



Becoming a Fellow  
of the  
**CLSA**



Guidelines and Applications

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Dear CLSA Fellow Candidate:

Let me welcome you as you begin the journey towards CLSA Fellow status. There is nothing more satisfying in any profession than being recognized by your peers as being one of the very best at what you do. CLSA Fellows have long been recognized as being among the most passionate, clinically sound contact lens professionals anywhere.

So how does one become a Fellow in the Contact lens Society of America?

- Experience...at least 2 years of experience as a fitter in a contact lens practice.
- If not an OD or MD, you need to pass the NCLE-AC (Advanced Certified) written exam
- Complete the Professional Development requirement
- Practical exam. This consists of three sections:
  - 1) Instrumentation
  - 2) Video and slides
  - 3) Clinical assessment

As you can see, this is indeed a process. We don't just want to test "what" you know...but can you apply it?

In the past couple of years, we have all faced challenges and changes. CLSA is no different. We need to know where you are in this process. You may be just in the application stage, or you may have completed all the steps other than the practical exam.

Please look over the attached "Becoming A CLSA Fellow" guidelines and then let us know where you are in this process. Ask how we can help. Please reach out with any questions, and we will do our best to answer them. We hope to offer a CLSA Fellow practical exam in 2023, but we do not have any definite dates yet.

No matter where you are in this process, let me congratulate you. Just one step at a time and soon I will be shaking your hand as the newest member of the CLSA Fellow family. Ready...set...go...

Sincerely,

Amy Fens, FCLSA

Chairman, Fellow Committee

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*The Contact Lens Society of America*  
**Fellow Status Candidate Checklist**

**Step #1 CLSA Membership and intent to start the Fellow Status process**

- Fellow candidates must be a member of the CLSA in good standing.  
 Yes, CLSA Membership is in good standing
- The Fellow Process Application letter along with a processing fee must be forwarded to the CLSA office.  
 Yes, the Fellow Process Application letter and \$25.00 fee has been sent to the CLSA office
- When you complete the first step of this process, a Fellow Member Mentor will be assigned to you. Your mentor is your resource and guide to help you successfully complete the process.  
 Yes, a Fellow Member Mentor has been assigned.

**My Mentor's Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone number** \_\_\_\_\_

**E-mail address** \_\_\_\_\_

**Step #2 Written Exam**

A Fellow candidate must be certified at the NCLE Advanced level or must achieve a passing score on the NCLE Advanced Level examination administered at the CLSA Annual Education Meeting.

- Yes, NCLE Advanced status has been achieved, or
- Yes, a passing score has been achieved on the NCLE  
Advanced Level exam taken at the CLSA Annual Education Meeting

### Step #3 Professional Development Aspects

A CLSA member who has completed the Steps #1 and #2 may apply to the Fellow Chair for candidacy for the Practical Fellow Exam. Steps #3 and #4 may be completed and sent in to the CLSA office at the same time

Candidates are required to complete one of the following Professional Development Aspects along with the letter of intent to sit for the Practical Fellow Exam. These achievements may have been completed as much as two years prior to submitting the letter of intent.

Yes, the letter of intent to sit for the Practical Fellow Exam and the application fee of \$100.00 has been forwarded to the CLSA office **60 days prior to the exam date.**

One of the following Professional Development pieces has been forwarded to the CLSA office **60 days prior to the exam date** to be approved and accepted by the Fellow Committee

*Completion of two case histories*

*Publication of an article in an approved journal*

*Lecture at a national or regional meeting*

**The CLSA office will forward the Professional Development pieces to the Fellow Chair. These must be accepted by the committee prior to the candidate sitting for the practical portion of the exam.**

Yes, the Professional Development pieces have been accepted by the Fellow committee

### Step #4 Practical Fellow Exam

The final phase of achieving Fellow status is to sit for the three-part practical exam given at the CLSA Annual Education Meeting. The practical exam consists of three separate sections.

- Inspection and Verification
- Clinical Assessment
- Slide Identification

Yes, CLSA Education Meeting I plan to sit for the Practical Fellow Exam: \_\_\_\_\_

### Step #5 Maintaining Fellow Status

**Yes, I understand to preserve my designation of “FCLSA” I must maintain my CLSA membership in good standing.**

Failing to maintain membership can result in a loss of the privilege of using the designation FCLSA.

*The Contact Lens Society of America*  
**Fellow Status Process Application Letter**

This application is for those individuals who intend to enroll in the Fellow Status process. Please complete the following application as soon as possible and forward it, along with the \$25 processing fee to:

Fellow Chair: CLSA PO Box 253 Highland Lakes, NJ 07422
--

Candidate's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

E-mail address \_\_\_\_\_

Have you achieved NCLE Advanced Level Status or achieved a passing grade on the NCLE Advanced written exam at a previous CLSA Annual Education Meeting?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Which of the required Professional Development Aspects do you plan submit?

\_\_\_\_\_ Two case histories

\_\_\_\_\_ Publication of an article

\_\_\_\_\_ Lecture

*Please see the list of submission requirements for each of the above categories. The office must receive this application no later than 60 days prior to the Fellow examination date.*

Is your CLSA membership in good standing? \_\_\_\_\_ Yes \_\_\_\_\_ No

*If no, please enclose the membership application and fee along with this application.*

CLSA Annual Education Meeting at which you plan to sit for the written exam

\_\_\_\_\_

*The office must receive this application no later than 60 days prior to the examination date.*

### **Maintaining Fellow Status**

To preserve status as a Fellow of the Contact Lens Society of America, membership in good standing must be maintained. Failing to maintain membership can result in a loss of the privilege of using the designation FCLSA.

**Yes, once I have passed the Practical Fellow Exam, I understand to preserve my designation of "FCLSA" I must maintain my CLSA membership**

*The Contact Lens Society of America*  
**NCLE Advanced Level Examination Application**

This application is for those individuals who wish to sit for the NCLE Advanced Level Examination for the sole purpose of qualifying for the CLSA's Fellow Exam. This application is not intended to be used by those individuals who wish to only achieve NCLE Advanced Level status.

Please complete the following application and forward it, along with the \$150 exam fee to:

Fellow Chair: CLSA PO Box 253 Highland Lakes, NJ 07422
--

Candidate's Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone number \_\_\_\_\_

E-mail address \_\_\_\_\_

Is your CLSA membership in good standing? \_\_\_\_\_ Yes \_\_\_\_\_ No

*If no, please enclose the membership application and fee along with this application.*

CLSA Annual Education Meeting at which you plan to sit for the written exam

\_\_\_\_\_

***The office must receive this application no later than 60 days prior to the examination date.***

*The Contact Lens Society of America*

## Letter of Intent to Sit for the Fellow Practical Exam

This application is for those individuals who intend to sit for the Practical Fellow Exam at the CLSA Annual Education Meeting. Please complete the following application, attach your completed Professional Development requirement, and forward it, along with the \$100.00 processing fee to:

Fellow Chair: CLSA  
PO Box 253  
Highland Lakes, NJ 07422

Candidate's Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone number \_\_\_\_\_

E-mail address \_\_\_\_\_

Have you achieved NCLE Advanced Level Status or achieved a passing grade on the NCLE Advanced written exam at a previous CLSA Annual Education Meeting?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Which of the required Professional Development Aspects have you submitted?

\_\_\_\_\_ Two case histories  
\_\_\_\_\_ Publication of an article  
\_\_\_\_\_ Lecture

*Please see the list of submission requirements for each of the above categories*

CLSA Education Meeting at which you plan to sit for the written exam\*

\_\_\_\_\_

*The office must receive this application no later than 60 days prior to the examination date.*

*\*A \$100 exam fee is due at the time of meeting registration.*

*The Contact Lens Society of America*

## **Fellow Exam Pre-requisite Specifications**

One of the following pre-requisites must be completed, reviewed, and accepted by the Fellow committee to qualify for Fellow exam eligibility. Each of the options is outlined in detail.

### **Two Case Histories**

Topics must include one advanced soft lens patient and one advanced RGP lens patient. Advanced topics are required and should include but are not limited to torics, bifocals, pediatrics, keratoconus, post-trauma, post-surgical, bandage lenses, or advanced problem solving.

The patient must have been followed for at least six months and thorough documentation is necessary.

Submission should include three copies of each of the cases, double-spaced, spell-checked, with name and address clearly visible on the cover page. If not initially approved, the cases will be sent back to the candidate for revisions and will then need to be resubmitted. A limit of two re-submissions per case will be imposed. Past that point, the candidate will need to begin with a completely new case. Cases that are not approved will be returned with comments provided on a separate grading sheet.

#### **All case histories must include the following information:**

- Patient initials, gender, birth date, history, occupation, relevant hobbies, and reasons for lens wear.
- Complete patient history including relevant medications, diseases, ocular conditions, ocular surgeries, allergies, contact lens wearing history, visual needs, symptoms (when applicable), dates of all visits.
- External exam, including but not limited to refraction, over-refraction, keratometry, other methods of corneal measurement (maps should be included when they are used), visual acuities, slit lamp exam results, etc.
- If the case includes a specific diagnosis, please include a brief summary on the condition—do not assume that the reader has that information.
- Diagnostic lens fitting, including all lenses utilized and the result when placed on the eye. Reasons for the lens choice should be discussed. Include any over-refraction information that is available.
- Final lens parameters—please be specific!
- Evaluation and documentation of lens performance on follow up visits. (Do not simply include chart notes. The purpose of the case reports is to determine the candidate's ability to disseminate information and pass it along to others). Visual acuity, keratometry, slit lamp exam (photos when available), symptoms, wearing time, solution use, any diagnostic lenses needed, modifications required, subsequent treatment and follow up plan, dates of all visits and other pertinent data should also be included. Please describe the *reasons* behind lens choices, do not simply list different lens parameters.
- Discussion of the patient's case along with validation for the choices that were made, the plan of action taken and the conclusions that can be drawn from the case.



Once the cases are submitted to the CLSA office, they will be forwarded to the Fellow chair who will select two other Fellow committee members to review the cases. There will be a grading sheet that will accompany the cases and they will be marked either pass or fail. If the submission does not meet the requirements, it will be sent back to the candidate to revise and resubmit or to begin again.

## Research Paper

To qualify for the Fellow Exam with a research paper, the candidate must meet the following requirements:

- The paper must be at least 2000 words, typewritten, double spaced, spell-checked, with the candidate's name and address clearly labeled on the cover sheet.
- Appropriate topics would include, but are not limited to:
  - Contact lens complications and their management
  - Medications and their effect on contact lens wear
  - Systemic disease and its effect on the ocular system
  - How presbyopia affects the eye
  - Specialty lens usage, design and/or fitting
  - Problem solving techniques
  - Preservatives and the ocular tissue
  - Other topics should be forwarded to the CLSA office to make certain they meet the requirement of "advanced level"
- References must be noted throughout
- The CLSA reserves the right to publish appropriate research papers in the EyeWitness.

## Article

The requirements for an article to be used as the pre-requisite are the following:

- The article must be published, not simply submitted for publication, to qualify
- It must be at least a one page in length when published in the journal to qualify (i.e. Letters to the Editor would not qualify)
- It must be a journal with a nationwide distribution which would include the following examples:

*EyeWitness*  
*Contact Lens Spectrum*  
*Review of Optometry*  
*Optometric Management*  
*Eye and Contact Lens*  
*RVCC (Review of Cornea and Contact Lenses)*  
*ICLC*  
*Prism*  
*Vision*

## Lecture

To use the lecture qualification, the following requirements must be met:

- The lecture must be accredited by NCLE, JCAHPO or by another recognized certification or licensing body.
- The lecture must take place at a regional or national forum. The size of the audience is not a qualification.
- The lecture must be at least one hour (50 minutes) in length. If the lecture is given with a partner, the candidate must lecture at least half of the time.
- A copy of the brochure must accompany the request for submission.

*The Contact Lens Society of America*  
**The Practical Fellow Exam**

After completing steps 1 through 3, candidates are eligible to sit for the three practical sections of the exam. This portion is given **only at the CLSA Annual Education Meeting** and must be successfully completed within two years. The fee for this step is \$100.00. The practical portion of the exam includes:

**Inspection and Verification Exam time is 30 minutes**

- You will be given rigid lenses to inspect and verify. You must demonstrate skill in using the lensometer, radiuscope, measuring magnifier, diameter gauge, and thickness gauge to determine front vertex power, back vertex power, base curve, overall diameter, optical zone size, peripheral curve width, blend, center thickness, and seg height (if applicable) of spherical, toric, bifocal, and multifocal lenses.
- A score of 80% is required to pass this portion of the practical.

**What to Study**

- Visits to an RGP laboratory will be helpful in preparing for this portion of the exam.

**Clinical Assessment Exam time is 1 hour**

- You will be presented with 3 different cases. Each case will be included information from the following categories:
  - Age and gender
  - Medical history and medications
  - Lens wearing history
  - Current pathology
  - K-reading and refractive data
  - Subjective complaints
  - Occupation, hobbies, and recreational activities
  - Corneal Topography
- You will select a packet containing 3 different patient cases. Each case has information on the patient from the above categories. Using the information given you in the case, you will tell us how you plan to fit and manage this patient. You will need to be able explain the logic of your decision by referring to the information in the case.
- You will be required to complete three clinical assessment patients and achieve a score of 80% to pass this portion of the practical.

**What to Study:**

- CLSA Contact Lens Manual Volume 2, Past copies of magazines such as: CLSA Eyewitness, CL Spectrum, ICLC and Review of Contact Lenses. If you don't routinely handle difficult fits that require specialty lenses, visit someone who does or attend a CLSA Hands-On Clinical Contact Lens Course.

**Slide Identification Exam time is 30 minutes**

- You will be shown 20 slides that deal with contact lens fitting situations, corneal topography, fluorescein patterns, and corneal or contact lens-induced pathology. As each slide is displayed, you will be asked to identify (in writing) the slide.
- A score of 80% is required to pass this portion of the practical.

**What to Study:**

- The CLSA CD-ROM Photo Atlas, contact lens journals, and books with color illustrations of corneal and contact lens pathology will be very helpful in preparing for this portion of the exam. As with the other segments, a score of 80% on this portion of the exam is required.

**Passing the exam:**

All three sections must have a passing score of 80% to pass the practical exam. A candidate who has met all the prerequisites and passed one or two of three segments of the practical will be required to retake only the portion(s) that he or she failed. This must be done within two years.