



Eye Care Policy

V1.0

21.06.2016

Introduction

1.1 Regulation 5 of the Display Screen Equipment Regulations 1992 requires employers to ensure that employees are provided at their request with an appropriate eye and eyesight test by a competent person. Staff (including casuals, but not temporary agency staff) who:

- a) use display screen equipment (DSE)
- b) are about to become users of DSE

can have their eyes and eyesight checked as a result of their work on DSE. EDC Staff can visit any optician, with such time (plus reasonable travelling time) counting as working time, provided their line manager has approved.

Background

1.2 Health and Safety Executive advice is that there is no reliable evidence that work with DSE causes any permanent damage to eyes or eyesight, but may make users with pre-existing vision defects more aware of them. As a result users may suffer temporary visual fatigue, headaches and make work with DSE more tiring or stressful than it should be. Correcting defects can improve comfort, job satisfaction and performance.

Procedure

1.3 EDC will reimburse staff the fee for the ophthalmic opticians test and:

- a. Where corrective appliances (normally glasses) are required to correct vision defects at the viewing distance or distances used specifically for the display screen work concerned, corporation will reimburse the user for basic appliances. As at June 2016 a pair of basic glasses would value at approximately £30-50. If users wish to choose more costly appliances (e.g. with designer frames); or lenses with optional treatments not necessary for the work, reimbursement will be limited to the cost of basic appliances as judged by the optician. If the user also needs new glasses to correct non-DSE vision defects (e.g. for general use such as for reading or driving) then these must be purchased separately and no reimbursement will be appropriate from the corporation for these.
- b. However, if users already wear glasses or require corrective appliances to correct vision defects in addition to those for display screen work, they will be permitted to choose one pair of spectacles to correct all defects. In these situations reimbursement will be limited to the costs attributable to the

requirements of the display screen work involved. An example of this would be where a user currently wears bifocal lenses enabling them to see distance and also for reading, but following a test they require help for the intermediate distance occupied by the DSE equipment. This problem could be overcome by prescribing trifocals or varifocals that incorporate a correction for the desired middle distance. In this case the reimbursement would be limited to the difference between the cost of the bifocals (which the user would have had to pay for anyway) and the cost of the trifocals or varifocals, as determined by the optician. No contribution in these cases will be made towards the cost of the frames and only the difference in the cost of the lenses will be considered.

- c. No reimbursement (other than the test fee) will be appropriate where corrective appliances are prescribed for non-DSE activities only such as driving, watching TV or for reading and general office work.

Note: If following an examination a user finds that they need corrective appliances for DSE use and already wear or need glasses for general use also, then they need to clearly advise their optician whether they wish to be provided with glasses solely to correct the viewing distance for DSE work (1.3 a. above refers) or whether they wish the optician to incorporate all the corrections into a single pair of glasses (1.3 b. above refers).

1.4 Tinted or coated lenses which are prescribed to reduce the effects of glare are unnecessary as glare from display screens should be reduced at source. Therefore reimbursement will not be made for tinted or coated lenses.

1.5 EDC staff will need to submit an expense claim with a receipt attached (showing the value of the eye test and/or glasses etc.) that have been purchased. NB EDC will only reimburse staff to the value indicated at 1.3a.