

Application and removal trainer checklist



Trainer Name: _____

Patient Name: _____

Optometrist/Contact Lens Optician Name: _____

Lens Specification: _____ R _____ L _____

Date: _____

Preparation (to be done before A&R begins)

- Training environment well-lit, cleared and clutter-free
- Quiet area of the practice
- Patient access to a sink, hand wash/hand gel, lint-free napkins, a mirror, a chair and a table
- Contact Lens Handling Tutor for practice

Starting the A&R

- Introduction to A&R trainer by optometrist/CLO
- Personal introduction by trainer
- Setting expectations: Length of appointment, possibility of second appointment
- Previous contact lens experience discussion
- Introduce contact lens type
- Explanation of A&R process

Application (Patient to follow your example and instructions)

- Demonstration of correct hand washing and drying techniques
- Show correct placement of contact lens on tip of finger
- Demonstrate inspection of contact lens ensuring contact lens is not inside out
- Show correct eyelid opening technique
- Demonstrate a dry run of contact lens application
- Patient to try dry run of contact lens application
- Contact Lens Handling Tutor used to practice application
- Patient tries application of contact lenses to right eye and then left eye

Removal (Patient to follow your example and instructions)

- Wash and dry hands
- Demonstrate correct eyelid opening technique
- Show dry run of contact lens removal
- Contact Lens Handling Tutor used to practice removal
- Patient removes contact lenses from right eye and then left eye
- New wearer repeats the A&R process 3 times or more if required

Clean and Care Regime (if applicable) – tailor to the solution that the patient will be using

- Importance of lens and lens-case cleaning
- Wash and dry hands
- Trainer demonstration of rub and rinse cleaning process
- Patient demonstration of rub and rinse cleaning process
- Minimum soaking time
- Demonstration of lens case cleaning process
- Discuss how patient can build this habit into their routine

Advice and Conclusion

- Do's and Don'ts thoroughly explained and written copy provided to patient
- Contact Lens Handling Tutor provided for patient to practice
- Wearing schedule confirmation
- Importance of contact lens aftercare discussion
- Return trial appointment booked
- Follow-up call arranged and practice contact details provided
- Clarify patient happy and confident to go ahead with trial
- Answered all questions

Trainer name

Signature

Patient name

Signature

