

## Minutes of LOC meeting Wednesday 11<sup>th</sup> October 2023

Present: Alvaro Borges, Riz Choonara, Amy Clarke, Tom Gacek, Peter Greedy, Nigel Harris, Dave Jeavons, Carole Jenkin, Sid Maher, Andy Partridge Ian Shapcott, Adrian Street & Ankur Trivedi

### 1. Apologies

There were no apologies.

### 2. Declarations of conflicts of interest

There were no new declarations of conflicts of interest.

### 3. Minutes of last meeting

The minutes of the August Committee meeting were approved.

### 4. Matters Arising and Action Points

#### *Action Points from last meeting*

i.	Add budgets to Strategy Day agenda	Completed
ii	Contact Riz to discuss sub-committee role	Completed
iii	Investigate higher interest account	See Item 9.1
iv	PAYE accounts for Andy & Tom	Completed
v	CPD Day promotional video	Completed
vi	Share delegates list from Eventbrite	Completed
vii	MS365 Training/Development	See Item 7.1
viii	Optometry First discussions	Ongoing
ix	Pachymetry and Repeat Readings Scheme	Completed
x	Book Strategy Day venue	Completed
xi	WOPEC Assessors details to Andy P	Completed
xii	Pictures & biography for website	Completed
xiii	Update DO contact list	Completed
xiv	Hybrid meeting hardware	Completed

ii. Riz to join the Clinical Group.

ix. Ankur had not found any similar schemes in England.

xiv. Equipment was available at The Workplace.

### 5. Chair's Update

Amy had attended the most recent CPG meeting and reported that GIRFT have a list of services that could potentially be provided in Primary Care as Secondary Care had a long backlog for follow up appointments.

#### 6.1 PES Update

Following on from 5. Graham Mennie had contacted Ankur and discussions were ongoing, OHT Monitoring in the Community would be an easy win.

## 6.2 Higher Qualification Funding

Alvaro reported that the grant had halved compared to last year and most enquiries received had been to take IP which would cost around £6,000 including any placement. He also noted the ICS would continue to manage payments to practitioners.

Alvaro suggested starting the process from scratch using a revised EoI form:

[Expression of Interest \(EoI\) for higher qualifications funding \(office.com\)](#)

The Clinical Group could then consider the applications and meet with Laura Edwards.

Nigel suggested identifying the qualification requirements in The County and Peter pointed out this should be regional e.g., there was currently no IP cover in Gloucester.

Ankur wondered if it would be possible to split the funding for IP over two years, an initial payment for the theory part of the qualification with no guarantee of funding for the placement in the second year?

There was a possibility the ICS would like to restrict the funding to just IP, but it was agreed that it would be better not to limit the payments and Alvaro mentioned the GREG courses which were shorter with a lower cost that may be acceptable as accreditation for some services such as naevus monitoring.

Andy mentioned that current Optometry students will be IP Qualified when they finish their degrees in three to four years, though they will need a placement.

Andy also noted that Newmedica may be able to help with IP placements and reported that Specsavers offer 50/50 funding with practitioners for higher qualifications which could be an option for the LOC.

It was agreed that Alvaro would send the EoI document <sup>i</sup>, the Clinical group would consider the applications and develop some information for applicants to explain the process and costs to practitioners. <sup>ii</sup>

## 6.3 Newmedica/WOPEC Event

Andy reported he would hopefully be able to host events as a Lead Assessor but was still waiting for clarification of the process from WOPEC. He was planning to meet with Carl Hall to discuss a possible event to cover OSCEs for Glaucoma, MECS/CUES and/or Foreign Body removal as required. There would be an 8-to-12-week notice period and a cost of around £3000 to £4000 which it was agreed the LOC would pay. A provisional date of 21<sup>st</sup> January 2024 to cover Glaucoma and MECS initially was also agreed.

Alvaro noted that the MECS/CUES service was being reviewed nationally and it was felt a MECS qualification while not currently necessary would help future proof practitioners.

Andy would liaise with the Events Group and Sid would support with communications. <sup>iii</sup>

Alvaro asked about a 'refresher' type event e.g., for glaucoma, WOPEC would not need to be involved and it may be possible to run a Foreign Body workshop at the same time. The Clinical Group would discuss this further. <sup>iv</sup>

## 7.1 MS365 Update

Ian and Adrian had prepared a presentation for the Strategy Day later.

Ian also noted there was an issue with sending attachments County Wide from the GlosLOC Outlook account which he was working on, Ankur wondered whether using a link rather than attachments would work? Ian would investigate. <sup>v</sup>

## 8.1 CPD Day Report

Everyone agreed the CPD day had been a big success.

Peter felt that the number of delegates had been about right, the 100 originally planned for would have been too many. The feedback on the venue had been very positive, though there had been some minor dissatisfaction with the food, and all sponsors were keen to return and other suppliers had enquired about attending future events.

There had been a couple of issues with CPD points and Sid suggested a post-event e-mail address next time for attendees to contact if there were any problems rather than the group chat.

Overall, Nigel reported the event had pretty much broken even (See Appendix 1) and there had been some expenditure on promotional material that would not be required for future events as the posters and flags could be reused.

David asked for more DO orientated lectures and Peer Discussion had also been requested. Peter noted that there were rooms that could be used for breakouts if required. Adrian mentioned that The Hakim Group was planning a CPD event in Birmingham in 2024 that might impact attendance in the future.

Moving forward there was a plan for 4 events per year, the AGM, CPD Day, a virtual event in Q4 and the possible WOPEC session would cover Q1 2024.

Peter announced a virtual wellbeing CPD event had been organised for 2nd November that needed promoting <sup>vi</sup>

## 9.1 Treasurer's Report

Nigel reported that, as planned, the committee was spending more than was being received from the levy and the surplus was being reduced appropriately (see Appendix 2 for account balances). There was currently no need to increase the levy, but this would need to be considered in 2024 as the advice was to keep approximately six months expenditure in reserve as PCSE delays had been reported.

Further to the last meeting Nigel had opened a higher interest 30-day notice account with Lloyds, he had initially deposited £20,000. Nigel would keep this account under review.

From the Treasurer's call Locum Kit seemed to be working well, there had been some incorrect levy payments from domiciliary providers that had a small impact in Gloucestershire and LOCSU were requesting a change in the PCSE reporting as Nigel and the other Treasurers found it very difficult to reconcile the current reports.

## 10. Any Other Business

David noted that Opera payments were three months in arrears which was causing some issues, the number of CUES practitioners was a concern and requested that the CUES platform in Opera be streamlined.

Ankur responded that the sticking point was the ICB not paying the fees and he would raise this again with PES. <sup>vii</sup> Ankur also noted that standard inflation linked uplifts across all services was being discussed with commissioners.

David also noted that the LV kit had arrived and looked good.

Ian had received an e-mail from a locum Optometrists, Mark Harmer, asking if there were any contractors prepared to facilitate his CPD grant claim? No one was aware of any, Ian would reply to Mark. <sup>viii</sup>

## 11. Date of Next Meeting

Tuesday 21<sup>st</sup> November 7:00pm at The Workplace <sup>ix</sup>

There was also the possibility of a Christmas Social event.

### Actions

i.	Send EoI & consider applications	Alvaro/Clinical
ii	Develop communication for Higher Qualification applicants	Alvaro/Clinical
iii	Arrange and promote Newmedica/WOPEC event	Andy/Events/Sid
iv	Refresher/FB event	Clinical
v	County Wide e-mails with attachments options	Ian
vi	November Wellbeing CPD event promotion	Events/Sid
vii	Opera payment delays	Ankur
viii	Reply to Mark Karner	Ian
ix	Book The Workplace for the next meeting	Adrian

### Abbreviations

CPG	Clinical Programme Group
CUES	Covid Urgent Eyecare Scheme
EoI	Expression of Interest
GIRFT	Getting it Right First Time
GREG	Gloucestershire Retinal Education Group
ICB	Integrated Care Board
ICS	Integrated Care System
IP	Independent Prescribing Optometrist
MECS	Minor Eye Conditions Service
OSCE	Objective Structured Clinical Examination
WOPEC	Wales Optometry Postgraduate Education Centre

### People

Laura Edwards	Programme Manager for Eye Health & Diagnostics, NHS Gloucestershire ICB
Carl Hall	Operational Director, Newmedica Gloucester
Graham Mennie	CPG Chair

## CPD Day Financial Summary

### Costs

Venue - Kingsholm      £ 4,434.00

Eventbrite

Accessories

Flags / Banners      £ 306.26

Lanyards              £ 59.98

Meetings

23-Apr    £ 450.00

20-Apr    £ 450.00

21-Jun    £ 450.00

19-Jul    £ 450.00

09-Aug    £ 450.00

Committee on day      £ 2,000.00

**Total**                      £ 9,050.24

### Income

Sponsors

£  
Paid                      4,250.00

£  
Outstanding            2,495.00

£  
Eventbrite              2,080.42

£  
**Total**                      8,825.42

Last logged on 10 October 23 at 09:33 PM

County & City of Gloucester Optical Comm



Your accounts ▾

< Your Accounts

TREASURERS ACCOUNT 30-95-72 02256279 View IBAN and BIC  
COUNTY & CITY OF GLOS OPTICAL COMM

£ 29,860.45 Current balance

£29,860.45 Available funds ?

Payments and transfers >

Last logged on 10 October 23 at 09:33 PM

County & City of Gloucester Optical Comm



Your accounts ▾

< Your Accounts

32 DAY NOTICE ACCOUNT 19575249LS

£ 20,064.54 Balance

2.60 % Gross p.a. (variable) ?

Nominated Account 30-95-72 02256279 ?

Gross basic tax rate status

09/10/2023 Balance last updated

Add Funds >

Unfortunately, we cannot display the transaction details of your 32 day notice account. Please call **0345 305 5555** (8am-5pm, Monday to Friday) if you need further details.

Withdraw Funds >

More actions >