

Mater Misericordiae University Hospital

Dublin



Job Description & Person Specification

Job Title / Grade:	Optometrist (Rare Eye Disease Service)
Department / Division:	Ophthalmology
Directorate:	Surgery
Location:	Ocular Genomics Service Ophthalmology Outpatients
Reporting Relationship:	Ocular Genomics Lead Head of Ophthalmology Dept Operations Manager (Surgical Directorate) Lead Optometrist
Responsible to:	Ocular Genomics Lead Head of Ophthalmology Dept. Surgical Directorate Operations Manager

JOB DESCRIPTION

Job Purpose:

The eye care team is a very important service within the Mater Misericordiae University Hospital (MMUH) areas. The Optometrist, as part of that team, has a vital role to play in providing a comprehensive and high quality eye care service to patients in conjunction with other members of the Eye Care and MMUH teams.

The Optometrist will have responsibility for delivery and continuity of a patient centred care including primary ocular examinations of patients and where appropriate to conduct necessary examinations and investigations, and also to detect primary ophthalmic pathology in patients referred to the Rare Eye Disease Service (specifically to European Reference Network for rare Eye Disease ERN EYE Ireland Consortium – EEIC at MMUH) and to manage or direct such patients for appropriate treatment, in line with their scope of practice and department team clinical governance.

The person appointed to this post will work within MMUH and its campuses, working as part of Ocular Genetics / Rare Eye Disease teams delivering a coordinated approach to rare eye disease patient care.

The current optometry service contributes extended practice to a range of ophthalmology clinics, currently including but not exclusively; Diabetic retinopathy treatment centre (DRT), AMD/Medical Retina clinics, Cataract clinics, Glaucoma clinics, Eye Emergency dept. including virtual triage and clinical sessions, and providing a specialist contact lenses service.

The Optometrist, whilst part of the wider optometry team and service provided here, will be solely to support the rare eye disease service (EEIC) via electrodiagnostic testing, specialist clinics, low vision support and clinical trial support. They will also have, or for some areas, be provided with, the necessary education, training and support to enable these extended roles.

KEY RESPONSIBILITIES

- Be responsible for conducting, in conjunction with the existing technical team, electrodiagnostic testing for patients with rare eye disease (specifically to European Reference Network for Rare Eye Disease ERN EYE Ireland Consortium – EEIC) and support of other eye services
- Be responsible for conducting the necessary examinations and investigations in patients referred to the ocular genetics / rare eye disease service in line with your professional scope of practice.
- Be responsible for detecting ocular abnormalities and pathology in patients referred to the ocular genetics / rare eye disease service and to manage or direct such patients for appropriate treatment, in line with their scope of practice.
- Facilitate the integration of ERN EYE into routine HSE clinical practice for patients with rare eye disease
- Enrol patients on the Irish (Suil) and European (REDgistry) Rare Eye Disease Registries.
- Use key coding platforms to document phenotype (HPO) and disease (SNOMED and Orphanet)

- Participate in and aid preparation of MDTs for rare eye disease cases.
- Provide support and advice to patients about abnormal ocular conditions and their management
- Identify patients that need ophthalmologist opinion in line with local protocols and own clinical knowledge.
- Be accountable for the subjective or dilated refraction and ocular examination of patients referred to the Department
- Carry out Visions/IOPs/Dilation/Visual field/Biometry/OCT (and other investigations as needed) testing if required.
- Provide a high quality, effective and evidence based service that is current and responsive to patient needs.
- Liaise with ophthalmic staff in relation to patient care.
- Keep accurate records of patients seen, assessments carried out and treatment and be aware of all relevant legislation.
- Work with IT personnel in troubleshooting any issues or problems within the ocular genetics / rare eye disease service., also liaise with IT colleagues in the development of new systems and the maintenance of existing systems.
- Liaise with other community and hospital departments and other ophthalmic departments as appropriate.

Participate in upcoming clinical trials. Specifically detailed optometric assessments of patients to be enrolled and following intervention.

- Participate in and contribute to teaching within the Department of Ophthalmology. Including, teaching and training programme for optometry students, orthoptic students, ophthalmic nurses, medical students, NCHDs and other groups.
- Publish audits and academic papers arising out of the work and clinics
- Be responsible for identifying problems or issues in the department and highlighting same to the relevant manager/consultant to avoid risk to our patients, staff or hospital.
- Participate in audit and research projects with the aim of enhancing the ocular genetics / rare eye disease service.
- Specifically prepare reports with the REDgistry data management team and clinicians for ERN EYE.
- Be solution focused and engage with others to ensure continuity and quality of service.
- Ensure Health and Safety policies are observed.
- Ensure professional, confidential service to patients and staff is provided and always maintained.

- Maintain CORU registration and CPD requirements. Be committed to lifelong learning and to undertaking continuous professional development and mandatory training provided. In addition, to maintain adequate competency levels and stay up to date with current thinking and evidence supported decision making.
- Be aware of and involved in current trends in optometric practise and introduce new ideas to promote high standards of evidence based patient care.
- Work in co-operation with the multi-disciplinary team and other relevant staff and stakeholders to provide an integrated service.
- To be aware of and comply with Organisational, Professional and Departmental Policies and Procedures and to be involved in updating these with the Clinical Team (e.g. at team meetings) and how they integrate with ERN EYE.
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
- Have a working knowledge of the ERN infrastructure and how ERN EYE is organised in Europe and Nationally
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.
- Be aware of issues surrounding Child Protection
- Ensure Health and Safety policy is observed.

Core Competencies

- The ability to obtain and interpret information.
- The ability to communicate effectively with patients and other professionals.
- The ability to behave ethically and professionally, and to work collaboratively with others.
- The ability to provide safe, effective, and patient-centred optometric services.
- The ability to identify and interpret ocular and systemic conditions.
- The ability to perform or be trained in all Electrodiagnostic techniques to ISCEV standard minimum
- You must recognise and work within the limits of your professional competence.
- You must know the standards of competence for your job role. Where you are working beyond core competencies for an optometrist, you must be capable of working at that standard.
- If you observe a sign or symptom which you cannot manage within your competence, you must refer the patient to a practitioner with the appropriate qualifications and registration

General Responsibilities and Accountabilities

- Confidentiality

You will be aware of the confidential nature of Hospital work and in particular, the right of patients to confidentiality.

- Policies & Procedures

You are required to familiarise yourself with and adhere to all policy and procedural documents relevant to your position.

- Hygiene Standards

The highest standard of hygiene must be maintained in the Hospital at all times and all staff members are responsible for ensuring compliance with the Hospitals requirements and standards with regard to hygiene. It is the responsibility of all staff to have a fundamental understanding of their individual responsibility in maintaining departmental & site hygiene standards.

- Health and Safety

Ensure that effective safety procedures are in place to comply not only with the Safety, Health and Welfare at Work Act 2005 but also within the spirit of the Hospital's mission, vision and values, and they are known and followed by staff. You are required to familiarise yourself with the requirements of employees under the Safety, Health and Welfare at Work Act 2005 and to promote a work environment that is compliant with the Safety, Health and Welfare at Work Act 2005. Each staff member is individually responsible for ensuring that the Hospital remains a safe place to work.

- Information Technology

Ensure the most effective and efficient use of developments in information technology for administrative support in a manner, which integrates well with systems throughout the organisation.

- Business Continuity Management

Business Continuity Management (BCM) is a holistic management process that identifies potential impacts that threaten an organisation and provides a framework for building resilience and the capability for an effective response that safeguards the interests of its key stakeholders and reputation" (BS 25999) All Staff employed in the Mater Misericordiae University Hospital are obliged to:

- make themselves familiar with the Organisational Business Continuity Plan
- attend BCM education sessions provided for them
- make themselves familiar with their individual roles as set out in their departmental business continuity plan if applicable and or the Organisational business continuity plan

Note:

These duties and responsibilities are a reflection of the present service requirements and may be subject to review and amendment to meet the changing needs of the Hospital.

The incumbent Optometrist will be required to maintain, enhance and develop their professional knowledge, skills and aptitudes necessary to respond to a changing climate.

PERSON SPECIFICATION

<u>Job Title/Grade</u>	Optometrist (Rare Eye Disease / ERN EYE)
<u>Department</u>	Ocular Genetics, Ophthalmology
<u>Location</u>	MMUH
<u>Date</u>	August 2026

<u>Requirements</u>	<u>Essential</u>	<u>Desirable</u>
<u>Qualifications</u>	Registered as an Optometrist with the Optical Registration Board at CORU or be eligible to register Evidence of continuous professional development	Post grad qualifications/CPD in relevant areas Clinical Trials Good Clinical Practice (GCP)
<u>Annual registration retention</u>	Optometrist must maintain annual registration on the Optometrist register maintained by ORB at Coru.	
<u>Experience</u>	Possess a Minimum of 5 years post registration experience	Possess experience of Hospital practice in

	Candidates must possess the requisite knowledge and ability for the proper discharge of the duties of this role Demonstrate depth and breadth of optometry experience as relevant to the role	relevant fields relating to patient management Rare eye disease experience Ocular Electrodiagnostic testing Clinical Trials
Organisational Knowledge	Be aware of the ethos of the Mater Hospital MMUH Awareness, and understanding of Europea Reference Network for Rare Eye Disease (ERN EYE)	Understanding of the workings of a busy ophthalmology service Work of the National Rare Disease Office (NRDO) of HSE The HSE Rare Disease Strategy
Professional Knowledge	Sufficient clinical and professional knowledge to carry out the duties and responsibilities of the role. Willingness to develop skills relevant to the role including clinical/IT/technical A strong commitment to continuous improvement and continuing professional development Ability to undertake in-house training in electrodiagnostic testing in post	You must stay up to date with current thinking and keep your professional knowledge and skills aligned with this so you continue to practice safely in line with Coru requirements.
Core aptitudes	- A strong commitment to continuous improvement and team building. -Ability to be calm and clear in execution of tasks and duties. -Patience and caring nature with empathy for those finding themselves patients of our hospital and with colleagues. Proven ability to be meticulous in adhering to established policies and procedures.	

Planning & Organisational Skills	Capacity to deliver the service in an effective and resourceful manner within a model of person-centred care. Goal setting in conjunction with line manager and timely delivery of completed targets. Ability to work on own initiative Ability to manage deadlines Ability to work as part of a team in a multi-disciplinary environment.	

Communication skills.	Excellent interpersonal and communication skills. Committed to protecting patient privacy and confidentiality of personal information. Ability to build and maintain good relationships with all staff in the Dept. Ability to network and to build and maintain good relationships externally as required.	
Other Skills	Willing, keen participation as part of a team and to establish good working relationships with personnel at all levels. Good time management Goal setting in conjunction with line manager and timely delivery of completed targets. Good conflict avoiding and resolving skills Flexibility of role as service requires.	

Signatures: _____

Title: __Optometrist in Rare Eye Disease (ERN EYE) __

Date: __24-08-2026_____

HR Rep: _____

Date: _____