

# Florida Optician Apprenticeship and Sponsorship Continuing Education Course

Brett Weintraub, LDO, ABOC, NCLE

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This course will endeavor to educate you on the “ins and outs” of Opticianry in the state of Florida. If you are taking this course, you have made the decision to become a Licensed Optician and hopefully a Board Certified Licensed Optician. This hidden gem of a profession will allow you unlimited future opportunities. Whether you want to work in an optical laboratory, in a retail setting, in management or own your own business, it is all within the grasp and scope of a Licensed Optician.

We will begin by reviewing the duties, responsibilities, and job descriptions of the 2 types of Licensed Opticians in the State.

## **1. Florida Licensed Optician**

A **Licensed Optician** in Florida is authorized to:

### **Duties:**

- Interpret and fill prescriptions for eyeglasses written by ophthalmologists or optometrists.
- Assist clients in selecting frames based on prescription, facial features, and preferences.
- Take facial measurements such as pupillary distance and optical centers.
- Fit and adjust eyeglass frames to ensure proper fit and comfort.
- Verify the correct prescription in glasses using lensometers or similar tools.
- Perform repairs and adjustments to frames.
- Educate customers on eyewear use and care.
- Maintain records of customer prescriptions and work orders.
- Order and inspect completed eyeglasses for quality assurance.

### **Restrictions:**

- A **Licensed Optician without board certification** may **not** fit or dispense contact lenses independently. They must work **under the supervision** of a licensed practitioner (optometrist or ophthalmologist) when dealing with contact lenses.
- 64B12-10.009 Contact lens fitting
- A licensed optician may fill, fit, adapt or dispense soft contact lenses, extended wear contact lenses or hard contact lenses only to the extent authorized and under the supervision of the prescribing medical doctor or optometrist

## **2. Florida Board Certified Licensed Optician**

A **Board Certified Licensed Optician** in Florida has all the privileges of a Licensed Optician **plus** expanded scope of practice in the area of **contact lenses**.

### **Additional Duties (Board Certified Only):**

- Fit, select, and adapt **contact lenses** based on prescriptions provided by licensed practitioners.
- Dispense contact lenses **without direct supervision** of a licensed optometrist or ophthalmologist.
- Evaluate contact lens fit and performance and consult with patients regarding proper lens use and care.
- Order custom or specialty contact lenses (e.g., toric, multifocal, rigid gas permeable).

### **Certification Requirement:**

To become **board certified**, a licensed optician must:

- Complete a **Board Approved Contact Lens Course** (post-licensure).
- Pass the **Florida Board Certification Examination** in contact lenses.
- Maintain continuing education specific to contact lenses to keep board certification active.

## Key Differences: Licensed Optician vs. Board Certified Licensed Optician

| Feature  | Licensed Optician             | Board Certified Licensed Optician                               |
|--|-------------------------------|---|
| Can dispense eyeglasses?                       | Yes                           | Yes   |
| Can fit/dispense contact lenses independently? | No (must be supervised)       | Yes   |
| Requires contact lens certification?           | No                            | Yes   |
| May take advanced CE in contact lenses?        | Optional                      | Mandatory for certification maintenance                         |
| Work settings                                  | Optical shops, vision centers | Optical shops, vision centers, contact lens specialty practices |
| License Type                                   | Florida Optician License      | Florida Optician License + Board Certification                  |

## Summary

- A **Florida Licensed Optician** can work with eyeglasses but must be supervised when working with contact lenses.
- A **Florida Board Certified Licensed Optician** has **independent authority** to fit and dispense contact lenses and is considered a more advanced level within the profession.

## You will be applying to the board to become an Apprentice Optician.

An **Apprentice Optician** in Florida works under the **direct supervision** of a licensed optician, optometrist, or ophthalmologist. This is a **training position** that allows the apprentice to gain hands-on experience while completing the requirements for state licensure. The role includes assisting with eyeglass dispensing, patient interaction, and basic optical tasks.

## Duties and Responsibilities:

### Under direct supervision, an Apprentice may:

- **Assist with Prescription Interpretation:**
  - Learn to read and interpret optical prescriptions written by optometrists or ophthalmologists.
- **Support Eyeglass Selection and Fitting:**
  - Help customers choose appropriate frames based on face shape, prescription, and style.
  - Measure pupillary distance (PD) and segment height for lens placement.
  - Adjust frames for proper fit and comfort.
- **Observe and Participate in Lens Fabrication:**
  - Assist in verifying lens prescriptions and inspecting quality.
  - Learn to use tools like lensometers and other optical instruments.
  - Observe lens edging, surfacing, and fitting procedures.

- **Customer Interaction and Education:**
  - Greet and assist customers with eyewear needs.
  - Educate patients on eyewear care and usage under supervision.
- **Assist in Contact Lens Services (with Limitations):**
  - May assist with contact lens fittings under the supervision of a **board-certified optician**, optometrist, or ophthalmologist.
  - **Cannot independently fit or dispense contact lenses.**
- **Administrative and Clerical Tasks:**
  - Help maintain accurate customer records and prescriptions.
  - Assist with inventory, ordering, and basic retail/office tasks.

#### **Supervision Requirements:**

- Apprentices must be **directly supervised** at all times by a licensed Florida optician, optometrist, or ophthalmologist.
- Supervisors are responsible for all work done by the apprentice.
- No optical decisions or unsupervised dispensing is allowed.

#### **Training and Licensing Path:**

To become a licensed optician in Florida, an apprentice must:

- **Register** with the Florida Board of Opticianry as an apprentice.
- Complete **6,240 hours** (approx. 36 months to be completed within 5 years of first registration) of supervised on-the-job training.
- Complete an approved educational program (opticianry degree or Board-approved coursework).
- Pass the following exams:
  - **NOCE (Spectacle-Related Exam)**– National Opticianry Competency Examination
  - **CLRE (Contact Lens Exam)** – Contact Lens Registry Examination
  - **Florida State Board**

## Summary Table

| <b>Category</b>                | <b>Details</b>                      |
|--------------------------------|-------------------------------------|
| <b>Title</b>                   | Apprentice Optician                 |
| <b>Regulatory Authority</b>    | Florida Board of Opticianry         |
| <b>Category</b>                | <b>Details</b>                      |
| <b>Supervision Requirement</b> | Must be supervised 100% of the time |

|                         |   |
|-------------------------|---|
| <b>Main Tasks</b>       | Assist in eyewear dispensing, measurements, fittings, and clerical duties |
| <b>Prohibited Tasks</b> | No independent contact lens fitting or prescription interpretation        |
| <b>Goal</b>             | Complete training hours and exams to become a Licensed Optician           |

## Duties, Responsibilities, and Job Description of an Apprentice Optician Sponsor in Florida

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### 1. Licensing and Qualification Requirements

- Must be a **licensed Florida optician who has been licensed for at least 1 year, optometrist, or ophthalmologist in good standing.**
  - License must be **active and valid** without any disciplinary restrictions preventing supervision.
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### 2. Direct Supervision

- Provide **direct supervision** of the apprentice's work.
  - **Direct supervision means being physically present on-site** whenever the apprentice performs opticianry tasks, available to observe, instruct, and intervene as needed.
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### 3. Training and Instruction

- Provide **practical, hands-on training** covering:
  - Frame selection and adjustment
  - Lens measurement and fitting
  - Dispensing eyewear
  - Understanding prescriptions (without interpreting)
  - Contact lens fitting (if board-certified)
- Ensure the apprentice complies with all applicable laws, rules, and ethical standards.

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#### 4. Record Keeping

- Accurately **log and track the apprentice's work hours** and training activities.
  - Maintain records and submit them to the Florida Board of Opticianry upon request or when the apprentice applies for licensure.
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#### 5. Compliance and Reporting

- Confirm the apprentice is **registered with the Florida Board of Opticianry** before training begins.
  - Notify the Board within **180 days** of termination of sponsorship or any change in apprentice's employer or sponsor.
  - Ensure apprentice complies with patient confidentiality, ethical standards, and legal requirements.
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#### 6. Limitations on Supervision

- May supervise **no more than two apprentices simultaneously**.
  - Supervision duties cannot be delegated; they must be personally fulfilled.
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#### 7. Legal and Professional Accountability

- Legally responsible for the actions of the apprentice under your supervision.
- Any violations committed by the apprentice may affect your license and may result in disciplinary action.

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## Summary Table

| Responsibility         | Description  |
|------------------------|--|
| Licensing Requirement  | Must be a licensed optician, optometrist, or ophthalmologist |
| Direct Supervision     | Physically present whenever apprentice is working            |
| Training               | Provide hands-on instruction covering all optician tasks     |
| Record Keeping         | Log apprentice hours and training details                    |
| Compliance & Reporting | Ensure apprentice registration and notify Board of changes   |
| Supervision Limit      | Maximum two apprentices supervised simultaneously            |
| Legal Accountability   | Responsible for apprentices' conduct and compliance          |

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Becoming a sponsor is a vital role requiring dedication to mentoring and compliance with Florida laws to ensure quality and safety in the opticianry profession.

In Florida, an apprentice optician **may have more than one sponsor**, but **not simultaneously for the same hours or location**. This flexibility allows apprentices to gain experience in multiple settings, as long as each sponsor is properly registered and provides direct supervision.

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### Conditions Under Which Multiple Sponsors Are Allowed

#### 1. One Active Sponsor per Work Period or Location

- An apprentice may only be supervised by **one sponsor at a time** in any given setting.
- Supervision must be **direct**, meaning the sponsor is physically present and responsible during the apprentice's work.

#### 2. Multiple Sponsors at Different Locations or Work Periods

- An apprentice working at more than one job site can have **different sponsors for each location** provided:

- Each sponsor is **registered with the Florida Board of Opticianry**
- Each sponsor provides **direct supervision** during their respective hours
- Hours under each sponsor are **logged separately and not duplicated**

### 3. Proper Registration Required

- Each sponsor must be officially **registered and approved by the Board**.
- The apprentice must file **Form DH-MQA 1184** and notify the Board of any **new or changed sponsorship** within **10 days**.

#### Important Rules

- Apprentices **cannot have overlapping supervision** from multiple sponsors.
- Each sponsor is responsible only for the hours they **personally supervised**.
- The Florida Board of Opticianry may request **verification of hours and supervision** from each sponsor when reviewing the apprentice’s file for licensure.
- All supervision must meet the requirement of being "**direct supervision**".

#### • Summary Table

| Scenario                                  | Allowed? | Conditions  |
|---|----------|---|
| One sponsor supervising                   | Yes      | Must be registered and provide direct supervision           |
| Two sponsors at different job sites       | Yes      | Each must supervise independently and be registered         |
| Two sponsors supervising at the same time | No       | Only one sponsor may supervise at a time                    |
| Changing sponsors                         | Yes      | Must notify the Board within 10 days using the correct form |

## Final Note

Having more than one sponsor can provide **valuable training variety**, but you must strictly follow the Board's **registration, supervision, and reporting requirements** to ensure compliance and protect your eligibility for licensure.

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A licensed **optician in Florida** may sponsor more than one apprentice, but may not **supervise more than two (2) apprentices at the same time.**

This is regulated under:

### **Rule 64B12-16.003(2), Florida Administrative Code**

*"No sponsor may directly supervise more than two apprentices at any one time."*

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### **Key Rules for Sponsorship**

- You may be registered as a sponsor for **multiple apprentices**, but you can **only directly supervise up to two (2) at a time.**
  - **Direct supervision** means:
    - You are **physically present** on the premises.
    - You are available to oversee, instruct, and correct the apprentice in real time.
  - Supervision of more than two apprentices at the same time is **prohibited** by law.
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### **Practical Scenarios**

- **Allowed:** Supervising one apprentice in the morning and a different one in the afternoon
  - **Allowed:** Supervising two apprentices during the same shift
  - **Not allowed:** Supervising three or more apprentices simultaneously
  - **Allowed:** Being listed as a sponsor for multiple apprentices, as long as only two are under your direct supervision at any given time **wording on this is iffy to me**
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- **Summary Table**

| <b>Question</b>  | <b>Answer</b>                       |
|--|-------------------------------------|
| Can a licensed optician sponsor more than one apprentice?  | Yes                                 |
| Can they supervise more than 2 apprentices at once?        | No – maximum is 2 at any time       |
| Must each apprentice be registered with the Board?         | Yes                                 |
| Can apprentices be supervised in different shifts or days? | Yes – as long as not simultaneously |

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### **Important Note**

Violating this supervision rule can result in **disciplinary action** against the optician’s license. Sponsors are legally responsible for ensuring **compliance with all Board regulations**.

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## **Application Process to Become an Apprentice Optician in the State of Florida**

### **Step 1: Obtain a Sponsor**

Before applying, you must secure a **licensed optician, optometrist, or ophthalmologist** in Florida who agrees to act as your **sponsor**.

- The sponsor must be licensed and in good standing.
  - They are responsible for your **direct supervision** throughout your apprenticeship.
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### **Step 2: Complete the Apprentice Registration Application (more regarding this in the pages to follow)**

You will need to submit **Form DH-MQA 1184**, available through the Florida Board of Opticianry website.

- Include your personal information, sponsor’s details, and employment information.
  - Make sure all fields are filled out accurately to avoid delays.
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### **Step 3: Pay the Application Fee**

- The required fee is **\$60.00**.
  - Make payment as directed in the application instructions.
  - **Fees are non-refundable.**
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### **Step 4: Submit the Application and Fee**

Send your completed application and fee to:

#### **Mailing Address:**

Florida Department of Health Board  
of Opticianry  
P.O. Box 6330  
Tallahassee, FL 32314-6330

#### **Overnight Address:**

Florida Department of Health Board  
of Opticianry  
4052 Bald Cypress Way, BIN #C08  
Tallahassee, FL 32399-3258

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### **Step 5: Await Board Approval**

Once approved, you will receive:

- Your **official apprentice registration number**
- Authorization to begin your apprenticeship

**You may not begin working or accruing hours until the Board has issued your registration.**

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### **Step 6: Begin Your Apprenticeship**

- You must complete **6,240 hours over a maximum of 5 years**.
- All hours must be under **direct supervision** of your registered sponsor.

- Notify the Board of **any sponsor or employment changes within 10 days** using the DH-MQA 1184 form.

### **Additional Requirements During Apprenticeship**

Before applying for licensure, you will also need to:

- Complete two (2) **Board-approved CE courses**:
  - **2-Hour Florida Laws & Rules Course**
  - **2-Hour Prevention of Medical Errors Course**
- Pass the following exams:
  - **NOCE** (National Opticianry Competency Exam)
  - **CLRE** (Contact Lens Registry Exam)
  - **Florida Laws and Rules**

### • **Summary Checklist**

| <b>Requirement</b>                  | <b>For Registration?</b> | <b>For Licensure?</b> |
|-------------------------------------|--------------------------|-----------------------|
| Secure a sponsor                    | Yes                      | —                     |
| Submit Form DH-MQA 1184             | Yes                      | —                     |
| Pay \$60 fee                        | Yes                      | —                     |
| Board approval before starting work | Yes                      | —                     |
| Log 6,240 supervised hours          | Yes (post-approval)      | Yes                   |
| Take CE: Laws & Rules Course        | No                       | Yes                   |
| Take CE: Medical Errors Course      | No                       | Yes                   |
| Pass NOCE, CLRE,                    | No                       | Yes                   |

## Definition of Direct Supervision for Apprentice Opticians in Florida

(As defined by Rule 64B12-9.0015, Florida Administrative Code)

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### What Is Direct Supervision?

According to **Florida Rule 64B12-9.0015(1)**:

**“Direct supervision means the sponsor is physically present at the same address and readily available to the apprentice for consultation and direction.”**

This definition applies to all **apprentice optician training** in the state and is strictly enforced by the **Florida Board of Opticianry**.

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### Key Elements of Direct Supervision

#### 1. Physical Presence

- The sponsor must be **on-site at the same physical location** as the apprentice.
- Remote supervision (e.g., by phone, video, or email) **is not allowed**.

#### 2. Readily Available

- The sponsor must be **immediately accessible** for:
  - Instruction
  - Oversight
  - Correction
  - Direction of duties

#### 3. Active Oversight

- The sponsor should monitor and guide the apprentice’s performance.
- Direct supervision is **not passive**—active training and engagement are required.

#### 4. Legal Responsibility

- The sponsor is **legally accountable** for the work the apprentice performs under their supervision.

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## What Is NOT Direct Supervision?

| Situation                                      | Why It's Not Allowed   |
|--|--|
| Sponsor is in a different area of the building | Must be in the <b>same work area</b> , not just the building |
| Sponsor is available only by phone/email       | <b>Physical presence</b> is required                         |
| Sponsor is out to lunch or off-site            | Apprentice cannot perform optical duties alone               |
| Apprentice opens/closes without sponsor        | No work can be performed. <b>No credit hour earned.</b>      |

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## Consequences of Non-Compliance

- Performing opticianry tasks without direct supervision may result in:
  - **Loss of apprentice hours**
  - **Disciplinary action** against the sponsor and/or apprentice
  - **Denial of licensure** for the apprentice
  - **Fines or license suspension** for the sponsor

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## Best Practices for Sponsors

- Always be **physically present** while apprentice is working.
- Supervise duties include:
  - Measuring and fitting eyewear
  - Adjusting frames
  - Interacting with patients/customers can be performed. No credit hours can be earned without supervision.
- Keep **accurate logs** of apprentice hours worked **under direct supervision only**.

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## Summary

| Requirement                       | Applies to Direct Supervision? |
|-----------------------------------|--------------------------------|
| Sponsor physically present        | Yes                            |
| Sponsor available by phone only   | No                             |
| Logging hours when off-site       | No                             |
| Supervision by non-licensed staff | No                             |
| Sponsor legally responsible       | Yes                            |

## Submission of Documentation

- When the apprenticeship is complete and the apprentice is ready to apply for licensure, the **sponsor must submit the completed documentation** to the Florida Board of Opticianry as part of the application package.
- The documentation verifies the apprentice has met all training requirements.
- The apprentice is responsible for ensuring their sponsor submits this information.

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## 4. Required Forms and Process

- The Florida Board of Opticianry requires the use of specific forms such as the **DH-MQA 1184 Apprentice Optician Registration/Change Form** and potentially additional forms related to verification of training hours.
- Upon completing the apprenticeship, the **sponsor must certify that the apprentice has fulfilled the required training hours under direct supervision.**
- This certification is submitted along with the apprentice's **licensure application.**
- <https://floridasopticianry.gov/applications/application-apprentice.pdf>
- <https://floridasopticianry.gov/forms/sponsor-registration-form.pdf>
- <https://floridasopticianry.gov/forms/apprenticeship-sponsor-form.pdf>

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## 5. Responsibilities

| Role       | Responsibility   |
|------------|--|
| Apprentice | Ensures all training is completed and coordinates with sponsor to submit documentation. Applies for licensure.   |
| Sponsor    | Maintains and verifies training records. Submits completed training documentation to the Board. Ensures all rules and supervision requirements were met.<br><br>Reviews submitted documentation. Approves apprentice for licensure examination and ultimately licensure. |

### Record-Keeping & Reporting – Rule 64B12-16.009

- |               |  |
|---------------|--|
| Florida Board | <ul style="list-style-type: none"><li>• Sponsors must:<ul style="list-style-type: none"><li>○ Keep <b>complete, accurate records</b> of hours, dates, and training locations.</li><li>○ Maintain these records for <b>6 years</b> from the start of training or <b>1 year after apprentice licensure</b>, whichever is longer.</li><li>○ Provide copies to the apprentice (upon request) and to the Board if required.</li></ul></li><li>• <b>Noncompliance</b> may result in disciplinary action or loss of sponsorship privileges.</li></ul> |
|---------------|--|

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## 6. Important Notes

- The apprentice **may not apply for licensure until the sponsor's verification and documentation are submitted and accepted** by the Board.
- Incomplete or inaccurate documentation can **delay licensure approval**.
- Keep copies of all documentation for personal records and future reference.

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### Summary:

- **Sponsor** maintains and submits the completed apprenticeship documentation.
  - **Apprentice** ensures completion of all training and coordinates submission.
  - Documentation is **mandatory for licensure application**.
  - All documentation must comply with **Florida Board of Opticianry rules**.
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## **Cancellation or Removal of Apprentice Optician Registration in Florida**

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### **Who Must File the Cancellation?**

- **Either the apprentice optician or the sponsor** may initiate the cancellation or removal of the apprentice registration.
  - Typically, the **employer or sponsor files the notice** since they oversee the apprentice's registration and training.
  - The apprentice should notify their sponsor/employer if they stop working.
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### **Time Frame to File Cancellation**

- Florida law and Board rules require that any **change in the apprentice's status**, including **termination of apprenticeship**, must be reported **within 180 days** of the change.
  - This means cancellation or removal of the apprenticeship registration should be submitted to the **Florida Board of Opticianry within 180 days** of the apprentice ceasing work.
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### **How to File the Cancellation**

- The responsible party (apprentice or sponsor) must submit a **completed DH-MQA 1184 form** (Apprentice Optician Registration/Change Form) indicating the termination or cancellation.
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## Why Timely Filing Is Important

- To keep Board records accurate and up to date.
  - To avoid potential administrative penalties or misunderstandings about licensure status.
  - To ensure the apprentice is not improperly accruing hours or appearing active when no longer working.
- 

### Summary:

| Action                                      | Responsible Party                         | Deadline                         | Form  |
|---|---|----------------------------------|---|
| File cancellation/removal of apprenticeship | Apprentice or Sponsor (typically Sponsor) | Within 180 days of stopping work | DH-MQA 1184 Apprentice Registration/Change Form |

### Breakdown of Hours by Topic

Florida Board of Opticianry regulations **do not specify an exact number of hours per topic** (like lens edging, frame adjustment, contact lenses, etc.) within the 6,240 total hours. Instead, the apprenticeship involves **comprehensive on-the-job training covering all necessary skills**.

However, again, the general areas an apprentice is expected to be trained in include:

- Frame selection, adjustment, and repair
- Lens fabrication and edging
- Dispensing eyewear
- Contact lens fitting and care
- Patient measurement and records
- Optical equipment use
- Understanding prescriptions and optical principles
- Customer service and patient interaction

*Note: The exact time spent on each topic can vary depending on the sponsor's training program and workplace.*

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### 3. Minimum and Maximum Time to Complete Apprenticeship

- **Minimum time:**  
The Board requires a **minimum of 3 years** to complete the apprenticeship, with the
- There is **no specified weekly hour requirement** by the Florida Board, but practical training typically aligns with normal work schedules.
- Apprentices often work **full-time hours** or part-time hours, but all must be logged and supervised.

### Florida Apprentice Optician – Initial Education Requirements

To fulfill the **initial continuing education requirements** to become an **Apprentice Optician** in the State of Florida, you must complete **two specific courses**:

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#### 1. Two-Hour Fitting & Adjusting Course (Live Technical Practice CE)

- This is a **continuing education (CE)** requirement as part of the **initial optician licensure** process.
- It must be a **two-hour live technical practice CE course** in **fitting and adjusting**, offered by a **Florida Board of Opticianry-approved provider**.
- The course **must be attended in person; online or pre-recorded formats do not qualify**.
- This is a **hands-on** training course and is required **prior to licensure** (not apprenticeship registration).

**Must be in-person**

**Online/virtual formats not accepted**

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#### 2. Two-Hour Apprentice/Sponsor Orientation Course

- Required within **one year** of registering as an **Apprentice Optician**.
- This is a **2-hour orientation course** that must be **Board-approved**.
- It may be taken **online via a live webinar**, and it counts toward the **required training hours** for apprenticeship.

- Offered regularly by many Florida continuing education organizations.

**Online (live webinar) format allowed**

**In-person attendance not required**

### Summary: In-Person vs. Online Requirements

| Course  | Requirement Type              | In-Person Required? | Online/Webinar Allowed? |
|---|-------------------------------|---------------------|-------------------------|
| <b>Fitting &amp; Adjusting CE (2 hours)</b>     | Initial Licensure Requirement | Yes                 | No                      |
| <b>Apprentice/Sponsor Orientation (2 hours)</b> | Apprenticeship Requirement    | No                  | Yes                     |

The Florida Opticianry occupation is licensed through the Florida Board of Opticians which is under the purview of the Florida Department of Health. To this end the Optician must follow the rules and regulations

### Regulation of Florida Opticians Chapters 456, 484 (Part I), and 64B12

#### Overview

The profession of **opticianry in Florida** is regulated by the **Florida Board of Opticianry**, which operates under the authority of the **Florida Department of Health (DOH)**. Opticians must comply with:

- **Chapter 456, Florida Statutes (F.S.)** – General provisions for all health professions
- **Chapter 484, Part I, Florida Statutes** – Specific regulations for opticians and optical establishments
- **Chapter 64B12, Florida Administrative Code (F.A.C.)** – Administrative rules of the Florida Board of Opticianry

## ● Chapter 456, Florida Statutes – Health Professions and Occupations: General Provisions

This chapter sets the **framework for all licensed healthcare professions** regulated by the Florida DOH, including opticianry.

### Key Points for Opticians:

- **Licensing and Discipline:**
  - Establishes the processes for applying for, renewing, and disciplining health-related licenses.
- **Patient Confidentiality and Records:**
  - Requires the proper handling and confidentiality of patient information and records.
- **Continuing Education (CE):**
  - Mandates completion of continuing education as a condition for license renewal.
- **Unlicensed Practice:**
  - Makes it illegal to practice as an optician without a valid Florida license.
- **Impaired Practitioner Program:**
  - Provides support and regulation for practitioners with substance abuse or mental health concerns.

**Purpose:** Establishes consistent standards across all licensed health professions, including opticians.

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## ● Chapter 484, Part I, Florida Statutes – Optical Devices, Opticians, and Optical Establishments

This chapter is the **core legal authority** specifically regulating opticians in Florida.

### Key Provisions:

- **Licensure Requirements:**
  - Defines qualifications for licensure, board certification, and apprentice registration.

- **Scope of Practice:**
  - Details what licensed opticians may do (e.g., fill prescriptions, dispense eyewear).
  - Restricts contact lens fitting to board-certified opticians or supervised practice.
- **Apprenticeship Regulation:**
  - Sets standards for apprentice registration, supervision, and required training hours.
- **Optical Establishment Rules:**
  - Regulates signage, supervision, and operations of optical businesses.
- **Violations and Penalties:**
  - Outlines disciplinary actions and legal consequences for violations (e.g., unlicensed practice, misrepresentation).

**Purpose:** Specifically governs the profession and business of opticianry in Florida.

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## ● Chapter 64B12, Florida Administrative Code – Florida Board of Opticianry Rules

This chapter includes the **administrative rules** adopted by the Board to implement Chapters 456 and 484.

### Key Rules for Opticians:

- **Application and Fees:**
  - Specifies application procedures and all licensing/renewal fees.
- **Continuing Education Requirements:**
  - Lists the required number and types of CE hours, including:
    - HIV/AIDS
    - Florida laws and rules
    - Contact lens-specific CE for board-certified opticians
- **Supervision of Apprentices:**

- Defines the ratio of supervisors to apprentices and what “direct supervision” entails.
- **Examination and Licensure Rules:**
  - Establishes the procedures for scheduling, passing, and retaking required exams.
- **Professional Conduct and Ethics:**
  - Prohibits false advertising, impersonation, negligence, and other unprofessional conduct.
- **Standards of Optical Practice:**
  - Sets minimum safety and sanitation standards for optical services.

**Purpose:** Provides detailed procedural rules to carry out the statutes and enforce professional standards.

### Summary Table

| Regulation                       | Focus Area                 | How It Affects Opticians  |
|----------------------------------|----------------------------|---|
| <b>Chapter 456, F.S.</b>         | General health professions | Sets licensing, discipline, CE, and patient protection rules for all health professionals, including opticians. |
| <b>Chapter 484, Part I, F.S.</b> | Opticianry-specific law    | Defines the optician’s scope of practice, licensing, board certification, and optical business requirements.    |
| <b>Chapter 64B12, F.A.C.</b>     | Board of Opticianry rules  | Provides detailed rules on CE, supervision, conduct, exam procedures, and enforcement of standards.             |

## How Florida Laws and Rules Regulate Apprentice Opticians and Their Sponsors

### Overview

In Florida, apprentice opticians and their sponsors are regulated by:

- **Chapter 456, Florida Statutes (F.S.)** – General provisions for health professions
- **Chapter 484, Part I, Florida Statutes** – Specific statutes for opticianry
- **Chapter 64B12, Florida Administrative Code (F.A.C.)** – Rules established by the Florida Board of Opticianry

These laws and rules establish the **legal framework** for how apprenticeships must be conducted, including the **responsibilities of both apprentices and their licensed sponsors**.

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### ● **Chapter 456, Florida Statutes – General Provisions for Health Professions**

This chapter governs **all health professions** licensed by the Florida Department of Health, including opticianry.

#### **How It Applies to Apprentices and Sponsors:**

- **Confidentiality (456.057):**  
Apprentices must protect patient privacy, even though they are not licensed. Sponsors must ensure that apprentices follow HIPAA and state confidentiality rules.
  - **Unlicensed Practice (456.065):**  
Apprentices cannot perform licensed optician duties on their own. Sponsors must prevent unlicensed activity and are responsible for ensuring direct supervision.
  - **Disciplinary Actions (456.072):**  
If either the apprentice or sponsor violates laws or ethical rules, both may face investigation and discipline by the Florida Department of Health.
- 

### ● **Chapter 484, Part I, Florida Statutes – Opticianry Statute**

This statute is the **primary legal authority** regulating opticians, apprentices, and optical establishments in Florida.

#### **For the Apprentice:**

- **Registration Requirement (484.007(1)(c)):**  
Apprentices must be registered with the Florida Board of Opticianry before beginning training.

- **Training Requirements:**  
Apprentices must complete **6,240 hours** of supervised work over a **minimum of 36 months**.
- **Scope Limitations:**  
Apprentices **cannot dispense eyewear, interpret prescriptions, or fit contact lenses independently**.

□ **For the Sponsor:**

- **Supervision Requirement:**  
Sponsors must provide **direct supervision** at all times, meaning they must be **physically present** while the apprentice is working.
- **Liability for Apprentice Actions:**  
The sponsor is legally responsible for the apprentice's training and compliance. Violations by the apprentice may affect the sponsor's license.
- **Change Notification:**  
Sponsors must notify the Board if they stop supervising an apprentice.

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● **Chapter 64B12, Florida Administrative Code – Board of Opticianry Rules**

We want to emphasize this rule again because this section contains **detailed administrative rules** specifically governing apprenticeships.

**Rule 64B12-16 – Apprentice Training Program**

- **Apprentice Registration:**
  - Must be submitted on Form DH-MQA 1184.
  - Changes in employer or sponsor must be reported within **10 days**.
- **Work Hours & Documentation:**
  - Sponsors must track apprentice work hours and submit documentation to the Board upon request.
- **Supervision Definition:**
  - “Direct supervision” means the sponsor is **on-site and available** for consultation at all times.

- **Supervision Limits:**
  - A sponsor may supervise no more than **two apprentices** at the same time.
- **Prohibited Activities for Apprentices:**
  - May not supervise others
  - May not make independent decisions about prescriptions
  - May not dispense or fit contact lenses without board certification and supervision

### Summary Table

| Role              | Requirement  | Governing Rule/Statute               |
|-------------------|--|--------------------------------------|
| <b>Apprentice</b> | Must register with Board   | Chapter 484.007(1)(c), Rule 64B12-16 |
| <b>Apprentice</b> | Must work under direct supervision                                       | Chapter 484, Rule 64B12-16.003       |
| <b>Apprentice</b> | Cannot perform licensed tasks alone                                      | Chapter 456.065, Rule 64B12-16.009   |
| <b>Sponsor</b>    | Must be licensed and in good standing                                    | Rule 64B12-16.002                    |
| <b>Sponsor</b>    | Must be physically present and supervise all tasks                       | Rule 64B12-16.003                    |
| <b>Sponsor</b>    | Responsible for logging hours and apprentice conduct                     | Rule 64B12-16.006                    |
| <b>Both</b>       | Must comply with patient confidentiality, ethical conduct, and DOH rules | Chapter 456, F.S.                    |

### Final Notes

- The apprentice–sponsor relationship is legally regulated.
- Sponsors act as both trainers and legally accountable supervisors.

- Both parties must comply with Florida law and Board of Opticianry regulations.

### **Can Education and Apprenticeship Hours Be Combined?**

Yes, Florida allows applicants to **combine hours earned during an accredited opticianry program with apprenticeship hours** to partially fulfill the required training hours. However, there are important restrictions and conditions.

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#### **How It Works**

- Accredited opticianry programs often include clinical or lab components that may be counted toward the total apprenticeship hours required by the Florida Board of Opticianry.
  - Completing a formal opticianry degree can reduce the required apprenticeship hours but generally does not eliminate the need for a registered apprenticeship entirely unless the education program fully satisfies the Board's requirements.
  - To have these hours recognized, the applicant **must be registered as an apprentice** while completing the training, and the Board must approve the combined hours.
- 

#### **Important Considerations**

- All apprenticeship hours must be completed under a registered sponsor. Hours from school lab or clinical training count only if the program is approved and hours are properly documented.
  - Retroactive credit for hours completed prior to apprentice registration is typically not allowed.
  - The Florida Board of Opticianry has the final authority to approve any combination of education and apprenticeship hours toward licensure.
- 

#### **Recommendations**

If pursuing this combined path:

1. **Register as an apprentice** with the Florida Board of Opticianry as early as possible.
2. Maintain detailed records of both school and apprenticeship hours.

3. Consult the Board before or during your training to confirm that your education program qualifies for hour credit.
4. Submit all necessary documentation when applying for licensure.

### **Makeup of the Florida Board of Opticianry**

The Florida Board of Opticianry is a **regulatory body under the Florida Department of Health** tasked with licensing and regulating the practice of opticians in Florida. Its primary role is to protect the public by ensuring that opticians meet professional standards.

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### **Composition of the Board**

According to **Florida Statutes Chapter 484.005**, the Board consists of **7 members appointed by the Governor**:

- **5 Licensed Opticians:**  
These members must be **licensed opticians actively engaged in practice** in Florida. They bring practical knowledge and experience from the field to the Board.
  - **2 Consumer Members:**  
These members **must be residents of Florida and not connected with the practice of opticianry or any other profession regulated by the Department of Health**. Their role is to represent the public interest and provide a consumer perspective.
- 

### **Terms and Appointment**

- Members serve **four-year terms**.
  - Board members may be **reappointed** but may not serve more than **two consecutive terms**.
  - Appointments are made by the **Governor**, subject to confirmation by the **Florida Senate**.
- 

### **Additional Information**

- The Board members are responsible for:
  - Establishing rules and regulations for optician licensure and practice.

- Reviewing applications and issuing licenses.
- Conducting disciplinary hearings and enforcing compliance.
- Overseeing continuing education requirements.
- Protecting public safety related to optical services.

## **Florida Board of Opticianry Website – Features & Benefits**

### **1. Home**

#### **Features**

- Central hub welcoming users to the Board’s online resources, covering licensing, apprenticeship, and optical-establishment matters.
- Quick-access links: Apply for a License, Renew a License, Check Application Status, Verify a License, File a Complaint, Background Screening.
- **Latest News** section with alerts on fraud awareness, background screening, board performance reports, and webinars.
- Introduction to **ELI Web Assistant** for real-time help.
- Snapshot of upcoming board meetings.

#### **Benefits**

- Streamlined navigation with clearly labeled actions.
  - Keeps stakeholders informed with timely updates.
  - ELI offers immediate support, easing the user experience.
- 

### **2. Licensing & Renewals**

#### **Features**

- Information for Optician, Apprentice Optician, Optical Establishment, Out-of-State Telehealth Provider Registration, and Endorsement applicants.
- Biennial renewal requirements, deadlines, and typical processing timelines.
- Tools to check application status, verify a license, and file complaints.
- Links to background screening and e-licensing.

## **Benefits**

- Organizes licensure paths clearly for new and current licensees.
  - Real-time tracking of application or renewal progress.
  - Encourages compliance through transparent requirements.
- 

## **3. Resources**

### **Features**

- Downloadable forms: apprenticeship, sponsorship, licensure, name/address changes, board certification, etc.
- Quick links to associations such as the Opticians Association of America, ABO, NAO, NCLE, and Professional Opticians of Florida.
- Access to Florida Statutes and Administrative Codes (Chapters 484, 456, 64B12, 64B29).
- Helpful external links (CE Broker, FLHealthSource, Public Records, Declaratory Statements).

### **Benefits**

- One-stop repository for regulatory and administrative documentation.
  - Simplifies access to legal and compliance resources.
  - Supports informed decision-making.
- 

## **4. Meetings**

### **Features**

- Schedule of upcoming and past Board meetings, with dates, format (e.g., teleconference), and access codes.
- Covers disciplinary actions, licensing approvals, committee reports, and policy updates.

### **Benefits**

- Promotes transparency and stakeholder awareness.

- Enables preparation for participation or follow-up.
- 

## **5. The Board**

### **Features**

- Composition: seven members (five licensed opticians, two laypersons) appointed by the Governor and confirmed by the Senate.
- Term lengths and continuation rules.
- Guidance for prospective board members and duties.

### **Benefits**

- Clarifies governance structure and accountability.
  - Helps licensees understand leadership selection.
  - Encourages civic involvement.
- 

## **6. FAQs**

### **Features**

- Answers to common questions about applications, renewals, login issues, profile updates, license verification, and deadlines.
- Instructions for keeping practitioner profiles current within statutory deadlines.

### **Benefits**

- 24/7 self-service reduces calls and emails.
  - Empowers users to resolve routine issues.
  - Supports compliance with profile update requirements.
- 

## **7. Contact**

### **Features**

- Customer Contact Center: (850) 488-0595, Monday–Friday, 8 a.m.–6 p.m. ET.
- Board Office: (850) 245-4292 or (850) 413-6982, Monday–Friday, 8 a.m.–5 p.m. ET.

- Mailing addresses for general correspondence and application/fees.
- Media inquiry contact details.

**Benefits**

- Multiple channels for timely support.
- Clear separation of general, application, and media inquiries.
- Builds trust with transparent communication.

**8. ELI (AI Web Assistant)**

**Features**

- AI-powered chatbot available on the website.
- Assists with licensure requirements, application status, renewal guidance, fees, address updates, and public records.
- 24/7 availability, with human staff escalation during business hours.
- Provides tailored, actionable responses.

**Benefits**

- Immediate assistance any time of day.
- Reduces workload for Board staff.
- Seamless transition to live help when needed.

**Summary Table**

| <b>Section</b> | <b>Key Features</b>                     | <b>Benefits</b>                               |
|----------------|---|---|
| Home           | Central links, news, quick actions, ELI | Fast access, up-to-date info, easy navigation |

| Section              | Key Features                                     | Benefits   |
|----------------------|--|--|
| Licensing & Renewals | License types, process guidance, status tracking | Clear steps, real-time updates, compliance support |
| Resources            | Forms, statutes, codes, professional links       | Centralized documentation, legal clarity           |
| Meetings             | Calendar, access info, agendas                   | Transparency, stakeholder engagement               |
| The Board            | Composition, appointments, duties                | Governance clarity, encourages involvement         |
| FAQs                 | Answers to common questions, profile guidance    | Self-service efficiency, compliance                |
| Contact              | Phone numbers, addresses, media contacts         | Multiple support channels, reliable communication  |
| ELI (Web Assistant)  | AI chatbot, 24/7, human escalation as needed     | Immediate help, efficiency, user-friendly support  |

## 1. Electronic Fingerprinting Requirement

- **House Bill 975 (2024)** mandates that all applicants, including Florida apprentice opticians, **must complete electronic fingerprinting** as part of their background screening.
- **Applications cannot be approved** until fingerprinting and all licensure criteria are met.

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## 2. Background Screening – Effective July 1, 2025

- All **health care practitioners** (including apprentice opticians) must meet **new background screening requirements** for **initial licensure** and **renewals**.
- Renewal periods open **90 days before expiration**; early compliance is recommended.

- Failure to complete screening will prevent licensure or renewal.

## Where to Find Fingerprinting & Background Screening Steps

### On the Florida Board of Opticianry Website ([floridasopticianry.gov](http://floridasopticianry.gov)):

- Navigate to **Licensing & Renewals** or use the **Apply for a License** tab under **Apprentice Optician** to begin the process. It specifies that electronic fingerprinting is required and cannot be bypassed [Florida Board of Opticianry+1](#).
- The **Apprentice Application for Registration (PDF)** provides detailed instructions, including the ORI number and how fingerprints are submitted electronically via Livescan [Florida Board of Opticianry](#).

### On the Florida HealthSource Background Screening Site:

- Visit their “Background Screening” section for guidance on initiating a background check, locating a Livescan provider, understanding fingerprint retention, and FAQs [FL HealthSource+1](#).

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## Step-by-Step Process for Electronic Fingerprinting & Background Screening

### 1. Apply Online for Apprentice Registration

- Start via the Board’s website (“Apply for a License”) to submit your application, fee, sponsor form, and required documents [Florida Board of Opticianry](#).

### 2. Get ORI Number

- After initiating the application, print the confirmation or application form where your profession’s ORI (“Originating Agency Identifier”) is prepopulated. For Board of Opticianry, the ORI is **EDOH4660Z** [Florida Board of Opticianry+1](#).

### 3. Register with the Background Screening Clearinghouse (CHAI)

- Create an account via the Clearinghouse Applicant Initiated (CHAI) system to manage your screening and schedule fingerprinting [FL HealthSource](#).

### 4. Locate a Livescan Provider

- Use the “Locate a Provider” page to find nearby FDLE-approved Livescan service locations, organized by county and region [FL HealthSource+1](#).

#### 5. Attend Livescan Fingerprinting Appointment

- Bring your ORI number, two forms of ID (one with photo and signature, e.g., driver’s license or passport), and demographic info (SSN or ITIN). Be sure the provider submits both fingerprints and a photo electronically [FL HealthSourceFlorida Board of Opticianry](#).
- They will give you a **Transaction Control Number (TCN)**—save this for tracking your fingerprint submission [FL HealthSource](#).

#### 6. Submit Required Privacy Statement via MQA Account

- Log into your MQA Online Services (“Manage my License”) and submit the privacy policy for background screening to enable results processing [FL HealthSource](#).

#### 7. Results & Background Check Completion

- Livescan results are sent to FDLE, forwarded to AHCA's Clearinghouse, and then accessible to the Department of Health for licensure decisions. Processing typically takes **24–72 hours** [Florida Board of Opticianry+1](#).

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#### Tracking & Verification of Screening Status

- **Use your TCN** on the FDLE TCN lookup webpage to check if fingerprints were received [FL HealthSource](#).
- **Log into CHAI or your MQA account** to view screening status ("Complete" or pending).
- If issues arise, confirm with the provider that the submission was made correctly and with a photo included.

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#### Summary Table — Electronic Fingerprinting & Background Screening Steps

| <b>Step Action</b>           | <b>Details</b>                                    |
|------------------------------|---|
| 1 Apply online               | Use Apprentice application on Board’s website     |
| 2 Obtain ORI                 | Prepopulated it on application: <b>EDOH4660Z</b>  |
| 3 Register in CHAI           | Set up account, initiate screening                |
| 4 Find Livescan provider     | Use FLHealthSource site by region/county          |
| 5 Fingerprinting appointment | Bring ORI, two IDs, demographic info, get TCN     |
| 6 Submit privacy policy      | Via MQA account (“Manage My License”)             |
| 7 Check results              | Use TCN lookup and CHAI or MQA dashboard          |
| 8 Completion                 | Results received in 1–3 days if all done properly |

A noble profession: The Florida Licensed Optician. You are the linchpin between the prescription and the eyewear, whether it be glasses or contact lenses. Your expertise in understanding and interpreting the prescription and how it marries together with the lens, frame, the patient’s facial features and the patient’s needs to bring the clearest possible vision into focus is the essence of the occupation. This course will guide you through your first steps into the world of the Optician. There are many resources listed in the course to enable you to be successful. In a short 3 years we look forward to your joining us as a Board Certified Licensed Optician.

For your convenience a copy of Chapter 64B12-16 Apprenticeship has been included. You can also find a copy at <https://flrules.org/gateway/ChapterHome.asp?Chapter=64B12-16>

- 64B12-16.002 Qualifications for Apprentices and Sponsors (Repealed)
- 64B12-16.003 Apprenticeship Requirements and Training Program 64B12-16.004 Termination of Apprenticeship
- 64B12-16.006 Termination of Sponsor (Repealed)

- 64B12-16.008 Enforcement
- 64B12-16.009 Required Sponsor Time Records
- 64B12-16.011 Required Application for Licensure (Repealed)

#### **64B12-16.002 Qualifications for Apprentices and Sponsors.**

*Rulemaking Authority 484.005, 484.007(1) FS. Law Implemented 484.007(1)(d)4. FS. History—New 10-12-80, Formerly 21P-16.02, Amended 3-5-87, 12-6-87, 3-30-89, 5-30-90, 9-30-92, Formerly 21P-16.02, Amended 3-5-87, 12-6-87, 3-30-89, 5-30-90, 9-30-92, Formerly 21P-16.002, 61G13-16.002, Amended 2-15-95, Formerly 59U-16.002, Amended 1-1-98, Repealed 9-21-98.*

#### **64B12-16.003 Apprenticeship Requirements and Training Program.**

(1) Any persons seeking to be registered as an apprentice optician shall submit to the Board an Optician Apprentice Application for Registration (Form DH-MQA 1180, Revised 5/2025), hereby adopted and incorporated by reference, which can be obtained from the Board's website at <http://www.floridasopticianry.gov>, or at <http://www.flrules.org/Gateway/reference.asp?No=Ref-18385>. All apprenticeship training must be conducted by the sponsor(s) with whom the apprentice is currently registered with the Agency. Credits shall be granted to apprentices if the training is properly documented according to this rule. An apprentice shall not receive credit for any training received from a person other than the properly registered sponsor(s). However, an apprentice can receive credit for attending continuing education courses by a board-approved provider pursuant to this rule.

(2) All applicants must submit to a background screening pursuant to Section 456.0135, F.S.

(3) An apprentice shall have no more than two sponsors at any given time. If an apprentice has two sponsors, one sponsor shall be the primary sponsor responsible for the secondary sponsor and the apprentice. The secondary sponsor may work with the apprentice in a store or office other than the primary store or office as long as the apprentice works under the apprenticeship requirements and training program.

(4) A sponsor may provide training for no more than two apprentices at a time.

(5) An apprenticeship shall consist of 6,240 hours of training, completed within five years after the apprentice's first registration with the Department. However, time spent in training at a board-approved school of opticianry or board-approved apprentice training program may be substituted for required apprenticeship time. Each credit hour earned at such school shall count as 86.67 apprenticeship hours. For each hour of the stated instructional time of a board-approved apprentice training program shall count as five (5) apprenticeship hours for successfully completing the entire course.

(a) An apprentice is required to obtain two of the required hours by completing a Board-approved Apprentice/Sponsor Orientation Course and submitting the original certificate of attendance to the board office within one year of registration with the Department.

(b) Each sponsor may attend a Board-approved Apprentice/Sponsor Orientation course. This course will count toward the elective continuing education requirement pursuant to Rule 64B12-15.003, F.A.C.

(c) An apprentice can attend continuing education classes from an approved provider which will count towards the apprenticeship hours. Each credit hour of continuing education shall count as one hour of apprenticeship training. An apprentice can claim an unlimited amount of hours of continuing education credit over the entire length of the apprenticeship. Hours of continuing education credit will only be awarded upon presentation of proof of attendance to the Board.

(6) No hours of credit will be awarded to an apprentice unless those hours were worked under the supervision of the sponsor(s) or within an acceptable alternative as outlined in this rule. The sponsor(s) must be on the premises at all times that opticianry services are performed by an apprentice. The sponsor(s) must personally inspect and approve any work so produced. However, an apprentice may perform such tasks

without the sponsor's presence which may lawfully be performed by unsupervised non-licensed personnel, so long as no hours of apprenticeship credit are claimed or earned.

(7) Total training received by an apprentice during apprenticeship must consist of training in the following subject areas:

(a) Reading and interpreting prescriptions;

(b) Working with lens types, optical and geometric centers, axis, prisms, powers, different types of glass, colors (tints), curves, transposing and knowing the purpose and use of lenses and contact lenses;

(c) Working with frames and mountings and optical appurtenances, adjustments, sizes, measurements and types of temples;

(d) Fitting eyeglasses on individual customers;

(e) Attaining a working knowledge of measurements, pupillary distances, basic anatomy and physiology of the eye and attaining basic knowledge of geometric optics;

(f) Using lensometer or other similar instrument; neutralizing and identifying series of single vision and multi-focal lenses, power of lenses;

(g) Assembling eyeglasses from frames and uncut lenses;

(h) Filling contact lens prescriptions, fitting, adapting and dispensing contact lenses if the sponsor is a Board-Certified optician, Florida-licensed optometrist or Florida-licensed allopathic or osteopathic physician, or an optician pursuant to subsection 64B12-10.009(1), F.A.C., or the apprentice must complete a Board-approved training program in contact lenses course equivalent to 32 hours of instructional time as a substitute for working experience with contact lenses. The Board has approved the following areas of study for the Florida Apprentice Contact Lens Training Course:

6 hours – introduction to contact lenses, including but not limited to basic ocular anatomy, basic optics, basic lenses, fundamentals of instrumentation, nomenclature and patient instructions

2 hours – prefit and assessment

2 hours – diagnostic fit and evaluation

1 hour – lens dispensing and patient evaluation 1

hour – followup visits with the patient

1 hour – administrative procedures 3

hours – slit lamp and pathology

3 hours – Florida and Federal laws/rules related to contact lenses and dispensing 13

hours – practical hands-on training component

Lecture, self study and hands-on sessions as well as blended teaching models are considered appropriate training and may be open to any number of students provided the following can be shown to be part of the training course.

Qualified instructors:

Learning outcomes are articulated and comprehensive according to required course instruction, testing, and evaluation of student comprehension is completed after each area of study before they can proceed to the next area of study.

A qualified instructor for the training course in contact lenses is one who has been a Board-Certified optician, licensed optometrist or ophthalmologist and actively engaged in contact lens fitting for 2 years immediately preceding instructorship or actively engaged as a contact lens instructor in an approved school of opticianry, an accredited school of optometry or an accredited medical school. The assistants must be Board-Certified or equally qualified to the instructor. Any request for program approval must be submitted to the Board 30 days prior to the next Board meeting and must be reviewed every two years. The apprentice must complete the entire course within 18 months of enrolling.

(i) Additional work in any of the above categories.

*Rulemaking Authority 484.005(1), 484.007(1)(d)4. FS. Law Implemented 456.0135, 456.0635, 484.002, 484.007(1)(d)24. FS. History—New 10-12-80, Amended 8-31-83, 8-30-84, Formerly 21P-16.03, Amended 3-5-87, 7-15-87, 1-26-88, 3-30-89, 10-17-90, 5-27-92, 9-30-92, 1-27-93, Formerly 21P-16.003, Amended 9-14-93, 5-2-94, Formerly 61G13-16.003, Amended 2-21-96, 4-23-97, Formerly 59U-16.003, Amended 10-1-97, 2-16-99, 6-25-02, 4-11-06, 9-27-06, 4-19-07, 11-20-07, 5-25-09, 11-29-09, 5-19-10, 4-9-12, 5-22-14, 7-17-14, 12-6-16, 9-11-18, 2-28-19, 7-4-19, 7-30-20, 3-16-21, 11-15-22, 9-9-25.*

#### **64B12-16.004 Termination of Apprenticeship.**

(1) If an apprentice terminates apprenticeship with a sponsor upon completion of the program hours, or the sponsor is no longer providing training to an apprentice, the apprentice shall submit to the Department within 180 days from the date of the termination the completed Apprenticeship Sponsor Report Form DH-MQA 1063, (revised 10/2022), hereby adopted and incorporated by reference, that can be obtained from <http://www.flrules.org/Gateway/reference.asp?No=Ref-14988> or at the Board's website at <http://www.floridaopticianry.gov>.

(2) Failure to comply with the requirements of this rule shall subject the apprentice to discipline or denial of licensure.

*Rulemaking Authority 484.005, 484.007(1) FS. Law Implemented 484.007(1)(d)4. FS. History—New 10-12-80, Formerly 21P-16.04, Amended 3-5-87, 3-30-89, Formerly 21P-16.004, 61G13-16.004, Amended 7-10-97, Formerly 59U-16.004, Amended 6-25-02, 2-28-19, 1-16-22, 1-16-23, 8-26-24.*

#### **64B12-16.006 Termination of Sponsor.**

*Rulemaking Authority 484.005, 484.007(1) FS. Law Implemented 484.007(1)(d)4. FS. History—New 10-12-80, Formerly 21P-16.06, Amended 3-5-87, 3-30-89, 9-30-92, Formerly 21P-16.006, 61G13-16.006, Amended 7-10-97, Formerly 59U-16.006, Repealed 6-25-02.*

#### **64B12-16.008 Enforcement.**

(1) Apprentices and sponsors shall comply with the provisions of this chapter, the rules of the Department and the Board, and Chapters 456 and 484, F.S.

(2) Failure to adhere to these standards is a violation of Chapters 456.072 and 484.014, F.S., and shall subject either the apprentice or the sponsor, or both, to disciplinary action.

(3) The sponsor and the apprentice shall supply to the Board all information requested as set forth in Rule 64B12-16.009, F.A.C., which reasonably relates to the apprenticeship program and the Board's duty to properly monitor the program for compliance with program standards. The completed Apprenticeship Sponsor Attestation form must be provided within six months of the apprentice's completion of the program or credits will not be counted.

(4) If an Apprenticeship Sponsor Attestation Form is not in compliance with this chapter, the rules of the Department and the Board and Chapters 456 and 484, F.S., the Board shall deny credit for hours of apprenticeship claimed and/or the Board, the Apprentice Review Committee or Board staff shall initiate a complaint against the licensee who appears to be in violation.

*Rulemaking Authority 484.005, 484.007(1) FS. Law Implemented 484.007(1)(d)4. FS. History—New 10-12-80, Formerly 21P-16.08, Amended 3-5-87, 5-13-90, 9-30-92, Formerly 21P-16.008, Amended 5-2-94, Formerly 61G13-16.008, Amended 2-21-96, 4-10-97, Formerly 59U-16.008, Amended 1-12-03.*

**64B12-16.009 Required Sponsor Time Records.**

(1) Any licensed optician, optometrist or physician who undertakes sponsorship of an apprentice shall maintain accurate and complete records of time worked by the apprentice.

(2) The records shall include the dates and times of actual work hours and the location where the work was performed.

(3) The sponsor shall maintain these apprentice work records for a period of 6 years from the date the sponsor undertook the apprentice's training or for one year subsequent to the date the apprentice is licensed as an optician, whichever occurs first.

(4) These records shall be maintained for the required period, even if apprenticeship is terminated.

(5) The sponsor shall provide copies of these time records to the apprentice upon the apprentice's request and payment of reasonable copying costs.

(6) The sponsor shall provide copies of these time records to the Board upon request.

(7) Failure to comply with the requirements of this rule will subject the sponsor to discipline up to, and including, denial of sponsorship status.

*Rulemaking Authority 484.005, 484.007(1) FS. Law Implemented 484.007(1)(d)4. FS. History—New 8-2-87, Amended 1-26-88, 9-30-92, Formerly 21P-16.009, 61G13-16.009, 59U-16.009, Amended 8-1-19.*

**64B12-16.011 Required Application for Licensure.**

*Rulemaking Authority 484.005, 484.007(1) FS. Law Implemented 484.007 FS. History—New 3-30-89, Formerly 21P-16.011, Amended 5-2-94, Formerly 61G13-16.011, 59U-16.011, Repealed 5-24-98.*

## 30 Question Test for: Florida Optician Apprenticeship and Sponsorship CE Course

1. **What is the primary role of an optician in Florida?**
  - a) Diagnose eye diseases
  - b) Fit and dispense corrective eyewear
  - c) Prescribe medications for eye conditions
  - d) Conduct eye surgeries
2. **Which Florida statute governs the practice of opticianry?**
  - a) Chapter 456
  - b) Chapter 464
  - c) Chapter 484
  - d) Chapter 495
3. **How many members are on the Florida Board of Opticianry?**
  - a) 5
  - b) 6
  - c) 7
  - d) 8
4. **What is the minimum age requirement to become a licensed optician in Florida?**
  - a) 16
  - b) 18
  - c) 21
  - d) 25
5. **What must an applicant for optician licensure in Florida complete before applying for a license?**
  - a) A doctorate degree
  - b) A high school diploma or equivalent
  - c) 1 year of professional experience
  - d) A background check
6. **Which exam must a Florida optician apprentice pass before obtaining a license?**
  - a) ABO Certification Exam
  - b) NCLE Exam
  - c) Both ABO and NCLE Exams
  - d) ABO, NCLE, Florida State Board

### **30 Question Test Cont...: Florida Optician Apprenticeship and Sponsorship CE Course**

7. **What is the required number of continuing education hours for a Florida optician every two years?**
  - a) 12
  - b) 16
  - c) 20
  - d) 24
  
8. **How many hours of HIV/AIDS education must be completed as part of the continuing education requirement?**
  - a) 1 hour
  - b) 2 hours
  - c) 3 hours
  - d) 4 hours
  
9. **Which organization administers the ABO Certification Exam?**
  - a) National Optometric Association
  - b) American Board of Opticianry
  - c) Florida Optometric Association
  - d) American Optometric Association
  
10. **What is the minimum training requirement for a Florida optician apprentice?**
  - a) 2,000 hours
  - b) 3,000 hours
  - c) 5,000 hours
  - d) 6,240 hours
  
11. **Which of the following is a duty of the Florida Board of Opticianry?**
  - a) Approve optician training programs
  - b) Create and enforce professional standards
  - c) Grant continuing education credits
  - d) All of the above
  
12. **How often must a Florida optician renew their license?**
  - a) Annually
  - b) Every two years
  - c) Every three years
  - d) Every five years

### 30 Question Test Cont...: Florida Optician Apprenticeship and Sponsorship CE Course

13. **What must a Florida optician apprentice submit to the Florida Board of Opticianry at the end of their training?**
  - a) A final exam
  - b) Proof of training hours
  - c) A personal statement
  - d) A letter of recommendation
14. **Which of the following is not a responsibility of a sponsor for an optician apprentice in Florida?**
  - a) Supervising the apprentice's practical training
  - b) Submitting training hours to the board
  - c) Paying the apprentice's fees
  - d) Evaluating the apprentice's progress
15. **How long must a licensed optician sponsor have been practicing in Florida to sponsor an apprentice?**
  - a) 1 year
  - b) 2 years
  - c) 5 years
  - d) 10 years
16. **Which of the following must be documented by the sponsor during the apprenticeship?**
  - a) Monthly training hours
  - b) Quarterly progress reports
  - c) Completion of training milestones
  - d) All of the above
17. **Which exam is required for an optician to fit contact lenses in Florida?**
  - a) ABO Exam
  - b) NCLE Exam
  - c) State Board Exam
  - d) Florida Optician Exam
18. **Which section of the Florida Statutes covers health professions, including opticians?**
  - a) Chapter 458
  - b) Chapter 460
  - c) Chapter 456
  - d) Chapter 484

### **30 Question Test Cont...: Florida Optician Apprenticeship and Sponsorship CE Course**

19. **What should an optician do if they are selected for an audit by the Florida Board of Opticianry?**
- a) Submit an appeal
  - b) Provide proof of completed continuing education hours
  - c) Attend a disciplinary hearing
  - d) Nothing, they are exempt
20. **What is the penalty for failing to complete continuing education requirements in Florida?**
- a) Suspension of license
  - b) Revocation of license
  - c) Denial of license renewal
  - d) All of the above
21. **What is the required number of continuing education hours needed in Medical Errors for a Florida optician?**
- a) 1 hour
  - b) 2 hours
  - c) 3 hours
  - d) 4 hours
22. **What must be included in the apprenticeship training program for an optician?**
- a) Frame selection and fitting
  - b) Lens material knowledge
  - c) Patient care and customer service
  - d) All of the above
23. **What document must an optician apprentice submit to prove their training hours?**
- a) A signed affidavit from the sponsor
  - b) Monthly training logs
  - c) A course completion certificate
  - d) A list of personal achievements
24. **What is the role of the consumer member of the Florida Board of Opticianry?**
- a) To oversee optician training programs
  - b) To represent the interests of the general public
  - c) To administer the licensing exams
  - d) To serve as a liaison between opticians and optometrists

### **30 Question Test Cont...: Florida Optician Apprenticeship and Sponsorship CE Course**

25. **How many opticians must be members of the Florida Board of Opticianry?**
- a) 3
  - b) 4
  - c) 5
  - d) 6
26. **Which of the following topics is covered in the continuing education requirements for Florida opticians?**
- a) Advances in optical technology
  - b) Business practices and management
  - c) Lens safety and maintenance
  - d) All of the above
27. **What is the primary purpose of continuing education for opticians in Florida?**
- a) To increase the income of opticians
  - b) To ensure opticians stay updated on new technologies and practices
  - c) To prepare opticians for retirement
  - d) To satisfy employer requirements
28. **What is the maximum amount of time an optician must complete continuing education for license renewal?**
- a) 1 year
  - b) 2 years
  - c) 3 years
  - d) 4 years
29. **Which Florida Statute Chapter outlines the rules for optician apprenticeship?**
- a) Chapter 484
  - b) Chapter 456
  - c) Chapter 64B12
  - d) Chapter 495
30. **What happens if an optician violates the ethical or professional conduct standards in Florida?**
- a) They may be fined
  - b) Their license may be suspended
  - c) Their license may be revoked
  - d) All of the above

**Answer sheet**

**Florida Optician Apprenticeship and Sponsorship CE Course-2hr**

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