



Dear Colleague,

Community Glaucoma Service (CGS):

- **Establishment of the CGS;**
- **CGS National Roll-Out Plan;**
- **Cohort 3 for the NHS Education for Scotland Glaucoma Award Training (NESGAT) qualification;**
- **CGS Application Process.**

Summary

1. This letter advises on:
 - Establishment of the CGS via The Optometry Enhanced Services (Community Glaucoma Service) (Scotland) Directions 2022;
 - The roll-out plan for CGS across Scotland;
 - Cohort 3 for the NESGAT qualification;
 - The application process for the CGS.

Action

2. NHS Boards are asked to immediately copy and issue the Memorandum to this letter to all:
 - optometrists, ophthalmic medical practitioners and body corporates on their Ophthalmic Lists;
 - community optometry practices in their NHS Board area;
 - hospital eye service staff in their NHS Board.

Yours sincerely,

Tom Ferris

Deputy Director

6 December 2022

Addresses

For action

Chief Executives, NHS Boards

For information

Chief Executive,
NHS National Services
Scotland

NHS Board Optometric
Advisers

Enquiries to:

eyecare@gov.scot

Summary

1. This Memorandum advises on the following:

- Establishment of the Community Glaucoma Service (CGS) via the Optometry Enhanced Services (Community Glaucoma Service) (Scotland) Directions 2022;
- The roll-out plan for CGS across Scotland;
- Cohort 3 for the NHS National Education for Scotland Glaucoma Award Training (NESGAT) qualification;
- The application process for the CGS.

Establishment of the CGS

2. The Optometry Enhanced Services (Community Glaucoma Service) (Scotland) Directions 2022 (“the Directions”) come into force on 7 December 2022. The Directions, provided at [Appendix A](#) and on the [Eyes.Scot website](#), require that each Health Board exercises its power under the National Health Service (Scotland) Act 1978 to establish and operate a CGS. The Directions set out the detail as to how the CGS is to operate.
3. The purpose of the CGS is to provide a means by which patients who have lower risk glaucoma or ocular hypertension, and who have been under the care of the Hospital Eye Service (HES), may be discharged to receive care from CGS accredited providers in the community.
4. Accredited providers will utilise the skills of accredited clinicians, who are independent prescriber (IP) optometrists who have successfully completed the NESGAT qualification, and have been registered by the Health Board as an accredited clinician.
5. Accredited providers are optometrists included on Part 1 of the Health Board’s Ophthalmic List for General Ophthalmic Services (GOS) purposes, and who have been registered with the Health Board to provide the CGS from specified practice premises.
6. The CGS introduces patient registration for the first time within community optometry. Eligible patients will be registered with an accredited provider of choice in order to receive CGS services, and accredited providers will in turn receive registration fees. These fees will reimburse them for the provision of the following services:

- The completion of all administrative processes associated with patient registration;
 - The offering of an initial CGS appointment to the patient, further to review of their clinical history;
 - Recalling the patient for future CGS appointments;
 - Acting as the patient's point of contact in relation to any questions that they may have regarding the service.
7. The clinical care provided to patients will be supported by the national Ophthalmology Electronic Patient Record, which CGS accredited clinicians will have access to and use for the purposes of the CGS.

Roll-out Plan for CGS Across Scotland

8. The CGS will be implemented across Scotland on a Board by Board basis. In some instances, the roll-out will take place at Health & Social Care Partnership (HSCP) level.
9. In order to determine the roll-out plan, work has been undertaken to map those who already hold NESGAT certification to the Health Board within which they are listed to provide GOS, and then further mapping this to HSCP level. This exercise was necessary to ensure an adequate geographical spread across Scotland.
10. The mapping exercise has identified that the roll out of CGS will commence in NHS Greater Glasgow & Clyde (NHSGGC). At this time, the roll-out will apply **only** to the following HSCPs: Glasgow City, East Renfrewshire and East Dunbartonshire.
11. It is anticipated that the roll-out will progress in a number of other Health Board areas in late 2022/23 and early 2023/24. The details of the Health Boards to which this applies is currently subject to discussion with relevant primary and secondary care colleagues in those Health Boards, and will be confirmed in due course.
12. Roll-out of CGS across Scotland is planned to be complete in 2024/25.

Cohort 3 of NESGAT

13. In order to facilitate the full roll-out of CGS, the NESGAT course will once again be provided by NES. This is the third cohort of CGS-specific training, and is scheduled to commence in early 2023/24.
14. Work is ongoing to match those IP optometrists who have already indicated that they wish to become NESGAT certified to areas across Scotland where clinical resource for the CGS is required. Contact will be made with these optometrists in due course to ascertain whether they still wish to participate in training. In addition, it is likely that applicants will be specifically sought from a number of Health Board areas.

15. Health Boards retain the right to determine which applicants subsequently progress to undertake NESGAT training.
16. It is not anticipated that a fourth NESGAT cohort will be required to support the roll-out. There will however be provision made to ensure that the required level of clinical resource can be maintained on an ongoing basis.

Application Process for CGS

17. Application forms to provide CGS in Glasgow City, East Renfrewshire and East Dunbartonshire HSCPs will be sent to relevant NESGAT certified optometrists in the coming days. The applications forms will be accompanied by details of the timeframe within which these must be returned to NHSGGC.
18. Application forms to provide CGS in other Health Board areas will be issued at a future date in line with the roll-out plan.

Enquiries

19. Any query regarding CGS should be should be emailed to the Scottish Government at: eyecare@gov.scot.

Dentistry, Optometry and Audiology Division
Directorate of Primary Care
Scottish Government

APPENDIX A

NATIONAL HEALTH SERVICE (SCOTLAND) ACT 1978

THE OPTOMETRY ENHANCED SERVICES (COMMUNITY GLAUCOMA SERVICE) (SCOTLAND) DIRECTIONS 2022

The Scottish Ministers give the following Directions in exercise of the powers conferred by sections 2(5), 10(7) and 105(7) of the National Health Service (Scotland) Act 1978¹ and all other powers enabling them to do so.

Citation, commencement and application

1.—(1) These Directions may be cited as the Optometry Enhanced Services (Community Glaucoma Service) (Scotland) Directions 2022 and come into force on 7 December 2022.

(2) These Directions are given to all Health Boards in Scotland and to the Agency.

Interpretation

2.—(1) In these Directions, unless the context otherwise requires—

“the 1978 Act” means the National Health Service (Scotland) Act 1978;

“the 2006 Regulations” means the National Health Service (General Ophthalmic Services) (Scotland) Regulations 2006²;

“accredited clinician” means an optometrist independent prescriber who is accredited with a Health Board in accordance with paragraph 14 and schedule 3;

“accredited provider” means a service provider who is registered with a Health Board to provide a Community Glaucoma Service;

“the Agency” means the Common Services Agency³ constituted by section 10 of the 1978 Act;

“assisting accredited clinician” means an accredited clinician who is engaged by an accredited provider on a temporary or ad hoc basis;

“Clinician Terms of Service” means the terms of service specified in schedule 4;

“Community Glaucoma Service” is to be construed in accordance with paragraph 3;

¹ 1978 c.29. Section 2(5) was amended by section 66(1) and schedule 9, paragraph 19(1) of the National Health Service and Community Care Act 1990 (c.19). Section 105(7) was amended by schedule 6, paragraph 5(1) and schedule 7 of the Health Services Act 1980 (c.53), section 29(1) and schedule 9, Part 1, paragraph 24 of the Health and Social Services and Social Security Adjudications Act 1983 (c.41), and schedule 4 paragraph 60 of the Health Act 1999 (c.8).

² S.S.I. 2006/135.

³ The Common Services Agency is commonly known as NHS National Services Scotland (NSS).

“eligible person” means a person who—

- (a) resides ordinarily in Scotland,
- (b) has been under the care of a hospital eye service where their discharge to an accredited clinician has been authorised by the consultant ophthalmologist responsible for their care, and
- (c) has either lower risk glaucoma or ocular hypertension;

“NHS Education for Scotland” means the body of the same name constituted under the NHS Education for Scotland Order 2002⁴;

“NESGAT” means NHS Education for Scotland Glaucoma Award Training;

“practice list” is to be construed in accordance with paragraph 24;

“Provider Terms of Service” means the terms of service specified in schedule 2;

“registered patient” means an eligible person who is registered with an accredited provider; and

“service provider” means a contractor other than—

- (a) a mobile practice,
- (b) an ophthalmic medical practitioner, or
- (c) a body corporate.

(2) Unless otherwise defined in these Directions, words and phrases used in these Directions have meaning given to them in the 1978 Act and in the 2006 Regulations.

Basis of Community Glaucoma Service

3. Each Health Board must exercise its function under section 2A of the 1978 Act of promoting the improvement of the physical and mental health of the people of Scotland by (as part of its discharge of that function) establishing and operating for its area a Community Glaucoma Service, the underlying purpose of which is to facilitate the discharge of certain glaucoma patients and patients with ocular hypertension from the hospital eye service to accredited providers for the provision of care.

Community Glaucoma Service – arrangements with accredited providers

Entering in to arrangements

4. Before entering into Community Glaucoma Service arrangements with a service provider, a Health Board must satisfy itself that the service provider with whom it is proposing to enter into those arrangements is—

- (a) an accredited provider, and
- (b) an accredited clinician or has engaged the services of an accredited clinician.

5. Arrangements made by a Health Board in accordance with paragraph 4 must include the Provider Terms of Service with which service providers will be obliged to comply.

⁴ S.S.I. 2002/103.

Ending arrangements and breaches of terms of service

6. A Health Board must end the registration of an accredited provider and any Community Glaucoma Service arrangements made with them where a period of 3 months has passed since—

(a) the accredited provider has ceased to be an accredited clinician or has ceased to engage the services of an accredited clinician, or

(b) the accredited provider gave notice to the Health Board that the accredited provider no longer wants to be registered with the Health Board.

7. Where an accredited provider fails to comply with the Provider Terms of Service, the Health Board must investigate that failure and, where the Health Board considers it appropriate to do so, give the accredited provider an opportunity to make representations to the Health Board.

8. Where paragraph 7 applies, the Health Board must write to the accredited provider to confirm that it is investigating the failure and to confirm whether representations are to be sought.

9. Having carried out an investigation and taken into account any representations, the Health Board may take one or more of the following actions—

(a) decide to take no further action in respect of the failure,

(b) instruct the accredited provider to cease provision of a Community Glaucoma Service until such time as the failure has been rectified,

(c) advise the Agency to recover fees paid to the accredited provider (under paragraph 30 - fees) in respect of any period during which the accredited provider failed to comply with the Provider Terms of Service,

(d) instruct the accredited provider to carry out training,

(e) suspend arrangements with the accredited provider, and instruct them not to register new patients or carry out community glaucoma assessments,

(f) refer the accredited provider to the General Optical Council,

(g) end the registration of the accredited provider and arrangements made with them.

10. The Health Board must write to the accredited provider to confirm any action that they are taking in accordance with paragraph 9 including—

(a) where paragraph 9(b) applies, any time period within which a failure is to be rectified and any other consequences for the accredited provider (for example, in relation to the payment of fees to the accredited provider and in relation to the registration of new patients),

(b) where paragraph 9(e) applies, the period of suspension.

11. Where paragraph 9(f) or (g) applies, the Health Board is to also consider whether it should take steps in accordance with regulation 11 (suspension) of the 2006 Regulations.

12. The Health Board may take further action in accordance with paragraph 9 where an accredited provider fails to take action to rectify a failure.

13. Where, in accordance with paragraph 6 or 9, a Health Board ends the registration of an accredited provider and arrangements made with them, the Health Board must assess whether there is sufficient capacity for the provision of the Community Glaucoma Service within the Health Board's area. Where the Health Board decides that there is not sufficient capacity the Health Board must invite applications from service providers that are not registered.

Community Glaucoma Service – accredited clinicians

Registration as accredited clinician

14. A Health Board may register an optometrist independent prescriber as an accredited clinician in accordance with schedule 3, and in doing so must require the optometrist independent prescriber to adhere to the Clinician Terms of Service (schedule 4).

Ending registration and accreditation

15. A Health Board must end the registration and accreditation of an accredited clinician where the accredited clinician has given notice to the Health Board that the accredited clinician no longer wants to provide a Community Glaucoma Service and a period of 3 months has passed since giving that notice.

16. Where an accredited clinician fails to comply with the Clinician Terms of Service, the Health Board must investigate that failure and, where the Health Board considers it appropriate to do so, give the accredited clinician an opportunity to make representations to the Health Board.

17. Where paragraph 16 applies, the Health Board must write to the accredited clinician to confirm that it is investigating the failure and whether representations are to be sought.

18. Having carried out an investigation and taken into account any representations, the Health Board may take one or more of the following actions—

- (a) decide to take no further action in respect of the failure,
- (b) instruct the accredited clinician to cease provision of a Community Glaucoma Service until such time as the failure has been rectified,
- (c) where the accredited clinician is the only accredited clinician associated with an accredited provider, instruct the accredited provider not to carry out new patient registration or assessments,
- (c) advise the Agency to recover fees paid to the accredited provider (under paragraph 30 – fees) in respect of any period during which the accredited clinician failed to comply with the Clinician Terms of Service,
- (d) instruct the accredited clinician to carry out training,
- (e) refer the accredited clinician to the General Optical Council,
- (f) end the registration and accreditation of the accredited clinician.

19. The Health Board must write to the accredited clinician to confirm any action that they are taking in accordance with paragraph 18 including any applicable time period for actions that the accredited clinician is to take.

20. Where paragraph 18(e) or (f) applies, the Health Board is to also consider whether it should take steps in accordance with regulation 11 (suspension) of the 2006 Regulations.

21. The Health Board may take further action in accordance with paragraph 18 where an accredited clinician fails to take action to rectify a failure.

Community Glaucoma Service – registered patients

22. A Health Board is to ensure that the Ophthalmology Electronic Patient Record for each eligible person in the Board's area (who is not yet a registered patient) is updated prior to the Board providing an eligible person with information regarding accessing a Community Glaucoma Service.

23. The Agency is to provide, to the hospital eye service of each Health Board, details of accredited providers to whom eligible persons may be discharged.

24.—(1) The Agency is to administer a registration process for eligible persons.

(2) An eligible person may only be registered with one accredited provider at a time.

(3) The registration process is to permit anything that is required to be done by the eligible person to be done on their behalf by the eligible person's representative.

(4) The registration process is to include—

(a) registration of an eligible person with an accredited provider, with registration taking effect from the date on which the eligible person completes an application form,

(b) completion of a practice list of registered patients for each accredited provider which will detail, in relation to each registered patient—

(i) their name, address and community health index number,

(ii) the date on which the registered patient was registered,

(c) provision of the practice list, as detailed in sub-paragraph (b), to the accredited provider on a monthly basis.

25.—(1) The Agency's registration process is also to include provision for moving the registration of a registered patient from one accredited provider to another.

(2) Registration of a registered patient is to be moved, with practice lists updated accordingly, where—

(a) the registered patient has approached a different accredited provider to receive the Community Glaucoma Service and that accredited provider has submitted an application to the Agency in accordance with paragraph 12 of schedule 2, or

(b) the registration of the registered patient's existing accredited provider has ended in accordance with paragraph 6 or 9.

(3) Where paragraph (2)(b) applies the Agency must write to the registered patient to advise them that they have been moved to a different practice list.

26.—(1) The Agency is to administer a process to deregister patients.

(2) A registered patient may be deregistered where one or more of the following paragraphs applies—

(a) the patient dies,

(b) the patient no longer resides ordinarily in Scotland,

(c) the patient no longer falls within paragraph (c) of the definition of "eligible person" due to the patient's condition worsening,

(d) the patient no longer wishes to receive a Community Glaucoma Service,

(e) the accredited provider no longer wishes to provide a Community Glaucoma Service to the patient.

27.—(1) This paragraph applies in a paragraph 26(2)(e) case (accredited provider no longer wishes to provide Community Glaucoma Service).

(2) An accredited provider may only request the deregistration of a registered patient where—

(a) there has been an irrevocable breakdown in the relationship between the accredited provider and the registered patient (in which case the Agency, having received approval from the relevant Health Board, must administer the deregistration process within 7 calendar days of request) and, prior to making the request for deregistration, the accredited provider has complied with paragraph 28;

(b) the registered patient has failed to engage with the accredited provider within the meaning of sub-paragraph (3) (in which case the Agency must administer the deregistration process within 7 calendar days of request); or

(c) the registered patient has committed a violent act against the accredited provider or a member of staff of the accredited provider and that act has been reported to Police Scotland (in which case the Agency must administer the deregistration process immediately upon receiving a request).

(3) A registered patient has failed to engage (see sub-paragraph (2)(b)) where the accredited provider has evidence that—

(a) the patient has been invited, on 3 occasions each no less than one calendar month apart, to make an appointment for a community glaucoma assessment and the patient has failed to respond to any of those invitations, or

(b) the patient has failed to attend 3 appointments for a community glaucoma assessment.

(4) On deregistering a patient, in a paragraph 27(2)(a) or (b) case, the Agency must write to the patient to—

- (a) inform them that they have been deregistered,
- (b) explain the reasons for deregistration,
- (c) provide details of other accredited providers that the patient may seek to be registered with, and
- (d) confirm the date on which provision of a Community Glaucoma Service will cease or has ceased.

(5) On deregistering a patient, in a paragraph 27(2)(c) case, the Agency must write to the patient to—

- (a) inform them that they have been deregistered,
- (b) explain the reasons for deregistration, and
- (c) confirm the date on which provision of a Community Glaucoma Service will cease or has ceased.

(6) On deregistering a patient, in a paragraph 27(2)(c) case, the Agency must inform the relevant Health Board.

28.—(1) This paragraph applies in a paragraph 27(2)(a) case (irrevocable breakdown in relationship).

(2) Before making a request to the Agency, the accredited provider must write to the patient to confirm that they consider that the relationship is at risk of breaking down and the steps that they would want the patient to take in order to rectify the situation.

(3) Having written to the patient in accordance with paragraph 28(2), the accredited provider must give the patient a reasonable period of time to rectify the behaviour that led to the accredited provider writing to the patient.

29. The Agency must review the data held for registered patients on a regular basis in order to verify accuracy of that data.

Fees

30. The Agency is to pay fees to accredited providers in accordance with schedule 6 for—

- (a) registration of eligible persons; and
- (b) assessment of registered patients.

31. Paragraph 30(a) is subject to the accredited provider continuing to be registered with the Health Board.

32. Where the Agency considers that it has made a payment to an accredited provider in error or in circumstances where a payment was not due, the Agency must draw the payment to the attention of the accredited provider and the amount overpaid is recoverable as a debt by any lawful means. The Agency may deduct the amount overpaid from fees due to the accredited provider in respect of the provision of general ophthalmic services.

THOMAS FERRIS

St Andrews House
Edinburgh
6 December 2022

A member of the staff of the Scottish Ministers

SCHEDULE 1

ACCREDITED PROVIDERS - APPLICATIONS

Application to provide Community Glaucoma Service

1. A service provider (“the applicant”) who is located within a Health Board’s area may submit a written application to that Health Board to provide a Community Glaucoma Service which is to include—
 - (a) details of the optometrist independent prescribers who will provide a Community Glaucoma Service at the premises of the applicant, including information as to whether each optometrist independent prescriber has successfully completed NESGAT,
 - (b) information about physical access to the premises of the applicant, and physical space and equipment within the premises, at which the Community Glaucoma Service is to be provided,
 - (c) information about capacity to provide a Community Glaucoma Service and continuity of that provision, which is to include information about other NHS eyecare services provided from the premises,
 - (d) an undertaking to comply with the Provider Terms of Service in schedule 2, and
 - (e) any additional information that the applicant wishes the Health Board to consider as part of the application.
2. Where the service provider is not the owner of the practice associated with the premises at which a Community Glaucoma Service is to be provided, the application must be signed by the owner.
3. An application must be submitted along with the corresponding accredited clinician applications (see schedule 3), not being assisting accredited clinician applications, from optometrist independent prescribers.

Consideration of application to provide Community Glaucoma Service

4. On receipt of an application, a Health Board must—
 - (a) check the information that has been provided by the applicant in accordance with paragraph 1 of this schedule,
 - (b) review the findings of the most recent inspection under regulation 21A of the 2006 Regulations and ensure that there are no outstanding actions in respect of the premises of the application,
 - (c) check that the applicant is not suspended in accordance with the 2006 Regulations,
 - (d) check that any optometrist independent prescribers in relation to which the applicant has submitted an accredited clinician application (see paragraph 3 of this schedule) are not suspended in accordance with the 2006 Regulations,
 - (d) confirm that the premises and equipment requirements specific to the Community Glaucoma Service (see schedule 2, paragraphs 1 to 4) have been met, and
 - (e) consider the corresponding accredited clinician applications.

Acceptance of application to provide Community Glaucoma Service – pending provider

5. Where the optometrist independent prescribers mentioned in paragraph 1(a) of this schedule have not successfully completed NESGAT, a Health Board may accept an application subject to the condition of successful completion of NESGAT, in which case the applicant will have pending provider status. No Community Glaucoma Service is to be provided while an applicant has pending provider status.

6. A Health Board must withdraw pending provider status where the applicant, or any of the optometrist independent prescribers mentioned in paragraph 1(a) of this schedule, are suspended or removed from the Ophthalmic List in accordance with the 2006 Regulations.

Acceptance of application to provide Community Glaucoma Service – accredited provider

7. On accepting an application, where the optometrist independent prescribers mentioned in paragraph 1(a) of this schedule have successfully completed NESGAT, a Health Board is to register the service provider as an accredited provider.

SCHEDULE 2

ACCREDITED PROVIDERS – TERMS OF SERVICE

Premises & Equipment

1. Accredited providers must provide proper, sufficient and appropriate premises, equipment and procedures for the provision of a Community Glaucoma Service.
2. Equipment must include a gonioscope and a Goldmann applanation tonometer.
3. Accredited providers, on receipt of a written request from the relevant Health Board, must agree to the inspection of premises, equipment and procedures for the provision of a Community Glaucoma Service. A Health Board is to carry out Community Glaucoma Service inspections at intervals not exceeding three years. A Community Glaucoma Service inspection should be carried out at the same time as an inspection under regulation 21A of the 2006 Regulations.
4. An accredited provider may only issue or display the publicity material and patient information leaflet made available by the Scottish Ministers in respect of the Community Glaucoma Service.

Provision of Community Glaucoma Service

5. An accredited provider must ensure that only accredited clinicians provide a Community Glaucoma Service and that those services are only provided to registered patients.
6. Arrangements made by an accredited provider with an accredited clinician must include the Clinician Terms of Service with which the accredited clinician is to be obliged to comply.
7. An accredited provider may, from time to time, make arrangements with an assisting accredited clinician but only where this is necessary to do so⁵.
8. An accredited provider who gives notice under paragraph 6(b) of these Directions must continue to provide a Community Glaucoma Service until arrangements and registration have been brought to an end in accordance with that paragraph.

Registration of Patients

9. An accredited provider must not—
 - (a) approach (with a view to offering them a Community Glaucoma Service) registered patients who are registered with another accredited provider, or
 - (b) offer incentives to eligible persons to register for the Community Glaucoma Service.

⁵ This might be where, for example, an accredited clinician is unavailable due to illness.

10. Where an eligible person wishes to register for the Community Glaucoma Service, an accredited provider must undertake the registration process in accordance with this schedule.
11. An accredited provider may only refuse to register an eligible person where—
 - (a) the eligible person was previously registered with the accredited provider and that registration was brought to an end in the circumstances described in paragraph 27(2) (irrevocable breakdown, failure to engage or violent act) of these Directions, or
 - (b) the accredited provider has agreed with the Health Board that they will no longer accept applications for registration.
12. Applications for registration of eligible persons under the Community Glaucoma Service should be submitted by accredited providers to the Agency using electronic communication within 14 calendar days of the date on which the eligible person completes a registration form.
13. The Agency will register eligible persons with an accredited provider and registration takes effect from the date when the eligible person completes a registration form.
14. An accredited provider is to advise a registered patient's GP of that registration, and is also to advise the GP where the patient is no longer receiving a Community Glaucoma Service from the accredited provider (see paragraphs 26(2)(d) and (e) of these directions).
15. Where an accredited provider becomes aware of information regarding a registered patient which renders them no longer eligible to be registered for the provision of a Community Glaucoma Service, they must inform the Agency and, where paragraph 26(2)(c) of these directions applies, the accredited provider must refer the registered patient to a hospital eye service for treatment.

Assessments

16. Within 2 weeks of the Agency confirming registration, a registered patient must be advised as to when they will receive their first assessment (see schedule 5) under the Community Glaucoma Service.

Investigations

17. An accredited provider must co-operate with any investigation raised by the Agency, or the relevant Health Board. This includes investigations in relation to patient care and payment verification.

Audit

18. An accredited provider is required to support an audit process, which is to be secured by the Agency, as part of the provision of the Community Glaucoma Service.

Complaints

19. An accredited provider must have arrangements in place which operate in accordance with section 15 (arrangements for handling and responding to patient feedback etc.) of the Patient Rights (Scotland) Act 2011⁶.

Duty to notify the Health Board

20. An accredited provider must notify the Health Board of circumstances, for example an extended period of leave, which may impact provision of a Community Glaucoma Service.
21. Notification under paragraph 20 of this schedule should be given in advance of an event that may impact provision or, where it is not possible to do so in advance, within 7 days of an event occurring that impacts provision.

Suspension under 2006 Regulations

22. An accredited provider must not be suspended in accordance with the 2006 Regulations.

Communication with health bodies

23. An accredited provider is to monitor and use any NHS email address for the purpose of electronic communication to and from a Health Board, the Agency or NHS Education for Scotland in relation to the Community Glaucoma Service.

⁶ 2011 asp 5.

SCHEDULE 3

ACCREDITED CLINICIANS - APPLICATIONS

Application to be registered as an accredited clinician

1. An optometrist independent prescriber (“the applicant”) who wishes to be registered as an accredited clinician must submit a written application to a Health Board which is to include—
 - (a) confirmation that the applicant is included within the Health Board’s Ophthalmic List,
 - (b) details of relevant qualifications and registration,
 - (c) information as to whether the applicant has successfully completed NESGAT,
 - (d) confirmation that the applicant holds indemnity insurance that covers provision of a Community Glaucoma Service,
 - (e) an undertaking to comply with the Clinician Terms of Service in schedule 4, and
 - (f) any additional information that the applicant wishes the Health Board to consider as part of the application.

Consideration of application to provide Community Glaucoma Service

2. On receipt of an application, a Health Board must check—
 - (a) the information that has been provided by the applicant in accordance with paragraph 1 of this schedule, and
 - (b) that the applicant is not suspended in accordance with the 2006 Regulations.

Acceptance of application to be registered – pending clinician

3. Where an applicant has not successfully completed NESGAT, a Health Board may accept an application subject to successful completion of NESGAT, in which case the applicant will have pending clinician status. No Community Glaucoma Service is to be provided while an applicant has pending clinician status.
4. A Health Board must withdraw pending clinician status where the applicant is suspended or removed from the Ophthalmic List in accordance with the 2006 Regulations.

Acceptance of application to be registered – accredited clinician

5. On accepting an application, where the applicant has successfully completed NESGAT, a Health Board is to register the applicant as an accredited clinician.

Assisting accredited clinicians

6. An applicant may request to be registered as an assisting accredited clinician. No applicant may be registered with any one Health Board as an assisting accredited clinician and an accredited clinician at the same time.

SCHEDULE 4

ACCREDITED CLINICIANS – TERMS OF SERVICE

Provision of Community Glaucoma Service

1. Provision of a Community Glaucoma Service must be in line with NICE guideline NG81⁷.
2. An accredited clinician must act in the best interests of a registered patient at all times.

Community Glaucoma Assessment

3. The community glaucoma assessment provided to a registered patient by an accredited clinician must consist of all relevant tests and procedures, as set out in schedule 5, appropriate to the needs of that patient, unless—
 - a) the patient's physical or mental condition would mean that carrying out the test or procedure was inappropriate, or
 - b) the patient has refused to undertake the test or procedure in question.
4. Where a community glaucoma assessment indicates that a registered patient is suffering from a clinical condition that requires further investigation, the accredited clinician must, with the consent of the registered patient, refer them onwards as appropriate.

Records

5. An accredited clinician who provides a Community Glaucoma Service must keep proper, complete, accurate and up-to-date records in respect of each registered patient to whom a Community Glaucoma Service is provided. This must only be done by the accredited clinician using the Ophthalmology Electronic Patient Record.

Claims

6. Claims for community glaucoma assessments carried out by accredited clinicians must be submitted to the Agency by electronic communication within 3 months of the date of assessment.

⁷ Guideline was published on 1 November 2017 and is accessible here: [Recommendations | Glaucoma: diagnosis and management | Guidance | NICE](#)

Mandatory Community Glaucoma Assessment Activity Level

7. In order to maintain accreditation for the provision of a Community Glaucoma Services, accredited clinicians should undertake a minimum of 25⁸ community glaucoma assessments each calendar year.

Mandatory Training

8. Accredited clinicians must undertake all mandatory training processes applicable to a Community Glaucoma Service, as specified by NHS Education for Scotland each calendar year.

Investigations

9. An accredited clinician must co-operate with any investigation raised by the Agency or the relevant Health Board. This includes investigations in relation to patient care and payment verification.

Audit

10. Accredited clinicians must undertake audit, which is to be secured by the Agency as part of the provision of the Community Glaucoma Service.

Suspension under 2006 Regulations

11. An accredited clinician must not be suspended in accordance with the 2006 Regulations.

Communication with health bodies

12. An accredited clinician is to monitor and use any NHS email address for the purpose of electronic communication to and from the Health Board, the Agency or NHS Education for Scotland in relation to the Community Glaucoma Service.

⁸ Where an optometrist independent prescriber becomes accredited during a calendar year this figure will be applied pro rata.

SCHEDULE 5

COMMUNITY GLAUCOMA ASSESSMENT

Primary Community Glaucoma Assessment

1. A primary community glaucoma assessment ("PCGA") is to be carried out for each registered patient at least every 18 months, but no more frequently than every 12 months.
2. A PCGA is to include—
 - (a) a discussion with the registered patient and provision of information, and
 - (b) the carrying out of such tests and examinations, as detailed in paragraph 3 below, as are clinically appropriate.
3. In addition to any other test or examination that an accredited clinician considers appropriate for assessment of the registered patient, the accredited clinician is to consider offering the registered patient the following tests and examinations—
 - (a) Goldmann applanation tonometry,
 - (b) anterior segment examination,
 - (c) visual field testing, and
 - (d) assessment of the optic nerve head.

Supplementary Community Glaucoma Assessment

4. A supplementary community glaucoma assessment ("SCGA") may be carried out where—
 - (a) during a PCGA, an accredited clinician has noted change in the registered patient's glaucoma or ocular hypertension and the accredited clinician wishes to review them in order to confirm the treatment path to be followed, or
 - (b) a registered patient has presented to an accredited clinician with concerns which the accredited clinician reasonably considers to be related to their glaucoma or ocular hypertension.
5. A SCGA is to include a discussion with the registered patient and such tests and examinations as the accredited clinician considers clinically appropriate.

General Ophthalmic Services

6. Where a registered patient presents with an ocular condition, presentation or concern that is not related to their glaucoma or ocular hypertension, the accredited clinician is to either undertake an eye examination in accordance with the 2006 Regulations or refer the registered patient to another contractor.

Communication

7. Where a PCGA or SCGA results in a change to a registered patient's prescribed treatment for glaucoma or ocular hypertension the accredited clinician must notify the registered patient's GP practice.

SCHEDULE 6

FEES

Patient Registration

1. (a) Fee payable for patient registration— £41.88 per patient per annum.
- (b) The fee set out in paragraph (a) will be divided into 12 monthly payments, with the number of registered patients counted at the last day of each calendar month (and payments being made only for patients registered as at that day).
- (c) A registered patient will be included in the count set out in paragraph (b) from the month of registration, but will thereafter be excluded from the count where the patient does not receive a Primary Community Glaucoma Assessment—
- (i) within the 21 month period following registration, or
- (ii) within the 21 month period following their last Primary Community Glaucoma Assessment.

Primary community glaucoma assessment

2. Fee payable for each primary community glaucoma assessment carried out in accordance with schedule 5 by an accredited clinician— £83.60

Supplementary community glaucoma assessment

3. Fee payable for each supplementary community glaucoma assessment carried out in accordance with schedule 5 by an accredited clinician— £40.90

Fees in respect of suspension etc

4. Where an accredited provider is suspended in accordance with paragraph 9(e) of these directions—
- (a) the fee in paragraph 1 of this schedule (patient registration) will be paid up to the last day of the calendar month when the accredited provider was first suspended, and
- (b) fees in paragraphs 2 and 3 of this schedule (community glaucoma assessments) will be paid in relation to any community glaucoma assessment carried out prior to the date of suspension.
5. Where an accredited clinician has been instructed to cease provision of a Community Glaucoma Service in accordance with paragraph 18(b) of these directions—
- (a) the fee in paragraph 1 of this schedule (patient registration) will be paid up to the last day of the calendar month that is two months in the future from when the accredited clinician was first instructed to cease provision, and

PCA(O)2022(06)

(b) fees in paragraphs 2 and 3 of this schedule (community glaucoma assessments) will be paid in relation to any community glaucoma assessment carried out prior to the date on which the accredited clinician was instructed to cease provision.