

Request to Become and Approved Outside Entity for Tier 1 Vision Screening in Utah Schools

Utah Statute (UCA 53G-9-404) allows for approved outside entities to assist with tier 1 vision screening in schools. To become an approved outside entity please complete this application and submit to Utah Department of Health (UDOH) to bhinkson@utah.gov. Please contact BettySue Hinkson with any questions at bhinkson@utah.gov or (801) 419-1078.

Until you receive approval from UDOH your organization may not provide tier 1 vision screening in Utah schools. Approval is good for two calendar years.

Organization Name:	Date:
Contact Person:	Title:
Contact Phone:	Contact email:

Please describe your organization purpose or goal, and your expected level of participation in tier 1 vision screening in Utah schools:

Assurances:

- The organization is a 501(c) (3) or 501(c)(4) not-for-profit organization.
- The organization shall provide tier 1 vision screening to schools at no charge to the school or families.
- The organization shall not self-refer students for further treatment unless there is no cost to school, student, or families.
- The organization shall only provide tier 1 basic vision screening. Tier 2 vision screening components are not permitted with the exception of use of instrument-based vision screening devices on students as approved in Utah School Vision Screening Policy (2019).
- The organization agrees there shall always be a school employee present in the same room when working in schools with students.
- The organization shall not take photographs of any students.
- The organization shall follow the guidelines, procedures, and policy of the Utah Department of Health (UDOH), including only using approved charts and equipment.
- All members of the organization who participate in school vision screening shall complete the UDOH training on vision screening (training B for volunteers and training D for outside entities) in schools.
- The organization shall provide the school with the results of vision screening on all students who were screened.
- All members of the organization who participate in school vision screening shall sign a confidentiality agreement, agreeing to maintain confidentiality of all students. Sharing of any protected health information is strictly prohibited.
- Neither the organization nor the volunteer should imply or guess at a diagnosis.
- Neither the organization nor the volunteer shall make referrals to specific eye care professionals.
- A volunteer shall not participate if there is a conflict of interest. A conflict of interest occurs when there is the potential to influence a decision that may result in personal gain for themselves, a relative, or employer.
- The organization agrees to submit the Vision Screening Annual Report (part 2) to UDOH each year.

Contact Signature:	Date Signed:
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FOR UDOH USE ONLY	
Date application received:	Date organization notified:
Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments:	