Dispensing Tips
For superior patient care
With all of the great measurement devices available to opticians, we are able to truly and accurately create a highly personalized lens for our patients. While the modern equipment is great, they cannot do the job on their own. It takes a skilled optician to maximize the greatness of any piece of equipment.

Assuming that you have fully adjusted the frame, taken your measurements, and sent all of the information to your lab to have the lenses fabricated, what do we need to do differently when the job returns to us?

Although it would be great if the Visioffice® could make everyday 75° and sunny with a perfect breeze, we all know that it cannot. Upon receiving the ordered pair of lenses, we still need to apply the same verification steps to all measurements submitted to create the lenses. Let’s review the proper steps to confirm your personalized lenses were created accordingly.

1. Lens Inspection - Validate that the lenses were made correctly

Identify all parameters necessary to verify each job for accuracy:

- **Standard Measurements**
  - Prescribed Rx and Lensometer Verification Rx
  - Monocular PD
  - Monocular Fitting Heights

- **Personalized Measurements**
  - Position of Wear
    - Pantoscopic Tilt
    - Wrap Angle
    - Vertex or ERCd¹
      - Reading Distance²
  - Visual Behavior
    - Head Cape¹
    - Dominant Eye
    - Head/Eye Ratio and Stability Coefficient³

¹ ERCd and Head Cape must be used for all Eyecode™ and Varilux S 4D™ lenses
² Optional on Varilux S 4D™
³ Mandatory on Varilux Ipseo IV™ and Varilux Ipseo IV eyecode™; optional for Varilux S 4D™
Confirm all measurements as identified:

The Standard Measurements should already be ingrained in our verification process:
Marking up the lenses, measuring the PD and heights, and neutralizing the Rx on the lensometer.

Now, when verifying a personalized pair of lenses, it is important that we also confirm accuracy of the Personalized Measurements related to each specific order.

Use two methods to confirm the personalized measurements:

1. Panto and Wrap should be verified utilizing the diagrams found on the Fit™ tool, or using the diagrams below:

2. The remaining measurements must be verified on the lab invoice for each specific job. Compare the measurement values recorded to the values listed on the job invoice.
2. The Fit – Verify accurate position and wearing comfort

It is not unusual for a frame to change alignment when prescription lenses have been mounted into them. With the lenses still marked up (at minimum, the center of the fitting cross needs to be marked on each lens), place the frames on the patient and check for proper fit and comfort.

- **Visual inspection with glasses on the patient**
  - The center of the fitting crosses should be aligned with the center pupil for each of the patient’s eyes
  - The frame wrap, tilt and fit of the temples should all be in proper alignment
  - If anything appears incorrect, make all necessary adjustments and repeat the two previous steps until proper fit is achieved

- **Verbal inspection with the patient**
  - Confirm that the patient is comfortable with the fit of the frames
  - While instructing the patient on the use of their lenses, pay attention to their responses and make any necessary fine-tuning adjustments
  - Confirm that all visual areas are to the patient’s satisfaction

Providing the patient with the most personalized lenses available requires using the most personalized care when dispensing. Follow these tips to ensure every lens is properly delivered to the patient to give them the most personalized vision available.

Learn More

More information about the Visioffice® System and its features can be found online at [www.EssilorVisioffice.com](http://www.EssilorVisioffice.com).

For any technical issues regarding your Visioffice System, please contact the Visioffice Equipment Group at (877) 457-3760, ext. 3, or via email, at visioffice@essilorusa.com.