**Patient Instructions-Prescription Safety Glasses**

There are many job tasks which require the use of safety glasses. All University of Wisconsin faculty, staff, and students whose jobs require the use of safety glasses are encouraged to have their prescription safety glasses needs managed by the Environmental and Occupational Health unit of University Health Services (UHS).

The UHS-OM department can assist with getting the appropriate Safety Glasses if the department requires them for their work. This can be completed by the following process:

1. The UW employee must first get a valid, current prescription from their personal optometrist and bring it to their first appointment with the UHS Optician to place the order.

2. The employee’s supervisor will also need to confirm the employee’s need for safety glasses via the “Employee Application for Prescription Safety Glasses” form which is available at:


3. During the first appointment, an Optician will advise the employee on appropriate eyewear for their working environment, offer eyewear choices, and place the eyewear order for them.

4. Once the glasses have been produced (generally within 2 weeks) the employee will be contacted to make a follow-up appointment. At this second appointment the glasses will be fitted to the employee and any relevant safety instructions will be communicated.

   **Charges for the safety eyewear are the responsibility of the individual UW department sponsoring the employee**

The principal investigator, supervisor or safety coordinator can contact the UW Environmental and Occupational Health (UHS-EOH) group at 608-890-1992 for advice and/or assistance in procurement of other Personal Protective Equipment (PPE) and/or Safety Trainings. An UHS- EOH staff member can then assist the group in completing a PPE assessment and make recommendations as to which PPE would be most beneficial to control workplace hazards.