

Eye Glass Benefit form

Need (or want) to get your eyes tested? **Free!**

Need some glasses or contact lenses after that exam? **Not free!**

(But we'll give you up to \$300 (inc GST) to put towards what you need).

Are you eligible? You are if;

- you've been employed by OPNZ for a continuous period of more than 6 months AND
- you haven't claimed this benefit within the last 24 months (yes, we check).

Casual employee? Sorry, you aren't eligible for this staff benefit. [Check out the Policy for details.](#)

Specsavers

We have teamed up with Specsavers, who have [stores right throughout New Zealand](#). They've made it super easy for our staff to book an appointment online and have the invoice sent straight through to your manager, saving us all a bit of time!

If you'd like to book an appointment with Specsavers, head to our special portal with them here:

[Open Polytechnic Request | Specsavers NZ Corporate Eyecare](#)

OPSM

We've also got a streamlined account with OPSM. Fill in the details over the page, send to PeopleCultureandWellbeing@OpenPolytechnic.ac.nz, and we'll send you back an authorisation form to take to your appointment – meaning the invoicing will be taken care of in the background. Even better, if you're a Southern Cross member, your eye exam is free!

Rather go somewhere else?

That's fine too. You'll need to fill out the details below and send it to PeopleCultureandWellbeing@OpenPolytechnic.ac.nz. We'll email you back with a letter to take with you to your optometrist appointment outlining your entitlement, and they'll then send us an invoice (you'll need to pay for anything over and above the \$300 though).

If your chosen optometrist hasn't been set up as a supplier in our accounts system, we'll send you an additional form that they'll need to complete and send back to PeopleCultureandWellbeing@OpenPolytechnic.ac.nz before the invoice can be paid.

What does the invoice need to show?

- Addressed to the Open Polytechnic
- Your name on it somewhere so we know who the charge is for
- Cost of eye test (actual and reasonable)
- Cost of lenses and frames (or contacts) of up to \$300 (including GST).

So, what now?

If you're using Specsavers, use the link above. If you're going to a different optometrist, fill out the form over the page and send it to PeopleCultureandWellbeing@OpenPolytechnic.ac.nz.

Eye Glass Benefit

What Optometrist do you plan to go to? (e.g. Black, Gates, Meek & Dong)

Declaration

I,

- have been an employee here for at least 6 months.
- have not used this benefit while working at the Open Polytechnic in the last 24 months.
- am not a casual employee of the Polytechnic.

Signature

Date

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Please email or send the completed form to PeopleCultureandWellbeing@OpenPolytechnic.ac.nz.

