

# Prescription Safety Glasses

(Revised January 12, 2012)

## General

Eye protection used by employees must meet the requirements of ANSI Z87.1-1989, *Practice for Occupational and Educational Eye and Face Protection*. Employees who wear corrective lenses are eligible for one pair of prescription safety glasses once per year. Prescription safety glasses approved for use by State employees have standard safety frames and permanent side-shields.

An imprint with the mark "Z87" will appear on the frame and/or lens to identify the safety glasses or safety spectacles of meeting ANSI Z87.

Prescription safety glasses can be ordered through the [State Term Contract 345B](#) from Corrections Enterprises and fitted to the employee by any Optometric Eye Care Center. Optometric Eye Care Centers are located throughout the state. The use of Optometric Eye Care Centers is encouraged by the State contract (but not mandatory).

## Ordering Instructions

1. Obtain the following:

- Corrections Enterprises - Nash Optical Plant prescription order form - [click here](#)
- State Contract 345B – #8. Item Pricing Information, Section A / B – [click here](#)
- Titmus frame selection guide – [click here](#)

2. Take the above order form, contract, and selection guide to any Optometric Eye Care Center within the state. An optometrist at Optometric Eye Care Center will conduct an eye examination to determine your corrective prescription. An optician will fill out the prescription order form with your prescription, and type of lenses and frames you select. Employees are responsible for cost of the eye examination and fitting. Also, a dispensing fee of around \$10 will be charged by Optometric Eye Care Center.

3. The completed prescription order form and a DAQ Purchase Request form (two (2) copies required) should be submitted to the DAQ Safety Consultant for processing. The "ship to" address on the purchase request shall be the employee's name, c/o the optical professional's business address. Use State Term Contract 345B to determine each item to be ordered and the related cost. The purchase request must match the prescription order form and must include:

- Type of lenses - Section A
- Type of lens material - Section B
- Lens treatment option - Section C
- Style of frame - Section D or E

4. Forward the Nash Optical Plant prescription order form and two (2) copies of the [DAQ Purchase Request Form](#) to DAQ Safety Consultant for processing:

John Capers  
Cubicle 4409E – Green Square Building  
MSC 1641  
Raleigh, NC

5. The DAQ Budget Office will forward the signed Nash Optical Plant prescription order form and the DAQ Purchase Request to Corrections Enterprises.

**Note:** Under no circumstances will safety spectacles, purchased under the provisions of this State Term Contract 345B, be shipped directly to the employee.

6. Corrections Enterprises – Nash Optical Plant will deliver finished safety glasses to the Optometric Eye Care Center (or the personal optical professional) who will contact the employee and verify the prescription, check for proper adjustment and fit the glasses.

**Note:** Occasionally the personal doctor or optician will charge a fitting fee to new customers. This is an optional third party charge that is not covered in the contract, and is the responsibility of the individual. However, per agreement with Southern Optical the only fee that Optometric Eye Care Providers will charge is a dispensing fee of \$10.00 per employee.

7. Employees can also have safety glasses prescriptions made at the Correction Enterprises – Raleigh Plant. The completed glasses will be delivered to the Correction Enterprises – Raleigh Plant.

[2020 Yonkers Road](#)  
[MSC 4240](#)  
[Raleigh, North Carolina 27699-4240](#)

1. Obtain your prescription from your doctor.
2. Fill out the [Prescription Safety Eyeglasses](#) order form.
3. Know what [frames](#) you want to order
4. Make an appointment by calling Correction Enterprises.

Appointments must be made for eyeglass orders to be taken. **Please call Angi Swartzendruber at (919) 716-3605 in order to make your appointment.**