Optical Center Inspection Checklist- Random

Name of the Facility: _____

Date of Inspection:_____/_____/_____

Ref.	Description	Yes	No	N/A	Remarks
2	**Independent optic center licensure procedures**				
2.4.2.2.	Employ and license qualified optometry staff as per the functional program of the facility				
2.4.2.5.	Based on the anticipated special needs patients the health facility should provide access to optometry services.				
2.4.2.6.	Keep floors, work surfaces and other areas clean and neat				
2.4.2.7.	Maintain adequate lighting and utilities				
2.4.2.9.	A "No Smoking" sign must be visibly displayed in the facility				
2.4.2.10.	First aid kit shall be labelled and provided in the optical center				
4	**Management responsibilities**				
4.1.	Ensure DHA license is visibly displayed in the health facility.				
4.5.	Ensure non-availability of expired lenses and solutions.				
5	**Optical center space requirement**				
5.1.2.	Eye examination room shall:				
5.1.2.4.	Have a hand-washing station with a hands free operating tap, liquid or foam soap dispensers, a hand sanitizer dispenser and provisions for hand drying at the hand-washing station(s)				
5.1.2.5.	Not permit entry of light during eye examination				
6	**Healthcare professional requirements**				
6.4.	All healthcare professionals shall wear clean uniforms, display name badges or DHA license during working hours.				
7	**Prescribing and dispensing of optical devices**				
7.2.	All prescriptions should have the following details but not limited to:				

7.2.2.	Patient identification including but not limited to; name, record number or emirates identity card number				
8	**Equipment management**				
8.1.	Functional, accurate and safe equipment is an essential requirement in the provision of optometry services and the type of equipment shall meet functional program of the health facility. Some of the equipment that could be found at an optical center are listed below:				
8.1.1.	Retinascope				
8.1.2.	Direct Ophthalmoscope				
8.1.3.	Slitlamp				
8.1.4.	Keratometers/Autorefractometers				
8.1.5.	Trails lenses with Trail Frame or Phoroptors				
8.1.6.	Testing charts.				
8.4.	Equipment shall be installed and operated in accordance with manufacturer specifications.				
8.7.	Preventive maintenance (PM) of equipment shall be maintained, documented and signed.				
8.9.	Eye lenses set shall be kept clean and in good condition.				
8.11.	Out of service equipment shall be clearly marked.				
9	**Fire safety and security management**				
9.2.	There should be evacuation maps posted in the facility to indicate current locations marked with "You are here".				
9.3.	The health facility shall maintain fire extinguishers, fire protection equipment as per the DCD requirements and ensure equipment are working properly.				
10	**Infection prevention**				
10.5.	Diagnostic solutions such as sterile saline or contact lens soaking solutions shall be clearly marked with the date first used and stored with caps on and not used beyond the recommended				

	dates.				