

**List of Competencies for On-the-Job Training (OJT)
Work-Study Diploma in Opticianry**

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
	Manage refractive errors	
1	Manage myopia progression in adults	
2	Manage hyperopia and astigmatism	
3	Manage myopia in childhood (above 8 years old) and adolescence	
	Perform objective refraction	
4	Perform retinoscopy	
5	Measure refractive errors with wavefront autorefractors	
6	Measure refractive error with handheld photorefractors	
	Perform advanced refraction	
7	Perform refraction for elderly and patients with specific refractive profile	
8	Perform refraction for school children (above 8 years old) and adolescents	
9	Perform refraction for high myopes	
	Prescribe and dispense corrective lenses for specific applications	
10	Prescribe and dispense progressive addition lens spectacles for distance centric visual needs	
11	Prescribe and dispense progressive addition lens spectacles for intermediate/ near centric visual needs	
12	Dispense corrective lenses for low vision patients	
	Troubleshoot ophthalmic dispensing problems	
13	Troubleshoot ophthalmic dispensing problems with progressive addition lenses	
14	Troubleshoot ophthalmic dispensing problems with single vision lenses	
	Perform ophthalmic imaging and measurements	
15	Perform ocular imaging	
16	Measure visual functions (visual field)	
17	Measure ocular parameters	
	Manage in-store retail operations	
18	Manage backend operations	
19	Manage frontline operations	
	Provide customer immersive experience and service innovation	
20	Gather target customer/ consumer profile	

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
21	Enhance customer experience and touchpoints	
	Sub-total of Competencies (Standard)	
List of Competencies (Company-specific)		
1		
2		
3		
4		
5		
	Sub-total of Competencies (Company-specific)	

Note:

- Company must be able to provide OJT for at least **75%** of the List of Competencies (Standard).
- If company is unable to meet the 75%, please propose alternate **course-related** competencies which are unique to company operations. Alternate competencies are capped at 25%.
[i.e. 50% of the list of competencies (standard) + 25% alternate competencies (Company-specific)].
- All alternate competencies (Company-specific) must be reviewed and endorsed by ITE.
- Trainees must receive OJT and be assessed for **All** competencies selected in this List.

Total no. of competencies selected by company for OJT

Total no. of competencies listed (*standard & company specific*)

Percentage of selected competencies

Completed By:

Name

Company

Designation

Date

For ITE's Completion			
Reviewed by CED / College <i>(For Company-specific Competencies)</i>		Verified by IBT Officer	
Name:			Name & Date:
Designation:		Date:	

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Module Objective

Module 1: Management of Refractive Error

On completion of this module, trainees should be able to create management plans for hyperopia, astigmatism, myopia progression in adults and myopia in childhood (above 8 years old) and adolescence.

Module 2: Objective Refraction

On completion of this module, trainees should be able to perform objective refraction through retinoscopy, wavefront autorefraction and handheld photorefraction.

Module 3: Advanced Refraction

On completion of this module, trainees should be able to perform advanced refraction for school children (above 8 years old), adolescents, elderly, high myopes and patients with specific refractive profile.

Module 4: In-Store Operations

On completion of the module, trainees should be able to manage store operations in the retail environment.

Module 5: Customer Immersive Experience & Service Innovation

On completion of the module, trainees should be able to use design thinking skills to plan and organise resources for the delivery of goods and services, through user-centred designs, online and offline strategies to develop innovative services and concepts to reinvent customers' journey.

Module 6: Prescribing & Dispensing Corrective Lenses for Specific Applications

On completion of this module, trainees should be able to prescribe progressive addition lens spectacles for distance centric visual needs and for intermediate/ near centric visual needs, as well as dispense low vision aids.

Module 7: Troubleshooting Techniques in Ophthalmic Dispensing

On completion of this module, trainees should be able to troubleshoot ophthalmic dispensing problems with progressive addition lenses, single vision lenses and digital lenses.

Module 8: Ophthalmic Imaging & Measurements

On completion of this module, trainees should be able to perform ocular imaging, measure visual functions and measure ocular parameters.

Module 9: Company Project

On completion of the module, trainees should have applied their acquired competencies in an authentic project that would value-add to the company.

Module 10: On-the-Job Training

On completion of the module, trainees should be able to apply the skills and knowledge acquired at ITE College and workplace to take on the full job scope, including supervisory function, where appropriate, at the company.

SAMPLE TRAINING PATTERN (DAY RELEASE)

WSDip Opticianry Training Pattern for 2025 intake (Day Release)

Year 1	Semester 1 (18 weeks) - April 2025 to September 2025			Semester 2 (18 weeks) - October 2025 to March 2026		
	Objective Refraction	6 hours	Advanced Refraction	6 hours		
	Management of Refractive Error	4.5 hours	In-Store Operations *	4 hours		
Year 2	Semester 1 (18 weeks) - April 2026 to September 2026			Semester 2 (18 weeks) - October 2026 to March 2027		
	Prescribing & Dispensing Corrective Lenses for Specific Applications	5 hours	Troubleshooting Techniques in Ophthalmic Dispensing	4 hours		
	Customer Immersive Experience & Service Innovation *	4 hours	Ophthalmic Imaging & Measurements	4 hours		
Year 3	Semester 1 (18 weeks) - April 2027 to September 2027			Lesson days will be released 2 to 3 weeks prior to course commencement. The lesson days for different intakes will not overlap on the same day of the week.		
	Company Project	5 hours				

* new modules for 2025 intake. Curriculum hours TBC.