

## MISSION CITY COMMUNITY NETWORK - JOB DESCRIPTION



Mission City  
Community  
Network, Inc.  
*"A Community Health Network"*

**Job Title:** Optometrist  
**Department:** MCCN Clinical Services  
**Reports to:** Medical Director

### **Job Summary:**

Optometrists will examine the eyes and other parts of the visual system, diagnose, and treat visual problems, and manage diseases, injuries, and other disorders of the eyes. Prescribe eyeglasses or contact lenses as needed.

### **ESSENTIAL FUNCTIONS:**

- Examine eyes, using observation, instruments and pharmaceutical agents, to determine visual acuity and perception, focus and coordination and to diagnose diseases and other abnormalities such as glaucoma or color blindness.
- Analyze test results and develop a treatment plan.
- Prescribe, supply fit and adjust eyeglasses, contact lenses and other vision aids.
- Prescribe medications to treat eye diseases if state law permits.
- Educate and counsel patients on contact arrangements and safety factors.
- Consult with and refer patients to ophthalmologist or other health care practitioner if additional medical treatment is determined necessary.
- Remove foreign bodies from the eye.
- Provide patients undergoing eye surgeries, such as cataract and laser vision correction, with pre- and post-operative care.
- Prescribe therapeutic procedures to correct or conserve vision.
- Educate patients, family members and others involved in the patient's eye care
- Ability to relate and culturally sensitive to the public in all areas (racial, ethnic, and economic)

### **ADDITIONAL RESPONSIBILITIES:**

- Performs other related duties as assigned.

### **QUALIFICATIONS:**

- Graduate of a school or college of Optometry accredited by the California State Board of Optometry
- Minimum of 2 years of experience
- Current California License from the State Board of Optometry
- Current DEA
- Current BLS CPR Certification

### **INTERNAL AND EXTERNAL COMMUNICATIONS:**

Internal:

- Interacts with staff in a professional and appropriate manner.
- Conducts job-related situations in a professional manner, observing confidentiality as necessary.

External:

- Interacts with outside agencies and professionals in an appropriate manner.

**FISCAL RESPONSIBILITIES:**

- Facilitates cost containment by efficient use of time, resources, equipment, supplies, etc.

**WORKING CONDITIONS:**

Environment:

- Works in a physically safe and clean environment.
- Reports unsafe conditions to supervisor.

Physical Demands:

1. STANDING/WALKING: Workday consists of stand/walking on tile and cement floors while performing duties.
2. SITTING: Workday may be spent sitting charting notes.
3. LIFTING: Lifting may include up to 25 lbs. in moving equipment or assisting disabled patients. Day involves lifting requiring a full range of motion.
4. CARRYING: Day may include carrying objects weighing up to 25 lbs., this may include carrying charts and equipment.
5. PUSHING/PULLING: Day may require pushing or pulling equipment, drawers, carts and exam table stirrups.
6. CLIMBING: Day may include climbing one flight of stairs.
7. BALANCING: Time may be required to use a footstool in retrieving supplies.
8. STOOPING/KNEELING: Part of workday is spent stooping or kneeling to open drawers and gathering equipment.
9. BENDING: Part of workday may be spent in bending at the waist picking up charts and assisting the clinician with procedures.
10. CROUCHING/CRAWLING: None required.
11. REACHING/STRETCHING: Part of time may require reaching or stretching to retrieve equipment or medications on shelves.
12. HANDLING: Hand and wrist movement is required part of the workday in holding charts and supplies.
13. FINGERING Part of workday involves writing in the chart, receiving and sending messages and assisting the clinician in surgical procedures and tests.
14. FEELING: Normal tactile feeling is required to perform all job duties, including taking pulses.
15. THROWING: none required.
16. TWISTING: Part of the day may be required in retrieving supplies or equipment.
17. TALKING: Average ability and fluency in English is required in communicating with patients, staff, and outside agencies, such as pharmacies and physicians' offices.
18. HEARING: Average ability is required in answering the telephone and performing all job duties (particularly taking blood pressures and using a stethoscope).
19. SEEING: Average ability is required to read and follow instructions and assisting patients.

**EMPLOYEE ACKNOWLEDGMENT:**

I have read my job description and understand its contents. I agree to perform the duties and responsibilities to the best of my ability. If at any time I have questions about its contents, I will discuss with my supervisor any clarification. I have received a copy of this job description and understand that it will be used to evaluate my performance both on an ongoing basis and at regular intervals.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date