



# REQUIREMENTS FOR THE CLASSIFICATION OF VISUALLY IMPAIRED ATHLETES. FORM

**Before filling this Form carefully read the Appendix.**

Column A is for the check-up of the L.O.C. Column B for the Chief Classifier confirmation before starting a classification event. A plan of the classification panel rooms must be added, and the time table available for the classification. Only uploads in PDF format are accepted.

## I OPHTHALMOLOGIC EQUIPMENT

**A    B**

**1- LogMAR chart with illiterate Es for distance assessment of the visual acuity.**

- Usually carried by the VI Classifiers. Not required from the organizer (L.O.C.)
- Wall charts or projection visual acuity tests are not needed.

**2 - Berkeley Rudimentary Vision Test (BRVT).** Set of 3 card pairs printed both sides: single tumbling Es, gratings and basic vision.

- Usually carried by the VI Classifiers. Not required from the organizer (L.O.C.)

**3 - Static Slit lamp** for vertically adjustable table.

- Portable slit lamps are not suitable.

**4 - Fundus lens (90D or 78D or Superfield)** to use with slit lamp.

**5 - Set of trial lenses.** Full range of + and – spherical lens and + and – astigmatic/cylinder lenses (box of about 266pcs).

- Small sets ( ~ 100pcs) with a limited range of spherical and cylinder lenses are not suitable.

**6 - Trial frame** for the trial lenses. Adult size.

**7 - Direct ophthalmoscope, portable,** with good and adjustable light intensity. Battery charger (preferred) or enough spare batteries are required.

**8\*\* - Eye occluder,** plastic

**9\* - Lensometer** or focimeter for measuring the athlete's glass. Automatic is preferred.

- One for 2 to 3 classification panels is required. When used by more than one panel needs to be operated in an independent room.

**10\* - Static Autorefractor with printer.**

- One for 2 to 3 classification panels is required. When used by more than one panel needs to be operated in an independent room. The room can be shared with the lensometer.
- Portable autorefractors are not accepted.

**11\* - Visual Fields Perimeter,** one of the following is mandatory:

**Goldmann Perimeter.** Preferred.

**Humphrey Field Analyser** (automatic perimeter). See below for software needs

**Octopus** (automatic perimeter). See below for software needs

- Any other equipment for visual fields test is not accepted.
- For the automatic perimeters the **software (tests) must be for full range fields (at least 80°)**. Testing only the central fields is not valid for the Classification proposes.
- For **Judo** classification the mandatory software tests are: Humphrey - FF120 pattern test; Octopus - 07 pattern test

**Comments** (Ophthalmologic Equipment):

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## II EYE DROPS AND PHARMACY

- | <b>A</b>                 | <b>B</b>                 |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1 - <b>Tropicamide 0,5%</b> . Eye drops (pupil dilating). 1 Bottle or enough "individual minims".   |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 - <b>Proparacaine 0,5%</b> . Eye drops (topic anesthetic). 1 Bottle or enough "individual minims".  |
| <input type="checkbox"/> | <input type="checkbox"/> | 3 - Disposable small <b>eye cleaning pads</b> ( ≈ 5x5 cm). 1 pack 50un.each panel room<br>○ Also needed for the visual field room and for the autorefractor room. |
| <input type="checkbox"/> | <input type="checkbox"/> | 4 - <b>Hand cleansing liquid</b> , anti-bacterial. 1 bottle in each room and waiting area   |
| <input type="checkbox"/> | <input type="checkbox"/> | 5 - Disposable <b>hand towels</b> (paper). 1 needed for the panel rooms, the waiting area, the visual fields room, the autorefractor room.                        |

**Comments** (Eye drops and Pharmacy): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## III STATIONERY, FURNITURE AND OTHER EQUIPMENT

- | <b>A</b>                 | <b>B</b>                 |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1* - <b>Tape</b> . Decimal metric system with 5 mt. or more)<br>○ Only needed to fit the panel rooms, before starting the classifications.  |
| <input type="checkbox"/> | <input type="checkbox"/> | 2* - <b>Self-adhesive white paper tape</b> (painters tape).<br>○ Only needed to fit the panel rooms, before starting the classifications.   |
| <input type="checkbox"/> | <input type="checkbox"/> | 3* - <b>Black ink marker</b><br>○ Only needed to fit the panel rooms, before starting the classifications.  |
| <input type="checkbox"/> | <input type="checkbox"/> | 4* - <b>Self-adhesive, waterproof envelopes</b> , for A4 paper size (210 × 297mm or 8.3 × 11.7 in).<br>○ Enough to pack all the Classification Forms and other medical documents from classification.   |
| <input type="checkbox"/> | <input type="checkbox"/> | 5 - <b>Computer</b> (laptop / portable or desk), with <b>fast internet</b> access. <b>1</b> for each panel. <b>1</b> with <b>printer</b> for the attending area. Chief classifier should have internet access also in the <b>Hotel room</b> . |
| <input type="checkbox"/> | <input type="checkbox"/> | 6 – <b>Stapler</b> .  |
| <input type="checkbox"/> | <input type="checkbox"/> | 7- <b>White paper and black ink pens</b> .  |
| <input type="checkbox"/> | <input type="checkbox"/> | 8 - Vertically <b>adjustable tables</b> . <b>1</b> in each panel room for the slit lamp, <b>1</b> for the autorefractor, <b>1</b> for the visual field equipment.<br>○ Some equipment may have already its own adjustable table.              |
| <input type="checkbox"/> | <input type="checkbox"/> | 9 - Vertically <b>adjustable chairs or benches</b> . <b>2</b> in each panel room for slit lamp observation; <b>1</b> for the autorefractor; <b>2</b> for the visual field equipment.  |
| <input type="checkbox"/> | <input type="checkbox"/> | 10 - Chairs. <b>6</b> in each panel room. <b>Enough</b> for the waiting area.   |
| <input type="checkbox"/> | <input type="checkbox"/> | 11 - Small writing tables. <b>2</b> in each panel room (one can be a desk, if already in the room) . <b>2</b> in the waiting area.  |

**Comments** (Stationery, Furniture, Other): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### IV STAFF AND VOLUNTARY HELPERS

**A B All must speak English.**

1 –Two accredited International VI Classifiers are appointed by IBSA for each classification panel at the specific events, as well the VI Chief Classifier. At least 2 panels are mandatory for the major competitions.

2 - A **technician to operate the Visual Fields equipment is mandatory**. He must be familiar with the equipment and the software.

3\* - **One** person from the volunteer staff to operate the autorefractor and the lensometer is strongly recommended. (see appendix)

4 - Volunteers / helping people. **1** to supervise the waiting area, communications with the L.O.C. and to coordinate the athletes transports. **1** for assisting each 2 classification panels.  
o Volunteers should have a meeting with the Chief Classifier the day before the Classification.

**Comments** (Staff and Volunteers): \_

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#### V CLASSIFICATION PANEL ROOMS AND ASSESSMENT ROOMS. WAITING AREA

1 - A **plan of each panel room for the classification must be sent with this Form, with measurements in meters and the location of the doors and windows**. Must show also a walking area with > 6 meters X 2 meters, free from all obstacles. Photos can be added and are helpful, but it **does not exclude** attaching the plans. (see below and Appendix for requirements). Tick also the boxes below.

2 - **Panel rooms dimensions: One** independent room is mandatory for each classification panel. Rooms must have an **open walking straight line area of a minimum of 6 meters long and 2 meters large, free from furniture and other obstacles**. Panel rooms should be in a calm area, without noise and without other people interferences. They should be near to each other and close enough to the waiting area.

3 - **Light** - Classification panel rooms must have a **good and uniform ceiling electric light**, without shadow areas. Light switch control must be inside the room and **independent for each panel room**. When possible, a light intensity control (dimmer) is helpful. **Natural/sun light** from the windows must be totally **blocked**. A **small table lamp** with independent switcher is recommended for the writing tables.

4 - When applicable a small room is required, closer to the panel working rooms, for the autorefractor tests and to operate the lensometer. This is mandatory if the equipment is shared by more than one of the panel teams.

5 - The **room for the visual field** tests must be independent and away of noisy areas. Must have **light control** to a complete darkness. (see Appendix)

6 - The Waiting area **cannot disturb the panel rooms and other working areas**. Environment light at in the waiting area should be similar to the light in the classification panels rooms.

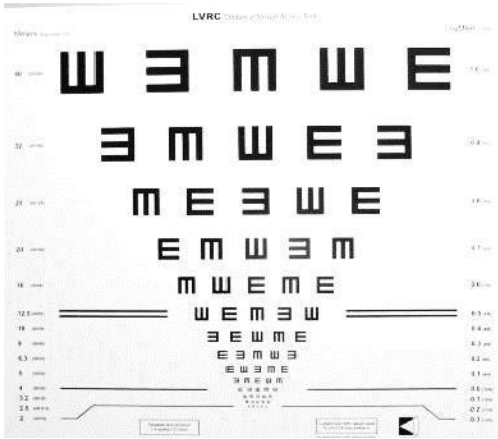
**Comments** (Rooms):

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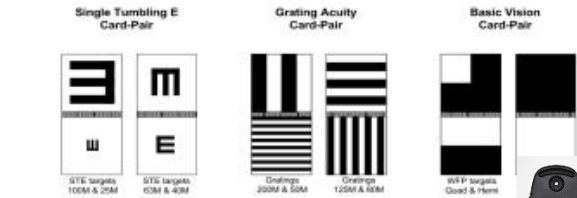
# EQUIPMENT



I.2 BRVT Chart

I.1 LogMAR chart

I.7 Ophthalmoscope



I.5 Trial lenses

I.4 Fundus lens frame

I.6 Trial frame



I.9 Lensometer



I.3 Slit lamp

I.8 Ocluders



I.11 Humphrey automatic perimeter

I.10 Autorefractor



I.11 Octopus automatic perimeter



I.11 Goldman perimeter



II.1, 2 Eye drops / "minims"



II.3 Eye pads



III.1 Meter tape, 5m



III.2 Self-adhesive tape (painter tape)



III.3 Black ink marker



III.6 Stapler

## Appendix: REQUIREMENTS FOR THE CLASSIFICATION OF VISUALLY IMPAIRED ATHLETES. FORM

Read carefully before filling the Form and sending it. (This Appendix- and pictures - pages 4 and 5, are not to be sent)

- All the equipment listed is mandatory and considered per one classification panel. Exceptions, when equipment can be shared by more than one panel are mentioned (and marked by \* after the reference number). Ophthalmologic equipment shared by two or more panels requires always an independent room, aside from the panel rooms. Optional equipment is specifically referred to and marked \*\*.

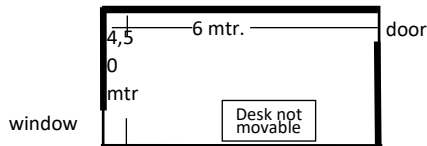
- **L.O.C. must** tick the boxes in **column A** to confirm the equipment available for the classification of VI athletes, and should send it to IBSA Assist (e-mail: [ibsaassist@gmail.com](mailto:ibsaassist@gmail.com)).

Do not forget to **add** and send **the plans** of the rooms available for the classification panels work, with measurements (length and width) in meters.

**The place and the times available for the Classification, as well the expected times for travelling, must also be sent**

(see below about the number of athletes per classification day)

Examples:



Place for Classification : Eye Clinic X / Hotel Y / Sport Center Z

Address:

Estimated time for traveling (from the hotel to the Classification place): X minutes

Time table available for Classifications:

Day 1 - From 09AM to 12AM and 14AM to 18 AM

Day 2 - From 15AM to 18.30AM

**IBSA can only approve the classification event after this first step was accomplished.**

- The day before starting the Classification the **Chief Classifier** appointed for the event will confirm, in **column B**, all the equipment listed and previously sent to IBSA by L.O.C.. At the same time the Chief Classifier will check the classification areas/rooms and in particular the light conditions at the panel rooms. **Classification cannot start** without this report from the Chief Classifier being sent to IBSA.
- Classifications will not be validated if the full requirements were not followed and/or are not according to the previous list and the plans sent by LOC for the preliminary approval.
- Arranging the Panel working Rooms must be done before starting the Classifications. It needs at least 2 persons and takes about 45 minutes for each room. If enough classifiers arrived and rooms are available it should be done the day before the first Classification day. If not, it shall take the first slot /panel in the schedule for the first classification day - references III-1 to 4 and IV-4.
- At the end of the Classification the **Chief Classifiers** must pack all the classification papers and seal it in shock resistant envelopes (data protection) – reference III-4.  
By e-mail to IBSA Assist the Chief Classifier with the cooperation of the other classifiers sends a final report of the Classification to IBSA with the list of the final classification results and other details, which must be sent within 24hrs after the full Classification is finished. Within 1 week after the competition ending the L.O.C. must send the Classification envelopes to IBSA, always courier (preferred).  
**Address: IBSA VI Classification / CLUB SPORTIV LAMONT / Strada Aurel Vlaicu 11/29 / 400069 Cluj Napoca / ROMANIA.**
- The maximum number of **athletes per panel /day is 12 (ideally 10)**, considering 8 hours of classification /day with 2 periods with no more than 4 working hours each and a lunch break of 2 hrs. (The average expected time for 1 athlete assessment - excluding visual fields- is 40 to 45 minutes. Travelling times must also be considered). In the morning and afternoon periods a short break of 10-15 minutes for drinks (coffee/tea/juice) and a short snack will be planned - see model of classification schedule.
- Chief Classifier can instruct a volunteer how to work with the automatic refractor and the lensometer. Automatic autorefractors are easy to operate (like a photo camera). The same for the automatic lensometers with printer. Without volunteers for that work, Classifiers can do it but the classification times are delayed and less athletes can be scheduled. – reference IV-3.
- Visual fields can be tested away from the classification panels area. In this case the travelling distances and times should be considered to not disturb the panels work and the athletes scheduled. – reference V-5.  
Note: The athletes with a need of visual fields must be assessed by the same classification panel again after the visual fields tested.
- Visual fields testing is mandatory in all the VI classification events. A technician familiar with the visual fields assessments and with the equipment is mandatory. Only the equipment referred (Goldman, Humphrey, or Octopus) are accepted. In **automatic perimeters** the **software** must be able to test fields with a **range at least 80° radius** - reference I -11
- For **JUDO** Classification the software for **Humphrey must be the FF120 pattern test**. The software for **Octopus** must be the **07 pattern test**. reference I -11