

# Dudley LOC

local optical committee



## Business Plan

2017/18

## **Introduction**

After an absence of several years Dudley LOC was reformed on the 13th November 1996 following the creation of the Dudley Health Authority from the merger of the Dudley Family Health Services Authority with the District Health Authority. The intervening years have seen the LOC active with PCTs, and now NHS England and Dudley CCG.

## **Structure**

The LOC has an elected committee, roughly half of which are contractors and half are performers. The last elections took place at the 2015 AGM.

The current committee consists of:

Chair: Shamina Asif (Performer)

Secretary: Paul Sidhu (Performer)

Treasurer: David Wright (Contractor)

Vice Chair: Charles Barlow (Contractor)

CET Officer (Committee appointed): Roseline Birhah (Performer)

Committee Members:

Peter Bainbridge (Contractor)

Gurdeep Dosanjh (Contractor)

Hussain Ejaz (Performer)

Nicky Ferguson (Contractor and Hospital Optometrist)

Sunnit Jolly (Contractor Co-opted to fill vacancy)

Jasheen "Sheena" Mangat (Performer)

Kay Reeves (Performer)

Sonja Tyrell (Co-opted Dispensing Optician)

## **Principles**

- Achieve excellent eye care locally.
- Ensure a transparent and open organisational culture.
- Utilise officer and member skills to the maximum effect
- Maintain excellent relationships with key local bodies, decision makers and stakeholders.
- Work with the Local Optical Committee Support Unit (LOCSU).

## **General Aims of LOC**

The functions of LOCs, as prescribed by law, are simply stated as being to represent local contractors and local performers. On the basis of past experience such functions, if not currently undertaken, may include the following activities:

1. Informing, advising and negotiating with NHS England or Clinical Commissioning Groups (CCGs) on matters affecting, or liable to affect, local contractors and local performers, including, but not limited to:
  - 1.1. the efficient administration and payment of remuneration in relation to Primary Ophthalmic Services;
  - 1.2. the introduction and implementation of community eye care services, as well as the terms and conditions upon which any local community eye care services are provided and performed;
  - 1.3. Hospital Eye Services, in so far as they affect Primary Ophthalmic Services;
  - 1.4. Complaints against local contractors and local performers in respect of Primary Ophthalmic Services, local community eye care services in the area for which the committee is formed.
2. Responding to consultations initiated by NHS England, CCGs, the Local Eye Health Network, Public Health or any other local body.
3. Facilitating and encouraging local contractors and local performers to formulate collective views on the performance and administration of Primary Ophthalmic Services and local community services or community eye care services. In particular to make suggestions for their improvement within the scope of the regulations and to transmit them to relevant bodies.
4. Disseminating information about Primary Ophthalmic Services and local community eye care services among local contractors and local performers to help them to understand and comply with their contractual and other obligations.
5. Conveying the views of local contractors and local performers on Primary Ophthalmic Services, local community eye care services to the national representative bodies.
6. Contributing to the development of national policies on all levels of Primary Ophthalmic Services and related services by, inter alia, liaising with LOCSU and the national representative bodies, attending or making representations to the National Optical Conference, its successors or equivalent events.
7. Liaising with other LOCs and LOCSU to support the LOC in developing and achieving their objectives in respect of primary ophthalmic services and local community services.
8. Obtaining support, advice and training services from LOCSU and/or the national representative bodies to assist in the discharge of any of its functions and activities.
9. Carrying out such administrative activities as are necessary to perform the functions set out above.
10. Delegating any of its functions or activities, with or without restrictions or conditions, to such sub-committees as it may establish.
11. Where possible, providing opportunity for continuing education and training in order to maintain and improve the quality of eye care provision in Dudley.
12. When requested by a contractor, and subject to approval by LOC officers, an LOC member may attend practice visits initiated by NHS England to act as an independent observer. This may include contract compliance and post payment verification visits or other audit or investigation. The LOC member may provide advice regarding regulations to a contractor on these visits within the limits of the LOCs remit and according to current professional guidelines. They may not enter into negotiations on behalf of the contractor. The LOC officers may deputise a non-committee member to perform this function on the LOCs behalf.

## **Key Organisations**

Key organisations the LOC works with:

- NHS England
- Primary Care Services England
- Dudley Clinical Commissioning Group
- The Local Eye Health Network
- Dudley Health and Wellbeing Boards
- Dudley Group of Hospitals NHS Trust
- Public Health Dudley

## Budget

A budget to fund the work of the LOC has been drawn up for 2017/18. The LOC receives its funding primarily from a levy on all GOS sight tests fees. This levy includes the proposed 0.5% of GOS sight test fees to fund the LOC's contribution to LOCSU.

<b>Income on Account of:</b>	<b>2017/2018</b>
	<b>£</b>
Statutory Levy (1.5%)	28,000.00
Sponsorship	800.00
Sandwell LOC	1,000.00
DOCET	1,000.00
<b>Total income</b>	<b>30,800.00</b>

### Expenditure on account of:

LOCSU (0.5%)	9,300.00
Committee Meeting Expenses	500.00
Committee Meeting Attendance Fees(4 meetings)	2,700.00
Regional Optical Meeting	1,700.00
AGM	250.00
Honararia	1,800.00
NOC	2,000.00
CET Provider Fee	45.00
Health Service Meetings	4,000.00
CET Lecture Costs & Fees	5,000.00
Website Costs	300.00
Secretarial Support	500.00
Travel Expenses	200.00
Miscellaneous	100.00
Charity Donations	500.00
HLO	650.00
Accountancy	300.00
Social Media	500.00
<b>Total expenditure</b>	<b>30,345.00</b>

**Planned increase in funds held at bank** **455.00**

Note: LOCSU have planned that the 2017 NOC will be a one day event

Since the 2016 AGM, the LOC now only fund necessary oversight of the Healthy Living Opticians Scheme. Dudley LOC is committed to trying to keep the levy at the lowest figure possible whilst still running an active and effective LOC. The LOC aims to maintain a balance in the bank of £20,000 in order to cover for contingencies such as non-payment of the levy by NHS England (which has occurred previously). As our bank balance is at the target level, we aim to (roughly) break even on expenditure versus income for the next financial year.

## **Key local statistics**

Dudley had a population of 312,925 at the 2011 census (mid-2015 estimate 316,500). In the last full year (2013/14) we have available figures for, 83851 sight tests were performed. There are 42 mandatory services contractors and 24 additional services contractors (domiciliary providers) in our area. 11 of those additional services contractors do not offer mandatory services.

## **Fully Functioning LOC**

The LOC has identified the factors that characterised a fully functioning and effective LOC.

- An inclusive constitution – representative of independent and corporate sectors, contractors and performers and dispensing opticians.
- Administrative back-up and support for projects.
- A Business plan – the basis to deliver local objectives
- Officers – skilled in negotiating, influencing, lobbying, communications
- Adequate budget & statutory levy financing based on business plan
- Good local communications and contacts.

## **Regional Optical Committee**

Dudley LOC along with neighbouring LOCs formed the Heart of West Midlands Regional Optical Committee (HMROC) in January 2011. This is a collaborative committee consisting of officers from Birmingham LOC, Sandwell LOC, Dudley LOC, Walsall LOC, Wolverhampton LOC and Solihull LOC. It is designed to allow an area wide consistent approach to supporting practitioners and communicating with NHS bodies. Additionally, it allows LOCs to share experience and knowledge as well as generally assist each other particularly with respect to the commissioning of enhanced/community services. Unlike LOCs, it is not a statutory body, and its decisions must be ratified by each LOC to ensure a democratic approach. It also receives its funding from LOCs.

## **Regional Company**

Primary Eye Care (Heart of West Midlands) is a not for profit company covering the same region as HWMROC and established to simplify commissioning of services by the healthcare commissioners. It allows a CCG or other bodies to have a single contract with the Regional Company, and the regional company then sub-contracts with individual optometry practices. The Regional Company handles the day to day administration and clinical governance of the scheme. This model has been adopted in many areas of the country, and within the surrounding LOC areas. The Optoserve/Webstar platform collates data for all activities and produces a single monthly invoice for the CCG for all the episodes of activity in the scheme. The CCG pays this, and this is then distributed to the practices that carried out the episode(s), minus a small not for profit fee to cover costs e.g. administration and training. The bulk of the money never touches the Regional Companies account, but instead goes into, and then straight out, of a central LOCSU account.

The Regional Company also funds nationally recognised WOPEC accredited clinical training and assessments necessary for those who want to take part in these schemes.

Dudley LOC have made significant progress in 2016/17 towards reaching an agreement with Dudley CCG for enhanced services to be commissioned in Dudley. We hope to be able to announce something firm soon. It is anticipated that these services will be commissioned via the Regional Company, allowing all accredited practices that want to take part to do so.

Dudley LOC, along with all the other HWMROC LOCs have provided a start-up loan to the company. The Regional Company has signed a memorandum of understanding with each LOC setting out its duties and how it is answerable to the LOCs.

The board of directors for Primary Eye Care (Heart of West Midlands) is as follows:

Ian Hadfield (Representing Birmingham LOC)  
Peter Bainbridge (Representing Sandwell LOC)  
Charles Barlow (Representing Dudley LOC)  
Peter Rocket (Representing Wolverhampton LOC)  
Dan Sanders (Representing Solihull LOC)  
David Stevens (Representing Walsall LOC)

#### **LOC's aims and objectives**

The LOC feels there are gaps in the provision of Community Based Eye Care Services including:

Minor Eye Conditions Scheme (MECS) (also known as PEARS)  
Glaucoma Referral Refinement  
Stable Glaucoma Co-Management  
Cataract Post-Operative Management  
Direct Referral  
Low Vision Provision  
Referral Triage  
Special Needs eye examination provision

We wish to engage with the CCG, NHS England and Public Health Dudley and aim to achieve:

Short term:

- Continue to support the Dudley Healthy Living Opticians Scheme
- To reach agreement with Dudley CCG for at least one Community Based Eye Care Service.
- Continue to try to engage effectively with Dudley CCG and Dudley Group of Hospitals NHS Trust in order to get patient centred community services commissioned.
- To encourage greater attendance of LOC committee meetings

Medium term:

- To increase uptake of the Dudley Healthy Living Opticians scheme by attracting more sites.
- To attract new active LOC committee members

Long term:

- To have a large number of Community Based Eye Care Services running locally, ideally with a region wide protocol to enhance patient access.
- To upskill newer LOC members

### **Healthy Living Optician Scheme**

In association with Public Health Dudley, a pilot Healthy Living Optician scheme is running in the area. This is the first such scheme nationally, and has drawn a lot of attention within the profession and public health. The scheme is analogous to the Healthy Living Pharmacy scheme. Optical practices in the scheme offer four services: smoking cessation, cardiovascular assessment (NHS health checks), weight management and alcohol screening. We have had 10 practices active in this pilot scheme. The majority of the time spent is by auxiliary staff trained to a nationally recognised standard. This opportunity will promote optometry as a profession allied to healthcare, and Dudley LOC believes that this is a way forward for the future of optometry.

So far there have been 21 out of 31 patients that have quit smoking  
Over 300 NHS Health Checks done  
and 8000 alcohol screenings done

Going forward the aim of Dudley LOC is to have at least 50% of practices accredited as HLO's. By end March 2018 the aim is 15 practices. We are also aiming to have these services recommissioned in the future.

### **LOCSU pathways**

The Local Optical Committee Support Unit (LOCSU) has commissioned documents detailing the workings and commissioning of a number of Community Based Eye Care Services. These have been widely praised across the professions and by NICE, and have been adopted for successful enhanced services across the country. LOCSU also provide support and assistance to LOCs in the processes and procedures involved with commissioning these services.

Dudley LOC is committed to (wherever possible) adopting LOCSU pathways in order to achieve better uniformity across areas. This benefits optometrists moving between areas, as well as patients. The LOC is committed to working with local CCGs to solve cross border issues, where a patient can conceivably live in one area, have a GP in another and attend an optometry practice in a third (e.g. near their place of work). Ideally the LOC would like a simple mechanism by which these patients can access services commissioned by the various CCGs at a location of their choosing, in a way that is straightforward for both patients and practitioners. This is key to ensuring the best patient outcomes.

### **Educational events**

In order to achieve the LOCs aim of improving quality of optometry services locally, it is committed to providing continuing education and training events locally free at the point of delivery. As well as on its own, it does this in conjunction with Sandwell LOC, and has organised a series of CET afternoon/evening events with up to 90 practitioner attending. These have been very successful, and have consistently been

oversubscribed. Feedback from practitioners for these events has been overwhelmingly positive and enthusiastic.

## **Communication**

The LOC communicates with constituents and key organisations primarily via email. In the modern world, this provides the best way forward.

We have also now launched Facebook ([facebook.com/locdudley](https://facebook.com/locdudley)) and twitter (@DudleyLOC) accounts. As well as general announcements, these are used to pass on information from third parties e.g. requests from charities to relay information, requests from contractors for locums, requests from for-profit CET providers to disseminate information, requests for pre-reg positions etc.

The LOC maintains a website at [www.dudleyloc.co.uk](http://www.dudleyloc.co.uk). This provides resources to practitioners as well as allowing the LOC to be as transparent about its business and finances as possible. All LOC committee meetings are announced to contractors and performers, and all are welcome to attend. The LOC actively encourages participation and membership of the committee.

## **Conclusion**

Dudley LOC is enthusiastic and eager to improve and enhance eye care provision in the area especially with respect to access, choice and quality. Optometrists have the skills, the outreach and the desire to achieve this.

We are keen to engage with all groups and stakeholders from patient groups right through to commissioners.

Dudley LOC's business plan outlines a blueprint to move Optometry forward in locally. We hope this plan will be accepted and supported by all eye care professionals interested in delivering improved patient care and satisfaction.

## **Contact us**

The LOC is always pleased to help and assist practitioners, commissioners and any other person who has an interest in eye care. Feel free to contact us at any time.

Email: [whitestar123@hotmail.com](mailto:whitestar123@hotmail.com)

Prepared by:

**Dudley LOC**

76 Wolverhampton Road

Oldbury, West Midlands

B68 0LJ

Email: [whitestar123@hotmail.com](mailto:whitestar123@hotmail.com)

Website: [www.dudleyloc.co.uk](http://www.dudleyloc.co.uk)

Twitter: [@DudleyLOC](https://twitter.com/DudleyLOC)

Facebook: [www.facebook.com/locdudley](https://www.facebook.com/locdudley)

Compiled May 2017