provided in line with our Assessment and Feedback Policy. In particular, you will normally be provided with feedback within three weeks of the submission deadline or assessment date. This would normally include a provisional grade or mark. For end of module examinations or an equivalent significant task (e.g. an end of module project), feedback will normally be provided within four weeks. The timescale for feedback on final year projects or dissertations may be longer. The full policy can be found at:


Assessment Regulations

In order to pass your Programme, you should complete successfully or be exempted from the relevant modules and assessments and will therefore acquire the required number of credits. You also need to pass each Part of your Programme in order to progress to the following Part.

The overall Pass mark for each module is 40%. Some modules are based on an aggregate system where the final mark incorporates all assessment elements for that module. Others carry a qualifying mark of 40% for individual assessment components within a module. Full details can be found in the Module Specifications.

If you fail an assessment component or a module, the following will apply:

1. Compensation: where you fail up to a total of 20 credits of a Part at first or resit attempt, you may be allowed compensation if:
   - Compensation is permitted for the module involved (see the module specification), and
   - It can be demonstrated that you have satisfied all the Learning Outcomes of the modules in the Part, and
   - A minimum overall mark of no more than 10 percentage points below the module pass mark has been achieved in the module to be compensated, and
   - An aggregate mark of 40% has been achieved for the Part.

If you receive a compensated pass in a module you shall be awarded the credit for that module. The original component marks shall be retained in the record of marks and the greater of the original module mark and the minimum pass mark for the module shall be used for the purpose of calculation towards the Award.

2. Resit: you will normally be offered one resit attempt. However, if you did not participate in the first assessment and have no extenuating circumstances, you may not be offered a resit.

If you are successful in the resit, you shall be awarded the credit for that module. The mark used for the purpose of calculation towards your Award shall be calculated from the original marks for the component(s) that you passed at first attempt and the minimum pass mark for the component(s) for which you took a resit.
If you do not satisfy your resit by the date specified you will not progress and the Assessment Board shall require that you withdraw from the Programme.

If you fail to meet the requirements for the Programme, but satisfy the requirements for a lower-level Award, then a lower qualification may be awarded as per the table below. If you fail to meet the requirements for the Programme and are not eligible for the award of a lower level qualification, the Assessment Board shall require that you withdraw from the Programme.

If you would like to know more about the way in which assessment works at City, please see the full version of the Assessment Regulations at: http://www.city.ac.uk/__data/assets/word_doc/0003/69249/s19.doc

### WHAT AWARD CAN I GET?

#### Foundation Degree:

<table>
<thead>
<tr>
<th>Part</th>
<th>HE Level</th>
<th>Credits</th>
<th>Weighting (%)</th>
<th>Class</th>
<th>% required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>4</td>
<td>120</td>
<td>35</td>
<td>With Distinction</td>
<td>70</td>
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<tr>
<td>2</td>
<td>5</td>
<td>120</td>
<td>65</td>
<td>With Merit</td>
<td>60</td>
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</tbody>
</table>

#### Certificate of Higher Education:

<table>
<thead>
<tr>
<th>Part</th>
<th>HE Level</th>
<th>Credits</th>
<th>Weighting (%)</th>
<th>Class</th>
<th>% required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>4</td>
<td>120</td>
<td>100</td>
<td>With Distinction</td>
<td>70</td>
</tr>
</tbody>
</table>

### WHAT WILL I STUDY?

#### Part 1

The first year of study incorporates five modules. All the modules are core modules and will provide grounding in all areas of ophthalmic dispensing. The numbers of allocated credits indicate the relative proportions of subject matter for each module. All of the first year modules need to be passed to progress to Part 2.

<table>
<thead>
<tr>
<th>Module Title</th>
<th>SITS Code</th>
<th>Module Credits</th>
<th>Core/ Elective</th>
<th>Compensation Yes/No</th>
<th>Level</th>
</tr>
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<tbody>
<tr>
<td>Visual Optics</td>
<td>OV1103</td>
<td>15</td>
<td>C</td>
<td>N</td>
<td>4</td>
</tr>
<tr>
<td>Human Biology</td>
<td>OV1109</td>
<td>15</td>
<td>C</td>
<td>N</td>
<td>4</td>
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<tr>
<td>Practice Management</td>
<td>OV1110</td>
<td>15</td>
<td>C</td>
<td>N</td>
<td>4</td>
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<tr>
<td>Optics and Quantitative Methods</td>
<td>OV1111</td>
<td>30</td>
<td>C</td>
<td>N</td>
<td>4</td>
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<tr>
<td>Ophthalmic Lenses and Dispensing</td>
<td>OV1112</td>
<td>45</td>
<td>C</td>
<td>N</td>
<td>4</td>
</tr>
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</table>
Part 2

The second year modules enhance the learning from Part 1 and there are also components that focus on more specialised areas of ophthalmic dispensing such as contact lens practice and low vision. The Clinical Skills module prepares the student for sight test refraction and develops optometric skills. As with Part 1, all the modules are core modules.

<table>
<thead>
<tr>
<th>Module Title</th>
<th>SITS Code</th>
<th>Module Credits</th>
<th>Core/Elective</th>
<th>Compensation Yes/No</th>
<th>Level</th>
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<tbody>
<tr>
<td>Clinical Skills</td>
<td>OV2207</td>
<td>15</td>
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<td>5</td>
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<tr>
<td>Visual &amp; Neural Biology</td>
<td>OV2208</td>
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<td>N</td>
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<td>Optics 2</td>
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<tr>
<td>Ophthalmic Lenses &amp; Dispensing</td>
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<td>30</td>
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<tr>
<td>Work placement</td>
<td>OV2218</td>
<td>15</td>
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<td>Visual Optics &amp; Low Vision</td>
<td>OV2219</td>
<td>15</td>
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<tr>
<td>Ocular Anatomy and Contact Lenses</td>
<td>OV2220</td>
<td>15</td>
<td>C</td>
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TO WHAT KIND OF CAREER MIGHT I GO ON?

The Foundation Degree in Ophthalmic Dispensing enables you to progress to a number of different careers within Optics.

Successfully completion of the course provides several career routes. These include:

1) Qualification as a Dispensing Optician on completion of the Association of British Dispensing Optician’s (ABDO) practical qualifying examinations and subsequent registration with the General Optical Council (GOC) as a Dispensing Optician. Following this there are also options to specialise in the areas of Contact Lens Practice, Orthoptics, Low Vision and Sports Vision.

2) Progression to the second year of BSc. Optometry at City University London on achieving a Distinction classification with 75% or above in the Foundation Degree. This is subject to places available in the year of graduation from the Foundation Degree and is assessed on a year-by-year basis.

3) Progression to a third “top-up” year to convert the Foundation Degree to a BSc. degree. The third year options are subject to availability and student numbers on the year of graduation but may include BSc. Health Sciences and BSc. Advanced Ophthalmic Dispensing.

4) Providing an additional qualification to your academic achievements and CV for the application to higher education courses at City University London and other institutions nationwide.
If you would like more information on the Careers support available at City, please go to: http://www.city.ac.uk/careers/for-students-and-recent-graduates.

**WHAT PLACEMENT OPPORTUNITIES ARE AVAILABLE?**

A work placement in an ophthalmic practice forms the second year module OV2218. The placement involves understanding how an optical practice runs and the roles and services offered as well as completing a dispensing portfolio which can also be utilised for the ABDO qualifying examinations to register as a Dispensing Optician.

**WILL I GET ANY PROFESSIONAL RECOGNITION?**

Qualification as a Dispensing Optician requires completion of the Association of British Dispensing Optician’s (ABDO) practical qualifying examinations and this permits subsequent registration with the General Optical Council (GOC) as a qualified Dispensing Optician.

**HOW DO I ENTER THE PROGRAMME?**

Admissions are considered from students with a wide range of backgrounds. In general, all applicants for the Foundation Degree will require 180 UCAS tariff points including A-Level passes at grade C or above Biology, and D or above in two others, including one other science subject. Applicants will also require GCSE grades of C or above in English, Maths and Science. Application for Prior Learning (APL) may be offered to candidates who have successfully completed the first year of a university qualification in a relevant subject area (or equivalent qualification). APL may be offered to candidates on an individual basis, based on their experience. Overseas qualifications are considered on a case by case basis. APL and APEL arrangements comply with City University Regulations (C2.6 University Assessment Regulations, Section 21).