DNA Protocol for Children's Vision Service

Parent/gaurdian makes appointment for children's vision service for a referred child



DNA occurs- child fails to attend the scheduled appointment.



Community Optical Practice writes a letter to the child's address, reminding the parents/guardian of the recent appointment and advising that they contact the optical practice within the next 14 days to rearrange the appointment or advise if they have made alternative arrangements.



Parent/guardian contacts optical practice and re-schedules the appointment



DNA occurs- child fails to attend the re-scheduled appointment



Parent/guardian fails to contact the optical practice within 14 days of letter being sent



Optical practice reports DNA to PEG via Optomanager.

Print DNA report for GP and Optomanager. Report posted to GP & HWA locality

