



**Prescription Safety Eyewear Program:
“Another step in the safe direction!”**

The Office of Environmental Health and Safety is pleased to announce the implementation of a prescription safety eyewear program for Cleveland State University. The Handel Company has been retained to provide this service for applicable employees in the Physical Plant and the Office of Capital Planning.

Safety glasses are one of the front-line items in personal protective equipment. Many tasks require the use of safety glasses. This initiative is designed to provide employees’ whose jobs require the use of safety glasses enhanced opportunities to provide a safe working environment.

The University continues to emphasize the importance of safety in the workplace. We believe employees need to be better informed about the importance and benefits of safety eyewear and are confident in The Handel Company’s ability to assist us. The current company president, Mr. Lee Handel, was President of the Safety Eyewear Division of E.B. Brown Opticians for over 30 years, and brings to us a wealth of experience and knowledge in the field of safety eyewear. All eyewear is developed in accordance with American National Standards Institute guidelines for safety eyewear (ANSI Z87.1).

This program is being funded by the following Offices for eligible employees:

- Building Maintenance and Grounds
- Plant Engineers (Facilities Management)
- Environmental Health and Safety
- Fire and Security
- Utilities
- Capital Planning (University Architect’s Office)

Each eligible employee (defined as an employee who wears prescription glasses or contacts under the authorization of a licensed eye doctor and whose job requires the use of safety glasses) has been allocated a set amount based on the type of prescription:

Single Vision.....	\$75.00
Bifocals	\$95.00
Trifocals.....	\$105.00

These subsidies will cover the cost of basic prescription lenses, side shields and a choice of approximately ten frame styles at no cost to the employee. Employees are responsible for any costs in excess of the allotted subsidies should additional features such as designer safety frames, tinting, scratch resistant coatings, etc... be selected.

Authorization forms to purchase safety glasses as well as a list of dispensers where you may go to obtain your prescription safety eyewear are available beginning March 1, 2005, through your supervisor. At least half of these sites accept the Vision Service Eye Plan included in the University's benefits package, and are conveniently located across the greater Cleveland area. In addition, discounts for dress eyewear for employees and their families are available from all the dispensers. Discounts for eye examinations for family members are at the discretion of each doctor at each dispensary.

Step-by-Step Instructions for Eligible Employees:

1. Obtain a signed authorization form and Dispenser List from your department head or supervisor
2. Go to any one of the listed dispensaries and give them the signed form
 - a. If you have had an eye exam within the last two years, please bring a prescription with you from your doctor and the dispensary will honor it.
 - b. If you have not had an eye exam within the last two years, many of the dispensaries honor the Vision Plan of the University and can facilitate an eye exam at their location. In this case, you need to make an appointment.
3. Dispensary personnel will assist with the process of obtaining the prescription safety eyewear including an examination if needed, selecting frames and any additional lens options. Employees will be notified when their safety glasses are ready to be picked up and adjusted.
4. Allotments for prescription safety eyewear are not annual. Applicable employees are eligible to obtain prescription safety eyewear through this program at this time (and initially upon employment) and upon documentation of a change in prescription by a licensed eye doctor.
5. Subsidies for prescription safety glasses on behalf of employees are made directly to The Handel Company by Cleveland State University. Additional charges for more expensive safety frames or lens options are the responsibility of the employee. Additional charges may be paid by credit card or check. Allotment availability is not carried over from year to year.

6. No authorization form is required for adjustments or screw replacements. For frame repairs or lens replacements, an authorization form is necessary.

If you have any questions regarding the specifics of this program, please contact: Bob S. Grindley, Director of Environmental Health and Safety
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