

KENORA DISTRICT SERVICES BOARD
POLICY and PROCEDURE

Page 1 of 1

TITLE: INTAKE, ELIGIBILITY AND FINANCIAL ASSISTANCE – VISION CARE	SECTION: ONTARIO WORKS
DATE: September 9, 2004	POLICY NO.: KDSB-OW-IV-06
APPROVED BY: Resolution No. 2004-75	REVISED: Resolution No. 2009-37

REFERENCES

Directive 7.2

POLICY STATEMENT

The District of Kenora will provide assistance with vision care services to all Ontario Works participants when prescribed by a licensed optometrist. Vision care services include the purchase or repair of glasses or other vision-enhancing apparatuses.

A maximum of \$250/person within a two year period is permitted. However, medically necessary prescriptions may be considered. Replacement of lost glasses may be considered (within the two year time limit) if the benefit supports the person's employability or participation requirements.

The Ontario Works office will not share in the cost of more expensive pair of glasses. Any client contribution will be applied to the most reasonably priced pair of glasses available.

Glasses may be purchased every two years or whenever there is a verified change in prescription. Existing frames should be used whenever possible.

The District will not cover the cost of contact lenses unless they are medically necessary and verified or if they are, in any particular case, less expensive than a purchase of glasses.

All requests for glasses or other vision care service must be *pre-approved*. Participants will not be reimbursed for glasses already purchased.

PROCEDURE:

1. When a participant requests assistance with vision care services, the Caseworker or designate will provide the participant an Optical Estimate form that they will take to the Optometrist for completion.
2. The optometrist will complete the form and will return the sheet to the OW office for approval.
3. Once approved, the Optometrist will invoice the Ontario Works office.
4. The Case Manager/Intake/OW Support Clerk will enter the particulars in client's SDMT file and produce payment.
5. Vision Care will not be paid directly to a participant and reimbursements for glasses already purchased will not be approved.