ROLE OF A PARAOPTOMETRIC

By definition, a paraoptometric is anyone who assists optometrists with delivering eye care. There is a great distinction between Ophthalmic Technicians or Assistants and Paraoptometrics. Paraoptometrics are exclusively trained to assist Doctors of Optometry.

JOB DUTIES

Paraoptometrics assist with (but not limited to):

• Front desk
• Paraoptometrics (paras) are the first person your patients will see once they walk into your place of practice. It is necessary for them to have a good understanding of reception communication, appointment scheduling, and coordination of patient flow.
• Billing and coding and insurance processing
• Paras are taught how to submit claims to the patient’s insurance carrier for processing and payment. Claims are communicated to the insurance carrier by sets of codes.
• History taking, pretesting, and diagnostic testing for the doctor’s interpretation
• Contact lens assistance and optical dispensing
• Low vision, pediatric exams, and vision therapy treatments
• Direct work with the doctor in the exam room
• Patient education
• Prep the room for special procedures and assist the doctor while performing surgical procedures (depending on state)
• Management and administrative duties

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