



Associate		
Observer		
	Name	Signature



Step list – ALM 700/800 Lens Meter

Single Vision Inspection – Power, Axis & PD

1. Set the lens meter to the complete pair single vision setting:

1A: Use the Measurement Selection icon to change lens type.  

1B: Press the Clear icon to erase previous readings. 

1C: Press the Lens icon to change from single lens to complete pair.  

2. Place the right eye over the lens stop:

2A: Position the bottom of the frame so its resting against the frame table with the right-side nose pad/bridge in contact with the left nose pad that's attached to the frame table.

3. Move the cross to the center of the target:

3A: While keeping the frame against the frame table, center the cross within the target. Use your left hand to move the cross right or left and the frame table lever to move it up or down.

3B: Make fine movements to get the cross in the exact center of the target. As the cross approaches the center, the screen will display Alignment OK. When the cross is centered it will change color from pink to blue and the screen will display Marking OK.

4. Clamp the lens:

4A: After the cross is centered in the target and the screen displays Marking OK, clamp the R lens in place.

4B: When the lens is clamped, the cross may move a little out of alignment and need to be readjusted. With one hand, release just a bit of pressure from the lens clamp, and readjust the alignment cross so it's perfectly centered and re-clamp.

5. Press the Memory Button:

5A: When the lens is perfectly placed and clamped, press the Memory Button. The color of the measurement value box will change, indicating the measurement values are saved.

6. Mark the lens:

6A: After the measurements are saved, use the Marking Pin Lever to spot the optical center of the lens. This marking will be used later in the process to inspect OC Height.

7. Remove the right lens:

7A: Lift the lens clamp and remove the R lens.

8. Repeat Steps 2 – 7 for the left lens:

8A: After the measurement of R lens, place the L lens on the lens stop with the left side nose pad/bridge in contact with the right nose pad that's attached to the frame table, then hold the lens in place with the lens clamp. At this time, the measurement box automatically switches from R lens to L lens based on the position of the fixed nose pad.

9. Compare Sphere power, Cylinder power, Axis, & PD readings to the Quality Standards:

9A: Compare the recorded values for Sphere power, Cylinder power, Axis & PD to the allowable tolerances documented on the RxO work ticket or Quality Standards.

9B: You can also print the saved values by pressing  icon.

Progressive Inspection – Power, Axis & Add

1. Recreate the manufacturers lens markings using the EIP job aid:

1A: The following markings are required to final inspect progressive lenses; DRP, NRP, Fitting Cross, PRP and 180-degree engravings.

2. Set the lens meter to Progressive lens mode:

2A: Use the Measurement Selection icon to change lens type to progressive.



2B: Press the Lens icon to change from single lens to complete pair.



3. Center the Distance Reference Point (DRP) over the lens stop:

3A: Position the bottom of the frame so its resting against the frame table with the nose pad/bridge in contact with the left nose pad that's attached to the frame table, then center the lens stop within the DRP on the R lens.

3B: Secure the R lens in place with the lens clamp.

4. Press the Memory button to save the measurements:

4A: Make sure the R lens is clamped and the frame is resting against the table before measuring it, unclamped lenses will read inaccurately.

4B: A measurement can be taken even if the messages of Alignment OK and Marking OK are not displayed.

5. Unclamp and position the lens over the Near Reference Point (NRP):

5A: Release the lens clamp and use the frame table lever to move the table towards yourself until the NRP is over the lens stop, then re-clamp the lens.

5B: Use your right hand to move the frame table lever and your left hand to keep the lens in position against the lens stop and the bottom of the frame against the frame table.

5C: If some of the NRP has been cut off and cannot be centered over the lens stop, position as much of the NRP as possible over the lens stop.

6. Press the Memory button to capture the Add power:

6A: Make sure the lens is clamped and the frame is resting against the table before capturing the Add power, unclamped lenses will read inaccurately.

7. Remove the right lens:

7A: Lift the lens clamp and remove the R lens.

8. Repeat Steps 3 – 7 for the left lens:

8A: After the measurement of R lens, position the L lens DRP over the lens stop with the left side nose pad/bridge in contact with the right nose pad that's attached to the frame table. At this time, the measurement box automatically switches from R lens to L lens based on the position of the fixed nose pad.

9. Compare Sphere & Cylinder power, Axis and Add readings to the Quality Standards:

9A: Compare the recorded values for Sphere power, Cylinder power and Add power to the allowable tolerances documented on the RxO work ticket or Quality Standards.

9B: Take a manual monocular PD using the alignment chart on the EIP Job aid.


9C: You can also print the saved values by pressing  icon.

Progressive Inspection – Prism

1. Press the Clear icon to erase the saved measurements:

1A: Press the Clear icon to erase previous readings. 

1B: The manufacturer's markings, specifically the Prism Reference Point (PRP) is required for this step. If needed, you can remark the lens using the EIP job aid.

1C: Use the Measurement selection icon to change lens type back to SV. 

2. Center the right lens Prism Reference Point (PRP) over the lens stop:

2A: Center the PRP on the R lens over the lens stop and clamp the lens in place.

3. Confirm the lens is properly placed at the PRP:

3A: With the bottom of the frame resting against the frame table, verify the R lens PRP is properly placed by using the Marking Lever to spot the lens. The center dot must be superimposed over the PRP for accurate Prism readings.

4. Press the Memory button to capture the Prism readings:

4A: Make sure the R lens is clamped and the frame is resting against the table before pressing the Memory button, unclamped lenses will read inaccurately.

5. Unclamp and remove the right lens:

5A: Release the lens clamp and remove the R lens.

6. Repeat Steps 2 – 5 for the left lens :


6A: Press  then  icons to switch the lens meter to read the left lens.

6B: Repeat steps 2 – 5 for the L lens.

7. Compare the horizontal and vertical prism readings to the Quality standards:

7A: Compare the In & Out prism readings to the allowable tolerance for Horizontal Prism listed in the Quality Standards on the EIP job aid.

7B: Compare the Up & Down prism readings to the allowable tolerance for Vertical Imbalance listed in the Quality Standards on the EIP job aid.

7C: You can also print the saved values by pressing  icon.

Flat-top Bifocal Inspection – Power, Axis, Add & Far PD

1. Set the lens meter to the single vision setting:

1A: If needed, use the Measurement selection icon to change lens type. 

1B: Press the Clear icon to erase previous readings. 

1C: Press the Lens icon to change from single lens to complete pair.  

2. Place the right eye over the lens stop:

2A: Position the bottom of the frame so its resting against the frame table with the right-side nose pad/bridge in contact with the left nose pad that's attached to the frame table.

3. Move the cross to the center of the target:

3A: While keeping the frame against the frame table, center the cross within the target. Use your hand to move the cross right or left and the frame table to move it up or down.

3B: Make fine movements to get the cross in the exact center of the target. As the cross approaches the center, the screen will display Alignment OK. When the cross is centered, it will change color from pink to blue and the screen will display Marking OK.

4. Clamp the lens:

4A: After the cross is centered in the target and the screen displays Marking OK, clamp the lens in place.

4B: When the lens is clamped, the cross may move a little out of alignment and need to be readjusted. With one hand, release just a bit of pressure from the lens clamp, and readjust the alignment cross so it's perfectly centered and re-clamp.

5. Press the Memory Button:

5A: When the lens is perfectly placed and clamped, press the Memory Button. The color of the measurement value box will change, indicating the measurement values are saved.

6. Unclamp and position the lens over the Bifocal:

6A: Release the lens clamp and use the frame table lever to move the table towards yourself until the Bifocal is centered over the lens stop, then re-clamp the lens.

6. Press the Memory button to capture the Add power:

7A: Make sure the lens is clamped and the frame is resting against the table before capturing the Add power, unclamped lenses will read inaccurately.

8. Remove the right lens:


8A: Lift the lens clamp and remove the R lens.

9. Repeat Steps 2 – 8 for the left lens:

9A: After the measurement of R lens, place the L lens on the lens stop with the left side nose pad/bridge in contact with the right nose pad that's attached to the frame table, then hold the lens in place with the lens clamp. At this time, the measurement box automatically switches from R lens to L lens based on the position of the fixed nose pad.

10. Compare Sphere & Cylinder power, Axis and Add readings to the Quality Standards:

10A: Compare the recorded values for Sphere power, Cylinder power and Add power & Far PD to the allowable tolerances on the RxO work ticket or Quality Standards.

10B: You can also print the saved values by pressing  icon.

Frame Type

- ☐ Plastic
☐ Metal
☐ Semi-Rimless

Lens Type

- ☐ Single Vision
☐ Lined Multifocal
☐ Progressive

Lens Material

- ☐ Polycarbonate
☐ CR-39
☐ High Index

Lens Style

- ☐ Polarized
☐ AR Coating

Performance Criteria		Meets Y/N	Observation Notes
1.	Accuracy		
	(Meets Standard = Performed all tasks accurately Per QMP Step list)		
2.	Knowledge of Step Sequence		
	(Meets Standard = Showed knowledge of steps and sequence. Limited references made to step list/job aid)		
3.	Speed		
	(Meets Standard = Completed tasks within the expected time frame to be able to achieve 1 Hour service)		

Feedback / Next Steps