



**New Mexico Lions Operation Kidsight, Inc.
Save Our Children's Sight Fund
Brenda Dunn, Program Manager**

Screening Team Contact: _____

Screening Day Protocol

We will need at least a 6 foot table, an outlet and 2 adult chairs in the area where we will be screenings.

We will need to set up our screening equipment in a room that will allow us to control the lighting. As little direct sunlight as possible is best.

Please provide lists of each class with the teacher's name and students names.

Please make sure the lists contain the child's last name, first name and date of birth in alphabetical order by last name.

Have the list marked with an A to the left of the name if the child is absent.

Have the teacher/assistant bringing the students into the screening area make sure they are the order they are on the list (alphabetical order by last name) if possible.

IMPORTANT: If the student wears glasses make sure they wear them to the screening as we screening, when possible, through the glasses to make sure the prescription on the glasses is current.

The above makes for a smooth screening process.

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