MEMORANDUM OF AGREEMENT
Ophthalmology Tech Career Ladder
June 2022

The following agreement is between The University of Vermont Medical Center ("UVMMC") and Vermont Federation of Nurses and Health Professionals, Local 5221 ("VFNHP").

The parties agree that the following career ladder will be implemented with the specific skills, experience and competencies detailed on the full job description for each respective job title.

	Ophthalmic Assistant II (uncertified)	*Ophthalmic Assistant III (COA)*	*Ophthalmic Technician Certified (COT)*	*Ophthalmic Medical Technologist Certified (COMT)*
Education Required	Associates degree preferred but not required.	Associates degree preferred but not required.	Associates degree preferred but not required.	Associates degree preferred but not required.
Certifications Required	CPR certification required.	CPR certification required. JCAHPO Certified Ophthalmic Assistant certification required.	CPR certification required. JCAHPO Certified Ophthalmic Technician certification required.	CPR certification required. JCAHPO Certified Medical Ophthalmic Technician certification required.
Skills or Competencies Required	As detailed on the Job Description for the position.	As detailed on the Job Description for the position.	As detailed on the Job Description for the position.	As detailed on the Job Description for the position.
Years of Experience Required	At least 6 months of experience as an ophthalmic assistant trainee or ophthalmic assistant.	At least 6 months experience as an Ophthalmic Assistant.	At least 12 months of experience as a Certified Ophthalmic Assistant.	At least 3 years of full time experience as a Certified Ophthalmic Technician.
Criteria for Promotion	Automatic advancement to Certified Ophthalmic Assistant after 6 months of full time employment as Ophthalmic Assistant Trainee and successful achievement of COA exam through JCAHPO.	Automatic advancement to Certified Ophthalmic Technician after 12 months of full time employment as a Certified Ophthalmic Assistant and successful achievement of COT exam through JCAHPO.	Automatic advancement to Certified Ophthalmic Medical Technician after 3 years of full time employment as a Certified Ophthalmic Technician and successful achievement of COMT exam through JCAHPO.	

Position Details:

Job Code	Job Title	Grade	Pay Range – FY 2022
B351	Ophthalmic Assistant II (uncertified)	V19	$17.66 - $27.29
B352	Ophthalmic Assistant III - (COA)	V20	$18.60 - $28.75
C196	Ophthalmic Technician Certified - (COT)	V21	$21.45 - $33.19
NEW	Ophthalmic Medical Technologist Certified - (COMT)	*NEW*	$24.67 - $37.37

OR Differential

Ophthalmology Technicians who assists surgeons in the Operating Room will receive a differential of $3.50/hour for every hour worked in this capacity.

Ophthalmic Photographer coverage

When a member of the Ophthalmology staff provides full shift coverage for the Ophthalmic Photographer they will be compensated at the Photographer hourly wage at the covering employee's current step.

Certification Exam Payment

UVMMC will cover the cost of two certification exam attempts for COT and COMT.

Implementation

This career ladder goes into effect within 30 days following execution of this agreement.

Following implementation, staff meeting the requirements of a new level position on the ladder will be promoted in the next full pay period following a meeting with their supervisor where the requirements and any documentation needed is reviewed. Example would be a copy of a certification.

Any technologist not meeting the certification requirements of their current position will remain in their current position for 12 months, after which they will be placed on the level applicable to their level of certification.

All newly hired technicians will be given a copy of this career ladder.

UVMMC: _____   Date: _____

VFNHP: _____   Date: _____