Vision Screening Event Planner

All Lions clubs are self-governing, and any club is ultimately responsible for conducting events and complying with local laws and regulations. This planner is intended to provide recommendations, best-practice sharing from other clubs' experiences and should not be considered legal advice nor any form of instruction. The activities in this planner may or may not be appropriate within your community. Consult with a local Lions KidSight and/or local children's vision screening initiatives for appropriate guidance for your community, to ensure compliance with all laws and regulations, safety guidelines and protocols to be followed.

Lions KidSight USA
Community Eye Screening For Children

Half-Day Lions KidSight Event

Correctable vision problems affect about 25% of children, often silent and un-detected. Yet, 80% of learning and social development relies on healthy, clear vision. It's a fundamental building block. Annual children's vision screenings–which are touchless, digital, automatic and performed using a special camera device–are one of the best ways to help safeguard their vision. The screening devices accurately detect possible early risk factors for amblyopia and poor vision that require referral to a professional for follow-up care and possibly prescription eyeglasses to SEE CLEARLY.

This project planner provides some planning tips for your club to partner with local early elementary schools, preschools or even daycare centers (children as young as 6 months can be screened effectively using anyone of the modern, digital screening devices). This type of event can bring an important, health screening service, at no-expense, to our schools and care centers, shouldering some of their extra burden at this time of need in '21-22... and hopefully bring a smile to any children with poor, but correctable vision.

Start planning your event.

Fill in the blank fields in the form below to determine the details of your event.

Duration

Half day (4 hours)

Planning time

4-6 weeks

Start/end dates

_____

Location Considerations

Approach local institutions which help care or educate young children, such as:

- ◯ Public Elementary
- ◯ Nursery Schools
- ◯ Daycare Facilities
- ◯ Church Daycares/schools
- ◯ Head Start Schools & Social Service Centers
- ◯ After-school Programs

Lion members who can best conduct vision screenings:

- ✓ Someone certified as a vision screener
- ✓ Available to volunteer for 4/hr events
- ✓ Has fun rapport with children

What you can achieve by conducting children's vision screening, especially in 2021:

1. Help clear the national backlog from 2020
2. Be part of a national campaign to champion kid's sight
3. Improve a child's learning abilities

Determine all the key steps for conducting a vision screening program so it becomes an annual club service event

Be sure to focus your outreach on agencies/schools you may have partnered with in other ways. If your club is not currently participating in vision screening activities of this type, contact other clubs with experience in vision screening asking for advice/guidance. Reach out to your district/ multiple district chairperson for guidance.

All successful vision screening programs embrace these tasks and objectives:

- Work closely with school or agency staff
- Have permission forms signed by parents or guardian before screening (some schools/agencies have global permission pre-signed)
- Follow strict privacy laws and regulations (HIPAA)
- Ensure the room for screening is the correct size and has adjustable lighting
- Ensure all Lions participating are trained in their tasks
- Ensure all local COVID guidelines are followed
- Have a plan for follow up contacts with families of those children who were referred
- Provide some modest financial assistance to families that cannot obtain care without some help
- Be prepared to provide financial assistance to indigent families that cannot obtain care
- Have a list of eye care professionals who will examine kids who were referred
- Record all data on the Lions KidSight USA database
- Ensure your club secretary records your event on MyLion
- Keep accurate records of:
  - The number of children screened
  - The age of those screened
  - If possible, obtain the number of those referred that actually received professional care
  - The number of children indicating the need for a referral

Screening Room Requirements:

- *Room should have controllable light*
- *Do not screen in a dark room*
- *Direct light should not shine into the device*
- *Ideal number of Lions is 3*
- *Agency staff should always be present*
- *Arrange kids so one being screen and one watching – the rest waiting away so less distraction*

Assign roles for volunteers at your event

Position/role	Name	Contact information	Notes
Vision Screening Project Chair			Can be a Lion/adult Leo or healthcare professional; must possess basic knowledge about vision health terminology and be able to lead both event logistics and volunteers
Volunteer Vision Screener Team Leader			Coordinate a small volunteer team of 3-6 to conduct vision screenings and be familiar with regulations for working with youth
School Outreach Coordinator			Should be a Lion totally familiar with process and terminology
Logistics Coordinator For Screenings			Lion who can coordinate all volunteers with agency staff and arrange for devices to be prepared and ready to screen
Event photographer			You need to secure signed release forms from participants if you plan to use event photographs for promotional purposes
Licensed eye healthcare professional to receive referrals			Should be identified in the planning process, if an Eye Care professional is not presently working with the club in this capacity
Follow-up Champion for kid's needing eye care and/or glasses			Club should have a standard plan for coverage – who and how much money. Only send checks to eye care professionals. Consider Essilor Vision Foundation Changing Life Through Lenses Program

Organize your vision screening project into achievable steps

Status	Task	Deadline	Task Lead	Tips
X	Visit www.LionsKidSighUSA.org to learn about children's vision screening			Take the online test to become a certified vision screener
	Talk with your club to get buy-in and form a project planning committee			» Determine event participants, activities and logistics » Decide and assign volunteer tasks
	Identify a partner school or Day Care			Identify any necessary equipment & promotional materials
	Set a date for a half day screening or even shorter			Should be secured at least 1 month in advance
	Ensure proper insurance coverage			» Check with relevant officials to determine if a certificate of insurance or supplemental insurance will be required » For questions regarding coverage under the General Liability Insurance Policy visit **lionsclubs.org/pib-en**
	Assemble Team of 3-6 Screening Volunteers			Certification recommended
	Create event itinerary			Should be a time-specific schedule of all activities from start to finish

Status	Task	Deadline	Task Lead	Tips
	Secure eye healthcare professional(s) to receive student referrals			
	Create promotion/ marketing plan			Can include flyers, digital materials, etc.
	Identify potential event collaborators or sponsors			
	Schedule a post-event meeting to celebrate successes and discuss opportunities for improvement			Use the reflection questions to talk about your project

A team of caring and dedicated people, and a few wonderful organizations, make it possible for Lions KidSight USA to screen and safeguard the vision of 2 million children annually (pre-Covid).

These wonderful partners who share the same mission, include:

Screening Equipment Device Partners

Hill-Rom/Welch Allyn - This decades old health care and medical device manufacturer has been a founding partner since 2015. www.hillrom.com

Plusoptix - This company specializes in the development of digital vision screening technologies, and has also been a founding member of Lions KidSight USA since 2015. www.plusoptix.com

Service Program Partners

Essilor Vision Foundation (EVF) - The charitable arm and foundation of the world's largest eyeglass lens manufacturer. Provides support through their Changing Lives Through Lenses (CLTS), an initiative that provides free EyeCare and eyeglasses to lower-income students and families. www.evfusa.org

Lions Clubs International Foundation (LCIF) - The charitable arm and nonprofit foundation of Lions Clubs International. LCIF has granted more than $1.8 million in funding to support the development of regional and state Lions KidSight programs since 2000. www.lcif.org

Two-dozen regional and state Lions KidSight programs - the primary backbone of Lions KidSight USA.

School nurses, school officials, and daycare agency managers throughout the USA. We could not achieve our mission of safeguarding children's vision without thousands of dedicated people working in schools and day care centers across the country.

SEE CLEARLY

2021

LionsKidSightUSA.org

Lions KidSight USA Foundation | PO Box 833 | Corning, NY 14830 | **kidsightusa@gmail.com**