

## **DISPLAY SCREEN EQUIPMENT (DSE) EYE TESTS**

Where an employee is a DSE user or, where they are about to take up such work, University of Worcester will arrange an eye test if requested by the employee. (An initial test may be with the University's Occupational Health provider, they may then recommend a further test/examination with an optician)

To be deemed a 'user' of display screen equipment all or most of the following criteria must be met

- carrying out the job depends on DSE;
- there is no discretion as to the use of DSE;
- significant training and particular skills in the use of DSE are needed;
- there is continuous use of DSE for spells of an hour or more;
- use is more or less daily;
- there is a fast transfer of information between the user and screen; and
- a high level of concentration is required.

The necessary documents for the optician are available from the Personnel Department and must be obtained prior to the appointment

Following the eye test if the optician recommends that either: -

Spectacles are required for general use, incorporating a special prescription for VDU use.

or

Spectacles are required solely for VDU use and are not required/used for any other purpose; the University will pay for the cost of such spectacles, lenses, basic frames and tints to lenses if necessary, up to the current limit in operation (Currently £60 including the cost of the eye test). If other than the basic specified frames are requested by the DSE user all additional costs resulting from this must be paid for by the user.

It should be noted that if the Optician determines that the user for normal day-to-day use requires spectacles, the University would not cover the costs of these and the DSE user must make their own arrangements for the supply of these and will be responsible for the full cost.

The University will cover the cost of a repeat test after the period of time recommended by the optician or sooner for DSE 'users' experiencing visual difficulties, which may reasonably be considered, related to the DSE.

Where the Optician determines that there are sight difficulties that cannot be rectified, the matter should be referred to the Personnel Department who will contact the Occupational Health Adviser.

Users should understand that testing for DSE purposes is not a device to avoid paying for a full eye test. Those who normally wear spectacles or have visual problems not related to work with display screens must still take responsibility for their own visual health.