

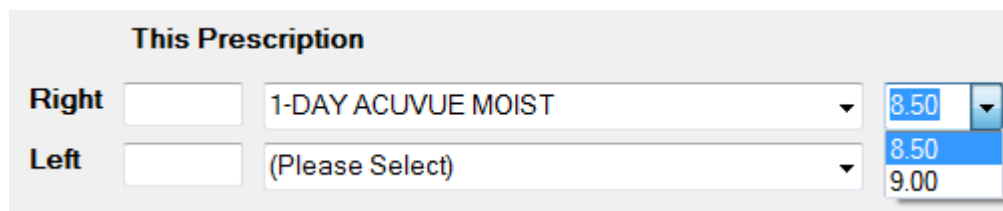
Recording, Supplying and Maintaining Contact Lenses

The principle behind contact lens prescriptions and sales in i-Clarity is that contact lens prescriptions are stored as 'brands' (rather than 'products'), and each brand is associated with one or more specific product codes.

The *brand* specifies the attributes of the lens: the material, diameter, radius, available powers and so on

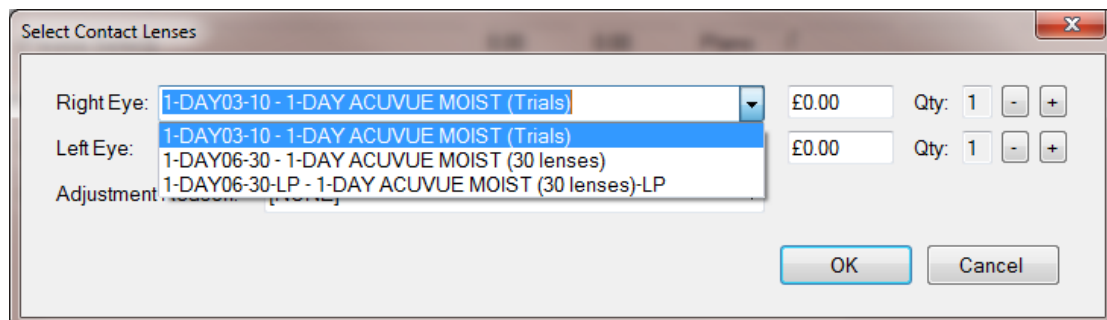
The *product code* determines the pack size and the price.

For example: Johnson and Johnson supply/own a brand called '1-DAY ACUVUE MOIST'. Within i-Clarity, when you create a new CL prescription, you select the brand from the brand drop down and this will allow you to select the validated values for that brand :



The screenshot shows a form titled "This Prescription". It has two rows: "Right" and "Left". Each row has a text input field, a dropdown menu, and a power selection dropdown. The "Right" row has the brand "1-DAY ACUVUE MOIST" selected in the dropdown, and the power dropdown is open showing "8.50" selected. The "Left" row has "(Please Select)" in the dropdown, and the power dropdown is open showing "8.50" and "9.00" options.

However, J & J supply lenses under that brand name in at least 3 different pack sizes: a 30 pack, a 90 pack and a 5 pack of trials. So, in i-Clarity, a given Brand is linked to 1 or more product codes that correspond to each those different pack sizes. Whenever you need to supply contact lenses, (as opposed to simply recording the prescription), then you are presented with all the different pack sizes that are available for the selected lens:



The screenshot shows a dialog box titled "Select Contact Lenses". It has three rows: "Right Eye:", "Left Eye:", and "Adjustment:". Each row has a dropdown menu, a price field, and a quantity field with increment/decrement buttons. The "Right Eye:" row has "1-DAY03-10 - 1-DAY ACUVUE MOIST (Trials)" selected, with a price of £0.00 and a quantity of 1. The "Left Eye:" row has "1-DAY03-10 - 1-DAY ACUVUE MOIST (Trials)" selected, with a price of £0.00 and a quantity of 1. The "Adjustment:" row has "1-DAY06-30-LP - 1-DAY ACUVUE MOIST (30 lenses)-LP" selected. There are "OK" and "Cancel" buttons at the bottom right.

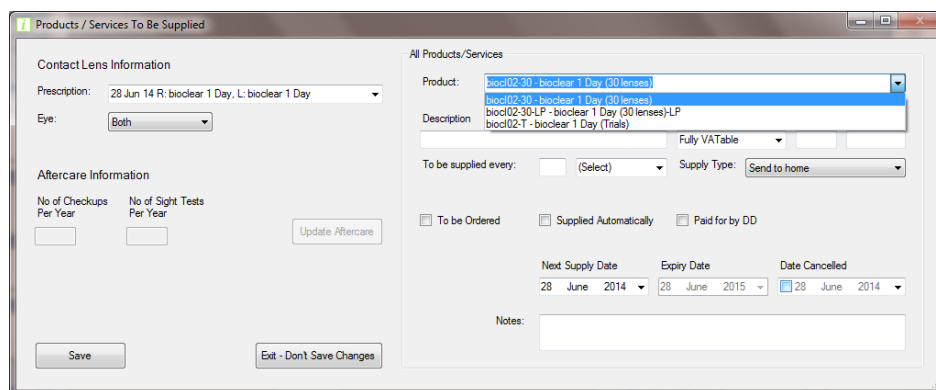
In the example above, the practice has set up and maintains 3 different versions of the lens: a trial lens, an off-the-shelf price for pay as you go patients, and the same pack size but at a different retail price for patients who are on a care scheme.

Selecting Prescriptions, Brands and Product Codes from CL Management

The same principle is applied to recording what each patient is being supplied as part of a DD/SO supply deal.

To set up a CL supply for a patient, you

- 1) Choose what prescription the supply will be based on. This will usually be the most recent, though not always; e.g. a patient may have a regular supply of dailies, but they may also have a more recent prescription for coloured lenses for special occasions.
- 2) I-Clarity will then use the brand recorded as part of that prescription to determine what packs of lenses (and therefore the cost of lenses) to be supplied:



If you use the i-Clarity supplied default product details, we suggest the use the 'standard' lens as the lens to use for pay-as-you-go patients and the 'lp' suffixed lenses as the product to supply for patients on a scheme.

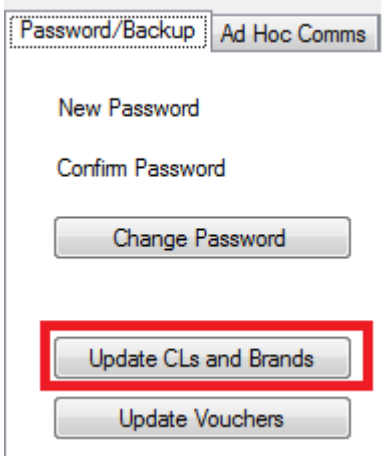
Maintaining Your Contact Lens Database

The list of contact lenses that are maintained within i-Clarity can be found here:

<http://www.opticsdata.com/contactlenses.asp>

This website allows you to search for lenses by a variety of criteria. The lens details can also be imported into i-Clarity to ensure that your lens details and validation are as up to date as they can possibly be.

Details are copied from the website from the first tab on the maintenance menu. Note that this operation can currently only be performed on the server computer; this will change in future releases:



Password/Backup Ad Hoc Comms

New Password

Confirm Password

Change Password

Update CLs and Brands

Update Vouchers

Note: If you encounter anomalies on the above website, e.g. where the range of a particular lens has been extended, or a particular brand discontinued, then please notify us on enquiries@opticsdata.com.

The Update CLs and Brands button has the following effect:

- 1) Updates CL validation for all i-Clarity maintained brands (those that are flagged as 'validated' in the Brands tab, see next section.)
- 2) Inserts new brands.
- 3) If there is a new, validated Brand that the user has already added, the user added brand becomes validated.
- 4) If a BML maintained Contact Lens Brand has been discontinued then the Current flag in i-Clarity is set to false. This will mean that the Brand and associated products are no longer selectable in *new* CL prescriptions.
- 5) If a BML maintained brand has been manually flagged by the user as non current, this will remain so. This gives the user the ability to choose not to supply a particular brand of lenses.

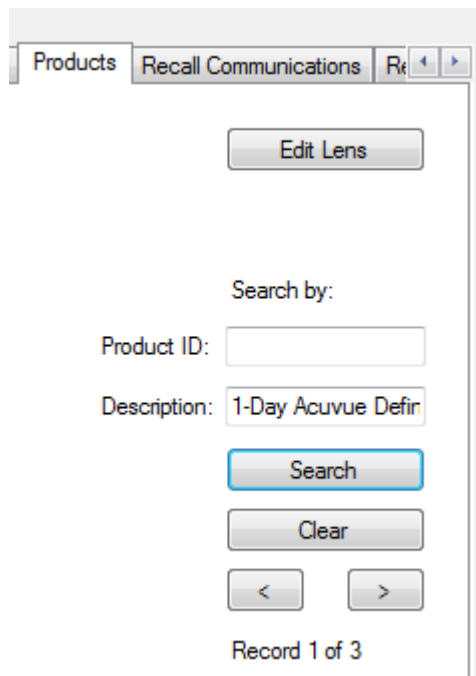
The same button will also populate the product grid table with lenses maintained by i-Clarity. Products already in the database are unaffected.

You can then modify the product details from Products tab of the Maintenance form. The data items that you will almost certainly need to amend or add are as follows:

- Analysis Type
- Cost Price
- Retail Price (Note that this will automatically be looked up from the Price Lookup table if you have entered an appropriate value and Analysis Type.)
- Supplier

To see which lenses may need updating you can use the Products Amended report from the Stock Reports.

The easiest way to update any new or amended lenses is to use the Product tab in the maintenance form, and enter the description in the Description field. E.g. here the user has searched for all the lenses with the description '1-Day Acuvue Define':



The screenshot shows a software window with a tabbed interface. The 'Products' tab is active. Below the tabs is an 'Edit Lens' button. A search section is visible with the following elements:

- 'Search by:' label
- 'Product ID:' label followed by an empty text input field.
- 'Description:' label followed by a text input field containing '1-Day Acuvue Defin'.
- A blue 'Search' button.
- A 'Clear' button.
- Navigation buttons: a left arrow button and a right arrow button.
- 'Record 1 of 3' text at the bottom.

i-Clarity has found all 3 products that contain that description, and the user can scroll through each updating the necessary details.

Any details that you change – cost price, retail price, supplier, description etc – will be unaffected by subsequent imports, e.g. if you change a lens description or retail price that will never be overwritten by a later lens update.

Note that if you override the 'range' field in product maintenance, that lens will no longer be linked to the appropriate validation data and lens validation will not occur.

If you wish to add extra products, e.g. different pack sizes, then you can use the 'Copy' button on the Product maintenance form to duplicate an existing product.

If you don't wish to supply a particular lens, you have two options:

- 1) You can mark the Brand in the Maintenance/Brand tab as non current; this will mean that no lenses associated with the brand will appear in the CL form.
- 2) You can mark individual products in the Maintenance/Product tab as non current, this will prevent just those individual products appearing.

Manual Update/Generic Lenses/Bespoke Lenses

As well as using the OpticsData database, you have two further options when recording CL prescriptions:

- 1) Add your own brands that are NOT on OpticsData.com to your database, together with associated products/pack sizes, (though please note there is currently NO facility of adding your own validation rules); or
- 2) Add just your own brands 'on the fly', i.e. When recording a CL prescription that is not either an OpticsData product or one added by yourselves.

To add lenses manually to the database,

- 1) Contact OpticsData to see if they can be added to the maintained list! This is the preferred option as this means that the brand, pack sizes/products and lens validation will all be added automatically for you, and the validation maintained. However if the lens is not appropriate to be maintained centrally (e.g. is an Own Brand, a specialist kerataconus/ortho k/RGP lens etc), then you can add its as follows:
- 2) Enter the brand name using the Brand Name tab in the maintenance menu.



Brand Name	Notes
SynergEyes Duette	
SynergEyes Duette Multifocal	
Avaira toric	
Biomedics 1 day Extra	
Dailies Total 1	
Liverpool Daily	
Liverpool Monthly	
MyDay	
AIR OPTIX COLORS	
Biofinity XR	
C2 Multifocal	
C2 Quarterly	
C2T	
clarti elite	
clarti XR toric	
Dailies AquaComfort Plus Multifocal	
Dailies AquaComfort Plus Toric	
Gentle 80	
Gentle 80 Toric	
Mirage Symmetry	
SELECT 1DAY	

Buttons: Add, SeeGreatForPresbyopes, Rebadged Own Brand

- 3) Create the individual products e.g. different pack sizes. If you enter the lens via the Product Grid form, then you will be able to select the brand that you entered in Step 2) from the Range field:

Product Code	<input type="text" value="See001"/>	Size	<input type="text"/>
Description	<input type="text" value="See Great For Presbyopes"/>	Colour	<input type="text"/>
VAT Category	<input type="text" value="Partially VATable"/>	Range	<input type="text" value="SeeGreatForPresbyopes"/>
Analysis Type	<input type="text" value="C Lens"/>	Consignment	<input type="checkbox"/> <input checked="" type="checkbox"/> Received
Cost Price	<input type="text" value="5"/>	Supplier UPC	<input type="text"/>
Standard Price	<input type="text" value="25"/>	Style	<input type="text"/>
Fee Type	<input type="text" value="[None]"/>	Supplier	<input type="text" value="Alcon/Ciba"/>
<input type="button" value="Add"/>	Group <input type="text" value="C Lens"/>	Dispense VAT Category	<input type="text" value="[N/A]"/>
		Automatic Payment	<input type="text" value="[NONE]"/>

- 4) Because there is no validation associated with any new lenses that you enter manually, when you select the lens in the CL form you will be able to free type the lens parameters.
- 5) If you include a supplier against the manually added contact lens products, then you will be able to order the lens in the normal way, from the CL management form. If you enter parameters against the Rx (e.g. the 'actual' brand name and pack size etc) these will appear on the contact lens order.

To Add a Brand 'On the Fly'

You can also add a Brand 'on the fly', by simply typing the Brand Name in the Brand Name field of the CL Prescription form.

This may be useful if you do not use routinely use i-Clarity to dispense contact lenses but just wish to record a patient's prescription, but of course please note that any lenses you add using this facility will not be validated, also you will not be able to associate and dispense any products related to this brand name, or use the lenses as part of CL Management.

Because of these disadvantages this facility can be disabled in Maintenance (Misc tab).

Maintaining CL Prices

Once your lens database has been created, we recommend you use the Price Spreadsheet module, accessed from the Product tab of the Maintenance module.

This will allow you to select the products that you wish to update; export them to a spreadsheet, so you can apply any formulae you wish to the price update; then import them back into i-Clarity with the new cost and retail prices: