



# Louisiana Lions Eye Foundation Cubsight Program Policies & Procedures



- Our program screens children from 8 months to 72 months old.
- Our program uses the approved screening equipment endorsed by the Lions Clubs International Kidsight Program - any other equipment is not to be used.
  - PlusOptix S12R or S12C screener
  - WelchAllyn Spot Camera
  - WelchAllyn SureSight screener
- You must use the approved Cubsight “Parent/Consent” form for all screenings. This form **MUST** be signed by the parent/guardian before the child can be screened. You may **NOT** alter this form in any fashion before, during or after the screening except to place the results from the screening equipment in the appropriate section of the form or to add your club contact information at the bottom of the form.
- All screenings are sent to the LLEF office on Gravier Street in New Orleans for processing upon completion, including the cover page identifying the screening location and contact, number of children screened, whether or not the screening location received a copy of the results, and screening volunteers. Be sure to include a copy of **ALL** of the results forms - **PASS** and **REFER**. All screenings should be sent to the LLEF office in a timely fashion to allow for rapid turnaround to the parents of the children referred.
- We do **NOT** give out potential diagnoses to the schools/parents. This could be a violation of medical malpractice and HIPAA requirements.
- If you are using the newer devices (PlusOptix or WelchAllyn Spot), you will find that this equipment provides a “Pass or Refer” result at the time of the screening. **But**, if you are using the WelchAllyn SureSight Camera, please **DO NOT** try to “grade” these results. This also could result in a violation of medical malpractice.
- LLEF has an adequate inventory of screening equipment for your use, which is strategically placed throughout the state. If your club would like to conduct a screening and does not have possession of a LLEF screening unit, please contact either the Cubsight office at (504) 525-7235 or Cherie Foret, Cubsight Program Coordinator at (504) 481-1054 or [Cubsight@gmail.com](mailto:Cubsight@gmail.com).
- The Cubsight program was designed to perform screenings that are only held in a controlled atmosphere (Schools, Day Care, Church, etc.) due to the fact that we have better results contacting to follow up with the families of the children which are referred. We do not recommend screenings in public locations, but we do feel if a public screening is conducted in the proper manner, they can be very beneficial to the residents of your community. For more information about public screenings, please contact the LLEF Cubsight Program Coordinator Lion Cherie Foret.
- LLEF will provide your club with all of the equipment, supplies, support, training, processing, and follow-up that you need to conduct a successful screening **free of charge to your club**.
- To participate in the Cubsight program and take advantage of the benefits of the support, you must follow the above stated program protocols, which have been approved by the Prevention committee and the LLEF Board of Directors, or your club forfeits the right to use the LLEF screening equipment and participate in the program.

**\*\*\*If you are in need of more supplies for the camera (printer paper, stickers for the children, rechargeable batteries, floor mats, etc.), please contact the Cubsight program at (504) 525-7235 or Lion Cherie Foret at (504) 481-1054\*\*\***