



Ohio Administrative Code

Rule 4725-5-18 Delegation by a licensed optometrist of duties to ancillary personnel.

Effective: November 30, 2023

(A) Definitions:

(1) "Delegation" means the transfer of authority for the performance of a selected optometric activity or task from a licensed optometrist authorized to perform the activity or task to ancillary personnel who do not have the authority to perform the activity or task independently. Delegation to ancillary personnel shall be performed under direct, general or administrative supervision of a licensed optometrist. Ancillary personnel need not be employees of the responsible licensed optometrist.

(2) "Direct supervision" means the responsible licensed optometrist must be on the premises both while the procedure is being performed by the ancillary personnel and to interpret the data upon completion of the task.

(3) "General supervision" means that the licensed optometrist assumes responsibility for the activities and tasks performed by ancillary personnel, but need not be present while they are performed. The licensed optometrist must be available for consultation and direction.

(4) "Administrative supervision" means supervision to an extent that the responsible licensed optometrist need not be present, but must give proper instruction on procedures and assumes responsibility for the actions of ancillary personnel. The licensed optometrist shall not be required to be available for immediate contact.

(5) "Ancillary personnel" means any person or persons working under the direct, general or administrative supervision of a licensed optometrist. Ancillary personnel may be delegated to perform ministerial duties, tasks and functions as assigned to them by the licensed optometrist.

(B) Ancillary personnel may not, under any circumstances, be delegated diagnosis or treatment duties, refractions or interpretation of testing that requires optometric judgment.



(C) Ancillary personnel may administer dilation and therapeutic drops into the eyes per the responsible licensed optometrist's instructions and may instruct patients on the proper protocol on self administration of topical ocular pharmaceutical agents. These tasks must be performed under the direct supervision of a licensed optometrist.

(D) Ancillary personnel may perform ministerial duties, tasks and functions assigned to them by and performed under the general supervision of a licensed optometrist. This includes obtaining demographic information that allows the office to better serve the patients. Tasks and functions that may be performed shall include, but not be limited to, data gathering, preliminary testing, performing prescribed vision therapy and low vision therapy, delivery of eyeglasses, and selection of frames. Ancillary personnel shall not alter, or change in any manner, a patient's prescription without express, written instructions by the licensed optometrist.

(E) Ancillary personnel may perform tasks and duties assigned to them under the administrative supervision of a licensed optometrist including, but not limited to, sorting and cataloguing of patient records, while maintaining confidentiality. Ancillary personnel may respond to other healthcare professionals concerning patient records.

(F) Ancillary personnel must demonstrate skill and ability prior to being delegated to do assigned tasks. A written policy must outline what procedures can be done and by whom. The policy must also state that no interpretation of data are allowed in any situation.

(G) Direct supervision is required when delegation of ancillary personnel occurs in a health care facility or other institutions offering health care except for routine administration of topical agents, delivery of eyeglasses, and selection of frames.

(H) General supervision of ancillary personnel is required when a licensed optometrist provides telehealth services from a remote site and delegates ministerial and administrative duties, tasks and functions to ancillary personnel in accordance with rule 4725-25-01 of the Administrative Code.

(I) If in the performance of any delegated task the ancillary personnel becomes aware that the patient has a problem that limits the patient's ability to respond, the task will be immediately stopped. The supervising licensed optometrist will be advised of the situation before continuing.