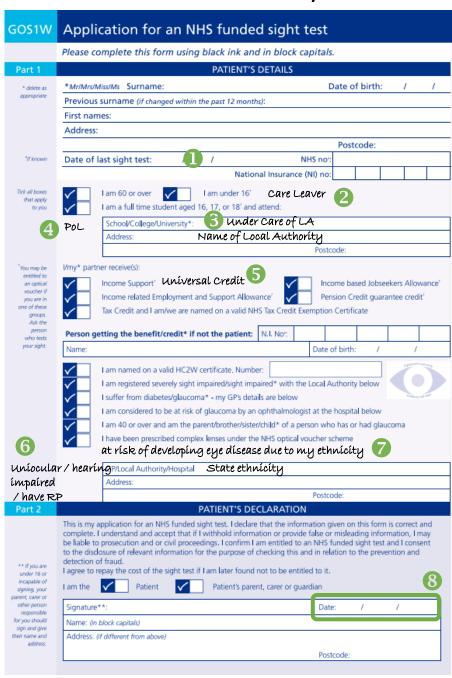
## GOS1W: To be used when a WGOS 1 Eye Examination takes place at an NWSSP listed practice



- If patient is unable to recall exact date, please indicate a timescale of when the last eye examination (NHS / Private) took place. If this is the first Sight Test, you should enter "first"
- 2 If the patient is under 18 and a Care Leaver, then the form should be annotated with the words "Care Leaver"
- If the patient is in the care of a Local Authority, please annotate the form with "Under care of LA" and write the name of the Local Authority here
- If the patient is a Prisoner on Leave, please annotate the form with "PoL"
- If the patient is receiving Universal Credit and meet the criteria (Help with health costs for people getting Universal Credit NHS (www.nhs.uk)), please annotate the form to indicate this
- If the patient is eligible as they would find losing their sight particularly difficult due to a pre-existing condition i.e. they are uniocular, they have a hearing impairment or have been diagnosed with Retinitis Pigmentosa, please note the pre-existing condition on the form
- If the patient is eligible solely due to their ethnicity, please:
  - annotate the form with "at risk of developing eye disease due to my ethnicity" and
  - 2. document the patient's ethnicity on the form in the GP/Local Authority/ Hospital box
- The date at which the eye examination commenced needs to be visible here



GOS1W	
Part 3	PRACTITIONER'S DECLARATION
	I tested the sight of the person named on this form on Date: / /
2-	The patient was referred to their GP or Ophthalmic hospital A statement was issued showing no prescription was required An unchanged prescription was issued A new or changed prescription was issued A woucher was issued:
	First voucher type  Supplements  Complex  Prism  Tint  Second voucher type  Supplements  Complex  Prism  Tint
	To be completed by the Practitioner who has conducted the sight test
If the sight test has been	Practitioner's signature:
conducted by the contractor only one	Practitioner's name: (in block capitals)
If the sight test has been conducted by the contractor only one signature is required at the bottom	Date: / /
bottom of this form	Ophthalmic / Supplementary list number:
	In the case of a re-test at less than the standard interval, please specify the appropriate code.  Practice address where sight test took place: (in capitals/stamp)  Address (if different) where payment should be sent: (in capitals/stamp)
DECLARATION	I claim the payment shown above under the NHS General Ophthalmic Services Regulations. I confirm that the information given on this form is correct and complete and that this is the original form as signed by the patient. I understand and accept that if I withhold information or provide false or misleading information, disciplinary action may be taken against me and I may be liable to prosecution and or civil proceedings. I consent to the disclosure or relevant information for the purpose of verification or this claim and in relation to the prevention and detection of fraud.
	To be completed by the contractor or authorised signatory
	Signature: Contractor's name and address: (in capitals/stamp)
	Name: (in block capitals)  Date: / /
	Ophthalmic list number:
	Ophthaline for number.
	P Crown Copyright 2013 Produced by Welsh Assembly Government  1MX2.20-2.773 February 2013  759/ wedf i oilgychu

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Product Code: GOS1W

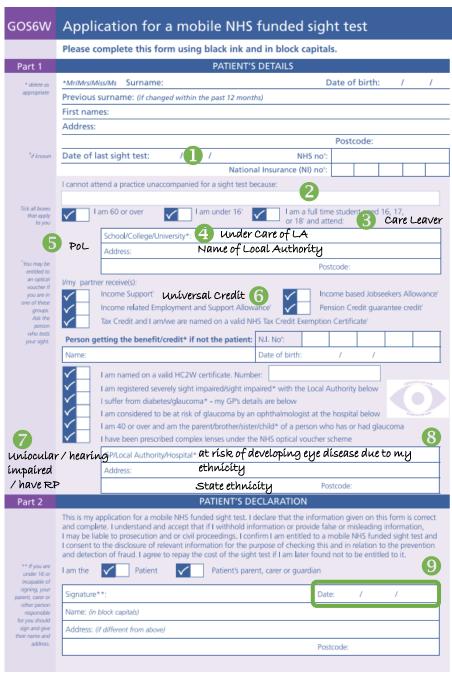
- This date should correspond to the date at which the eye examination was completed
  - NOTE: This may differ to the date in part 2 of the form e.g. when a patient has to return as the test had to stop due to a fire alarm or patient became unwell during the eye examination.
- The Optom / OMP should tick all boxes that are relevant to the outcome of the eye examination
- 3 The voucher type(s) need to be complete by the Optom / OMP at the end of the eye examination and at time of issuing the voucher
- Please note change to early recall codes (see below)
- This section must only be completed by the Contractor or an individual who is known by NWSSP to be authorised to do so. <u>Authorised Signatory Form July 2020.docx (live.com)</u>

#### WGOS 1 Eye Examination Health Examination Early Test Codes

Early Test Codes	Reason
1	Patient was identified at the last WGOS 1 Eye Examination / Private Sight Test as being at risk of changes to optical prescription
2	Patient has an ocular pathology likely to worsen, e.g., cataracts and vision is borderline for driving; binocular vision anomalies, etc.
3	Patient that has presented with visual symptoms who following triage by the practice is not eligible for a WGOS 2: Band 1 but requires further examination
4	Patient has been identified in WGOS protocols as needing to be seen more frequently because of ocular / health / behavioural risk factors
5	Patient has been referred by a medical practitioner for a WGOS 1 eye examination
6	A second WGOS 1 Eye Examination is necessary as the patient is unable to tolerate their new spectacles
7	Other circumstances requiring clinical investigation which are not outlined above

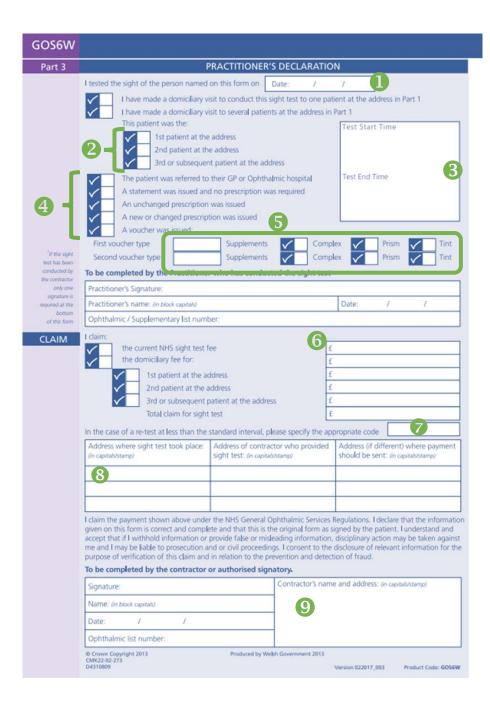
**NOTE** Whilst there is complete freedom to exercise clinical judgement in individual cases, it is not appropriate to apply a blanket recall interval to all patients within a category e.g. all patients over the age of 70 or patients with diabetes are automatically placed on 12 months recalls. Over-frequent WGOS 1 Eye Examinations could cause the Health Board to question whether a Performer / Contractor should remain on the Wales Ophthalmic List.

## GOS6W: To be used when a WGOS 1 Eye Examination takes place outside of a NWSSP listed practice



- If patient is unable to recall exact date, please indicate a timescale of when the last eye examination (NHS / Private) took place. If this is the first Sight Test, you should enter "first"
- The reason for requiring the mobile service (i.e specific illness / disability) must be recorded on the GOS6W form and the clinical records. Terms like 'housebound', 'immobile', 'wheelchair-bound' or 'resident of a home' are insufficient
- If the patient is under 18 and a Care Leaver, then the form should be annotated with the words "Care Leaver"
- If the patient is in the care of a Local Authority, please annotate the form with "Under care of LA" and write the name of the Local Authority here
- If the patient is a Prisoner on Leave, please annotate the form with "PoL"
- If the patient is receiving Universal Credit and meet the criteria (Help with health costs for people getting Universal Credit NHS (www.nhs.uk)), please annotate the form to indicate this
- If the patient is eligible as they would find losing their sight particularly difficult due to a pre-existing condition i.e. they are uniocular, they have a hearing impairment or have been diagnosed with Retinitis Pigmentosa, please note the pre-existing condition on the form
- If the patient is eligible solely due to their ethnicity, please:
  - 1. annotate the form with "at risk of developing eye disease due to my ethnicity" and
  - 2. document the patient's ethnicity on the form in the GP/Local Authority/ Hospital box
- The date at which the eye examination commenced needs to be visible here





This date should correspond to the date at which the eye examination was completed

NOTE: This may differ to the date in part 2 of the form e.g. when a patient has to return as the test had to stop due to a fire alarm or patient became unwell during the eye examination.

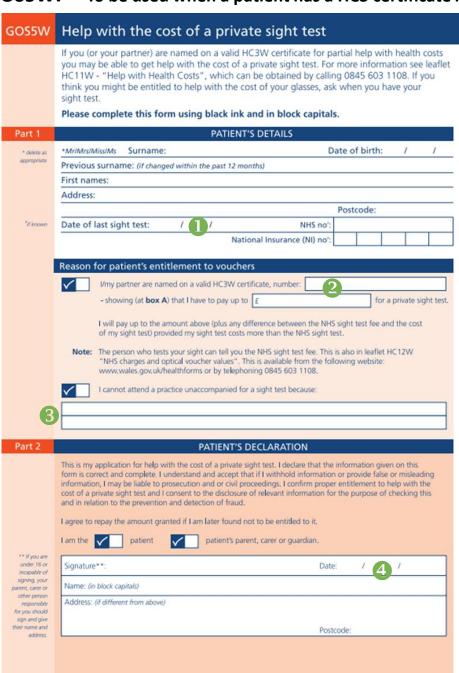
- 28 To be paid the correct fee, please complete this section
  - The Optom / OMP should tick all boxes that are relevant to the outcome of the eye examination
  - The voucher type(s) need to be complete by the Optom / OMP at the end of the eye examination and at time of issuing the voucher
  - In order to be paid the correct fee, please ensure that this section is accurately completed
  - Please note change to early recall codes (see below)
  - This section must only be completed by the Contractor or an individual who is known by NWSSP to be authorised to do so. Authorised Signatory Form July 2020.docx (live.com)

WGOS 1 Eye Examination Health Examination Early Test Codes

Early Test Codes	Reason
1	Patient was identified at the last WGOS 1 Eye Examination / Private Sight Test as being at risk of changes to optical prescription
2	Patient has an ocular pathology likely to worsen, e.g., cataracts and vision is borderline for driving; binocular vision anomalies, etc.
3	Patient that has presented with visual symptoms who following triage by the practice is not eligible for a WGOS 2: Band 1 but requires further examination
4	Patient has been identified in WGOS protocols as needing to be seen more frequently because of ocular / health / behavioural risk factors
5	Patient has been referred by a medical practitioner for a WGOS 1 eye examination
6	A second WGOS 1 Eye Examination is necessary as the patient is unable to tolerate their new spectacles
7	Other circumstances requiring clinical investigation which are not outlined above

**NOTE** Whilst there is complete freedom to exercise clinical judgement in individual cases, it is not appropriate to apply a blanket recall interval to all patients within a category e.g. all patients over the age of 70 or patients with diabetes are automatically placed on 12 months recalls. Over-frequent WGOS 1 Eye Examinations could cause the Health Board to question whether a Performer / Contractor should remain on the Wales Ophthalmic List.

### GOS5W: To be used when a patient has a HC3 certificate irrespective of where the sight test took place



- If patient is unable to recall exact date, please indicate a timescale of when the last eye examination (NHS / Private) took place. If this is the first Sight Test, you should enter "first"
- Enter the details directly from the HC3 certificate
- If the eye examination takes place outside of a NWSSP approved practice, the reason for requiring the mobile service (i.e specific illness / disability) must be recorded on the GOS5W form and the clinical records. Terms like 'housebound', 'immobile', 'wheelchair-bound' or 'resident of a home' are insufficient
- The date at which the eye examination commenced needs to be visible here

GOS5W	
Part 3	PRACTITIONER'S DECLARATION
<b>2</b> {	I tested the sight of the person named on this form on Date: / /  The patient was referred to their GP or Ophthalmic hospital  A statement was issued showing no prescription was required  An unchanged prescription was issued  A new or changed prescription was issued  A voucher was issued:  First voucher type  Supplements  Complex  Prism  Tint
4	Second voucher type  This patient was the:  Supplements  Supplements  Complex  Prism  Tint  Tint  This patient was the:  Supplements  Complex  Prism  Tint  Tint  To be completed by the Practitioner who has conducted the sight test
if the sight test has been conducted by the contractor only one signature is required at the	Practitioner's signature:  Practitioner's name: (in block capitals)  Date: / /
bottom of this form	Ophthalmic / Supplementary list number:
CLAIM	I claim for a sight test:  Lower of private charge or NHS sight test fee  Lower of private charge or NHS domiciliary visit fee (where appropriate)  Maximum claimable in respect of sight test (sum of 1+2)  Patient's contribution as shown by box A of HC3W  Total claim in respect of sight test (3 minus 4)
	Address where sight test took place: Address of contractor who provided sight test: (in capitals/stamp) Address (if different) where payment should be sent: (in capitals/stamp)
6	
	I claim the payment shown above under the NHS General Ophthalmic Services Regulations. I declare that the information given on this form is correct and complete and that this is the original form as signed by the patient. I understand and accept that if I withhold information or provide false or misleading information, disciplinary action may be taken against me and I may be liable to prosecution and or civil proceedings. I consent to the disclosure or relevant information for the purpose of verification or this claim and in relation to the prevention and detection of fraud.  To be completed by the contractor or authorised signatory.
	Signature: Contractor's name and address: (in capitals/stamp)
	Name:  ### Date: / /
	Ophthalmic list number:
	O Crown Copyright 2008         Produced by Welsh Assembly Government           CMX22-02-273         October 2008           D4310809         Version 102015_002         Product Code: GOSSW

- 1 The date at which the sight test was completed should be visible here. This may differ to the date in part 2 of the form e.g. when the test could not be completed as the patient became unwell during the eye exam
- The Optom / OMP should tick all boxes that are relevant to the outcome of the eye examination
- The voucher type(s) need to be complete by the Optom / OMP at the end of the eye examination and at time of issuing the voucher
- If the eye examination took place outside of a NWSSP approved practice, in order to be paid the correct fee, please complete this section
- To be paid the correct fee, please ensure that this section is accurately completed
- This section must only be completed by the Contractor or an individual who is known by NWSSP to be authorised to do so. <a href="Authorised Signatory Form July 2020.docx">Authorised Signatory Form July 2020.docx (live.com)</a>



Whilst there is no place to record an early recall code on the HC5W form, the Optom / OMP must ensure that an eye examination is clinically necessary

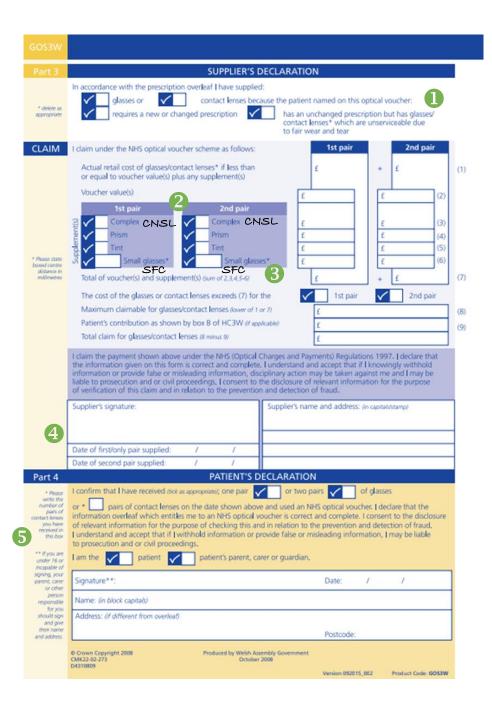
# GOS3W: To be used issued when the patient is eligible for an NHS funded optical appliance

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- If a GOS 3W form is presented for dispensing and the prescription is not written in the form which gives the highest spherical power, the prescription should be transposed. If the transposed prescription then provides a higher-value voucher and benefits the patient, the voucher type should be amended on the form and annotated with "FPN 713"
- Prisms and tints can only be prescribed by the OO / OMP who have performed the sight test and only when they are prescribing a powered lens. They cannot be added to the voucher at the time of dispensing
- If the spectacle prescription needs to be altered as the frame being dispensed sits at different back vertex distance to that recorded at the time of the sight test, the GOS 3W or HES 3 form should be annotated with the words 'BVD change' in the margin. If the change requires a higher voucher band, the GOS 3W or HES voucher form should be annotated accordingly
- If the patient was not issued a prescription at the time of the sight test because they were not eligible, but are now eligible for a voucher (see manual), the practitioner should copy the prescription to the prescription box and write 'transcribed by' and enter their name and list number and sign and date the form indicating the date of the prescription on which the GOS 3W will be based
- If the patient is under 18 and a Care Leaver, then the form should be annotated with the words "Care Leaver"
- If the patient is in the care of a Local Authority, please annotate the form with "Under care of LA" and write the name of the Local Authority here
- If the patient is a Prisoner on Leave, please annotate the form with "PoL"
- If the patient is receiving Universal Credit and meet the criteria, please annotate the form to indicate this
- The date at which the spectacles were ordered



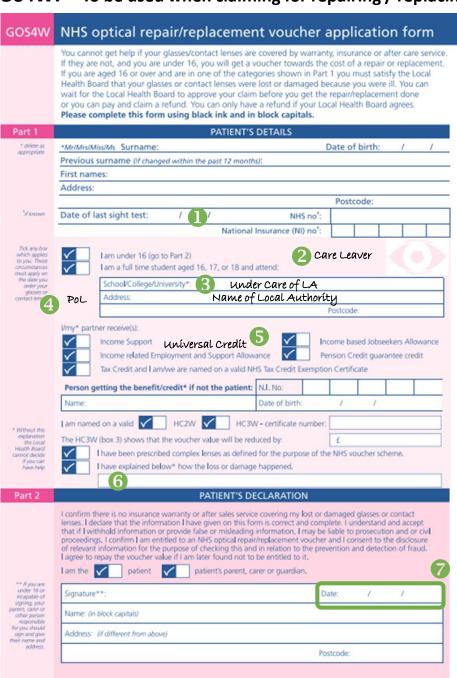
Please note, to be eligible the patient must fall into one of the categories listed in Part B of the GOd3W form and the Optom / OMP considers that a new pair is required as there has either been a significant clinical change in spectacle prescription or the current spectacles are no longer fitted or serviceable through fair wear and tear



- Please indicate the reason why the patient is receiving an NHS funded pair of spectacles. This must reflect what is written on the patient's clinical record
- If a 'Child Non-Stock Lens Supplement' is being claimed, please cross out the word 'Complex' and replace with 'CNSL'
  - NOTE: The supplement can only be claimed if there is evidence to demonstrate that the patient has received a lens that improves the cosmetic appearance e.g., surfaced lenses, smaller blank sizes, higher index lenses etc.)
- If a Special Facial Characteristics Supplement is being claimed, please cross out the words 'Small glasses' and replace with 'SFC'

  NOTE: The records must evident why this supplement is being claimed as well as demonstrating that a special spectacle frame has been manufactured specifically for the patient.
- This is the date at which the spectacles are collected
- This section must only be completed by the Contractor or an individual who is known by NWSSP to be authorised to do so. <u>Authorised Signatory Form</u>
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### **GOS4W:** To be used when claiming for repairing / replacing an NHS funded pair of spectacles



- The date of the last WGOS 1 eye examination should be documented here
- If the patient is under 18 and a Care Leaver, then the form should be annotated to demonstrate this
- If the patient is in the care of a Local Authority, please annotate the form with "Under care of LA" and write the name of the Local Authority here
- If the patient is a Prisoner on Leave, please annotate the form with "PoL"
- 6 If the patient is receiving Universal Credit and meet the criteria, please annotate the form to indicate this
- The reason for repair / replacement must be explained here. The explanation must also be visible in the clinical record
- The date at which the patient requests funding to repair / replace their NHS funded spectacles



Please note, Patients 18 and over who are not in education are only eligible for repairs or replacements on their most recent NHS funded spectacles if they are still eligible for NHS funded spectacles and with prior approval from NWSSP by emailing <a href="mailto:nwssp-primarycareservices@wales.nhs.uk">nwssp-primarycareservices@wales.nhs.uk</a> with the patient details, exemption reason and medical reason for loss/damage.

GOS4W		
Part 3	TO BE COMPLETED BY THE	LOCAL HEALTH BOARD
	The applicant's claim has been considered and is:	LHB name and address: (stamp or write in capitals)
	Full name:	
	Signature:	Date: / /
Part 4	PATIENT'S DEC	CLARATION
*If you are under 16 or incapable of signing,	I confirm that my glasses/see shave been I am the I patient I patient's parent, o	repaired replaced carer or guardian
your parent, carer or other person	Signature**:	1)
responsible for you should sign.	Name in Capitals:	Date: / /
Part 5	SUPPLIER'S DE	CLARATION
raits	In accordance with the prescription and details below I have:	CLARATION
* delete as appropriate	repaired replaced the glasses/cont	tact lenses* for the person named at Part 1 of this form.
To be completed by	R Sph Cyl Axis Prism Base	Sph Cyl Axis Prism Base L
the supplier where new	G Distance	
lens(es) are required	H T Near	Ť
	Voucher type: Supplements C	Complex Prism Tint
	Voucher value appropriate to the above prescription	£ (1
	Parts: Lens/C.L* Right Left	Both £ (2
	Frame Front Side	Whole £ (3
	Supplements: Complex CNSL	£ (4
	Prism	£ (5
	✓ Tint	f 4 (6
	✓ Small glasses SFC	£ (7
CLAIM	I claim under the NHS optical voucher scheme:	
	Voucher value plus any supplement(s) (sum of 1+(4+5+6+7))	
	or part(s) at current prices plus any supplement(s) (sum of (2+3)	
	or actual retail cost, if less	E (1
	Patient's contribution as shown by box B of certificate HC3 <sup>1</sup> Total claim (8 or 9 or 10 – whichever is the lowest, minus 11)	BW (if applicable) £ (1
	I claim the payment shown above under the NHS (Optical Chathe information given on this form is correct and complete and I understand and accept that if I withhold information or provious by a taken against me and I may be liable to prosecution an relevant information for the purpose of verification of this claim.	arges and Payments) Regulations 1997. I declare that If that this is the original form as signed by the patient. de false or misleading information, disciplinary action and or civil proceedings. I consent to the disclosure
		Supplier's name and address: (in capitals/stamp)
	Supplier's signature:	
	Date: / /	
	© Crown Copyright 2008 Produced by Welsh Assen CMC2-02-273 October 20 D4310809-21851	mbly Government 008 Version 032017_002 Product Code: GOS4W

- This is the date at which the patient has collected the spectacles that have been repaired / replaced
- If a 'Child Non-Stock Lens Supplement' is being claimed, please cross out the word 'Complex' and replace with 'CNSL'

NOTE: The supplement can only be claimed if there is evidence to demonstrate that the patient has received a lens that improves the cosmetic appearance e.g., surfaced lenses, smaller blank sizes, higher index lenses etc.)

If a Special Facial Characteristics Supplement is being claimed, please cross out the words 'Small glasses' and replace with 'SFC'

NOTE: The records must evident why this supplement is being claimed as well as demonstrating that a

special spectacle frame has been manufactured specifically for the patient.

- The Optom / OMP should tick all boxes that are relevant to the outcome of the eye examination
- This section must only be completed by the Contractor or an individual who is known by NWSSP to be authorised to do so. <u>Authorised Signatory Form July 2020.docx (live.com)</u>



#### WECS 1: To be used when undertaking any WGOS 2 services

	WALES EVE CARE SERVICE (MESS)	
GIG NIHS WALES	SEYE HEALTH EXAMINATION WALES APPLICATION FORM Complete this form using black ink and in block capitals	
Part 1	. – Patient's Details and Declaration	
Eligible for Band 1 at a of eye disease due to ethnic background	Mr / Mrs / Miss / Ms / Dr / Other  Male / Female  D.O.B:  Surname:  First Names:  Postcode:  Postcode:  Tel Number:  Doctor's name:  Surgery Address:  Stating your ethnicity helps to determine your risk of eye disease. Please choose one section and tick the box that best describes your ethnic background:  White Welsh / English / Scottish / N Irish / British   Irish   Other    Asian / Asian British   Indian   Pakistani   Chinese   Bangladeshi   Other Asian    Black / African / Caribbean / Black British   African   Caribbean   Other Black    Mixed / multiple   White and Black Caribbean   White and Black African    White and Asian   Other mixed / multiple    Other ethnic group   Arab   Other   State    Lunderstand and accept that it it within our information or provide false or misleading information in may be liable to prosecution and or civil proceedings. I confirm that I am entitled to this EHEW and I consent to the disclosure of relevant information for the purpose of checking this; planning and administering the service; and in relation to the prevention and detection of fraud. I agree to pay the cost of the service if I am later found not to be entitled to it.  Patient's / Guardian's signature:  Surgery Address:  Tel Number:  Date:  Other    Date:  Date:  Caribbean   Date:  Date:	<ol> <li>If the patient refuses to state their ethnicithis circumstance, the contractor should we to the ethnicity categories</li> <li>The date at which the examination common here</li> <li>Where there is more than one possible rest EHEW examination, the Optometrist / OM clinical judgement to decide the most app ONE box should be ticked</li> <li>If the WGOS 2 took place outside of a NW order to be paid the correct fee, please an words "I claim the Mobile fee for [insert wor subsequent] patient at the address"</li> </ol>
Part 2	. – Optometrist / OMP Declaration: I certify that I carried out a:	6 Where WGOS 2 is delivered remotely the
4	BAND 1: EYE HEALTH EXAMINATION WALES (EHEW) The patient:	signature. In this case please annotate as
I claim the Mobile fee for linsert whether it's the first, second or subsequent ] patient at the address	Has an acute eye problem and I have offered them an appointment within 24hrs of request	-3
	BAND 3: EHEW FOLLOW-UP EXAMINATION  Follow-up from previous band 1 □ Post-op cataract □ Other □	Please note, a WECS 1 should <b>NOT</b> be submitted for an

ity, a claim can be made. In vrite 'prefer not to say' next

enced needs to be visible

ason for completing an 1P / CLO should use their propriate box to tick i.e. only

SSP approved practice, in nnotate the form with the whether it's the first, second

patient cannot give "REMOTE"

Advice / Regular routine review	Referred HES-Routine	Report to GP (required in cases within 7 days)
Follow-up with Band 3	Referred HES-Urgent (if applicable)	Report to HES
Other Follow up	Referred HES-Emergency	Report to DRSSW
Foreign body or eyelash remov		Report to other
Rx issued	medication  Referred to GP for other	u
Voucher issued	Referred to LVSW	Referred to other
		professional
Dry eye treatment	Drugs advised / supplied –  Chloramphenicol	Anti-allergy drops
Other drug		
Please tick all symptoms that app  Symptoms	ly and all findings / conditions that are relevant	to the reason for, or outcome of, the conditions
None	No clinical abnormality	Wet AMD
Acute vision problem	Dry eye / MGD	Dry AMD
Chronic vision problem	Eyelid, eyelash, lacrimal, orbit	Other macula
Red eye	Foreign body / other trauma	Retinal break / detachmer
Flashes	Conjunctiva	PVD or other vitreous
Floaters	Cornea I sclera	Other retinal
Eye pain I discomfort	Cataract / lens / IOL / PCO	Suspect Glaucoma / OHT
Headaches	Iris I ciliary body	Optic nerve I visual pathw migraine
Diplopia		
Other (detailed below)	Ocular muscle / binocular / accommod	
	Ocular muscle / binocular / accommod	lation / refraction conditions - child
	Post op complications / disorders not	classified elsewhere
	trist who has conducted this examination. I und may be taken against me. I consent to the disc sim and for the prevention and detection of fra Optometrists name and practice address	losure of relevant information for ud.
purpose of verification of this cla Signature		
Signature		
Date: / / Ophthalmic / Supplementary List number:  To be completed by contractor o Care Service. I declare that the in signed by the patient. I understa disciplinary action may be taken the disclosure of relevant inform detection of fraud.	r authorised signatory. I claim the current fee f formation given on this form is correct and cor nd and accept that if I withhold information or against me and may be liable to prosecution ation for the purpose of verification of this clai	riplete and that this is the original provide false or misleading infor- and or civil proceedings. I consent m and in relation to the prevention
Date: / / Ophthalmic / Supplementary List number:  To be completed by contractor of Care Service. I declare that the insigned by the patient. I understand disciplinary action may be taken the disclosure of relevant inform detection of fraud.  Signature	formation given on this form is correct and cor nd and accept that if I withhold information or against me and I may be liable to prosecution	riplete and that this is the original provide false or misleading infor- and or civil proceedings. I consent m and in relation to the prevention
Date: / / Ophthalmic / Supplementary List number:  To be completed by contractor o Care Service. I declare that the in signed by the patient. I understa disciplinary action may be taken the disclosure of relevant inform detection of fraud.	formation given on this form is correct and cor nd and accept that if I withhold information or against me and I may be liable to prosecution attion for the purpose of verification of this clai	mplete and that this is the original provide false or misleading infor- and or civil proceedings. I consent m and in relation to the prevention or Stamp):

- 1 To facilitate clinical audit, the Optom / OMP / CLO must ensure that have ticked at least one box in each of the sections. Multiple boxes can be ticked to capture all presenting symptoms and clinical findings / outcomes
- This section must only be completed by the Contractor or an individual who is known by NWSSP to be authorised to do so. <u>Authorised Signatory Form July 2020.docx (live.com)</u>
- If the WGOS 2 took place outside of a NWSSP approved practice, in order to be paid the correct fee, please annotate the form with the words "I claim the Mobile fee for [insert whether it's the first, second or subsequent] patient at the address"

