Sponsored by the Association of Technical Personnel in Ophthalmology

The First Ever FACILITATED INSTRUCTION IN EYE STUDIES & TRAINING ACADEMY

Embassy Suites by Hilton
San Antonio Airport
10110 US Highway 281 North
San Antonio, TX 78216

APRIL 17-18, 2020 • SAN ANTONIO, TEXAS
GENERAL INFORMATION

PLEASE NOTE: Registration fees include course materials, breaks, and continental breakfast. Lunch is provided for full-day participants. Membership dues are separate from registration fees; however, ATPO invites new members to join at the time of registration to take advantage of the member discount. Please include the dues payment with the completed registration form.

CANCELLATIONS/REFUNDS
All cancellations and requests for refunds must be received by ATPO in writing by Wednesday, April 1, 2020. A processing fee of $25 will be deducted from canceled half-day courses and a $75 fee from full-day registrations to cover administrative costs.

CONTINUING EDUCATION CREDITS
This course has been submitted to JCAHPO for consideration of CE credit.

This course is not sponsored by JCAHPO; only reviewed for compliance with JCAHPO standards and criteria and awarded continuing education credit accordingly; therefore, JCAHPO cannot predict the effectiveness of the program or assure its quality in substance and presentation.

NOTE: Attendance is monitored for each hour of instruction. Participants absent for more than 15 minutes of any given hour will not receive credit for that hour.

ATPO MISSION STATEMENT
To provide, expand, and support scientific and educational opportunities for allied health personnel in ophthalmology, and to act as an advocate for its members and the profession.

ATPO MEMBER BENEFITS INCLUDE:
• Free access to ATPO’s Salary & Benefits Report
• Discounted registration fees at regional education programs, including ATPO’s 35th Annual Scientific Session/Grand Rounds, Train The Trainer, and Certification Exam Review Sessions
• A complimentary subscription to both ATPO’s Viewpoints magazine and monthly e-newsletter
• Discounts on certification exam review materials
• Easy access to job postings, powered by Local Eye Site
• Networking opportunities through organizational functions and the Regional Mentor Network
• And much more!

ATPO IN TEXAS
Come join us for the only ATPO sponsored continuing education program in Texas designed to provide locally presented, high-quality continuing education at a reasonable price. As the membership organization for AOP, ATPO is committed to high standards and professional ethics dedicated to quality ophthalmic medical care under the direction of an ophthalmologist. ATPO represents AOP, including, but not limited to, ophthalmic assistants, technicians, technologists, photographers, and orthoptists. As a benefit to ATPO members, there is a reduced registration fee. For non-members, there is an opportunity to join and begin realizing the benefits of ATPO membership! Active duty military technicians are encouraged to attend.
**7:00 AM - 8:00 AM**  
Continental Breakfast

**8:00 AM - 11:30 AM**  
**Morning - ATPO Ophthalmic Technician Review Course, Level II (COT®)**  
Jaqueline Pullos, COMT, OSC, CTC  
This session will provide an overview of the responsibilities of the ophthalmic technician, including a summary of skills proficiencies and conceptual knowledge expected of a Level II ophthalmic technician. Instructors of this session will lead the attendees in an overview of the COT® Written Exam content, using a PowerPoint® presentation and concluding with a Q&A discussion. Attendees should come with a working knowledge in order to fully appreciate the content presented. Course material is based on the instructor’s interpretation of the content areas outlined in the JCAHPO “Criteria for Certification,” and the instructors of this review course have no direct knowledge of the specific certification questions.

**8:00 AM - 9:00 AM**  
**Mastering Refinement: The Super-Tech Way!**  
Matthew Parker, PhD, LSSMBB, PMP, CTC, COMT, CST  
This is an intermediate course in both retinoscopy and refractometry. Nationally, refractometry is the number one skill required by most employers. This course allows the technician to take an advanced posture in diagnostic refractometry and fundamental performance of generating a glasses prescription using practical scoping techniques.

**9:00 AM - 10:00 AM**  
**History Taking…It’s Not Just for Billing!**  
Sarah Gill, COT, OSC  
Patient Care is the number one priority in the health care field. The role of the technician is to provide a history and pre-examination for the physician. This course will help you recognize the importance of the technician’s role of obtaining an accurate and focused history and appropriate pre-examination tests to aid the physician in reaching a differential diagnosis prior to seeing the patient.

**10:00 AM - 10:30 AM**  
Break

**10:30 AM - 11:30 AM**  
**Introducing the Diaton Tonometer and its Use in Ophthalmology**  
Sergina Flaherty, COMT, OSC, CTC, (F)ATPO  
This course will introduce the ophthalmic technician to the Diaton Tonometer and a new way to measure intraocular pressure. An overview of the pros and cons of various well known tonometers will be reviewed. Patient selection criteria for use of the Diaton Tonometer will be discussed. A step by step description and demonstration will be provided to measure IOP with the Diaton Tonometer.

**11:30 AM - 12:30 PM**  
Lunch (full-day participants only)

**12:30 PM - 4:00 PM**  
**Afternoon - ATPO Ophthalmic Technician Review Course, Level II (COT®)**  
Sarah Gill, COT, OSC  
This session will provide an overview of the responsibilities of the ophthalmic technician, including a summary of skills proficiencies and conceptual knowledge expected of a Level II ophthalmic technician. Instructors of this session will lead the attendees in an overview of the COT® Written Exam content, using a PowerPoint® presentation and concluding with a Q&A discussion. Attendees should come with a working knowledge in order to fully appreciate the content presented. Course material is based on the instructor’s interpretation of the content areas outlined in the JCAHPO “Criteria for Certification,” and the instructors of this review course have no direct knowledge of the specific certification questions.
12:30 PM - 1:30 PM

**You’ve Got a Lot of Nerve!**
Amy Jost, BS, COMT, CCRC, CTC

The instructor will discuss various neuro-ophthalmology conditions in which pupils, lids, motility, and visual fields may be affected. Cranial nerves II, III, IV, VI will be discussed. Afferent and Efferent messages will be explained along with an enlightening description of what may lead to RAPDs. Appropriate pupils assessment, motility and alignment testing, ptosis measurements, and visual field testing will be discussed.

1:30 PM - 2:30 PM

**Optimizing Clinic Flow Without Compromising Care**
Jaqueline Pullos, COMT, OSC, CTC

“Be fast.” “Be thorough.” Can a tech be both? This course will address the elements of clinic flow that are directly influenced by technicians, including work-up times, ancillary testing times, and engagement. Specific methods to evaluate and improve patient flow, without compromising care, will be discussed. Ideas and tools will be provided that may be useful in designing an improvement process for your own clinic.

2:30 PM - 3:00 PM

Break

3:00 PM - 4:00 PM

**Tonometry: Theory, Technique & Tips**
Suzanne Hansen, MED, COMT, OSC

Intraocular pressure is a key component for ocular examinations. This course will compare methods of tonometry, maintenance, and best practice techniques.

4:00 PM - 5:00 PM

**Ergonomics in the Ophthalmology Office**
Rhonda Ullom, COMT, FCLSA, OSC

OSHA recognizes ergonomics training as a Workers’ Rights. No matter the size of your ophthalmology practice, we all use the same basic equipment repetitively and experience the same risk factors daily. It is the responsibility of the practice to provide a safe and healthful workplace. This course takes a look at the ophthalmology office from an ergonomics point of view of the personnel and equipment they use. General findings, analysis, and possible solutions are shared. At the end of this presentation, the attendee should have an understanding of ergonomic problems encountered in the ophthalmology office, be able to prioritize problem areas and possible solutions, and implement training options.

**SATURDAY, APRIL 18**

**Lean Six Sigma Yellow Belt Training & Cert. Program**
Matthew Parker, PhD, LSSMBB, PMP, CTC, COMT, CST

Lean Six Sigma is a methodology that relies on a collaborative team effort to improve performance by systematically removing waste and reducing variation. Dr. Parker will help you apply these principles successfully to your ophthalmology practice of any size. Participants will gain a basic understanding of different tools used for LEAN methodology tailored to Ophthalmology Healthcare, learn simple, effective, analytical tools and techniques, and depart with a new willingness and ability to look at work differently and make a positive difference. Upon completion of instructions, a group project, and examination, attendees will be awarded a Lean Six Sigma Yellow Belt - Healthcare Certificate. Program Curriculum includes an Introduction to Lean Six Sigma, DMAIC, Process Mapping, Value-added and Non-value-added activities, Cause and Effect Matrix, Cost of Poor Quality, Error Proofing, and Process Control. With this packed curriculum, you will look forward to going to work on Monday.

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<th>Time</th>
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<td>7:00am - 10:00am</td>
<td>Part 1</td>
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<td>10:00am - 10:30am</td>
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<td>10:30am - 12:30pm</td>
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<td>Part 2</td>
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<td>3:30pm - 4:00pm</td>
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### Registration Fees

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<th>ATPO Member</th>
<th>Non-Member</th>
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<tbody>
<tr>
<td>Full Program</td>
<td>$150</td>
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<td>Half-Day Program</td>
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### Session Tickets

**Morning COT Review Course:**
- ATPO Member: $55
- Non-Member: $75

**Afternoon COT Review Course:**
- ATPO Member: $55
- Non-Member: $75

**Lean Six Sigma:**
- ATPO Member: $195
- Non-Member: $270

**TOTAL ENCLOSED:**

$__________

Do you require special accommodations?
- Yes
- No

Please contact the registration office at 859-977-7453 to assist you with your needs.

### ATPO Membership

Membership is for one year from the date dues are received.

- Regular Member, 1 Year: $75
- Regular Member, 3 Years: $175
- Student Member, 1 Year: $20
- Joint CSOMP/ATPO Membership, 1 Year: $75

Return completed form along with payment to:
ATPO
446 East High Street, Suite 10
Lexington, KY 40507

Please make checks payable to the Association of Technical Personnel in Ophthalmology. If paying by credit card, fax the completed form to 859-271-0607 or email to atpo@atpo.org.

### Attendee Information

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### Method of Payment

- **ONLINE** Register at www.atpo.org/fiesta2020
- **MAIL** This completed form with your check payable to: ATPO, 446 East High Street, Suite 10, Lexington, KY 40507
- **FAX** This completed form with credit card information to Fax (859) 271-0607
- **PHONE** Call (859) 977-7453 (Please have credit card information ready.)

Authorized Applicant Signature  Print Name  Date

Total Amount

Choose one:  
- Check
- MC
- VISA
- AMEX
- Discover

Card Number  Expiration Date  Security Code

Name of Cardholder (please print)  Signature of Cardholder

Cardholder Address (if different from above)