

Caldwell Community College and Technical Institute
Ophthalmic Medical Assistant Diploma Program
Admissions Information

Program Information

The one-year diploma program in Ophthalmic Medical Assistant prepares individuals to provide support services under the supervision of a licensed physician specializing in Ophthalmology. Course work includes both classroom and clinical instruction with an emphasis on taking medical and ocular histories and performing a variety of ocular measurements including lensometry, refractometry, keratometry, tonometry, muscle balance screening, and perimetry. Graduates of the OMA program will be eligible to take the Joint Commission of Allied Health Personnel in Ophthalmology (JCAHPO) national certification exam for Certified Ophthalmic Assistant (COA).

Students in the ophthalmic medical assistant program must:

- Maintain adequate physical condition to stand, walk and sit for prolonged periods of time
- Have adequate vision and hearing to perform the necessary clinical duties
- Have adequate strength to physically assist patients in transferring from wheelchair or stretcher as indicated and perform moderate lifting
- Have good verbal and written communication skills
- Have good manual dexterity
- Have a valid N.C. driver's license and be able to transport themselves to clinical sites.

Graduates are employed in medical institutions, clinics or physicians' groups.

To insure the public health and safety of all patients many of our clinical affiliation sites require personal background checks and/or drug screening in order for the student to participate in clinical education at that site.

Most disciplines of Health Sciences require registration, certification or licensure to practice in the health care field. Most examining boards require proof of good moral character to apply to take the registration, certification or licensure examination. JCAHPO can be reached at 800-284-0937 or jcahpo@jcahpo.org.

Applicants should be aware that travel in out-of-service areas may be required for clinical placement.

The ophthalmic medical assistant (OMA) program begins summer semester each year and is filled at the beginning of spring semester. At that time each OMA applicant will be notified regarding his/her application status for the next year's class. Class size is limited.

Admission Process

Each applicant is tentatively admitted to the OMA program by the Consideration Date (the date that all admission requirements are met.) This is a "first-come, first-served" process.

Admission Requirements

It is suggested that admission requirements be met in the following order.

1. CCC and TI application.

- Submit an application to Student Services.
- Applications are available in Student Services or online at www.cccti.edu.

2. Official documentation of high school graduation or GED completion.

- This is required even if the applicant holds a four-year degree.
- A high school graduate should request his/her high school to send to CCC and TI an official transcript indicating date of graduation.
- If the applicant is still in high school, an official transcript should be sent now only if SAT/ACT scores are to be used to waive the college placement tests; otherwise, an official transcript should be submitted after graduation.
- A GED or adult high school diploma graduate is exempt from sending a high school transcript, **but** an official copy of GED scores or official documentation of adult high school graduation must be sent to CCC and TI from the granting institution.
- Reproduced copies of personal documents are not acceptable.
- Request forms to obtain transcripts are available in Student Services at CCC and TI.

3. Official transcripts of any college work.

- The applicant should request colleges to mail transcripts directly to CCC and TI.
- If currently enrolled at another college, he/she should request a transcript now and another one at the completion of his courses.
- Transcript request forms are available in Student Services or may be downloaded from the college webpage, www.cccti.edu.
- College transcripts must be received and evaluated in order to exempt the applicant from placement tests.

4. Placement tests.

- Placement tests are given at the Testing Center at CCC&TI in Hudson or at the Watauga Campus. Please contact the Testing Centers directly for testing appointments.
- Any applicant whose placement test scores fall below the required minimum for the OMA program must take the indicated developmental course(s). **An applicant must complete all required developmental courses before the OMA Consideration Date will be given.**
- Minimal acceptable CPT scores for the OMA Program and the corresponding exempted developmental courses:

○ Reading	80	Developmental Courses: RED 080, RED 090
○ Sentence skills	86	ENG 080, ENG 090
○ Pt I math(arithmetic)	55	MAT 060
○ Pt II math (algebra)	55	MAT 070
- Please see the Testing Center for comparable ASSET or COMPASS scores. Official test scores for these tests must be provided to the Testing Center if testing is done at another college on or after 2/1/07.

- Placement tests may be waived for persons who have transferable college credit that shows proficiency in reading, English and math.
- Documentation must be provided if an applicant has college transfer credit; or has high SAT or ACT scores (SAT = 500+ each section of Writing and Critical Reading and 520+ of Math; OR ACT = 21+ each section) within 3 years of the application date; which would exempt an applicant from testing.

5. Information session/interview with program faculty.

- Attend an Ophthalmic Medical Assistant Information Session to receive current details regarding admission, academic, and program requirements.
- Please contact the OMA program at 828-726-2200 ext. 4718 to sign up for the next session.
- The Information Session Confirmation Form must be completed and returned to Health Sciences Admissions for completion of this admission requirement.

THE OMA CONSIDERATION DATE IS GIVEN WHEN REQUIREMENTS 1 – 5 ARE MET.

6. Physical examination.

- The **provisionally accepted** OMA student is required to present documentation of physical and emotional health that indicates the applicant's ability to provide safe care to the public.
- A completed *Student Medical Form for North Carolina Community College System Institutions* form **must be submitted prior to OMA orientation in MAY.**
- The date of the actual physical examination **must be dated within one year prior to the date of enrollment.**
- Immunizations must be up to date and reflect standards for health care workers according to CDC guidelines.

7. Infant, Child and Adult CPR Certification.

- **Accepted** students must be currently certified in CPR through one of the following: American Heart Association: BLS Healthcare Provider Course, **or** American Red Cross: Adult CPR and Infant/Child CPR **prior to August 1.**

Progression Requirements

OMA students must maintain a minimum grade point average of 2.0 with no grade below a "C."

Please note:

Each applicant is responsible for:

- ***completing admission requirements,***
- ***confirming receipt of letters and documents in the admissions office,***
- ***keeping CCC and TI informed in writing of any personal information changes,***
- ***keeping copies of all documentation submitted to CCC&TI (i.e., CPR, physical exam).***

Applications are accepted for only one two-year health sciences program at a time. However, an applicant may apply for the one-year ophthalmic medical assistant diploma while also applying for a two-year health sciences program.

Curriculum for Ophthalmic Medical Assistant (D45510)
One-Year Diploma

Summer Semester

		Class	Lab/ Clinical	Cred it
ENG 111	Expository Writing	3	0	3
ENG 111A	Expository Writing Lab	0	2	1
OPH 150	Introduction to Ophthalmic Medical Assistant	2	0	2
OPH 151	Ocular Anatomy and Physiology	2	0	2
PSY 150	General Psychology	3	0	3
COM 120	Interpersonal Communication	<u>3</u>	<u>0</u>	<u>3</u>
		13	2	14

Fall Semester

OPH 103	Introduction to Diseases of Eye	2	0	2
OPH 109	Ophthalmic Optics and Refractometry	2	0	2
OPH 105	Maintenance of Ophthalmic Instruments	2	0	2
OPH 106	Ophthalmic Med. Asst. Practicum I	<u>0</u>	<u>27</u>	<u>9</u>
		6	27	15

Spring Semester

OPH 107	Principles of Glaucoma/Cataract	2	0	2
OPH 108	Ophthalmic Patient Care	2	0	2
OPH 104	Basic Ophthalmic Pharmacology	2	0	2
OPH 110	Ophthalmic Med. Asst. Practicum II	<u>0</u>	<u>27</u>	<u>9</u>
		6	27	15

TOTAL 25 56 44

Tuition: In-State \$42.00 per credit hour
\$672.00 maximum tuition per semester

Out-of-State \$233.30 per credit hour
\$3732.80 maximum tuition per semester

Activity Fees: \$7.00 per class, fall and spring semesters, up to a maximum of \$28.00.
\$3.00 per class, summer semester, up to a maximum of \$9.00.

For additional information, please contact:

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Revised 3/08

Since health program standards are mandated by accrediting and regulatory agencies, revisions to the above information may be necessary. Efforts will be made to keep changes to a minimum and finalized one year in advance of the starting date of the program; however, the college reserves the right to revise any part or section as necessary.