

**Summary of Eye Examination Coverage for Video Display Terminal (VDT) Operators
for Ontario Public Service Employees – Updated October 30, 2006**

Employee Group	Authority	Coverage	Process
<p>OPSEU</p> <ul style="list-style-type: none"> Classified 	<p>VDT – OPSEU collective agreement provision</p> <p>Articles</p> <ul style="list-style-type: none"> Article 9.6 Article 60.3 	<ul style="list-style-type: none"> Effective July 1, 2005 Eye examination for operation of VDT two (2) or more hours a day, conducted by optometrist or an ophthalmologist who is qualified to conduct the seven specific tests as specified in collective agreement Reimbursement up to \$50.00 Once every twenty-four (24) months 	<ul style="list-style-type: none"> Advise optometrist or ophthalmologist prior to eye exam of the coverage provided under the VDT collective agreement provisions (e.g., seven specific tests, reimbursement amount) Refer to/use template letter, for OPSEU classified employees, available on HR OpenWeb Pay optometrist or ophthalmologist directly and obtain a receipt. Have practitioner note on receipt that charges are for a “VDT Eye Examination” Submit receipt to Manulife Financial clearly indicating that receipt is for a “VDT Eye Examination”
<p>OPSEU</p> <ul style="list-style-type: none"> Unclassified 	<p>VDT – OPSEU collective agreement provision</p> <p>Article</p> <ul style="list-style-type: none"> 31A16.1 	<ul style="list-style-type: none"> Same as above 	<ul style="list-style-type: none"> Advise optometrist or ophthalmologist prior to eye exam of the coverage provided under the VDT collective agreement provision (e.g., seven specific tests, reimbursement amount) Refer to/use template letter, for OPSEU unclassified employees, available on HR OpenWeb Pay optometrist or ophthalmologist directly and obtain a receipt. Have practitioner clearly note on the receipt that charges are for a “VDT Eye Examination” For reimbursement, submit receipt through the general expense claim process within the ministry clearly indicating it is for a “VDT Eye Examination”
<p>PEGO</p> <ul style="list-style-type: none"> Classified 	<p>VDT Exam Coverage – PEGO Letter of Understanding as found in collective agreement (pg 84)</p>	<ul style="list-style-type: none"> Effective July 1, 2006 Eye examination for operation of VDT two (2) or more hours a day, conducted by optometrist or an ophthalmologist who is qualified to conduct the seven specific tests as specified in Letter of Understanding in collective agreement Reimbursement up to fifty dollars (\$50.00) Once every twenty-four (24) months 	<ul style="list-style-type: none"> Advise optometrist or ophthalmologist prior to eye exam of the coverage provided under the VDT collective agreement provisions (e.g., seven specific tests, reimbursement amount) Refer to/use template letter, for PEGO classified employees, available on HR OpenWeb Pay optometrist or ophthalmologist directly and obtain a receipt. Have practitioner note on receipt that charges are for a “VDT Eye Examination” Submit receipt to Great-West Life clearly indicating that receipt is for a “VDT Eye Examination”

Employee Group	Authority	Coverage	Process
PEGO <ul style="list-style-type: none"> • Unclassified 	VDT Exam Coverage – PEGO Letter of Understanding as found in collective agreement (pg 84)	<ul style="list-style-type: none"> • Same as above – see PEGO classified 	<ul style="list-style-type: none"> • Advise optometrist or ophthalmologist prior to eye exam of the coverage provided under the VDT collective agreement provision (e.g., seven specific tests, reimbursement amount) • Refer to/use template letter, for PEGO unclassified employees, available on HR OpenWeb • Pay optometrist or ophthalmologist directly and obtain a receipt. Have practitioner clearly note on the receipt that charges are for a “VDT Eye Examination” • For reimbursement, submit receipt through the general expense claim process within the ministry clearly indicating it is for a “VDT Eye Examination”
AMAPCEO	Not eligible for entitlements under Eye Examination Plan for Video Display Terminal Operators Policy		
OPPA Civillians	Not eligible for entitlements under Eye Examination Plan for Video Display Terminal Operators Policy		
All other classified employees [“civil servants” as defined under the Public Service Act and Regulations (Ref. PSA 1(a), Reg.1 (1))] with the exception of those employee groups noted above	Eye Examination Plan for Video Display Terminal Operators Policy	<ul style="list-style-type: none"> • Eye examination for operation of VDT two (2) or more hours a day, conducted by an optometrist or ophthalmologist who is qualified to conduct the seven specific tests as specified in corporate policy • Reimbursement up to \$39.15 for optometrist \$41.30 for ophthalmologist • Once every twelve (12) months 	<ul style="list-style-type: none"> • Advise optometrist or ophthalmologist prior to eye exam of the coverage provided under the employer’s corporate policy (e.g., seven specific tests, reimbursement amount) • Use/refer to appropriate form letter on HR OpenWeb • Pay optometrist or ophthalmologist directly and obtain a receipt. Have practitioner clearly note on receipt that charges are for a “VDT Eye Examination” • Submit receipt to Great-West Life clearly indicating that receipt is for a “VDT Eye Examination”

Prepared by: HR Policy & Planning Branch, HR Management & Corporate Policy Division, Ministry of Government Services. Updated October 30, 2006.