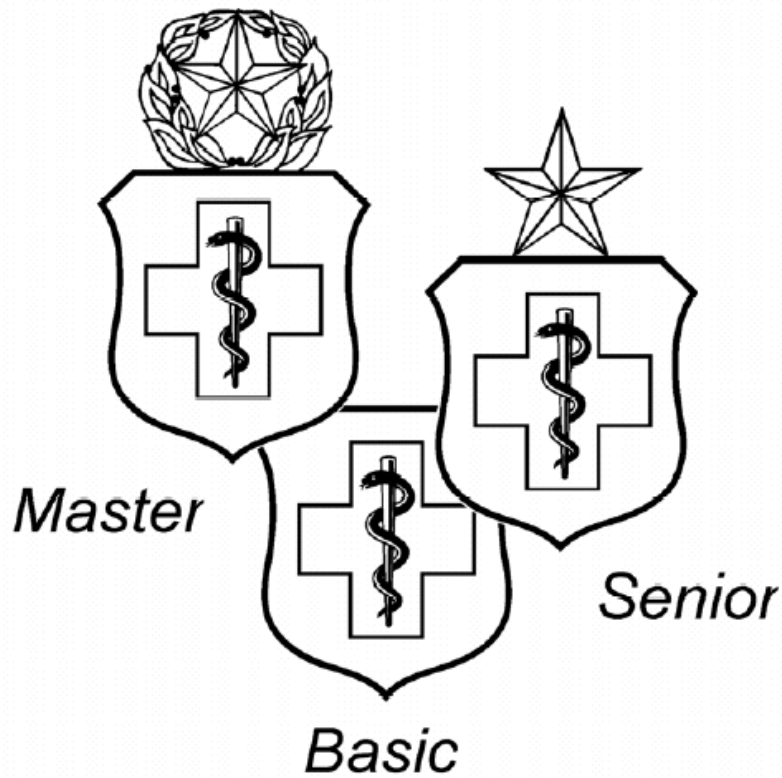


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CFETP 4V0X1/S
Parts I and II
29 MARCH 2023

AFSC 4V0X1 OPTOMETRY
With subspecialty 4V0X1S / Ophthalmology



**CAREER FIELD EDUCATION
AND TRAINING PLAN**

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Part I

Preface

1. This Career Field Education and Training Plan (CFETP) is a comprehensive education and training document that identifies life-cycle education and training requirements, training support resources, and minimum core task requirements for this specialty. The CFETP will provide personnel a clear career path to success and will instill rigor in all aspects of career field training. NOTE: Civilians occupying associated positions will use Part II to support duty position qualification training.

2. The CFETP consists of two parts. Supervisors plan, manage, and control training within the specialty using both parts of the plan.

2.1. Part I provides information necessary for overall management of the specialty.

2.1.1. Section A explains how everyone will use the plan.

2.1.2. Section B identifies career field progression information, duties and responsibilities, training strategies, and career field path.

2.1.3. Section C associates each level with specialty qualifications (knowledge, education, experience, training, and other).

2.1.4. Section D indicates resource constraints. Some examples are funds, manpower, equipment, and/or facilities.

2.1.5. Section E identifies transition training guide requirements for SSgt through MSgt.

2.2. Part II is used by supervisors and trainers at the unit level to identify, plan, and conduct training commensurate with the overall goals of this plan.

2.2.1. Section A identifies the Specialty Training Standard (STS) and includes duties, tasks, technical references to support training, Air Education and Training Command (AETC) conducted training, wartime course and core task and correspondence course requirements.

2.2.2. Section B contains the course objective list and training standards which supervisors will use to determine if Airmen satisfied training requirements.

2.2.3. Section C identifies available support materials that have been developed and are mandatory for use to support On-the-Job Training.

2.2.4. Section D contains a training course index supervisors can use to determine resources available to support training. Both mandatory and optional courses are included.

2.2.5. Section E identifies major command (MAJCOM) unique training requirements supervisors can use to determine additional training required for the associated qualification needs. At unit level, supervisors and trainers will use Part II to identify, plan, and conduct training commensurate with the overall goals of this plan.

2.2.6. Section F is specific to medical Air Force Specialty Codes (AFSC) and provides guidance on required documentation in the enlisted training and competency folder. At the unit level, supervisors and trainers use Part II to identify, plan, and conduct training commensurate with the overall goals of this plan.

3. Using guidance provided in the CFETP will ensure individuals in this specialty receive

effective and efficient training at the appropriate points in their career. This plan will enable us to train today's work force for tomorrow's jobs.

Abbreviations/Terms Explained

Advanced Training (AT). A formal course providing individuals who are qualified in one or more positions of their Air Force Specialty (AFS) with additional skills/knowledge to enhance their expertise in the career field. Training is for selected career airmen at the advanced level of the AFS.

Air Force Job Qualification Standard/Command Job Qualification Standard

(AFJQS/CJQS). A comprehensive task list describing a particular job type or duty position. Supervisors use these to document task qualifications. The tasks on AFJQS/CJQS are common to all persons serving in the described duty position.

Allocation Curves. The relation of hours of training in different training settings to the degree of proficiency which can be achieved on specified performance requirements.

Career Field Education and Training Plan (CFETP). A CFETP is a comprehensive, multipurpose document encapsulating the entire spectrum of education and training for a career field. It outlines a logical growth plan including training resources and is designed to make career field training identifiable, eliminate duplication, and ensure this training is budget defensible.

Career Training Guide (CTG). A document using Task Modules (TMs) in lieu of tasks to define performance and training requirements for a career field.

Continuation Training. Additional training exceeding requirements with emphasis on present or future duty assignments.

Core Task. A task AFCFMs identifies as minimum qualification requirements within an Air Force Specialty Code (AFSC), regardless of duty position.

Course Objective List. A publication, derived from initial/advanced skills course training standard, identifying the tasks and knowledge requirements, and respective standards provided to achieve a 3-5-7-skill level in this career field. Supervisors use the course objective list to assist in conducting graduate evaluations in accordance with DAFI 36-2670, Total Force Development.

Enlisted Specialty Training. A mix of formal training (technical school) and informal training (on-the job) to qualify and upgrade airmen in each skill level of a specialty.

Exportable Training. Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

Field Technical Training (Type 4). Special or regular on-site training conducted by a field training detachment or by a mobile training team.

Instructional System Development (ISD). A deliberate and orderly, but flexible process for planning, developing, implementing, and managing instructional systems. It ensures personnel are taught in a cost-efficient way with the knowledge, skills, and attitudes essential for successful job performance. The Air Force ISD model graphically illustrates the process. Evaluation is the foundation of this process. ISD is a continuous process with the flexibility to enter and re-enter various phases as needed to develop, update, or revise instruction. All ISD activities take place

within and are dependent upon system functions. Teamwork is required between personnel performing system functions and those designing, developing, and implementing instructional systems. All ISD activities and system functions focus on continuous quality improvements in the system.

Initial Skills Training. A formal resident course resulting in award of the entry level apprenticeship.

Occupational Survey Report (OSR). A detailed report showing the results of an occupational survey of tasks performed within a particular AFS.

On-the-Job Training (OJT). Hands-on, over-the-shoulder training conducted to certify personnel in both upgrade (skill level award) and job qualification (duty position certification) training.

Optimal Training. The ideal combination of training settings resulting in the highest levels of proficiency on specified performance requirements within the minimum time possible.

Qualification Training (QT). Actual hands-on task performance training designed to qualify an individual in a specific duty position. This portion of the dual channel OJT training program occurs both during and after the upgrade training process. It is designed to provide the performance skills required to do the job.

Qualification Training Package (QTP). An instructional package designed for use at the unit to qualify, or aid qualification, in a duty position or program, or on a piece of equipment. It may be printed, computer-based, or in other audiovisual media. QTPs establish performance standards and are designed to standardize skill verification and validation of task competency.

Resource Constraints. Resource deficiencies, such as money, facilities, time, manpower, and equipment precluding desired training from being delivered.

Skills Training. A formal course resulting in the award of a skill level.

Specialty Training. A mix of formal training (technical school) and informal training (OJT) to qualify and upgrade airmen in the award of a skill level.

Specialty Training Standard (STS). An Air Force publication describing skills and knowledge airmen in a particular AFS need on the job. It further serves as a contract between the Air Education and Training Command and the user to show the overall training requirements for an AFSC the formal schools teach.

Standard. An exact value, a physical entity, or an abstract concept, established and defined by authority, custom, or common consent to serve as a reference, model, or rule in measuring quantities or qualities, establishing practices or procedures, or evaluating results, a fixed quantity or quality.

Task Module (TM). A group of tasks within an AFS performed together and require common knowledge, skills, and abilities. Codes and statements are used to identify TMs.

Total Force. All collective Air Force components (active, reserve, guard, and civilian elements) of the United States Air Force.

Training Capacity. The capability of a training setting to provide training on specified requirements, based on the availability of resources.

Training Planning Team (TPT). Comprised of the same personnel as a Utilization and Training Workshop; however, TPTs are more intimately involved in training development and the range of issues are greater than is normal in the Utilization and Training Workshop forum.

Training Requirements Analysis. A detailed analysis of tasks for a particular AFS to be included in the training decision process.

Training Setting. The type of forum in which training is provided (formal resident school, OJT, field training, mobile training team, self-study, etc.).

Upgrade Training (UGT). Mandatory training leading to attainment of a higher level of job proficiency.

Utilization and Training Pattern. A depiction of the training provided to, and the jobs performed by personnel throughout their tenure within a career field or AFS. There are two types of patterns: 1) current pattern, which is based on the training provided to incumbents and the jobs to which they have been and are assigned and 2) alternate pattern, which considers proposed changes in manpower, personnel, and training policies.

Utilization and Training Workshop (U&TW). A forum of AFSC MAJCOM Functional Managers (MFMs), subject matter experts (SMEs), and AETC training personnel who determine the career ladder training requirements.

Wartime Course. Any course (for officers or enlisted) designed by higher headquarters to be conducted during wartime. Wartime courses are categorized as: 1) courses directed to continue training at the existing student flow to satisfy the training personnel requirement; or 2) courses directed to expand student flow above the training personnel requirement to satisfy wartime training requirements.

Section A. General Information

1. Purpose of the CFETP. This CFETP provides the information necessary for AFCFMs, MFMs, commanders, training managers, supervisors, trainers and the applicable AETC training wing to plan, develop, manage, and conduct an effective and efficient career field training program. This plan outlines training individuals must receive to develop and progress throughout their career. It also identifies initial skills, upgrade, qualification, advanced proficiency, sustainment, and continuing education and training. Initial skills training is the AFS specific training an individual receives upon entry into the Air Force or upon retraining into a specialty. For our career field, this training is provided by AETC, 382d Training Squadron (TRS) at Ft Sam Houston, TX. Upon successful completion of the training, individuals are awarded their 3-skill level AFSC.

1.1. Upgrade training identifies the mandatory courses, task qualification requirements, and correspondence course completion requirements for award of the 5 and 7-skill levels. QT is actual hands-on task performance training designed to qualify an airman in a specific duty position. This training program occurs both during and after the UGT process. It is designed to provide the performance skills and knowledge required to do the job. Advanced training is formal AFS training used for selected airmen. Proficiency training is additional training, either in-residence, exportable advanced training courses, or OJT, provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade.

1.2. The CFETP also serves the following purposes:

1.2.1. Identifies task and knowledge training requirements for each skill level in the specialty and recommends education/training throughout each phase of an individual's career.

1.2.2. Lists training courses available in the specialty, identifies sources of training, and the training delivery method.

1.2.3. Identifies major resource constraints which may impact full implementation of the career field training process.

1.2.4. Identifies the training elements required for Readiness Skills Verification (RSV) to ensure individuals are fully trained to meet contingency missions.

2. Uses of the CFETP. The plan will be used by MFMs and supervisors at all levels to ensure comprehensive and cohesive training programs are available for everyone in the specialty.

2.1. AETC training personnel will develop or revise formal resident, nonresident, field, and exportable training based upon requirements established by the users and documented in Part II of the CFETP. They will also work with the AFCFM to develop acquisition strategies for obtaining resources needed to provide the identified training.

2.2. MFMs will ensure their training programs complement the CFETP mandatory initial, upgrade, and proficiency requirements. OJT, resident training, and contract training or exportable courses can satisfy identified requirements. MAJCOM-developed training to support this AFSC must be identified for inclusion into the plan.

2.3. Each individual will complete the mandatory training requirements specified in this plan. The list of courses in Part II will be used as a reference to support training.

3. Coordination and Approval. The AFCFM is the approval authority. Also, the AFCFM will initiate an annual review of this document to ensure currency and accuracy. MAJCOM representatives and AETC training personnel will identify and coordinate on the career field training requirements. Using the list of courses in Part II, they will eliminate duplicate training.

4. Waiving Specialty Qualification Requirements. Qualification requirements for this specialty are published in the Air Force Enlisted Classification Directory (AFECD) and this CEFTP. These requirements may be for entry, award or retention of this specialty and respective skill levels. Unique circumstances may warrant waiving certain requisites. Consideration for a waiver should not become the normal practice. However, a waiver can save training resources without affecting career field progression or mission accomplishment when an individual possesses qualifications equivalent to the established requirements.

4.1. Evaluating waiver requests. Supervisors, managers, and leaders must compare each waiver request individually and against predetermined standards in order to maintain integrity of the career field. Scrutinize the individual's task knowledge, performance, ability to learn and transfer knowledge to performance, and his/her future within the specialty in relation to peers. Waiver requests must consider the following factors:

4.1.1. Education. Has the individual previously completed an equivalent education or certification program (or equivalency test)? Has the individual performed duty in an exceptional manner over an extended period of time in the actual or equivalent AFS or civilian occupation?

4.1.2. Training. Has the individual completed an equivalent technical training course or civilian vocational training course, certification program (or equivalent test)?

4.1.3. Knowledge. Does the individual possess the career knowledge equivalent to current requirements?

4.1.4. Experience. Supporting documentation must include proof of experience, such as performance reports, training records, state or federal operating licenses, certificates of affiliation, etc.

4.1.5. Other. Does the individual possess the physical ability, aptitude, or qualifications that are equivalent to, or commensurate with, the established requirement?

4.2. Responsibilities.

4.2.1. Individual. Does the individual acknowledge possessing the prescribed training requirements? Trainees must understand their education and training requirements, accept responsibility for training, and document task qualification.

4.2.2. Supervisor. Did the commander and supervisor fulfill their obligations to the trainee and the training program? Level of support or involvement is not, by itself, justification for approving waivers – it may indicate problems in training equity or other areas.

4.2.3. Training system equity. This area relates to circumstances beyond a trainee's control such as the following: Were training or testing conditions abnormal? Did the training or testing system provide the best opportunity for successful completion of training requirements? Was the training or testing system flexible enough to allow for unexpected situations or conditions? Did those responsible for the training or testing program fulfill their obligations effectively? Depending on the facts, this area may warrant options other than approving a waiver.

4.3. Processing waiver requests. Process waiver requests according to AFI 36-2101

5. MyTraining. The first-ever enterprise designed OJT and Upgrade Training Management database. It is replacing legacy systems AFTR and TBA.

5.1. Documentation. Use the automated MyTraining to document all technician qualifications. NOTE: An AFJQS may be used in lieu of Part II of the CFETP only upon approval of the AFCFM. The AFCFM may supplement these minimum documentation procedures as needed or deemed necessary for the career field.

5.2. Transcribing a new or revised CFETP. The AFCFM will provide transcription instructions in order for the record to be transcribed within MyTraining. This process will be seamless to the field user as all existing trainee records will be auto transcribed.

5.3. Decertification and recertification. When an airman is found to be unqualified on a task previously certified for his/her position, the supervisor deletes the previous documented certification. Appropriate remarks are entered on the AF Form 623A, On-the-Job Training Record Continuation Sheet, identifying the reason for decertification. Upon subsequent recertification, document for any other training qualification.

Section B. Career Progression and Information.

Specialty Description:

1.1. Specialty summary. Performs and manages visual screening tests and assists in patient treatment. Processes prescriptions for military eyewear. Performs and manages optometry and/or ophthalmology clinic activities. Manages and directs ophthalmic service personnel, materiel,

equipment, and programs. Supervises technical and administrative activities of ophthalmic services. Related DoD Occupational Subgroup: 132300.

Duties and Responsibilities:

1.2. Performs ophthalmic services. Assists the health care provider in the examination and treatment of patients by performing visual tests or procedures. Orders, fits, and dispenses military eyewear. Instructs patients on contact lens procedures. Assists aircrew members in aviator contact lens and night vision goggle program. Assists personnel in occupational vision programs. Records patient case history conducts visual screening tests such as visual acuity, cover test, pupillary testing, color vision, depth perception, visual field charting, and tonometry for analysis and interpretation. Takes ophthalmic photographs and prepares injectable ophthalmic anesthetics and antibiotics. Administers ophthalmic drops and ointments, applies ocular dressings, performs suture removal, and obtains eye cultures. May perform duties as an ophthalmic surgical assistant.

1.3. Manages ophthalmic resources. Determines requirements for supplies, equipment, and personnel. Develops and maintains a working environment to provide timely, economical, and operational support. Directs budget and manages ophthalmic activities. Ensures periodic maintenance and calibration checks on clinic diagnostic equipment are completed.

1.4. Manages ophthalmic administrative services. Directs refractive surgery, aircrew contact lens, safety, infection control, and training programs. Coordinates technical and administrative activities of ophthalmic services to ensure effective and efficient use of ophthalmic personnel. Executes self-inspections, reviews reports and records for accuracy and compliance. Establishes or recommends ophthalmic standards, regulations, policies, or procedures to ensure quality patient care in a safe, efficient, and effective ophthalmic environment.

Specialty Qualifications:

1.5. Knowledge. Knowledge is mandatory of ocular anatomy; ophthalmic medications; visual physiology; optics; use and maintenance of ophthalmic instruments and testing equipment; ophthalmic and medical instructions; medical terminology; ophthalmic technology; asepsis; ocular referrals and emergency medical treatment; patient transportation; medical ethics; medical administration; and medical service organization and function. Surgical instruments and equipment, ophthalmic injectable medications, anesthetic solutions, and ocular disorders.

1.6. Education. For entry into this specialty, completion of high school courses in algebra, geometry, trigonometry, physics, biology, anatomy, or physiology is desirable.

1.7. Training. For award of 4V031/S, completion of a basic ophthalmic course is mandatory.

1.8. Experience. The following experience is mandatory for award of the AFSC indicated:

1.8.1. 4V051/S. Qualification in and possession of AFSC 4V031/S. Also, experience in caring for and treating ophthalmic patients and in operating and maintaining ophthalmic equipment such as lensometers, vision screening instruments, visual field measuring instruments, tonometers, and fitting optical and ophthalmic devices.

1.8.2. 4V071/S. Qualification in and possession of AFSC 4V051/S. Also, experience performing or supervising ophthalmic functions such as caring for and treating patients, operating ophthalmic testing equipment, and fitting optical and ophthalmic devices.

1.8.3. 4V091. Qualification in and in possession of AFSC 4V071/S. Also, experience managing optometry or ophthalmology activities.

1.9. Other. The following are mandatory as indicated:

1.9.1. For entry into AFSCs 4V0X1/S:

1.9.1.1. Vision corrected to at least 20/30 in either eye.

1.9.1.2. No detectable central scotoma in either eye with best acuity.

1.9.2 For award and retention of AFSC 4V071/S, current national certification (and continued recertification) from one of the following:

1.9.2.1 American Optometric Association (AOA) with a minimum certification level of Certified Paraoptometric Technician (CPOT).

1.9.2.2. Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO) with a minimum certification level of Certified Ophthalmic Assistant (COA).

1.9.3. For award and retention of AFSCs 4V031/S, 4V051/S, 4V071/S, and 4V091, must maintain an Air Force Network License according to AFI 33-115, Volume 2, *Licensing Network Users and Certifying Network Professionals*.

2. Skill and Career Progression. Adequate training and timely progression from the apprentice to the superintendent level play an important role in the Air Force's ability to accomplish its mission. It is essential that everyone involved in training does his or her part to plan, manage, and conduct an effective training program. The guidance provided in this part of the CFETP will ensure everyone receives viable training at appropriate points in their career.

2.1. Apprentice (3-level). Initial skills training in this specialty consists of the task and knowledge training provided in the 3-skill level resident course (L8ABJ4V031 01AA) located at JBSA Fort Sam Houston, TX. For those members who are selected for ophthalmology, following course L8ABJ4V031 01AA, surgical skills training consists of the task and knowledge training provided in the resident course (L5ABJ4V031 01AA) located at Joint Base San Antonio-Lackland, TX. The decision to train specific tasks and knowledge items in the initial skills course is based on a review of OSR data, training requirements analysis (TRA) data, and 4V0X1/S SME input. Task and knowledge training requirements are identified in the specialty training standard, Part II, Section 4B. Individuals must complete the initial skills course to be awarded AFSC 4V031/S.

2.2. Journeyman (5-level). Upgrade to the 5-level consists of: (1) completion of all STS core tasks; (2) Completion of all duty position tasks specified in the STS. (3) 4V0X1- Completion of 10 months of UGT (10 months for retrainees). 4V0X1S- Completion of 12 months of UGT (12 months for retrainees). (4) Completion of the 4V051/S Career Development Course (CDC). (5) Obtaining and maintaining ophthalmic certification from a nationally accredited body: American Optometric Association (AOA) or Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO). Award of certification is required within 24 months after award of 5 skill level. Members who are a 5-level at the date of this publication will have 2 years from date of this publication to obtain certification. The minimum certification level required is either AOA's Certified Paraoptometric Technician (CPOT) or JCAHPO's Certified Ophthalmic Assistant (COA). Refer to AFI 41-104 for more information. (6) The Air Force National Guard and Air Force reserve are exempt from the certification, but members are required to be

proficient in and maintain all 7 level tasks as identified. (7) The ANG member elect to obtain certification the unit may utilize appropriated funds to pay for professional certification and examinations. The authority is permissive, not mandatory and does NOT establish an entitlement. The final decision to fund the certification remains with the local Medical Group Commander. (8) Must have recommendation of supervisor and meet all other requirements as outlined in AFI 36-2101. (Refer to DAFI 36-2670 for further information. Once upgraded to the 5-skill level, a journeyman will maintain proficiency by completing all continuation training required or specified by command or local policies. Individuals will use their CDCs and any other reference material according to the Enlisted Promotion References and Requirements Catalog (EPRRC) to prepare for testing and promotion under the Weighted Airman Promotion System (WAPS). They are also encouraged to continue their education toward an Ophthalmic Technician CCAF degree. Additional qualifications may become necessary when personnel transfer to a new duty position, or when new equipment, techniques, procedures, or training requirements are introduced. Journeymen may be assigned supervisory duties and perform various ophthalmic and administrative tasks. Individuals who are in the rank of SrA will attend ALS after having 48 months' time in service (TIS). Resident graduation is a prerequisite for SSgt sew-on and applies to active duty only.

2.3. Craftsman (7-level). Upgrade to the 7-level consists of: (1) Completion of all STS core tasks. (2) Completion of all duty position tasks specified in the STS. (3) Completion of 12 months of UGT (12 months for retrainees). (4) Must be a SSgt. (5) Must have recommendation of supervisor and meet all other requirements as outlined in AFI 36-2101. Please refer to DAFI 36-2670 for further information. An Ophthalmic Craftsman can be expected to fill various supervisory and management positions within the ophthalmic service. In addition, they can be assigned to fill additional duty positions or work in various group or squadron positions at the MTF when required. Craftsmen should take courses or obtain added knowledge on management of resources and personnel. Continued academic education through CCAF and higher degree programs is encouraged. Advanced certification in optometry or ophthalmology is highly recommended. Seven-levels can be appointed as OJT certifiers upon completion of the Air Force Training Course. Individuals will use the most current CDCs and any other reference material according to the Enlisted Promotion References and Requirements Catalog (EPRRC) to prepare for testing under the Weighted Airman Promotion System (WAPS) for promotion to TSgt and MSgt.

2.4. Superintendent (9-level). Upgrade to the 9-level consists of: (1) Must be a SMSgt. (2) Completion of any other requirements specified in the AFECD. (3) Maintain a current certification either with the AOA or JCAHPO. An individual who holds a 9-level's Primary AFSC (PAFSC) will be updated to 4V091 and, if applicable, the member's 4V091/S will be updated to reflect their secondary AFSC (2AFSC). A 9-level can be expected to fill a superintendent position in either an optometry or an ophthalmology clinic. Other positions a 9-level may fill are superintendent of a medical squadron or medical group. Additional training in areas of budget, manpower, resources, and personnel management should be pursued through continuing education. To assume the rank of CMSgt, individuals must be graduates of the SNCOA resident course; this applies to active duty only.

2.5. 4V Medical Group Functional Manager:

2.5.1. The 4V Medical Group (MDG) Functional Manager (FM) should be appointed by the MDG Commander. Requirements of this position include award of a 7-skill level and a

minimum of 3 years of experience as a 4V0X1/S.

2.5.2. The 4V MDG FM shall provide oversight of 4V0X1/S manning, training, equipment, and any needed vision program oversight. In addition, the 4V MDG FM may execute technician duties in both optometry and ophthalmology clinics in times of manning crisis. The 4V MDG FM will advise squadron and medical group leaders, as appropriate, any manpower shortfalls, training issues, and/or any other issues that could impact the optometry and/or ophthalmology mission. It is highly recommended that the 4V MDG FM coordinate training and promote camaraderie among optometry, ophthalmology, and refractive surgery personnel, where all/any specialties are assigned. Historically, there has been a lack of communication and support between the optometry and ophthalmology professions due to each clinic being assigned to separate squadrons. The base level 4V FM, along with their leadership, should alleviate this possible gap and create/enhance an “Ophthalmic Team” atmosphere.

2.5.3. The 4V MDG FM will coordinate with their respective 4V MFM on issues concerning training and all matters that impact the eye care mission capability at the base they are assigned. The 4V MDG FM should, at a minimum, make every effort to communicate with the 4V MFM and MDG Superintendent monthly.

2.5.4. The 4V MDG FM may be assigned duties by clinic, squadron, and MDG leadership as well as the 4V MFM. The 4V MDG FM may assign 4V-specific duties and responsibilities to the 4Vs assigned to their base.

MAJCOM Functional Manager Duties:

2.5.5. The MFM is recommended by the 4V AFCFM and appointed by the MAJCOM Surgeon General (SG). Requirements of this position include award of a 9-skill level or award of a 7-skill level with at least 6 years of experience as a 4V.

The 4V MFM keeps the AFCFM informed of issues in that MAJCOM. Additionally, the 4V MFM works with the 4V MDG FM at each military installation of that MAJCOM to represent their needs and issues to the MAJCOM SG’s office. This is normally accomplished through the MAJCOM Chief, Medical Enlisted Force (CMEF).

2.5.6. The 4V MFM may receive assignments from the MAJCOM and/or the AFCFM. In the event both offices assign duties that are mutually exclusive, contact both offices for guidance. The 4V MFM should, at a minimum, make every effort to communicate with the AFCFM and the MAJCOM CMEF on a monthly basis.

Air Force Career Field Manager Duties:

2.5.7. The 4V AFCFM is nominated by the Optometry Consultant, the Ophthalmology Consultant and the outgoing 4V AFCFM to the Air Force Surgeon General (AF/SG). The AFCFM must also be recommended by the AF/SG CMEF. The AF/SG appoints the AFCFM for a 3-year tour (subject to change).

2.5.8. Requirements of this position include at least 7 years of experience in the career field. Must be a senior career AFMS senior non-commissioned officer (SNCO) who has demonstrated outstanding competence and has full knowledge of the professional, technical, and administrative aspects of the career field as well as must have demonstrated competence in positions of increasing professional, clinical/technical, or administrative responsibility. Must possess a Community College of the Air Force (CCAF) degree in the specialty. Completion of Air Force

Senior NCO Academy correspondence or in residence is mandatory. Must meet all Air Force Standards. Should have 2 years' retainability.

2.5.9. Additional qualifications are highly desirable, but not mandatory: career field technical or academic training background (as instructor and/or course developer) and/or experience as a primary 4V MFM.

2.5.10. The AFCFM may serve as the 4V MDG FM at their installation; however, these duties may be delegated by the AFCFM to the next senior ranking 4V. The AF/SG or representatives may assign tasks to the AFCFM. Local MDG leaders must acknowledge that there will be times when AF level duties will take priority over locally assigned duties. Reference document: AFI 44-104.

3. Training Decisions. This CFETP uses a building block approach to encompass the entire spectrum of training requirements for the ophthalmic specialty. This spectrum includes a strategy for when, where, and how to meet these training requirements. This strategy is used to develop affordable training, eliminate duplication, and prevent a fragmented approach to training. The training strategy and plan outlined in this CFETP was formed during the 4V0X1/S Utilization and Training Workshop (U&TW) at JBSA-Fort Sam Houston, TX, 24-28 January 2022, from information identified in biennial OSRs and training requirements analysis conducted by the Air Force Occupational and Measurement Squadron and 4V0X1/S SME input. Changes to the CFETP were captured in the U&TW minutes and reside with the AFCFM.

4. Community College of the Air Force (CCAF). CCAF is one of several federally chartered degree-granting institutions; however, it is the only 2-year institution exclusively serving military enlisted personnel. The college is regionally accredited through Air University by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to award Associate in Applied Science (AAS) degrees designed for specific Air Force occupational specialties and is the largest multi-campus community college in the world. Upon completion of basic military training and assignment to an Air Force career field, all enlisted personnel are registered in a CCAF degree program and are afforded the opportunity to obtain an AAS degree. In order to be awarded, degree requirements must be successfully completed before the student separates from the Air Force, retires, or is commissioned as an officer. See the CCAF website for details regarding the AAS degree programs at <http://www.au.af.mil/au/barnes/ccaf/>.

4.1 CCAF Degree Requirements. All enlisted airmen are automatically entered into the CCAF program. Prior to completing an associate degree, the 5-level must be awarded, and the following requirements must be met:

Semester Hours	
Technical Education.....	24
Leadership, Management, and Military Studies.....	6
General Education.....	15*
Written Communication (English Composition)	3
Oral Communication (Speech).....	3
Mathematics.....	3
Social Science.....	3
Humanities.....	3
Program Elective.....	15
	Total: 60

4.1.1 Degree Requirements: The 4V0X1 CCAF Degree requirements, is an excerpt from the current CCAF College Catalog as of the publication date of this CFETP and reflects the minimum degree requirements for an AAS degree. NOTE: The most recent requirements can be found on the CCAF website or through a local education office.

4.1.2 Technical Education (24 Semester Hours): Completion of the career field apprentice course satisfies some semester hours of the technical education requirements. A minimum of 24 semester hours of Technical Core subjects/courses must be applied and the remaining semester hours applied from Technical Core/Technical Elective courses. Some academic degree programs have specific technical education requirements. Refer to the CCAF General Catalog for specific degree requirements for your specialty.

4.1.3. Leadership, Management, and Military Studies (6 Semester Hours): Enlisted Professional Military Education (EPME) and/or civilian management courses.

4.1.4. Physical Education (4 Semester Hours): This requirement is satisfied by completion of Basic Military Training (BMT).

4.1.5. General Education (15 Semester Hours): Applicable courses must meet the criteria for application of courses to the General Education Requirements (GER) and agree with the definitions of applicable General Education subjects/courses as provided in the CCAF General Catalog.

4.1.6. Program Elective (15 Semester Hours): Satisfied with applicable Technical Education; Leadership, Management, and Military Studies; or General Education subjects/courses, including natural science courses meeting GER application criteria. A maximum of nine semester hours of CCAF degree applicable technical credit otherwise not applicable to the program of enrollment may be applied. See the CCAF General Catalog for details regarding the AAS degree for this specialty.

4.1.7. Residency Requirement (16 Semester Hours): Satisfied by credit earned for coursework completed in an affiliated school or through internship credit awarded for progression in an Air Force occupation specialty. Enlisted members attending Army, Navy, and/or DoD initial or advanced training do not receive resident credit since these schools are not part of the CCAF system. However, the college awards proficiency credit to Air Force enlisted members completing these courses. Note: Physical education credit awarded for basic military training is not resident credit.

4.2. Professional Certifications. Certifications assist the professional development of our airmen by broadening their knowledge and skills. Additionally, specific certifications may be awarded collegiate credit by CCAF and civilian colleges. To learn more about professional certifications and certification programs offered by CCAF, visit <http://www.au.af.mil/au/barnes/ccaf/certifications.asp>. In addition to its associate degree program, CCAF offers the following certification programs and resources:

4.2.1. CCAF Instructor Certification (CIC) Program. CCAF offers the three-tiered CIC Program for qualified instructors teaching at CCAF affiliated schools who have demonstrated a high level of professional accomplishment. The CIC is a professional credential that recognizes the instructor's extensive faculty development training, education and qualification required to teach a CCAF course, and formally acknowledges the instructor's practical teaching experience.

4.2.2. CCAF Instructional Systems Development (ISD) Certification Program. CCAF offers the ISD Certification Program for qualified curriculum developers and managers who are formally assigned at CCAF affiliated schools to develop and manage CCAF collegiate courses. The ISD Certification is a professional credential that recognizes the curriculum developer's or manager's extensive training, education, qualifications, and experience required to develop and manage CCAF courses. The certification also recognizes the individual's ISD qualifications and experience in planning, developing, implementing, and managing instructional systems.

4.2.3. Air Force Credentialing Opportunities On-Line (AF COOL). AF COOL replaced the CCAF Credentialing and Education Research Tool (CERT). The AF COOL Program provides a research tool designed to increase an airman's awareness of national professional credentialing and CCAF education opportunities available for all Air Force occupational specialties. AF COOL also provides information on specific occupational specialties, civilian occupational equivalencies, CCAF degree programs, AFSC-related national professional credentials, credentialing agencies, and professional organizations. AF COOL contains a variety of information about credentialing and licensing and can be used to:

- Get background information about civilian licensure and certification in general and specific information on individual credentials including eligibility requirements and resources to prepare for an exam.
- Identify licenses and certifications relevant to an AFSC.
- Learn how to fill gaps between Air Force training and experience and civilian credentialing requirements.
- Get information on funding opportunities to pay for credentialing exams and associated fees.
- Learn about resources available to Airmen that can help them gain civilian job credentials.

4.3. The Accreditation Council on Optometric Education of the American Optometric Association accredits this degree program. Apprentice course graduates are eligible to take the Certified Paraoptometric Technician examination within 5 years of completing the 3-level Ophthalmic Apprentice Course. Failure to obtain the CPOT within 5 years of graduating the apprentice course results in required completion of the Certified Paraoptometric Assistant (CPOA), then the CPOT. Contact American Optometric Association, National Council on Paraoptometric Certification, 243 N. Lindbergh Blvd, St Louis MO 63141; (314) 991-4100; 1-800-365-2219; www.aoa.org; or contact Joint Commission on Allied Health Personnel in Ophthalmology, 2025 Wood lane Dr, St Paul MN 55125-2995; 1-888-284-3937; www.jcahpo.org.

5. Career Field Path. The career pyramid, found at Figure 7.1., pictorially reflect job and skill progression pattern. The training and functions are aligned with rank and experience levels normally expected of someone in that period of his or her career. For instance, special duty assignments are normally not part of an individual's career until they reach the grade of SSgt. We realize there will be exceptions, but you should use this as a guide to help determine training expectations and career planning. We strongly recommend FMs, superintendents, and supervisors rotate 3- and 5-skill level personnel through all major career tracks (displayed on the pyramid) to better prepare them for supervisory and management responsibilities of the 7- and 9-skill levels.

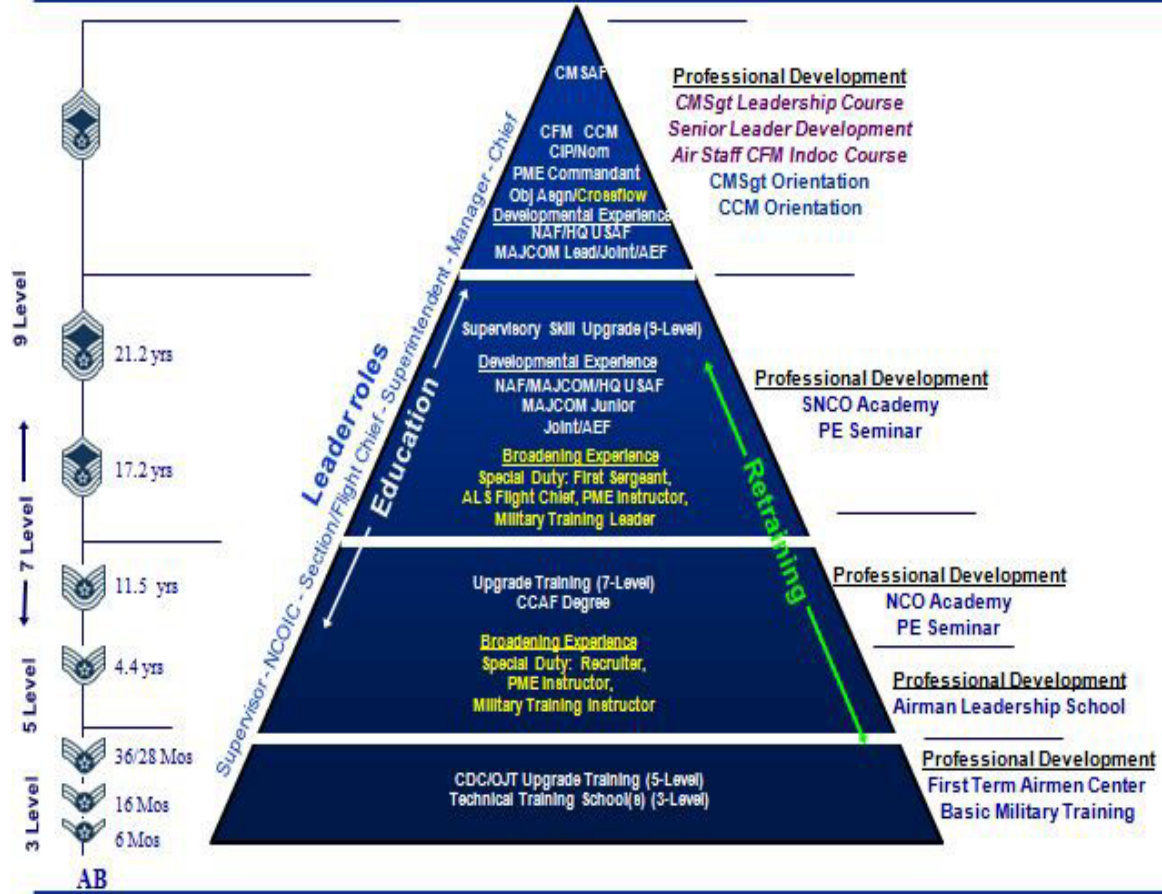
5.1. Enlisted Career Path. The grade requirements for earliest sew-on times and high year tenure (HYT) are reflections of established policy (see Table 1.1.). Figure 7.2. provides examples of specific special duty assignments and college education levels encouraged at each rank. Individuals should use this information to guide them through their career progression.

Figure 7-1. Enlisted Career Pyramid



Enlisted Force Development

A 30 Year Span



Integrity - Service - Excellence

Figure 7-2. Enlisted Education and Training Path

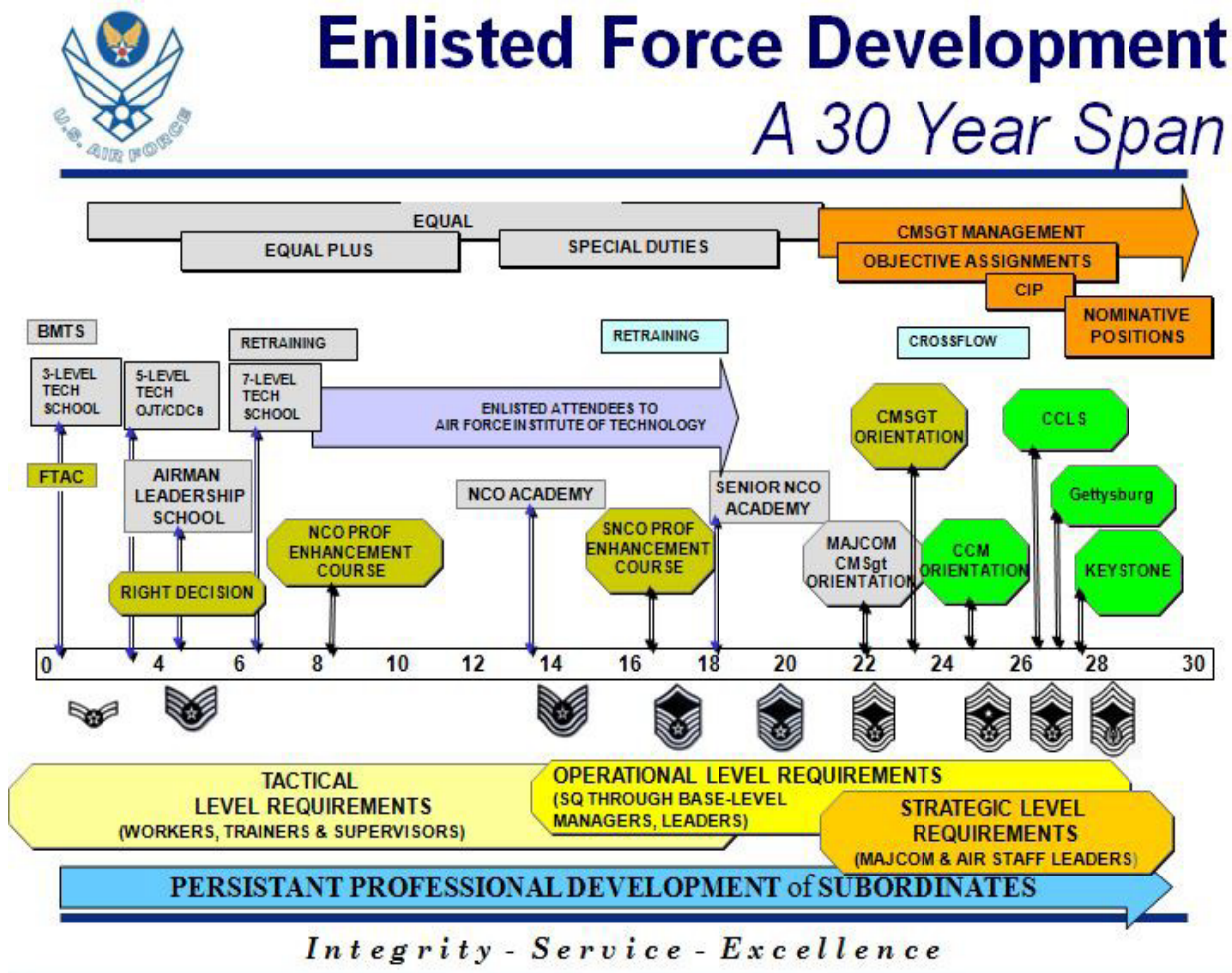


Table 1.1. Enlisted Career Path				
Education and Training Requirements	GRADE REQUIREMENTS			
	Rank	Average Promotion	Earliest Promotion	HYT
BMT School				
Apprentice Technical School (3-skill level)	Amn	6 months		
	A1C	10 months		
Upgrade To Journeyman (5-skill level) - Optometry minimum 10 months in UGT (10 months for retrainees) - Ophthalmology- Minimum 12 months in UGT (12 months for retrainees. - Complete appropriate CDC if/when available - Complete core tasks	Amn			
	A1C	3 years	28 months	8 Years
	SrA			
Airman Leadership School (ALS) - Must be a SrA with 48 months' time in service or be a SSgt-select - Resident graduation is a prerequisite for SSgt sew-on (Active Duty Only)	Trainer - Qualified and certified to perform task to be trained - Must attend AF Training Course - Recommended by supervisor - Appointed by Commander			
Upgrade To Craftsman (7-skill level) - Minimum rank of SSgt - Minimum 12 months in UGT (12 months for retrainees) - Complete all core and duty position tasks - Complete appropriate CDC if/when available	SSgt	4 Years	3 Years	15 Years
NCOA - Must be a TSgt or TSgt-select - Resident graduation is a prerequisite for MSgt sew- on (Active Duty Only)	TSgt	9 years	5 years	20 Years
	MSgt	14 years	8 years	24 Years
SNCOA - Must be a MSgt or SMSgt-select - Resident graduation is a prerequisite for SMSgt sew-on (Active Duty Only)	SMSgt	17 years	11 years	26 Years
Upgrade to Superintendent (9-skill level) - Minimum rank of SMSgt	CMSgt	22 years	14 years	30 Years

Section C. Skill Level Training Requirements.

1. Purpose. Skill level training requirements in this specialty are defined in terms of tasks and knowledge requirements. This section outlines the specialty qualification requirements for each skill level in broad, general terms and establishes the mandatory requirements for entry, award, and retention of each skill level. The specific task and knowledge training requirements are identified in the STS at Part II, Section A and B of this CFETP.

2. Specialty Qualification: Per Air Force Enlisted Classification Directory (AFECD).

2.1. Knowledge. Knowledge is mandatory of: Ocular anatomy; ophthalmic medications; visual physiology; optics; use and maintenance of ophthalmic instruments and testing equipment; ophthalmic and medical policies/instructions; medical terminology; ophthalmic technology; asepsis; ocular disorders; ocular referrals; emergency medical treatment; patient transportation; medical ethics; medical administration; and medical service organization and function. Surgical instruments and equipment, ophthalmic injectable medications, anesthetic solutions, and ocular disorders.

2.1.1. 4V0X1S. Surgical instruments and equipment, gowning and gloving, maintaining sterile field, common ocular surgical procedures, ophthalmic injectable medications, fluorescein angiography, and ocular disorders.

2.2. Education. For entry into this specialty, completion of high school courses in algebra, geometry, trigonometry, physics, biology, anatomy, or physiology are desirable.

2.3 Training. The following is mandatory for award of the AFSC indicated.

2.3.1 4V031/S. Completion of the Medical Education Training Campus (METC) Ophthalmic Technician program. Specifically, for ophthalmology, after completion of the METC program, completion of the Ophthalmic Surgical Course at Joint Base San Antonio-Lackland.

2.4. Experience. The following experience is mandatory for award of the AFSC indicated:

2.4.1. 4V051. Qualification in and possession of AFSC 4V031/S. Experience in caring for and treating ophthalmic patients and in operating and maintaining ophthalmic equipment such as lensometers, vision screening instruments, visual field measuring instruments, tonometers, and fitting optical and ophthalmic devices. Also, proficiency through on-the-job training of all applicable optometry tasks listed in 4V0X1/S CFETP.

2.4.2. 4V051/S. Qualifications in and possession of AFSC 4V031/S. Proficiency through on-the-job training of all applicable ophthalmology tasks listed in 4V0X1/S CFETP. Experience as an ophthalmic surgical assistant in preparing preoperative and postoperative patients; injectable ophthalmic anesthetics and antibiotics; performing suture removal and obtaining eye cultures. Also, experience in performing ancillary testing such as ocular ultrasonography, retinal imaging, slit lamp, photography, and fluorescein angiography.

2.4.3. 4V071. Qualification in and possession of AFSC 4V051/S. Also, experience performing or supervising ophthalmic functions such as caring for and treating patients, operating ophthalmic testing equipment, and fitting optical and ophthalmic devices.

2.4.4. 4V071/S. Proficiency through on-the-job training of all applicable ophthalmology tasks listed in 4V0X1/S CFETP.

2.4.5. 4V091. Qualification in and in possession of AFSC 4V071/S Also, experience managing

optometry or ophthalmology activities.

2.5. Other. The following are mandatory as indicated:

2.5.1. For entry into AFSCs 4V0X1/S:

2.5.1.1 Vision corrected to at least 20/30 in either eye.

2.5.1.2. No detectable central scotoma in either eye with best acuity.

2.5.2. For award and retention of AFSC 4V071/S and 4V091, national certification and recertification from one of the following:

2.5.2.1. American Optometric Association (AOA) with a minimum certification level of Certified Paraoptometric Technician (CPOT).

2.5.2.2. Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO) with a minimum certification level of Certified Ophthalmic Assistant (COA).

2.5.3 For award and retention of AFSCs 4V031/S, 4V051/S, 4V071/S, and 4V091, must maintain an Air Force Network License according to AFI 33-115 to AFI 33-115, Volume 2, Licensing Network Users and Certifying Network Professionals.

Section D. Resource Constraints.

1. Purpose. This section identifies known resource constraints, which preclude optimal and desired training from being developed or conducted, including information such as cost and manpower. Narrative explanations of each resource constraint and an impact statement describing what effect each constraint has on training are included. Also, included in this section are actions required, office of primary responsibility, and target completion dates. Resource constraints will be, as a minimum, reviewed and updated annually. Currently, there are no training constraints.

Reporting QT Constraints - Units/MAJCOMS.

1.1. Supervisors should report known resource constraints that prevent personnel from completing the mandatory training requirements specified in this plan to their unit training manager. Reference DAFI 36-2670 regarding requests for waivers.

1.1.1. In the report, provide a brief description of the resource constraints that adversely affect your training program and include the impact this constraint has or will have on training, briefly list what is needed to correct the problem, what action is required of the office or person addressed, and an estimated completion date. Identify the specific STS task code(s) affected. If the memorandum provides information only, include a statement that a response is unnecessary.

1.1.2. If the constraint can be resolved at the local level, the report will be coordinated with the 4V MDG FM. If the impact affects unit RSV requirements, the report will be coordinated with the group commander. If the constraint needs MAJCOM support, forward the report through your group commander to the 4V MFM. Constraints that cannot be resolved at the unit or MAJCOM level, or have a long term estimated completion date must be forwarded to the 4V AFCFM as a request for waiver or deferment of CFETP requirements.

Figure 2.1. Memorandum for Reporting Qualification Training Constraint



DEPARTMENT OF THE AIR FORCE
AIR FORCE MEDICAL OPERATIONS AGENCY
SAN ANTONIO TEXAS

10 July 2013

MEMORANDUM FOR HQ AFMOA/SGAL

FROM: 911 MDG

SUBJECT: Report of Qualification Training Constraint

1. The mandatory specialty training standard (STS) requirements that cannot be completed is:
 - a. Training standard number and date: STS 4V0X1, Aug 13
 - b. STS paragraph number affected: 7.1.1.
2. Due to DVD equipment limitations, we are not able to complete the required task. For this reason, A1C Scooby D. Doo will not be able to complete 5-skill level upgrade training in formatting DVDs.
3. Waiver to the mandatory core task training is required by the CFETP.
4. A1C Scooby D. Doo will acquire training in formatting DVDs as soon as local training resources are available.
5. Please approve this waiver for core task training required on STS paragraph 7.1.1. If you have questions, please contact me at DSN 555-5555.

DEPUTY A. DOG, MSgt, USAF
Task Certifier, AFSC 4V0X1

cc: Lt Col Smuckatelily

1st Ind, ACSC/DEO 15 July 13

Section E. Transitional Training Guide. This section not used.

Part II.

Section A. Specialty Training Standard.

1. Implementation. This STS will be used for technical training for classes beginning after Aug 2023 and graduating thereafter until the STS is revised. AETC will begin implementation of this STS technical training with the formal class entering and graduating for course L5ABJ4V031 01AC.

2. Purpose. As prescribed in DAFI 36-2670 this STS lists the following information within each specified column:

2.1 Column 1 (Task, Knowledge, and Technical Reference) identifies the most common tasks, knowledge, and Technical References (TR) necessary for airmen to perform duties in the 3-, 5-, and 7-skill levels. Task statements are numbered sequentially (i.e., 1.1., 1.2., 2.1.).

2.2 Column 2 (5-skill level Core Tasks) identifies by number 5 for training requirements. A third-party certifier is not needed on any of the 5-skill level task that is listed on this specialty training standard (STS).

2.3 Column 3 (Certification for OJT) identifies documentation of training start and completion dates along with trainee/trainer/certifier initials. Use automated training management systems to document technician qualifications, if available. Task certification must show a certification or completed date. (As a minimum, use the following column designators: Training Start, Training Complete, Trainee Initials, and Trainer Initials.)

2.4 Column 4 (Proficiency Codes Used to Indicate Training/Information Provided) shows formal training and correspondence course requirements. Shows the proficiency to be demonstrated on the job by the trainee because of the training received from the task and knowledge areas as well as the career knowledge provided by the correspondence course.

3. Recommendations. Identify inadequacies and recommended changes to this training standard through channels to 59 TRG/TTS, 2931 Harney Fort Sam Houston, TX 78234. For convenience, the Customer Services Information Line (CSIL), DSN 420-1080 (commercial 210-808-1080), has been installed to promptly report your findings. Be sure to reference specific STS paragraphs when forwarding report.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

ROBERT I. MILLER
Lieutenant General, USAF, MC, SFS
Surgeon General

Attachments

4V0X1 Specialty Training Standard
4V0X1S Specialty Training Standard

Section A- 4V0X1 Specialty Training Standard

This Block Is for Identification Purposes Only		
Name Of Trainee		
Printed Name (Last, First, Middle Initial)	Initials (Written)	SSAN
<i>Printed Name of Certifying Official and Written Initials</i>		
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	

QUALITATIVE REQUIREMENTS

Proficiency Code Key		
	Scale Value	Definition: The individual
Task Performance Levels	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (Extremely Limited)
	2	Can do most parts of the task. Needs only help on hardest parts. (Partially Proficient)
	3	Can do all parts of the task. Needs only a spot check of completed work. (Competent)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (Highly Proficient)
*Task Knowledge Levels	a	Can name parts, tools, and simple facts about the task. (Nomenclature)
	b	Can determine step by step procedures for doing the task. (Procedures)
	c	Can identify why and when the task must be done and why each step is needed. (Operating Principles)
	d	Can predict, isolate, and resolve problems about the task. (Advanced Theory)
**Subject Knowledge Levels	A	Can identify basic facts and terms about the subject. (Facts)
	B	Can identify relationship of basic facts and state general principles about the subject. (Principles)
	C	Can analyze facts and principles and draw conclusions about the subject. (Analysis)
	D	Can evaluate conditions and make proper decisions about the subject. (Evaluation)

Explanations

* All tasks and knowledge items shown with a proficiency code are trained during war time.

** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks.

- This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC.

X This mark is used alone in the course columns to show that training is required but not given due to limitations in resources.

NOTE 1: Training References (TRs) listed in Column 1 and in the bibliography are approved for use in formal course and MTP development.

NOTE 2: Tasks designated with a "5" or a "7" in Column 2 are core tasks for 5- or 7-level UGT respectively. If a core task is required for both skill levels, then "5/7" is posted.

NOTE 3: The AFCFM has determined that tasks will not require a third-party task certifier; therefore, column E does not need a Certifier's Initials for task completion.

NOTE 4: Columns 4 (A1, A2) specify the level of training provided by the 3-skill level resident Phase I and Phase II courses. During OJT, tasks are trained and evaluated to the "Go" level

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
1. CAREER LADDER PROGRESSION TR: AFMAN 36-2100, AFMAN 36-2301, DAFI 36-2670, Air Force Enlisted Classification Directory, 4V0X1 Career Field Education and Training Plan (CFETP)												
1.1. Educational opportunities for the AFSC 4V0X1/S career paths							A	-	-	B	-	-
1.2. Progression in career paths for AFSC 4V0X1/S							A	-	-	B	-	-
1.3. Duties of AFSC 4V0X1/S							A	-	-	C	-	-
2. MEDICAL HEALTH SERVICE (MHS) TR: AFI 38-101, AFI 41-106, AFI 44-102, The Air Force Medical Service Flight Path (Special Instruction), Department of Defense Directive-Defense Health Agency (DHA)												
2.1. Medical Group Structure							A	-	-	B	-	-
2.2. AFMS Flight Path							A	-	-	B	-	-
2.3. Medical Readiness							-	-	-	-	-	-
2.4. DHA Structure							A	-	-	B	-	-
3. SPECIFIC OPERATIONS SECURITY (OPSEC) VULNERABILITIES OF AFSC 4V0X1/S TR: AFI 10-701												
3.1. Individual responsibilities							A	-	-	-	-	-
3.2 Critical/sensitive information							A	-	-	-	-	-
4. AF CONSOLIDATED OCCUPATIONAL SAFETY PROGRAM TR: DAFMAN 91-203												
4.1. Eye safety in the workplace							A	-	-	B	-	-
4.2. Personal Protective Equipment							A	-	-	B	-	-
5. PROFESSIONAL AND PATIENT RELATIONS TR: AFI 44-102, The Ophthalmic Assistant												
5.1. Ethics							A	-	-	B	-	-
5.2. Privacy Act/Health Insurance Portability Act (HIPAA)							A	-	-	-	-	-
5.3. Staff Rights and Responsibilities							A	-	-	-	-	-
5.4. Patient rights and responsibilities							A	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
6. CLINIC ADMINISTRATION TR: AFI 41-102, AFMAN 41-210												
6.1. Locate required information in official and commercial publications							a	-	-	b	-	-
6.2. Maintain administrative files	5						-	-	-	b	-	-
6.3. Clinic Operating Instructions												
6.3.1. Establish							-	-	-	-	-	-
6.3.2. Maintain	7						-	-	-	-	-	-
6.4. Clinic policies												
6.5. Perform Appointment Scheduling	5						a	-	-	-	-	-
6.6. Management of medical records							-	-	-	-	-	-
6.7 Referral/consult system							A	-	-	B	-	-
6.8. Perform Patient accountability	5						-	-	-	b	-	-
6.9. Third party liability program							-	-	-	-	-	-
6.10. Functions of Aeromedical Services Information Management Systems (ASIMS)							A	-	-	B	-	-
6.11. Update patient status in ASIMS	5						-	-	-	b	-	-
6.12. Para optometric medical coding							-	-	-	-	-	-
6.13. TRICARE/DHA Managed Healthcare Terminology							A	-	-	-	-	-
6.14. Verify Patient identity							-	-	-	c	-	-
7. MEDICAL MATERIEL PROCEDURES TR: AFJMAN 23-210, Individual Instruction for Use (IFU)												
7.1 Perform Property custodian duties (equipment and supplies)	7						-	-	-	c	-	-
7.2 Instrument user maintenance							A	-	-	B	-	-
8 REFRACTIVE PROPERTIES TR: The Ophthalmic Assistant, Optical Devices in Ophthalmology and Optometry: Technology, Design Principles and Clinical Application												
8.1. Types of Light propagation							A	-	-	B	-	-
8.2. Wavelength							A	-	-	B	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
8.3. Reflection							A	-	-	B	-	-
8.4. Refraction of light							A	-	-	B	-	-
8.5. Polarization							A	-	-	B	-	-
8.6. Absorption							A	-	-	B	-	-
8.7. Emission							A	-	-	B	-	-
9. OPTICS TR: The Ophthalmic Assistant, Contact Lenses in Ophthalmic Practice, Ophthalmic Medical Assisting: An Independent Study Course												
9.1. Ophthalmic Lenses												
9.1.1. Types							A	-	-	B	-	-
9.1.2. Refractive qualities							A	-	-	B	-	-
9.1.3. Aberrations and their correction							A	-	-	B	-	-
9.2. Optometric Math												
9.2.1. Prismatic effect							A	-	-	B	-	-
9.2.2. Vertex distance (effective power)							A	-	-	B	-	-
9.2.3. Calculate spherical equivalents	5						2b	-	-	b	-	-
9.2.4. Transpose cylinder forms	5						2b	-	-	b	-	-
9.2.5. Convert multi-focal Rx to single vision	5						2b	-	-	b	-	-
9.2.6. Focal Length							A	-	-	B	-	-
10. ANATOMY AND PHYSIOLOGY OF THE VISUAL SYSTEM TR: The Ophthalmic Assistant, Surgical Technology: Principles and Practice, Ophthalmic Medical Assisting: An Independent Study Course, Quick Medical Terminology: A Self-Teaching Guide												
10.1. The bony orbit							A	-	-	B	-	-
10.2. The extraocular muscles												
10.2.1. Origin/insertion							A	-	-	B	-	-
10.2.2. Action							A	-	-	B	-	-
10.2.3. Innervation							A	-	-	B	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)						
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level		
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
10.2.4. Ocular motility								A	-	-	B	-	-
10.3. Ocular Globe								A	-	-	B	-	-
10.4. Color vision								A	-	-	B	-	-
10.5. Depth perception								A	-	-	B	-	-
10.6. Refractive status of the eye								A	-	-	B	-	-
10.7. Accommodation								A	-	-	B	-	-
10.8. Presbyopia								A	-	-	B	-	-
10.9. Night vision								A	-	-	B	-	-
10.10. The adnexa								A	-	-	B	-	-
10.11. The visual-pupillary pathway								A	-	-	B	-	-
10.12. Medical terminology													
10.12.1. Root words								A	-	-	B	-	-
10.12.2. Prefixes								A	-	-	B	-	-
10.12.3. Suffixes								A	-	-	B	-	-
10.12.4. Combining forms								A	-	-	B	-	-
10.12.5. Common medical abbreviations								A	-	-	B	-	-
11. OCULAR DISORDERS TR: The Ophthalmic Assistant, The Wills Eye Manual													
11.1 External ophthalmic conditions and disorders													
11.1.1. Lid disorders													
11.1.1.1. Blepharitis								B	-	-	C	-	-
11.1.1.2. Hordeolum								B	-	-	C	-	-
11.1.1.3. Chalazion								B	-	-	C	-	-
11.1.1.4. Ptosis								B	-	-	C	-	-
11.1.1.5. Orbital cellulitis								B	-	-	C	-	-
11.1.1.6. Preseptal cellulitis								B	-	-	C	-	-
11.1.1.7. Epiphora								B	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)						
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level		
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
11.1.1.8. Entropion								B	-	-	C	-	-
11.1.1.9. Ectropion								B	-	-	C	-	-
11.1.2. Conjunctival Disorders													
11.1.2.1. Conjunctivitis								B	-	-	C	-	-
11.1.2.2. Pinguecula								B	-	-	C	-	-
11.1.3. Corneal Disorders													
11.1.3.1. Pterygium								B	-	-	C	-	-
11.1.3.2. Dry Eye Syndrome								B	-	-	C	-	-
11.1.3.3. Corneal ulcer								B	-	-	C	-	-
11.1.3.4. Keratitis								B	-	-	C	-	-
11.1.3.5. Keratoconus								B	-	-	C	-	-
11.1.4. External Tumors								A	-	-	B	-	-
11.1.5. Infections of the eye													
11.1.5.1. Bacteria													
11.1.5.1.1. Staphylococcus								A	-	-	B	-	-
11.1.5.1.2. Streptococcus								A	-	-	B	-	-
11.1.5.1.3. Gonococcus								A	-	-	B	-	-
11.1.5.1.4. Hemophilus aegyptius								A	-	-	B	-	-
11.1.5.1.5. Pseudomonas aeruginosa								A	-	-	B	-	-
11.1.5.2. Viruses													
11.1.5.2.1. Herpes simplex								A	-	-	B	-	-
11.1.5.2.2. Herpes zoster								A	-	-	B	-	-
11.1.5.2.3. Adenovirus								A	-	-	B	-	-
11.1.5.2.4. HIV								A	-	-	B	-	-
11.1.5.3. Fungal								A	-	-	B	-	-
11.2. Internal ophthalmic conditions and disorders													
11.2.1. Uveitis													

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
11.2.1.1. Iritis							B	-	-	C	-	-
11.2.1.2. Choroiditis							B	-	-	C	-	-
11.2.2. Optic neuritis							B	-	-	C	-	-
11.2.3. Papilledema							B	-	-	C	-	-
11.2.4. Retinitis Pigmentosa							B	-	-	C	-	-
11.3. Systemic medical conditions associated with ocular disorders												
11.3.1. Diabetes							A	-	-	B	-	-
11.3.2. Hypertension							A	-	-	B	-	-
11.4. Retinal artery occlusion							A	-	-	B	-	-
11.5. Retinal vein occlusion							A	-	-	B	-	-
11.6. Cataracts							A	-	-	B	-	-
11.7. Retinal detachment							A	-	-	B	-	-
11.8. Posterior vitreous detachment							A	-	-	B	-	-
11.9. Floaters							A	-	-	B	-	-
11.10. Internal tumors							A	-	-	B	-	-
11.11. Glaucoma							A	-	-	B	-	-
12. OCULAR INJURIES AND EMERGENCIES TR: The Ophthalmic Assistant, Optics, Ocular Pathology, Ophthalmic Care of the Combat Casualty												
12.1. Foreign bodies							A	-	-	B	-	-
12.2. Corneal abrasions							A	-	-	B	-	-
12.3. Thermal burns							A	-	-	B	-	-
12.4. Chemical burns							A	-	-	B	-	-
12.5. Wartime injuries							A	-	-	B	-	-
12.6. Radiant energy							A	-	-	B	-	-
12.7. Laceration of lids							A	-	-	B	-	-
12.8. Blunt non-perforating injuries							A	-	-	B	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
12.9. Hyphema							A	-	-	B	-	-
12.10. Proptosis							A	-	-	B	-	-
12.11. Fractures of the bony orbit							A	-	-	B	-	-
12.12. Perforating injuries							A	-	-	B	-	-
12.13. Ocular migraines							A	-	-	B	-	-
13. TRIAGE, MANAGEMENT, AND STANDARD OF CARE TIMELINES IN URGENT AND EMERGENT OCULAR CONDITIONS TR: The Ophthalmic Assistant												
13.1. Emergent ocular conditions							B	-	-	C	-	-
13.2. Urgent ocular conditions							B	-	-	C	-	-
13.3. Priority ocular conditions							B	-	-	C	-	-
14. ASSISTING THE HEALTH CARE PROVIDER TR: DAFMAN 48-123, The Ophthalmic Assistant, Manufacturer's Equipment Manual, Ophthalmic Medical Assisting: An Independent Study Course												
14.1. Assist Patient movement to and from												
14.1.1. Wheelchair	5						2b	-	-	-	-	-
14.1.2. Exam Chair	5						2b	-	-	-	-	-
14.1.3. Ancillary Chair	5						2b	-	-	-	-	-
14.2. Obtain case history	5						2b	-	-	c	-	-
14.3. Visual acuity testing												
14.3.1. Measure distant visual acuity	5						2b	-	-	c	-	-
14.3.2. Measure near visual acuity	5						2b	-	-	c	-	-
14.3.3. Perform pinhole test	5						2b	-	-	c	-	-
14.3.4. Perform glare testing							-	-	-	b	-	-
14.4. Optec Vision Tester (OVT)												
14.4.1. Perform Distance Phorias							2b	-	-	c	-	-
14.4.2. Perform Visual Acuity							2b	-	-	c	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Trg Start	Trg Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
14.4.3. Perform Stereopsis	5						2b	-	-	c	-	-
14.5. Perform contrast sensitivity testing	5						2b	-	-	c	-	-
14.6. Ocular motility and alignment tests												
14.6.1. Perform extraocular motility testing (Diagnostic H)	5						2b	-	-	c	-	-
14.6.2. Perform cover test	5						2b	-	-	c	-	-
14.6.3. Measure near point of convergence (Prince Rule)							2b	-	-	b	-	-
14.6.4. Worth 4-Dot							A	-	-	B	-	-
14.6.5. Perform the red lens test	5						2b	-	-	c	-	-
14.7. Color vision tests												
14.7.1. Administer cone contrast test	5						2b	-	-	c	-	-
14.7.2. Administer color vision test (PIP)	5						2b	-	-	c	-	-
14.7.3. Administer Farnsworth D-15 Hue test							-	-	-	b	-	-
14.7.4. Administer Hardy Rand Rittlers (HRR) test							-	-	-	b	-	-
14.8. Perform stereopsis tests												
14.8.1. Randot	5						2b	-	-	c	-	-
14.8.2. AO Vectograph							-	-	-	b	-	-
14.9. Perform pupillary reflex test	5						2b	-	-	c	-	-
14.10. Perform Schirmer tear test							-	-	-	b	-	-
14.11. Refractometry												
14.11.1. Phoropter							A	-	-	B	-	-
14.11.2. Operate autorefractor/keratometer	5						2b	-	-	c	-	-
14.12. Measure blood pressure							-	-	-	b	-	-
14.13. Operate slit lamp							1b	-	-	b	-	-
14.14. Tonometry												
14.14.1. Perform non-contact tonometry	5						2b	-	-	c	-	-
14.14.2. Perform applanation tonometry							1b	-	-	b	-	-
14.14.3. Perform Handheld tonometry	5						2b	-	-	c	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
14.15. Visual fields												
14.15.1. Perform Amsler grid test	5						2b	-	-	c	-	-
14.15.2. Perform confrontation fields	5						2b	-	-	c	-	-
14.15.3. Perform automated visual fields	5						2b	-	-	c	-	-
14.15.4. Principles of automated visual tests							-	-	-	B	-	-
14.16. Ocular Imaging												
14.16.1. Perform fundus photography	5						2b	-	-	c	-	-
14.16.2. Anterior segment photography							-	-	-	B	-	-
14.17. Perform ocular tomography	5						2b	-	-	c	-	-
14.18. Perform corneal topography	5						2b	-	-	c	-	-
14.19. Measure pupil size							-	-	-	b	-	-
14.20. Apply eye patches							-	-	-	b	-	-
14.21. Perform eye irrigation	5						2b	-	-	c	-	-
14.22. Perform instillation of ophthalmic medications	5						2b	-	-	c	-	-
14.23. Document instillation of ophthalmic medications	5						2b	-	-	c	-	-
14.24. Check anterior chamber angle	5						2b	-	-	c	-	-
14.25. Perform pachymetry	5						2b	-	-	c	-	-
15. PRACTICE ASEPTIC TECHNIQUES TR: AFI 44-108, In accordance with individual Instructions for Use (IFU)												
15.1. Apply clinical aseptic procedures	5						2b	-	-	c	-	-
15.2. Apply clinical infection control procedures	5						2b	-	-	c	-	-
16. CENTRAL STERILE SUPPLY (CSS) TR: AFI 44-108, AFJMAN 23-210, Training Manual for Health care Central Service Technicians, Hospital Sterilization/In accordance with individual IFU												
16.1. Purpose							A	-	-	B	-	-
16.2. Layout							A	-	-	-	-	-
16.3. Functions							A	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
16.4. Services provided							A	-	-	-	-	-
16.5. Storage/handling of equipment/supplies												
16.5.1. Physical requirements												
16.5.1.1. Non-sterile storage							A	-	-	B	-	-
16.5.1.2. Sterile storage							A	-	-	B	-	-
16.5.1.3. Environmental factors							A	-	-	B	-	-
16.5.1.4. Storage methods							A	-	-	B	-	-
16.5.2. Inventory Control (sterile supplies)												
16.5.2.1. Supplies in storage arrangement							A	-	-	B	-	-
16.5.2.2. Stock rotation principle							A	-	-	B	-	-
16.5.2.3. Shelf life							A	-	-	B	-	-
16.6. Use chemical indicators	5						-	-	-	c	-	-
17. OCULAR PHARMACOLOGY TR: The Ophthalmic Assistant, Manufacturer Recommendations, Ophthalmic Medical Assisting: An Independent Study Course												
17.1. Manage ophthalmic medications	5						b	-	-	c	-	-
17.2. Ocular pharmacology												
17.2.1. Tolerance							A	-	-	B	-	-
17.2.2. Tonicity							A	-	-	B	-	-
17.2.3. Sterility							A	-	-	B	-	-
17.2.4. Stability							A	-	-	B	-	-
17.2.5. Penetration							A	-	-	B	-	-
17.2.6. Continuous release delivery							A	-	-	B	-	-
17.2.7. Systemic administration							A	-	-	-	-	-
17.3. Complications of topical ophthalmic medications												
17.3.1. Allergic reaction							A	-	-	B	-	-
17.3.2. Toxic reaction							A	-	-	B	-	-
17.3.3. Vasovagal							A	-	-	B	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Trg Start	Trg Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
17.4. Mydriatic agents							A	-	-	B	-	-
17.5. Miotic agents							A	-	-	B	-	-
17.6. Cycloplegic agents							A	-	-	B	-	-
17.7. Anti-glaucoma agents							A	-	-	B	-	-
17.8. Anesthetics							A	-	-	B	-	-
17.9. Anti-allergic agents							A	-	-	B	-	-
17.10. Anti-inflammatory agents							A	-	-	B	-	-
17.11. Anti-infective agents												
17.11.1. Antibiotics							A	-	-	B	-	-
17.11.2. Antivirals							A	-	-	B	-	-
17.11.3. Antifungals							A	-	-	B	-	-
17.11.4. Steroid-antibiotic combinations							A	-	-	B	-	-
17.12. Dry eye products							A	-	-	B	-	-
17.13. Vitamin, mineral, and herbal supplements							A	-	-	B	-	-
17.14. Ophthalmic stains							A	-	-	B	-	-
18. ORDERING AND DISPENSING SPECTACLES TR: AFI 44-117, Army Regulation 40-63 Medical Service Ophthalmic Services, Ophthalmic Medical Assisting: An Independent Study Course, The Ophthalmic Assistant, Manufacturer's Equipment Manual, Navy Medicine Medical Power for Naval Superiority												
18.1. Frame availability (types)							A	-	-	B	-	-
18.2. Lens availability (types)							A	-	-	B	-	-
18.3. Frame selection												
18.3.1. Determine frame size	5						a	-	-	c	-	-
18.3.2. Measure Pupillary Distance												
18.3.2.1. Manual	5						2b	-	-	c	-	-
18.3.2.2. Automated							2b	-	-	b	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	3 Skill Level		5 Skill Level		7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
18.3.3. Measure segment height (bifocal and trifocal)	5						2b	-	-	c	-	-
18.3.4. Fit gas mask inserts							-	-	-	-	-	-
18.4. Order spectacles												
18.4.1. Prepare spectacle orders manually							a	-	-	b	-	-
18.4.2. Prepare spectacle orders using Spectacle Request Transmission System (SRTS)	5						b	-	-	c	-	-
18.4.3. Justification required for special optical devices							A	-	-	B	-	-
18.5. Lensometry												
18.5.1. Neutralize lenses using a manual lensometer							2b	-	-	c	-	-
18.5.2. Neutralize lenses using an automated lensometer	5						2b	-	-	c	-	-
18.6. Verify spectacles	5						2b	-	-	c	-	-
18.7. Repair spectacles	5						2b	-	-	c	-	-
18.8. Adjust spectacles	5						2b	-	-	c	-	-
18.9. Flight optical equipment							B	-	-	C	-	-
18.10. Spectacle dispensing							A	-	-	-	-	-
18.11. Measure base curves							-	-	-	-	-	-
19. CONTACT LENS PROCEDURES TR: The Ophthalmic Assistant												
19.1. Characteristics of contact lenses							A	-	-	B	-	-
19.2. Insert contact lens	5						2b	-	-	c	-	-
19.3. Remove contact lens	5						2b	-	-	c	-	-
19.4. Instruct patient on contact lens wear and care	5						2b	-	-	c	-	-
19.5. Order contact lenses	7						-	-	-	b	-	-
19.6. Manage contact lens inventory	7						a	-	-	b	-	-
19.7. Elective contact lens programs							A	-	-	B	-	-
19.8. Medical contact lens program							-	-	-	B	-	-
19.9. Verify contact lens parameters							-	-	-	b	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
20. AEROSPACE OPTOMETRY TR: DAFMAN 48-123, USAF Corneal Refractive Surgery Program, USAF Aircrew Contact Lens Policy												
20.1. Aircrew terminology							A	-	-	B	-	-
20.2. Refractive surgery programs							A	-	-	B	-	-
20.3. Manage refractive surgery programs	7						a	-	-	c	-	-
20.4. Aircrew soft contact lens program (ASCLP)							A	-	-	B	-	-
20.5. Manage ASCLP	7						a	-	-	c	-	-
20.6. Personnel Reliability Program (PRP)/Arming Use of Force (AUoF)							-	-	-	B	-	-
21. NON-AIRCREW REFRACTIVE SURGERY PROGRAMS TR: United States Air Force Refractive Surgical Program website												
21.1. Eligibility							A	-	-	C	-	-
21.2. Application process							A	-	-	C	-	-
21.3. Eye care provider responsibilities							A	-	-	C	-	-
22. NIGHT VISION GOGGLES (NVG) TR: USAF Corneal Refractive Surgery Program												
22.1. Aeromedical responsibilities							A	-	-	B	-	-
22.2. Night vision devices							A	-	-	B	-	-
22.3. NVG adjustment procedures							A	-	-	B	-	-
23. OPHTHALMOLOGY SERVICES - PROFESSIONAL AND PATIENT RELATIONSHIPS IN SURGICAL ENVIRONMENT TR: AFI 44-102, AFI 44-119, AFI 46-101, AFMAN 41-210, Surgical Technology: Principles and Practice, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
23.1. Responsibilities of surgical team members							-	-	-	-	-	-
23.2. Surgical Ethics												
23.2.1. Surgical conscience							A	-	-	C	-	-
23.2.2. Death and dying							A	-	-	C	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
23.3. Legal aspects of surgical assisting							A	-	-	C	-	-
24. OPHTHALMOLOGY SERVICES - SAFETY IN THE SURGICAL ENVIRONMENT TR: DAFMAN 91-203, NFPA 99: HealthCare Facilities Code, Surgical Technology: Principles and Practices, The Wills Eye Manual, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
24.1. Fire safety in the operating room (OR)							A	-	-	-	-	-
24.2. Apply principles of Air Force Occupational Safety, Fire Prevention and Health (AFOSH) Program							-	-	-	-	-	-
24.3. AFOSH standards for surgical suites							-	-	-	-	-	-
24.4. Laser safety in surgical and clinical areas							-	-	-	-	-	-
24.5. Safely handle surgical instruments and supplies												
24.5.1. Sharp instruments							2b	-	-	c	-	-
24.5.2. Blade							-	-	-	c	-	-
24.5.3. Needles							-	-	-	c	-	-
24.5.4. Glassware							-	-	-	c	-	-
24.6. Caustic and corrosive chemicals							-	-	-	-	-	-
24.7. Injectable Drugs and Solutions												
24.7.1. Subconjunctival							-	-	-	B	-	-
24.7.2. Retrobulbar							-	-	-	B	-	-
24.7.3. Anesthetics							-	-	-	B	-	-
25. OPHTHALMOLOGY SERVICES - SURGICAL HOUSEKEEPING PROCEDURES TR: AFI 44-108 Surgical Technology, Training Manual for Health Care Service Technicians, Surgical Technology: Principles and Practice, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
25.1. Perform initial cleaning activities							-	-	-	c	-	-
25.2. Perform between-case cleaning							-	-	-	c	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
25.3. Perform end-of-day cleaning							-	-	-	c	-	-
25.4. Perform periodic cleaning							-	-	-	c	-	-
26. OPHTHALMOLOGY SERVICES – MICROBIOLOGY AND INFECTION CONTROL TR: AFI 44-108, Surgical Technology: Principles and Practice, Principles and methods of Sterilization in Health Sciences, Alexander's Care of the Patient in Surgery, Guidelines for Hand Hygiene in Health Care Setting, Guidelines for Prevention of Surgical Site Infection, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
26.1. Microorganisms of concern to surgical personnel							-	-	-	-	-	-
26.2. Surgical wound infections												
26.2.1. Transmission of disease							-	-	-	-	-	-
26.2.2. The infectious process							-	-	-	-	-	-
26.2.3. Body defenses against infection							-	-	-	-	-	-
26.3. Infection control												
26.3.1. Wear surgical attire							2b	-	-	-	-	-
26.3.2. Apply principles of surgical asepsis							2b	-	-	-	-	-
26.4. Handle contaminated materials							-	-	-	c	-	-
27. OPHTHALMOLOGY SERVICES - STERILIZATION AND DISINFECTION TR: AFI 44-108, AFJMAN 23-210, Principles and Methods of Sterilizations in Health Sciences, Surgical Technology: Principles and Practice, Hospital Sterilization, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
27.1. Central Sterile Supply (CSS)												
27.1.1. Purpose							-	-	-	-	-	-
27.1.2. Layout							-	-	-	-	-	-
27.1.3. Functions							-	-	-	-	-	-
27.1.4. Services provided							-	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
27.2. Storage/handling of equipment and supplies												
27.2.1. Physical requirements												
27.2.1.1. Non-sterile storage							-	-	-	-	-	-
27.2.1.2. Sterile storage							-	-	-	-	-	-
27.2.1.3. Environmental factors							-	-	-	-	-	-
27.2.1.4. Storage methods							-	-	-	-	-	-
27.2.2. Inventory Control (sterile supplies)												
27.2.2.1. Organize supplies in storage							-	-	-	c	-	-
27.2.2.2. Check stock							-	-	-	c	-	-
27.2.2.3. Determine shelf life							-	-	-	c	-	-
27.3. Patient care supplies, instruments, and equipment												
27.3.1. Methods of sterilization							-	-	-	-	-	-
27.3.2. Decontamination Methods							-	-	-	-	-	-
27.3.3. Perform Decontamination												
27.3.3.1. Mechanical							-	-	-	-	-	-
27.3.3.2. Manual							-	-	-	b	-	-
27.3.4. Sort instruments and supplies							-	-	-	c	-	-
27.3.5. Inspect instruments and supplies							-	-	-	c	-	-
27.3.6. Select items for sterilization							-	-	-	-	-	-
27.3.7. Arrange items for packaging							-	-	-	-	-	-
27.3.8. Types of wrapping materials							-	-	-	B	-	-
27.3.9. Prepare peel-packs							-	-	-	-	-	-
27.3.10. Label wrapped items							-	-	-	-	-	-
27.3.11. Load rigid containers							-	-	-	-	-	-
27.3.12. Load sterilizer							-	-	-	-	-	-
27.3.13. Unload sterilizer							-	-	-	-	-	-
27.3.14. Operate sterilizers							-	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
27.3.15. Perform routine monitoring of sterilizers							-	-	-	-	-	-
27.3.16. Monitor mechanical and automatic controls during sterilization cycles							-	-	-	-	-	-
27.3.17. Use biological indicators							-	-	-	-	-	-
27.4. Select suitable agent for disinfecting:												
27.4.1. Surgical instruments, supplies, and equipment							-	-	-	c	-	-
27.4.2. Environmental surfaces							-	-	-	c	-	-
28. OPHTHALMOLOGY SERVICES - PREOPERATIVE PREPARATION OF THE PATIENT TR: Surgical Technology: Principles and Practice, Ophthalmic Medical Assisting: An Independent Study course, The Ophthalmic Assistant, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
28.1. Psychological preparation												
28.1.1. Patient needs							-	-	-	B	-	-
28.1.2. Patient fears							-	-	-	B	-	-
28.2. Brief Patient on preoperative procedures							-	-	-	b	-	-
28.3. Remove body hair from incision site in accordance with surgeon's orders							-	-	-	-	-	-
28.4. Transfer patient							-	-	-	-	-	-
28.5. Check the patient's surgical chart							-	-	-	-	-	-
28.6. Surgical Patient Movement							-	-	-	-	-	-
29. OPHTHALMOLOGY SERVICES - DUTIES OF SCRUB PERSONNEL TR: Surgical Technology: Principles and Practice, Ophthalmic Medical Assisting: An Independent Study Course, The Ophthalmic Assistant, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
29.1. Check duty assignment rosters and operative schedule							-	-	-	b	-	-
29.2. Perform surgical hand and arm scrub							2b	-	-	c	-	-
29.3. Dry hands using aseptic technique							2b	-	-	c	-	-
29.4. Gown and glove self							2b	-	-	c	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
29.5. Gown and glove surgical team members							-	-	-	c	-	-
29.6. Establish and maintain sterile fields												
29.6.1. Set up back table							-	-	-	c	-	-
29.6.2. Set up basin stands							-	-	-	-	-	-
29.7. Open sterile supplies												
29.7.1. Set up Mayo stands							-	-	-	c	-	-
29.7.2. Set up prep sets							-	-	-	-	-	-
29.8. Perform surgical counts												
29.8.1. Surgical sponges							-	-	-	-	-	-
29.8.2. Needles and blades							-	-	-	c	-	-
29.9. Assist surgeon with patient draping procedures												
29.10. Supply surgeon with necessary items during operative procedures							-	-	-	c	-	-
29.11. Prepare and pass surgical stapling and clip applying devices							-	-	-	-	-	-
29.12. Care for surgical specimens on the sterile field							-	-	-	c	-	-
29.13. Surgical wound closure												
29.13.1. Prepare suture materials and needles							-	-	-	-	-	-
29.13.2. Pass wound closure materials							-	-	-	-	-	-
29.13.3. Assist with tissue approximation							-	-	-	-	-	-
29.13.4. Wound closure							-	-	-	-	-	-
29.13.5. Wound healing							-	-	-	B	-	-
29.14. Wound dressing							-	-	-	B	-	-
29.15. Breakdown case set-up after surgical procedure							-	-	-	c	-	-
30. OPHTHALMOLOGY SERVICES - DUTIES OF CIRCULATING PERSONNEL TR: AFMAN 41-210, Surgical Technology: Principles and Practice, The Ophthalmic Assistant, Manufacturer's Equipment Manuals, Ophthalmic Medical Assisting												

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
30.1. Select required sterile supplies and instruments							-	-	-	-	-	-
30.2. Select required equipment							-	-	-	-	-	-
30.3. Operate equipment												
30.3.1. Cautery devices							-	-	-	-	-	-
30.3.2. Surgical lights							-	-	-	-	-	-
30.3.3. Portable suction units							-	-	-	-	-	-
30.3.4. Solution Warming cabinets							-	-	-	-	-	-
30.3.5. Fiber optic light sources							-	-	-	-	-	-
30.3.6 Surgical microscopes							-	-	-	-	-	-
30.4 Anesthesia administration												
30.4.1 General							-	-	-	B	-	-
30.4.2 Regional							-	-	-	B	-	-
30.4.3 Local							-	-	-	B	-	-
30.5 Assist with positioning patient							-	-	-	-	-	-
30.6 Perform pre-operative site cleansing							-	-	-	-	-	-
30.7 Transfer required items to sterile field							-	-	-	-	-	-
31. OPHTHALMOLOGY SERVICES TR: The Ophthalmic Assistant, Surgical Technology: Principles and Practice, Ophthalmic Ultrasonography, Ophthalmic Medical Assisting, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
31.1. Ancillary Testing												
31.1.1. Perform ophthalmic A scan							-	-	-	c	-	-
31.1.2. Perform ophthalmic B scan							-	-	-	b	-	-
31.1.3. Perform fluorescein angiography							-	-	-	b	-	-
31.2. Assist in ophthalmic surgery												
31.2.1. Muscle surgery							-	-	-	b	-	-
31.2.2. Cataract surgery												

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tag Start	Tag Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
31.2.2.1. Extracapsular extraction							-	-	-	b	-	-
31.2.2.2. Phacoemulsification							-	-	-	c	-	-
31.2.2.3. Anterior Vitrectomy Set up							-	-	-	c	-	-
31.2.2.4. Perform lens folding techniques							-	-	-	-	-	-
31.2.3. Iridectomy							-	-	-	-	-	-
31.2.4. Trabeculectomy							-	-	-	b	-	-
31.2.5. Pterygium removal							-	-	-	c	-	-
31.2.6. Retinal detachment							-	-	-	b	-	-
31.2.7. Corneal transplant							-	-	-	b	-	-
31.2.8. Enucleation/ Eye removal							-	-	-	b	-	-
31.2.9. Dacryocystorhinostomy							-	-	-	b	-	-
31.2.10. Nasolacrimal duct probe and irrigation							-	-	-	b	-	-
31.2.11. Blepharoplasty							-	-	-	c	-	-
31.2.12. Cryosurgery							-	-	-	-	-	-
31.2.13. Chalazion surgery							-	-	-	c	-	-
31.2.14. Review removal of small lesions							-	-	-	b	-	-
31.2.15. Review removal of eyelid sutures							-	-	-	b	-	-
31.2.16. Removal of nonembedded, ocular foreign bodies							-	-	-	-	-	-
31.2.17. Tarsectomy							-	-	-	-	-	-
31.3. Principles of laser surgery							-	-	-	B	-	-

Technical Reference (TR) Source Summary for STS 4V0X1
This list includes both commercial and government publications

NOTES:

Most commercial training references are listed in the following format: Title (with edition if applicable), author, year of publication, and publisher.

Some non-government publications published by organizations are updated quite often, and these may not include edition numbers or year of publication (e.g., International Electrotechnical Commission-IEC, American National Standards Institute-ANSI, International Organization for Standardization-ISO, etc.).

Government publications are listed per that department's naming convention.

SECTION 1, CAREER LADDER PROGRESSION

Applies to all skill levels

AFMAN 36-2100, Military Utilization and Classification

DAFI 36-2670, Total Force Development

Air Force Enlisted Classification Directory

4V0X1/S Career Field Education and Training Plan (CFETP)

SECTION 2, MEDICAL HEALTH SERVICE (MHS)

Applies to all skill levels

AFI 38-101, Manpower and Organization

AFI 41-106, Air Force Medical Readiness Program

AFI 44-102, Medical Care Management

The Air Force Medical Service Flight Path (Special Instruction)

Department of Defense Directive- Defense Health Agency (DHA)

SECTION 3, SPECIFIC OPERATIONS SECURITY (OPSEC) VULNERABILITIES OF AFSC 4V0X1/S

Applies to all skill levels

AFI 10-701, Operations Security (OPSEC)

SECTION 4, AF CONSOLIDATED OCCUPATIONAL SAFETY PROGRAM

Applies to all skill levels

DAFMAN 91-203, Air Force Occupational Safety Fire and Health Standards

SECTION 5, PROFESSIONAL AND PATIENT RELATIONS

Applies to all skill levels

AFI 44-102, Medical Care Management

The Ophthalmic Assistant, 10th Ed

SECTION 6, CLINIC ADMINISTRATION

Applies to all skill levels

AFI 41-102, Air Force Medical Expense and Performance Reporting System (MEPRS) for Fixed Military Medical and Dental Treatment Facilities

AFMAN 41-210, Tricare Operations and Patient Administration

SECTION 7, MEDICAL MATERIAL PROCEDURES

Applies to all skill levels

AFJMAN 23-210, Joint Service Manual (JSM) For Storage and Materials Handling

Individual Instruction for Use (IFU)

SECTION 8, REFRACTIVE PROPERTIES

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed

Optical Devices in Ophthalmology and Optometry: Technology, Design Principles and Clinical Application, 1st Ed

SECTION 9, OPTICS

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed

Contact Lenses in Ophthalmic Practice, 4th Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed.

SECTION 10, ANATOMY AND PHYSIOLOGY OF THE VISUAL SYSTEM

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

Surgical Technology: Principles and Practice 8th Ed.

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

Quick Medical Terminology: A Self-Teaching Guide, 8th Ed.

SECTION 11, OCULAR DISORDERS

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

The Wills Eye Manual: Office and Emergency Room Diagnosis and Treatment of Eye Disease, 8th Edition

SECTION 12, OCULAR INJURIES AND EMERGENCIES

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

Optics, 5th Ed

Ocular Pathology, 8th Ed

Ophthalmic Care of the Combat Casualty

SECTION 13, TRIAGE MANAGEMENT, AND STANDARD OF CARE TIMELINES IN URGENT AND EMERGENT OCULAR CONDITIONS

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

SECTION 14, ASSISTING THE HEALTH CARE PROVIDER

Applies to all skill levels

DAFMAN 48-123, Medical Examinations and Standards

The Ophthalmic Assistant, 10th Ed.

Manufacturer's Equipment Manual

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed.

SECTION 15, PRACTICE ASEPTIC TECHNIQUES

Applies to all skill levels

AFI 44-108, Infection Prevention and Control Program

In accordance with individual Instructions for Use (IFU)

SECTION 16, CENTRAL STERILE SUPPLY (CSS)

Applies to all skill levels

AFI 44-108, Infection Prevention and Control Program

AFJMAN 23-210, Joint Service Manual (JSM) For Storage and Materials Handling

Training Manual for Health Care Central Service Technicians, 5th Ed

Hospital Sterilization, 1st Ed

In accordance with individual Instructions for Use (IFU)

SECTION 17, OCULAR PHARMACOLOGY

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

Manufacturer Recommendations

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed.

SECTION 18, ORDERING AND DISPENSING SPECTACLES

Applies to all skill levels

AFI 44-117, Ophthalmic Services

Army Regulation 40-63 Medical Service Ophthalmic Services

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

The Ophthalmic Assistant, 10th Ed

Manufacturer's Equipment Manual

Navy Medicine Medical Power for Naval Superiority

SECTION 19, CONTACT LENS PROCEDURES

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed

SECTION 20, AEROSPACE OPTOMETRY

Applies to all skill levels

DAFMAN 48-123, Medical Examinations and Standards

USAF Corneal Refractive Surgery Program

USAF Aircrew Contact Lens Policy

SECTION 21, NON-AIRCREW REFRACTIVE SURGERY PROGRAMS

Applies to all skill levels

United States Air Force Refractive Surgical Program website

SECTION 22, NIGHT VISION GOGGLES (NVG)

Applies to all skill levels

USAF Corneal Refractive Surgery Program

SECTION 23, OPHTHALMOLOGY SERVICES- PROFESSION AND PATIENT RELATIONSHIPS IN SURGICAL ENVIRONMENT

Applies to all skill level

AFI 44-102, Medical Care Management

AFI 44-119, Medical Quality Services

AFI 46-101, Nursing Services and Operations

AFMAN 41-210, Tricare Operations and Patient Administration

Surgical Technology: Principles and Practice, 7th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 24, OPHTHALMOLOGY SERVICES- SAFETY IN THE SURGICAL ENVIRONMENT

Applies to 5 skill level

DAFMAN 91-203, Air Force Occupational Safety Fire and Health Standards

NFPA 99: HealthCare Facilities Code

Surgical Technology: Principles and Practices, 7th Ed

The Wills Eye Manual: Office and Emergency Room Diagnosis and Treatment of Eye Disease, 8th Edition

Surgical Technology for the Surgical Technologist: A Positive Care Approach

SECTION 25, OPHTHALMOLOGY SERVICES- SURGICAL HOUSEKEEPING PROCEDURES

Applies to 5 skill level

AFI 44-108, Infection Prevention and Control Program

Surgical Technology: Principles and Practices, 7th Ed

Training Manual for Health Care Service Technicians

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed.

SECTION 26, OPHTHALMOLOGY SERVICES- MICROBIOLOGY AND INFECTION CONTROL

Applies to 5 skill level

AFI 44-108, Infection Prevention and Control Program

Surgical Technology: Principles and Practice, 7th Ed

Principles and Methods of Sterilization in Health Sciences, 2nd Ed

Alexander's Care of the Patient in Surgery, 16th Ed

Guidelines for Hand Hygiene in Health Care Setting, Vol 51

Guidelines for Prevention of Surgical Site Infection, 1st Ed.

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 27, OPHTHALMOLOGY SERVICES- STERILIZATION AND DISINFECTION

Applies to 5 skill level

AFI 44-108, Infection Prevention and Control Program

AFJMAN 23-210, Joint Service Manual (JSM) For Storage and Materials Handling

Principles and Methods of Sterilizations in Health Sciences, 2nd Ed

Surgical Technology: Principles and Practice, 7th Ed

Hospital Sterilization, 1st Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 28, OPHTHALMOLOGY SERVICES- PREOPERATIVE PREPARATION OF THE PATIENT

Applies to 5 skill level

Surgical Technology: Principles and Practice, 7th Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

The Ophthalmic Assistant, 10th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 29, OPHTHALMOLOGY SERVICES- DUTIES OF SCRUB PERSONNEL

Applies to 5 skill level

Surgical Technology: Principles and Practice, 7th Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

The Ophthalmic Assistant, 10th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 30, OPHTHALMOLOGY SERVICES- DUTIES OF CIRCULATING PERSONNEL

Applies to 5 skill level

AFMAN 41-210, Tricare Operations and Patient Administration

Surgical Technology: Principles and Practice, 8th Ed

The Ophthalmic Assistant, 10th Ed

Manufacturer's Equipment Manuals

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

SECTION 31, OPHTHALMOLOGY SERVICES

Applies to 5 skill level

The Ophthalmic Assistant, 10th Ed

Surgical Technology: Principles and Practice, 8th Ed

Ophthalmic Ultrasonography, 1st Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
1. CAREER LADDER PROGRESSION TR: AFMAN 36-2100, AFMAN 36-2301, DAFI 36-2670, Air Force Enlisted Classification Directory, 4V0X1 Career Field Education and Training Plan (CFETP)												
1.1. Educational opportunities for the AFSC 4V0X1/S career paths						-	-	-	B	-	-	
1.2. Progression in career paths for AFSC 4V0X1/S						-	-	-	B	-	-	
1.3. Duties of AFSC 4V0X1/S						-	-	-	C	-	-	
2. MEDICAL HEALTH SERVICE (MHS) TR: AFI 38-101, AFI 41-106, AFI 44-102, The Air Force Medical Service Flight Path (Special Instruction), Department of Defense Directive-Defense Health Agency (DHA)												
2.1. Medical Group Structure						-	-	-	B	-	-	
2.2. AFMS Flight Path						-	-	-	B	-	-	
2.3. Medical Readiness						-	-	-	-	-	-	
2.4. DHA Structure						-	-	-	B	-	-	
3. SPECIFIC OPERATIONS SECURITY (OPSEC) VULNERABILITIES OF AFSC 4V0X1/S TR: AFI 10-701												
3.1. Individual responsibilities						-	-	-	-	-	-	
3.2. Critical/sensitive information						-	-	-	-	-	-	
4. AF CONSOLIDATED OCCUPATIONAL SAFETY PROGRAM TR: DAFMAN 91-203												
4.1. Eye safety in the workplace						-	-	-	B	-	-	
4.2. Personal Protective Equipment						-	-	-	B	-	-	
5. PROFESSIONAL AND PATIENT RELATIONS TR: AFI 44-102, The Ophthalmic Assistant												
5.1. Ethics						-	-	-	B	-	-	
5.2. Privacy Act/Health Insurance Portability Act (HIPAA)						-	-	-	-	-	-	
5.3. Staff Rights and Responsibilities						-	-	-	-	-	-	
5.4. Patient rights and responsibilities						-	-	-	-	-	-	

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
6. CLINIC ADMINISTRATION TR: AFI 41-102, AFMAN 41-210												
6.1. Locate required information in official and commercial publications						-	-	-	b	-	-	
6.2. Manage administrative files	5					-	-	-	b	-	-	
6.3. Clinic Operating Instructions												
6.3.1. Establish						-	-	-	-	-	-	
6.3.2. Maintain	7					-	-	-	-	-	-	
6.4. Clinic policies												
6.5. Perform Appointment Scheduling	5					-	-	-	-	-	-	
6.6. Management of medical records						-	-	-	-	-	-	
6.7. Referral/consult system						-	-	-	B	-	-	
6.8. Perform Patient accountability	5					-	-	-	b	-	-	
6.9. Third party liability program						-	-	-	-	-	-	
6.10. Functions of Aeromedical Services Information Management Systems (ASIMS)						-	-	-	B	-	-	
6.11. Update patient status in ASIMS						-	-	-	b	-	-	
6.12. Para optometric medical coding						-	-	-	-	-	-	
6.13. TRICARE/DHA Managed Healthcare Terminology						-	-	-	-	-	-	
6.14. Verify Patient identity						-	-	-	c	-	-	
7. MEDICAL MATERIEL PROCEDURES TR: AFJMAN 23-210 Individual Instruction for Use (IFU)												
7.1. Perform Property custodian duties (equipment and supplies)	7					-	-	-	c	-	-	
7.2. Instrument user maintenance						-	-	-	B	-	-	
8. REFRACTIVE PROPERTIES TR: The Ophthalmic Assistant, Optical Devices in Ophthalmology and Optometry: Technology, Design Principles and Clinical Application												
8.1. Types of Light propagation						-	-	-	B	-	-	
8.2. Wavelength						-	-	-	B	-	-	

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
8.3. Reflection							-	-	-	B	-	-
8.4. Refraction of light							-	-	-	B	-	-
8.5. Polarization							-	-	-	B	-	-
8.6. Absorption							-	-	-	B	-	-
8.7. Emission							-	-	-	B	-	-
9. OPTICS TR: The Ophthalmic Assistant, Contact Lenses in Ophthalmic Practice, Ophthalmic Medical Assisting: An Independent Study Course												
9.1. Ophthalmic Lenses												
9.1.1. Types							-	-	-	B	-	-
9.1.2. Refractive qualities							-	-	-	B	-	-
9.1.3. Aberrations and their correction							-	-	-	B	-	-
9.2. Optometric Math												
9.2.1. Prismatic effect							-	-	-	B	-	-
9.2.2. Vertex distance (effective power)							-	-	-	B	-	-
9.2.3. Calculate spherical equivalents							-	-	-	b	-	-
9.2.4. Transpose cylinder forms	5						-	-	-	b	-	-
9.2.5. Convert multi-focal Rx to single vision							-	-	-	b	-	-
9.2.6. Focal Length							-	-	-	B	-	-
10. ANATOMY AND PHYSIOLOGY OF THE VISUAL SYSTEM TR: The Ophthalmic Assistant, Surgical Technology: Principles and Practice, Ophthalmic Medical Assisting: An Independent Study Course, Quick Medical Terminology: A Self-Teaching Guide												
10.1. The bony orbit							-	-	-	B	-	-
10.2. The extraocular muscles												
10.2.1. Origin/insertion							-	-	-	B	-	-
10.2.2. Action							-	-	-	B	-	-
10.2.3. Innervation							-	-	-	B	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
10.2.4. Ocular motility							-	-	-	B	-	-
10.3. Ocular Globe							-	-	-	B	-	-
10.4. Color vision							-	-	-	B	-	-
10.5. Depth perception							-	-	-	B	-	-
10.6. Refractive status of the eye							-	-	-	B	-	-
10.7. Accommodation							-	-	-	B	-	-
10.8. Presbyopia							-	-	-	B	-	-
10.9. Night vision							-	-	-	B	-	-
10.10. The adnexa							-	-	-	B	-	-
10.11. The visual-pupillary pathway							-	-	-	B	-	-
10.12. Medical terminology												
10.12.1. Root words							-	-	-	B	-	-
10.12.2. Prefixes							-	-	-	B	-	-
10.12.3. Suffixes							-	-	-	B	-	-
10.12.4. Combining forms							-	-	-	B	-	-
10.12.5. Common medical abbreviations							-	-	-	B	-	-
11. OCULAR DISORDERS TR: The Ophthalmic Assistant, The Wills Eye Manual												
11.1. External ophthalmic conditions and disorders												
11.1.1. Lid disorders							-	-	-	-	-	-
11.1.1.1. Blepharitis							-	-	-	C	-	-
11.1.1.2. Hordeolum							-	-	-	C	-	-
11.1.1.3. Chalazion							-	-	-	C	-	-
11.1.1.4. Ptosis							-	-	-	C	-	-
11.1.1.5. Orbital cellulitis							-	-	-	C	-	-
11.1.1.6. Preseptal cellulitis							-	-	-	C	-	-
11.1.1.7. Epiphora							-	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
11.1.1.8. Entropion						-	-	-	C	-	-	
11.1.1.9. Ectropion						-	-	-	C	-	-	
11.1.2. Conjunctival Disorders												
11.1.2.1. Conjunctivitis						-	-	-	C	-	-	
11.1.2.2. Pinguecula						-	-	-	C	-	-	
11.1.3. Corneal Disorders												
11.1.3.1. Pterygium						-	-	-	C	-	-	
11.1.3.2. Dry Eye Syndrome						-	-	-	C	-	-	
11.1.3.3. Corneal ulcer						-	-	-	C	-	-	
11.1.3.4. Keratitis						-	-	-	C	-	-	
11.1.3.5. Keratoconus						-	-	-	C	-	-	
11.1.4. External Tumors						-	-	-	B	-	-	
11.1.5. Infections of the eye												
11.1.5.1. Bacteria						-	-	-	-	-	-	
11.1.5.1.1. Staphylococcus						-	-	-	B	-	-	
11.1.5.1.2. Streptococcus						-	-	-	B	-	-	
11.1.5.1.3. Gonococcus						-	-	-	B	-	-	
11.1.5.1.4. Hemophilus aegyptius						-	-	-	B	-	-	
11.1.5.1.5. Pseudomonas aeruginosa						-	-	-	B	-	-	
11.1.5.2. Viruses												
11.1.5.2.1. Herpes simplex						-	-	-	B	-	-	
11.1.5.2.2. Herpes zoster						-	-	-	B	-	-	
11.1.5.2.3. Adenovirus						-	-	-	B	-	-	
11.1.5.2.4. HIV						-	-	-	B	-	-	
11.1.5.3. Fungal						-	-	-	B	-	-	
11.2. Internal ophthalmic conditions and disorders												
11.2.1. Uveitis												
11.2.1.1. Iritis						-	-	-	C	-	-	

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		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
11.2.1.2. Choroiditis							-	-	-	C	-	-
11.2.2. Optic neuritis							-	-	-	C	-	-
11.2.3. Papilledema							-	-	-	C	-	-
11.2.4. Retinitis Pigmentosa							-	-	-	C	-	-
11.3. Systemic medical conditions associated with ocular disorders												
11.3.1. Diabetes							-	-	-	B	-	-
11.3.2. Hypertension							-	-	-	B	-	-
11.4. Retinal artery occlusion							-	-	-	B	-	-
11.5. Retinal vein occlusion							-	-	-	B	-	-
11.6. Cataracts							-	-	-	B	-	-
11.7. Retinal detachment							-	-	-	B	-	-
11.8. Posterior vitreous detachment							-	-	-	B	-	-
11.9. Floaters							-	-	-	B	-	-
11.10. Internal tumors							-	-	-	B	-	-
11.11. Glaucoma							-	-	-	B	-	-
12. OCULAR INJURIES AND EMERGENCIES TR: The Ophthalmic Assistant, Optics, Ocular Pathology, Ophthalmic Care of the Combat Casualty												
12.1. Foreign bodies							-	-	-	B	-	-
12.2. Corneal abrasions							-	-	-	B	-	-
12.3. Thermal burns							-	-	-	B	-	-
12.4. Chemical burns							-	-	-	B	-	-
12.5. Wartime injuries							-	-	-	B	-	-
12.6. Radiant energy							-	-	-	B	-	-
12.7. Laceration of lids							-	-	-	B	-	-
12.8. Blunt non-perforating injuries							-	-	-	B	-	-
12.9. Hyphema							-	-	-	B	-	-

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		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
12.10. Proptosis							-	-	-	B	-	-
12.11. Fractures of the bony orbit							-	-	-	B	-	-
12.12. Perforating injuries							-	-	-	B	-	-
12.13. Ocular migraines							-	-	-	B	-	-
13. TRIAGE, MANAGEMENT, AND STANDARD OF CARE TIMELINES IN URGENT AND EMERGENT OCULAR CONDITIONS TR: The Ophthalmic Assistant												
13.1. Emergent ocular conditions							-	-	-	C	-	-
13.2. Urgent ocular conditions							-	-	-	C	-	-
13.3. Priority ocular conditions							-	-	-	C	-	-
14. ASSISTING THE HEALTH CARE PROVIDER TR: DAFMAN 48-123, The Ophthalmic Assistant, Manufacturer's Equipment Manual, Ophthalmic Medical Assisting: An Independent Study Course												
14.1. Assist Patient movement to and from												
14.1.1. Wheelchair	5						-	-	-	-	-	-
14.1.2. Exam Chair	5						-	-	-	-	-	-
14.1.3. Ancillary Chair	5						-	-	-	-	-	-
14.2. Obtain case history	5						-	-	-	c	-	-
14.3. Visual acuity testing												
14.3.1. Manage distant visual acuity	5						-	-	-	c	-	-
14.3.2. Measure near visual acuity	5						-	-	-	c	-	-
14.3.3. Perform pinhole test	5						-	-	-	c	-	-
14.3.4. Perform glare testing	5						-	-	-	b	-	-
14.4. Optec Vision Tester (OVT)												
14.4.1. Perform Distance Phorias							-	-	-	c	-	-
14.4.2. Perform Visual Acuity							-	-	-	c	-	-
14.4.3. Perform Stereopsis							-	-	-	c	-	-
14.5. Perform contrast sensitivity testing							-	-	-	c	-	-

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		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
14.6. Ocular motility and alignment tests												
14.6.1. Perform extraocular motility testing (Diagnostic H)	5						-	-	-	c	-	-
14.6.2. Perform cover test	5						-	-	-	c	-	-
14.6.3. Manage near point of convergence (Prince Rule)							-	-	-	b	-	-
14.6.4. Worth 4-Dot							-	-	-	B	-	-
14.6.5. Perform the red lens test							-	-	-	c	-	-
14.7. Color vision tests												
14.7.1. Administer cone contrast test							-	-	-	c	-	-
14.7.2. Administer color vision test (PIP)	5						-	-	-	c	-	-
14.7.3. Administer Farnsworth D-15 Hue test							-	-	-	b	-	-
14.7.4. Administer Hardy Rand Rittlers (HRR) test	5						-	-	-	b	-	-
14.8. Perform stereopsis tests												
14.8.1. Randot							-	-	-	c	-	-
14.8.2. AO Vectograph							-	-	-	b	-	-
14.9. Perform pupillary reflex test	5						-	-	-	c	-	-
14.10. Perform Schirmer tear test							-	-	-	b	-	-
14.11. Refractometry												
14.11.1. Phoropter							-	-	-	B	-	-
14.11.2. Operate autorefractor/keratometer	5						-	-	-	c	-	-
14.12. Measure blood pressure							-	-	-	b	-	-
14.13. Operate slit lamp	5						-	-	-	b	-	-
14.14. Tonometry												
14.14.1. Perform non-contact tonometry							-	-	-	c	-	-
14.14.2. Perform applanation tonometry	5						-	-	-	b	-	-
14.14.3. Perform Hand held tonometry	5						-	-	-	c	-	-
14.15. Visual fields												
14.15.1. Perform Amsler grid test	5						-	-	-	c	-	-

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		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
14.15.2. Perform confrontation fields	5						-	-	-	c	-	-
14.15.3. Perform automated visual fields	5						-	-	-	c	-	-
14.15.4. Principles of automated visual tests							-	-	-	B	-	-
14.16. Ocular Imaging												
14.16.1. Perform fundus photography	5						-	-	-	c	-	-
14.16.2. Anterior segment photography							-	-	-	B	-	-
14.17. Perform ocular tomography	5						-	-	-	c	-	-
14.18. Perform corneal topography	5						-	-	-	c	-	-
14.19. Measure pupil size							-	-	-	b	-	-
14.20. Apply eye patches							-	-	-	b	-	-
14.21. Perform eye irrigation	5						-	-	-	c	-	-
14.22. Perform instillation of ophthalmic medications	5						-	-	-	c	-	-
14.23. Document instillation of ophthalmic medications	5						-	-	-	c	-	-
14.24. Check anterior chamber angle	5						-	-	-	c	-	-
14.25. Perform pachymetry	5						-	-	-	c	-	-
15. PRACTICE ASEPTIC TECHNIQUES TR: AFI 44-108 In accordance with individual IFU												
15.1. Apply clinical aseptic procedures	5						-	-	-	c	-	-
15.2. Apply clinical infection control procedures	5						-	-	-	c	-	-
16. CENTRAL STERILE SUPPLY (CSS) TR: AFI 44-108, AFJMAN 23-210, Training Manual for Health Care Central Service Technicians, Hospital Sterilization/ In accordance with individual IFU												
16.1. Purpose							-	-	-	B	-	-
16.2. Layout							-	-	-	-	-	-
16.3. Functions							-	-	-	-	-	-
16.4. Services provided							-	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
16.5. Storage/handling of equipment/supplies												
16.5.1. Physical requirements												
16.5.1.1. Non-sterile storage						-	-	-	B	-	-	
16.5.1.2. Sterile storage						-	-	-	B	-	-	
16.5.1.3. Environmental factors						-	-	-	B	-	-	
16.5.1.4. Storage methods						-	-	-	B	-	-	
16.5.2. Inventory Control (sterile supplies)												
16.5.2.1. Supplies in storage arrangement						-	-	-	B	-	-	
16.5.2.2. Stock rotation principle						-	-	-	B	-	-	
16.5.2.3. Shelf life						-	-	-	B	-	-	
16.6. Use chemical indicators	5					-	-	-	c	-	-	
17. OCULAR PHARMACOLOGY TR: The Ophthalmic Assistant, Manufacturer Recommendations, Ophthalmic Medical Assisting: An Independent Study Course												
17.1. Manage ophthalmic medications	5					-	-	-	c	-	-	
17.2. Ocular pharmacology												
17.2.1. Tolerance						-	-	-	B	-	-	
17.2.2. Tonicity						-	-	-	B	-	-	
17.2.3. Sterility						-	-	-	B	-	-	
17.2.4. Stability						-	-	-	B	-	-	
17.2.5. Penetration						-	-	-	B	-	-	
17.2.6. Continuous release delivery						-	-	-	B	-	-	
17.2.7. Systemic administration						-	-	-	-	-	-	
17.3. Complications of topical ophthalmic medications												
17.3.1. Allergic reaction						-	-	-	B	-	-	
17.3.2. Toxic reaction						-	-	-	B	-	-	
17.3.3. Vasovagal						-	-	-	B	-	-	
17.4. Mydriatic agents						-	-	-	B	-	-	

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		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
17.5. Miotic agents							-	-	-	B	-	-
17.6. Cycloplegic agents							-	-	-	B	-	-
17.7. Anti-glaucoma agents							-	-	-	B	-	-
17.8. Anesthetics							-	-	-	B	-	-
17.9. Anti-allergic agents							-	-	-	B	-	-
17.10. Anti-inflammatory agents							-	-	-	B	-	-
17.11. Anti-infective agents												
17.11.1. Antibiotics							-	-	-	B	-	-
17.11.2. Antivirals							-	-	-	B	-	-
17.11.3. Antifungals							-	-	-	B	-	-
17.11.4. Steroid-antibiotic combinations							-	-	-	B	-	-
17.12. Dry eye products							-	-	-	B	-	-
17.13. Vitamin, mineral, and herbal supplements							-	-	-	B	-	-
17.14. Ophthalmic stains							-	-	-	B	-	-
18. ORDERING AND DISPENSING SPECTACLES TR: AFI 44-117, Army Regulation 40-63 (Medical Services Ophthalmic Services), Ophthalmic Medical Assisting: An Independent Study Course, The Ophthalmic Assistant, Manufacturer's Equipment Manual, Navy Medicine Power for Naval Superiority website												
18.1. Frame availability (types)							-	-	-	B	-	-
18.2. Lens availability (types)							-	-	-	B	-	-
18.3. Frame selection												
18.3.1. Determine frame size							-	-	-	c	-	-
18.3.2. Measure Pupillary Distance							-	-	-	-	-	-
18.3.2.1. Manual							-	-	-	c	-	-
18.3.2.2. Automated							-	-	-	b	-	-
18.3.3. Measure segment height (bifocal and trifocal)							-	-	-	c	-	-

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		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level		
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
18.3.4. Fit gas mask inserts								-	-	-	-	-	-
18.4. Order spectacles													
18.4.1. Prepare spectacle orders manually								-	-	-	b	-	-
18.4.2. Prepare spectacle orders using Spectacle Request Transmission System (SRTS)								-	-	-	c	-	-
18.4.3. Justification required for special optical devices								-	-	-	B	-	-
18.5. Lensometry													
18.5.1. Neutralize lenses using a manual lensometer								-	-	-	c	-	-
18.5.2. Neutralize lenses using an automated lensometer	5							-	-	-	-	-	-
18.6. Verify spectacles								-	-	-	c	-	-
18.7. Repair spectacles								-	-	-	c	-	-
18.8. Adjust spectacles								-	-	-	c	-	-
18.9. Flight optical equipment								-	-	-	C	-	-
18.10. Spectacle dispensing								-	-	-	-	-	-
18.11. Measure base curves								-	-	-	-	-	-
19. CONTACT LENS PROCEDURES TR: The Ophthalmic Assistant													
19.1. Characteristics of contact lenses								-	-	-	B	-	-
19.2. Insert contact lens								-	-	-	c	-	-
19.3. Remove contact lens								-	-	-	c	-	-
19.4. Instruct patient on contact lens wear and care								-	-	-	c	-	-
19.5. Order contact lenses								-	-	-	b	-	-
19.6. Manage contact lens inventory								-	-	-	b	-	-
19.7. Elective contact lens programs								-	-	-	B	-	-
19.8. Medical contact lens program								-	-	-	B	-	-
19.9. Verify contact lens parameters								-	-	-	b	-	-

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		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
20. AEROSPACE OPTOMETRY TR: DAFMAN 48-123, USAF Corneal Refractive Surgery Program, USAF Aircrew Contact Lens Policy												
20.1. Aircrew terminology						-	-	-	B	-	-	
20.2. Refractive surgery programs						-	-	-	B	-	-	
20.3. Manage refractive surgery programs						-	-	-	c	-	-	
20.4. Aircrew soft contact lens program (ASCLP)						-	-	-	B	-	-	
20.5. Manage ASCLP						-	-	-	c	-	-	
20.6. Personnel Reliability Program (PRP)/Arming Use of Force (AUoF)						-	-	-	B	-	-	
21. NON-AIRCREW REFRACTIVE SURGERY PROGRAMS TR: US Air Force Refractive Surgery website												
21.1. Eligibility						-	-	-	C	-	-	
21.2. Application process						-	-	-	C	-	-	
21.3. Eye care provider responsibilities						-	-	-	C	-	-	
22. NIGHT VISION GOGGLES (NVG) TR: USAF Corneal Refractive Surgery Program												
22.1. Aeromedical responsibilities						-	-	-	B	-	-	
22.2. Night vision devices						-	-	-	B	-	-	
22.3. NVG adjustment procedures						-	-	-	B	-	-	
23. OPHTHALMOLOGY SERVICES - PROFESSIONAL AND PATIENT RELATIONSHIPS IN SURGICAL ENVIRONMENT TR: AFI 44-102, AFI 44-119, AFI 46-101, AFMAN 41-210, Surgical Technology: Principles and Practice; Surgical Technology for the Surgical Technologist: A Positive Care Approach												
23.1. Responsibilities of surgical team members						-	-	-	-	-	-	
23.2. Surgical Ethics												
23.2.1. Surgical conscience						B	-	-	C	-	-	

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)						
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level		
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
23.2.2. Death and dying								B	-	-	C	-	-
23.3. Legal aspects of surgical assisting								B	-	-	C	-	-
24. OPHTHALMOLOGY SERVICES - SAFETY IN THE SURGICAL ENVIRONMENT TR: DAFMAN 91-203, NFPA 99: Health Care Facilities Code, Surgical Technology: Principles and Practices, The Wills Eye Manual, Surgical Technology for the Surgical Technologist: A Positive Care Approach													
24.1. Fire safety in the operating room (OR)								-	-	-	-	-	-
24.2. Apply principles of Air Force Occupational Safety, Fire Prevention and Health (AFOSH) Program								-	-	-	-	-	-
24.3. AFOSH standards for surgical suites								-	-	-	-	-	-
24.4. Laser safety in surgical and clinical areas								-	-	-	-	-	-
24.5. Safely handle surgical instruments and supplies													
24.5.1. Sharp instruments								2b	-	-	c	-	-
24.5.2. Blade								2b	-	-	c	-	-
24.5.3. Needles								2b	-	-	c	-	-
24.5.4. Glassware								2b	-	-	c	-	-
24.6. Caustic and corrosive chemicals								-	-	-	-	-	-
24.7. Injectable Drugs and Solutions													
24.7.1. Subconjunctival								A	-	-	B	-	-
24.7.2. Retrobulbar								A	-	-	B	-	-
24.7.3. Anesthetics								A	-	-	B	-	-
25. OPHTHALMOLOGY SERVICES - SURGICAL HOUSEKEEPING PROCEDURES TR: AFI 44-108, Training Manual for Health Care Central Service Technicians, Surgical Technology: Principles and Practice, Surgical Technology for the Surgical Technologist: A Positive Care Approach													

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)						
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level		
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
25.1. Perform initial cleaning activities								2b	-	-	c	-	-
25.2. Perform between-case cleaning								2b	-	-	c	-	-
25.3. Perform end-of-day cleaning								2b	-	-	c	-	-
25.4. Perform periodic cleaning								2b	-	-	c	-	-
26. OPHTHALMOLOGY SERVICES – MICROBIOLOGY AND INFECTION CONTROL TR: AFI 44-108, Surgical Technology: Principles and Practice, Principles and Methods of Sterilization in Health Sciences, Alexander's Care of the Patient in Surgery; Guidelines for Hand Hygiene in Health Care Settings; Guidelines for Prevention of Surgical Site Infection, Surgical Technology for the Surgical Technologist: A Positive Care Approach													
26.1. Microorganisms of concern to surgical personnel								-	-	-	-	-	-
26.2. Surgical wound infections													
26.2.1. Transmission of disease								-	-	-	-	-	-
26.2.2. The infectious process								-	-	-	-	-	-
26.2.3. Body defenses against infection								-	-	-	-	-	-
26.3. Infection control													
26.3.1. Wear surgical attire	5							2b	-	-	-	-	-
26.3.2. Apply principles of surgical asepsis	5							2b	-	-	-	-	-
26.4. Handle contaminated materials	5							2b	-	-	c	-	-
27. OPHTHALMOLOGY SERVICES - STERILIZATION AND DISINFECTION TR: AFI 44-108, AFJMAN 23-210, Principles and Methods of Sterilization in Health Sciences, Surgical Technology: Principles and Practice; Hospital Sterilization, Surgical Technology for the Surgical Technologist: A Positive Care Approach													
27.1. Central Sterile Supply (CSS)													
27.1.1. Purpose								-	-	-	-	-	-
27.1.2. Layout								-	-	-	-	-	-
27.1.3. Functions								-	-	-	-	-	-
27.1.4. Services provided								-	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
27.2. Storage/handling of equipment and supplies												
27.2.1. Physical requirements												
27.2.1.1. Non-sterile storage							-	-	-	-	-	-
27.2.1.2. Sterile storage							-	-	-	-	-	-
27.2.1.3. Environmental factors							-	-	-	-	-	-
27.2.1.4. Storage methods							-	-	-	-	-	-
27.2.2. Inventory Control (sterile supplies)												
27.2.2.1. Organize supplies in storage							b	-	-	c	-	-
27.2.2.2. Check stock							b	-	-	c	-	-
27.2.2.3. Determine shelf life							b	-	-	c	-	-
27.3. Patient care supplies, instruments, and equipment												
27.3.1. Methods of sterilization							A	-	-	-	-	-
27.3.2. Decontamination Methods							A	-	-	-	-	-
27.3.3. Perform Decontamination												
27.3.3.1. Mechanical							a	-	-	-	-	-
27.3.3.2. Manual							a	-	-	b	-	-
27.3.4. Sort instruments and supplies							2b	-	-	c	-	-
27.3.5. Inspect instruments and supplies							2b	-	-	c	-	-
27.3.6. Select items for sterilization							a	-	-	-	-	-
27.3.7. Arrange items for packaging							a	-	-	-	-	-
27.3.8. Types of wrapping materials							A	-	-	B	-	-
27.3.9. Prepare peel-packs							a	-	-	-	-	-
27.3.10. Label wrapped items							a	-	-	-	-	-
27.3.11. Load rigid containers							a	-	-	-	-	-
27.3.12. Load sterilizer							-	-	-	-	-	-
27.3.13. Unload sterilizer							-	-	-	-	-	-
27.3.14. Operate sterilizers							-	-	-	-	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
27.3.15. Perform routine monitoring of sterilizers							-	-	-	-	-	-
27.3.16. Monitor mechanical and automatic controls during sterilization cycles							-	-	-	-	-	-
27.3.17. Use biological indicators							-	-	-	-	-	-
27.4. Select suitable agent for disinfecting:												
27.4.1. Surgical instruments, supplies, and equipment							2b	-	-	c	-	-
27.4.2. Environmental surfaces							2b	-	-	c	-	-
28. OPHTHALMOLOGY SERVICES - PREOPERATIVE PREPARATION OF THE PATIENT TR: Surgical Technology: Principles and Practice, Ophthalmic Medical Assisting: An Independent Study Course, The Ophthalmic Assistant, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
28.1. Psychological preparation												
28.1.1. Patient needs							A	-	-	B	-	-
28.1.2. Patient fears							A	-	-	B	-	-
28.2. Brief Patient on preoperative procedures							a	-	-	b	-	-
28.3. Remove body hair from incision site in accordance with surgeon's orders							a	-	-	-	-	-
28.4. Transfer patient							-	-	-	-	-	-
28.5. Check the patient's surgical chart							a	-	-	-	-	-
28.6. Surgical Patient Movement							A	-	-	-	-	-
29. OPHTHALMOLOGY SERVICES - DUTIES OF SCRUB PERSONNEL TR: Surgical Technology: Principles and Practice, Ophthalmic Medical Assisting: An Independent Study Course, The Ophthalmic Assistant, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
29.1. Check duty assignment rosters and operative schedule							a	-	-	b	-	-
29.2. Perform surgical hand and arm scrub	5						2b	-	-	c	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
29.3. Dry hands using aseptic technique	5						2b	-	-	c	-	-
29.4. Gown and glove self	5						2b	-	-	c	-	-
29.5. Gown and glove surgical team members	5						2b	-	-	c	-	-
29.6. Establish and maintain sterile fields												
29.6.1. Set up back table	5						2b	-	-	c	-	-
29.6.2. Set up basin stands							-	-	-	-	-	-
29.7. Open sterile supplies	5						2b					
29.7.1. Set up Mayo stands	5						2b	-	-	c	-	-
29.7.2. Set up prep sets							b	-	-	-	-	-
29.8. Perform surgical counts												
29.8.1. Surgical sponges							2b	-	-	-	-	-
29.8.2. Needles and blades							2b	-	-	c	-	-
29.9. Assist surgeon with patient draping procedures							2b	-	-	-	-	-
29.10. Supply surgeon with necessary items during operative procedures	5						2b	-	-	c	-	-
29.11. Prepare and pass surgical stapling and clip applying devices							-	-	-	-	-	-
29.12. Care for surgical specimens on the sterile field							b	-	-	c	-	-
29.13. Surgical wound closure												
29.13.1. Prepare suture materials and needles	5						2b	-	-	-	-	-
29.13.2. Pass wound closure materials							2b	-	-	-	-	-
29.13.3. Assist with tissue approximation							a	-	-	-	-	-
29.13.4 Wound closure							A	-	-	-	-	-
29.13.5. Wound healing							A	-	-	B	-	-
29.14. Wound dressing							A	-	-	B	-	-
29.15. Breakdown case set-up after surgical procedure	5						2b	-	-	c	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	3 Skill Level		5 Skill Level		7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
30. OPHTHALMOLOGY SERVICES - DUTIES OF CIRCULATING PERSONNEL TR: AFMAN 41-210, Surgical Technology: Principles and Practice, The Ophthalmic Assistant, Manufacturer's Equipment Manuals, Ophthalmic Medical Assisting												
30.1. Select required sterile supplies and instruments							2b	-	-	-	-	-
30.2. Select required equipment							2b	-	-	-	-	-
30.3. Operate equipment												
30.3.1. Cautery devices							2b	-	-	-	-	-
30.3.2. Surgical lights							2b	-	-	-	-	-
30.3.3. Portable suction units							-	-	-	-	-	-
30.3.4. Solution Warming cabinets							-	-	-	-	-	-
30.3.5. Fiber optic light sources							-	-	-	-	-	-
30.3.6. Surgical microscopes							2b	-	-	-	-	-
30.4. Anesthesia administration												
30.4.1. General							A	-	-	B	-	-
30.4.2. Regional							A	-	-	B	-	-
30.4.3. Local							A	-	-	B	-	-
30.5. Assist with positioning patient							2b	-	-	-	-	-
30.6. Perform pre-operative site cleansing							2b	-	-	-	-	-
30.7. Transfer required items to sterile field							2b	-	-	-	-	-
31. OPHTHALMOLOGY SERVICES TR: The Ophthalmic Assistant, Surgical Technology: Principles and Practice, Ophthalmic Ultrasonography, Ophthalmic Medical Assisting, Surgical Technology for the Surgical Technologist: A Positive Care Approach												
31.1. Ancillary Testing												
31.1.1. Perform ophthalmic A scan	5						2b	-	-	c	-	-
31.1.2. Perform ophthalmic B scan							-	-	-	b	-	-
31.1.3. Perform fluorescein angiography							-	-	-	b	-	-

1. Tasks, Knowledge and Technical References	2. Core Tasks	3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
		A	B	C	D	E	A 3 Skill Level		B 5 Skill Level		C 7 Skill Level	
		Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
31.2. Assist in ophthalmic surgery												
31.2.1. Muscle surgery						-	-	-	b	-	-	
31.2.2. Cataract surgery												
31.2.2.1. Extracapsular extraction						-	-	-	b	-	-	
31.2.2.2. Phacoemulsification	5					2b	-	-	c	-	-	
31.2.2.3. Anterior Vitrectomy Set up	5					b	-	-	c	-	-	
31.2.2.4. Perform lens folding techniques	5					2b	-	-	-	-	-	
31.2.3. Iridectomy						-	-	-	-	-	-	
31.2.4. Trabeculectomy						-	-	-	b	-	-	
31.2.5. Pterygium removal						b	-	-	c	-	-	
31.2.6. Retinal detachment						-	-	-	b	-	-	
31.2.7. Corneal transplant						a	-	-	b	-	-	
31.2.8. Enucleation/ Eye removal						-	-	-	b	-	-	
31.2.9. Dacryocystorhinostomy						-	-	-	b	-	-	
31.2.10. Nasolacrimal duct probe and irrigation						-	-	-	b	-	-	
31.2.11. Blepharoplasty	5					b	-	-	c	-	-	
31.2.12. Cryosurgery						-	-	-	-	-	-	
31.2.13. Chalazion surgery	5					b	-	-	c	-	-	
31.2.14. Review removal of small lesions						-	-	-	b	-	-	
31.2.15. Review removal of eyelid sutures						a	-	-	b	-	-	
31.2.16. Removal of nonembedded, ocular foreign bodies						-	-	-	-	-	-	
31.2.17. Tarsectomy						-	-	-	-	-	-	
31.3. Principles of laser surgery						A	-	-	B	-	-	

Technical Reference (TR) Source Summary for STS 4V0X1
This list includes both commercial and government publications

NOTES:

Most commercial training references are listed in the following format: Title (with edition if applicable), author, year of publication, and publisher.

Some non-government publications published by organizations are updated quite often, and these may not include edition numbers or year of publication (e.g., International Electrotechnical Commission-IEC, American National Standards Institute-ANSI, International Organization for Standardization-ISO, etc.).

Government publications are listed per that department's naming convention.

SECTION 1, CAREER LADDER PROGRESSION

Applies to all skill levels

AFMAN 36-2100, Military Utilization and Classification

DAFI 36-2670, Total Force Development

Air Force Enlisted Classification Directory

4V0X1 Career Field Education and Training Plan (CFETP)

SECTION 2, MEDICAL HEALTH SERVICE (MHS)

Applies to all skill levels

AFI 38-101, Manpower and Organization

AFI 41-106, Air Force Medical Readiness Program

AFI 44-102, Medical Care Management

The Air Force Medical Service Flight Path (Special Instruction)

Department of Defense Directive- Defense Health Agency (DHA)

SECTION 3, SPECIFIC OPERATIONS SECURITY (OPSEC) VULNERABILITIES OF AFSC 4V0X1/S

Applies to all skill levels

AFI 10-701, Operations Security (OPSEC)

SECTION 4, AF CONSOLIDATED OCCUPATIONAL SAFETY PROGRAM

Applies to all skill levels

DAFMAN 91-203, Air Force Occupational Safety Fire and Health Standards

SECTION 5, PROFESSIONAL AND PATIENT RELATIONS

Applies to all skill levels

AFI 44-102, Medical Care Management

The Ophthalmic Assistant, 10th Ed

SECTION 6, CLINIC ADMINISTRATION

Applies to all skill levels

AFI 41-102, Air Force Medical Expense and Performance Reporting System (MEPRS) for Fixed Military Medical and Dental Treatment Facilities

AFMAN 41-210, Tricare Operations and Patient Administration

SECTION 7, MEDICAL MATERIAL PROCEDURES

Applies to all skill levels

AFJMAN 23-210, Joint Service Manual (JSM) For Storage and Materials Handling

Individual Instruction for Use (IFU)

SECTION 8, REFRACTIVE PROPERTIES

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed

Optical Devices in Ophthalmology and Optometry: Technology, Design Principles and Clinical Application, 1st Ed

SECTION 9, OPTICS

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed

Contact Lenses in Ophthalmic Practice, 4th Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed.

SECTION 10, ANATOMY AND PHYSIOLOGY OF THE VISUAL SYSTEM

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

Surgical Technology: Principles and Practice 8th Ed.

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

Quick Medical Terminology: A Self-Teaching Guide, 8th Ed.

SECTION 11, OCULAR DISORDERS

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

The Wills Eye Manual: Office and Emergency Room Diagnosis and Treatment of Eye Disease, 8th Edition

SECTION 12, OCULAR INJURIES AND EMERGENCIES

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

Optics, 5th Ed

Ocular Pathology, 8th Ed

Ophthalmic Care of the Combat Casualty

SECTION 13, TRIAGE MANAGEMENT, AND STANDARD OF CARE TIMELINES IN URGENT AND EMERGENT OCULAR CONDITIONS

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

SECTION 14, ASSISTING THE HEALTH CARE PROVIDER

Applies to all skill levels

DAFMAN 48-123, Medical Examinations and Standards

The Ophthalmic Assistant, 10th Ed.

Manufacturer's Equipment Manual

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed.

SECTION 15, PRACTICE ASEPTIC TECHNIQUES

Applies to all skill levels

AFI 44-108, Infection Prevention and Control Program

In accordance with individual Instructions for Use (IFU)

SECTION 16, CENTRAL STERILE SUPPLY (CSS)

Applies to all skill levels

AFI 44-108, Infection Prevention and Control Program

AFJMAN 23-210, Joint Service Manual (JSM) For Storage and Materials Handling

Training Manual for Health Care Central Service Technicians, 5th Ed

Hospital Sterilization, 1st Ed

In accordance with individual Instructions for Use (IFU)

SECTION 17, OCULAR PHARMACOLOGY

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed.

Manufacturer Recommendations

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed.

SECTION 18, ORDERING AND DISPENSING SPECTACLES

Applies to all skill levels

AFI 44-117, Ophthalmic Services

Army Regulation 40-63 Medical Service Ophthalmic Services

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

The Ophthalmic Assistant, 10th Ed

Manufacturer's Equipment Manual

Navy Medicine Medical Power for Naval Superiority

SECTION 19, CONTACT LENS PROCEDURES

Applies to all skill levels

The Ophthalmic Assistant, 10th Ed

SECTION 20, AEROSPACE OPTOMETRY

Applies to all skill levels

DAFMAN 48-123, Medical Examinations and Standards

USAF Corneal Refractive Surgery Program

USAF Aircrew Contact Lens Policy

SECTION 21, NON-AIRCREW REFRACTIVE SURGERY PROGRAMS

Applies to all skill levels

United States Air Force Refractive Surgical Program website

SECTION 22, NIGHT VISION GOGGLES (NVG)

Applies to all skill levels

USAF Corneal Refractive Surgery Program

SECTION 23, OPHTHALMOLOGY SERVICES- PROFESSION AND PATIENT RELATIONSHIPS IN SURGICAL ENVIRONMENT

Applies to all skill level

AFI 44-102, Medical Care Management

AFI 44-119, Medical Quality Services

AFI 46-101, Nursing Services and Operations

AFMAN 41-210, Tricare Operations and Patient Administration

Surgical Technology: Principles and Practice, 7th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 24, OPHTHALMOLOGY SERVICES- SAFETY IN THE SURGICAL ENVIRONMENT

Applies to 5 skill level

DAFMAN 91-203, Air Force Occupational Safety Fire and Health Standards

NFPA 99: HealthCare Facilities Code

Surgical Technology: Principles and Practices, 7th Ed

The Wills Eye Manual: Office and Emergency Room Diagnosis and Treatment of Eye Disease, 8th Edition

Surgical Technology for the Surgical Technologist: A Positive Care Approach

SECTION 25, OPHTHALMOLOGY SERVICES- SURGICAL HOUSEKEEPING PROCEDURES

Applies to 5 skill level

AFI 44-108, Infection Prevention and Control Program

Surgical Technology: Principles and Practices, 7th Ed

Training Manual for Health Care Service Technicians

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed.

SECTION 26, OPHTHALMOLOGY SERVICES- MICROBIOLOGY AND INFECTION CONTROL

Applies to 5 skill level

AFI 44-108, Infection Prevention and Control Program

Surgical Technology: Principles and Practice, 7th Ed

Principles and Methods of Sterilization in Health Sciences, 2nd Ed

Alexander's Care of the Patient in Surgery, 16th Ed

Guidelines for Hand Hygiene in Health Care Setting, Vol 51

Guidelines for Prevention of Surgical Site Infection, 1st Ed.

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 27, OPHTHALMOLOGY SERVICES- STERILIZATION AND DISINFECTION

Applies to 5 skill level

AFI 44-108, Infection Prevention and Control Program

AFJMAN 23-210, Joint Service Manual (JSM) For Storage and Materials Handling

Principles and Methods of Sterilizations in Health Sciences, 2nd Ed

Surgical Technology: Principles and Practice, 7th Ed

Hospital Sterilization, 1st Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 28, OPHTHALMOLOGY SERVICES- PREOPERATIVE PREPARATION OF THE PATIENT

Applies to 5 skill level

Surgical Technology: Principles and Practice, 7th Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

The Ophthalmic Assistant, 10th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 29, OPHTHALMOLOGY SERVICES- DUTIES OF SCRUB PERSONNEL

Applies to 5 skill level

Surgical Technology: Principles and Practice, 7th Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

The Ophthalmic Assistant, 10th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

SECTION 30, OPHTHALMOLOGY SERVICES- DUTIES OF CIRCULATING PERSONNEL

Applies to 5 skill level

AFMAN 41-210, Tricare Operations and Patient Administration

Surgical Technology: Principles and Practice, 8th Ed

The Ophthalmic Assistant, 10th Ed

Manufacturer's Equipment Manuals

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

SECTION 31, OPHTHALMOLOGY SERVICES

Applies to 5 skill level

The Ophthalmic Assistant, 10th Ed

Surgical Technology: Principles and Practice, 8th Ed

Ophthalmic Ultrasonography, 1st Ed

Ophthalmic Medical Assisting: An Independent Study Course, 5th Ed

Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th Ed

Section B. Training Course Index.

1. Purpose. This section of the CFETP identifies training courses available for the specialty and shows how the courses are used by each MAJCOM in their career field training programs. Air Force In-Residence Courses.

COURSE NUMBER	COURSE TITLE	LOCATION	USER
L8ABJ4V031-01AB	Ophthalmic Apprentice	JBAS-Fort Sam Houston, TX	AF
L5ALO4V031A01AA	Ophthalmology Surgical Services	JBSA-Lackland AFB, TX	AF

Air Force Career Development Academy (AFCDA) Course.

COURSE NUMBER	COURSE TITLE	LOCATION	USER
CDC 4V051/S	Ophthalmic Journeyman	Maxwell AFB, AL (Gunter Annex)	AF

Section C. MAJCOM Unique Requirements.

1. There are currently no MAJCOM unique requirements. This area is reserved.

Section D. Documentation of Training (Medical Specific)

1. Work Center Training Plans. The purpose of this section is to provide guidelines and examples of proper documentation for the many electronic forms used in training of all enlisted medical personnel. Training documentation helps to assess readiness capability as well as individual strengths and weaknesses. It also aids compliance with all The Joint Commission, Accreditation Association for Ambulatory Health Care, and Health Services Inspections regulatory requirements. The enlisted training documentation has migrated from the hard copy to electronic myTraining. Refer to the UTM for the most current policies and guidance on training documentation.

1.1. Master Task List (MTL). The MTL is a list containing all the tasks that are to be trained in a work center and is often broken out by specialty. The MTL consists of the STS; AF Form 623 Parts II and III; AF Form 797 and AF Form 1098, *Special Task Certification and Recurring Training*; and Qualification Training Packages (QTPs). The supervisor creates the MTL by selecting tasks from the Unit Task List produced by the UTM and the STS.

1.2. Master Training Plan (MTP). The MTP is a list containing a schedule of training for all tasks within a particular duty position. The MTP consists of the STS; 623 Parts II and III; AF Force Forms 797 and 1098 tasks; and QTPs. The supervisor creates the MTP by assigning training times and methods to tasks in the duty position. Refer to DAFI 36-2670 and DAFH 36-2675, Volume 11, *Information for Designers of Instructional Systems*, for guidance in developing the MTP.

1.3. Duty Task List (DTL). The DTL is a list containing all the tasks to be trained on in a duty position. The DTL consists of the STS; AF Form 623 Parts II and III; AF Force Forms 797 and 1098 tasks; and QTPs. The supervisor creates the DTL by selecting tasks from the MTL.

1.4. Individual Training Record (ITR). All training is documented in the ITR. This is the electronic version of the former Enlisted Training and Competency Folder. The ITR is made up

of the AF Form 623 Parts I, II and III; AF Forms 623A, 797, 803 and 1098; QTPs and the JQS. This record is automatically populated based upon the duty position the individual is assigned to. Refer to DAFI 36-2670 for guidance in documenting training on the various forms contained within the ITR. Maintenance of the CFETP is mandatory for all assigned MSGts and below. The myTraining provides the capability to incorporate training source documents and/or to manually enter completed training into the ITR. The following documents will be incorporated into the ITR:

1.4.1. The member's initial MTF and clinic orientation checklists.

1.4.2. Recurrent training such as Basic Life Support and Health Insurance Portability and Accountability Act.

1.4.3. Medical Education & Training Campus (METC) Student Training Report (STR). METC STR documents the level of success, strengths, and weaknesses that a student demonstrated during technical school. It is emailed to the base training manager shortly after the graduate arrives at his/her duty station. This form is maintained in the record until 5-skill level upgrade training is complete.

1.4.4. AF Form 803, *Report of Task Evaluation*, will be used to conduct and document completion of task evaluations during training staff assisted visits, when directed by the commander, or when a task certification requires validation.

1.4.5. Other forms as appropriate.

2. Documentation of Training. The purpose of this section is to provide guidelines and examples of proper documentation on the many forms used in training medical materiel personnel. Training documentation helps to assess mission capability and readiness, individual strengths and weaknesses, resources needed to support quality patient care, and defines requirements for individual career progression.

2.1. AF Form 797, (Figure 3.1.) will be used to record training for tasks that are not otherwise documented in the CFETP.

2.2. AF Form 1098, (Figure 3.2.) will be used to record mandatory training requirements which may vary from facility to facility. At a minimum, these requirements should be reviewed on an annual basis and updated as required.

2.3. QT Progress Records were developed to enhance OJT. It provides the trainer with a breakdown of task performance skills to aid in performance evaluation. The evaluation of each task results in either a satisfactory or unsatisfactory score (Figure 3.3).

2.4. AF Form 623A, (Figures 3.4. thru 3.7.) will be used in the myTraining to document all progress of individual training. Document on AF Form 623A the start and completion dates of unit orientation and reference the date of the orientation checklist. In addition, document the member's entry into upgrade training, initial evaluation results, and periodic evaluations of training progress to include CDC progress. Information on extensions, waiver requests, or breaks in training should be clearly documented. Document on the AF Form 623A any decertification proceedings, including dates, reasons for decertification, and other applicable information. Accomplish an initial evaluation when a new person arrives to the unit or when an individual changes duty positions. Document all other actions pertaining to training IAW DAFI 36-2670.