

## LOC HOT BRIEF

Confidential to Optical Contractors & Performers • June 2017 • Issue 59

### Private & Confidential

*Hot Briefs contain guidance and advice from the Optical Confederation and LOCSU on important issues relevant to all ophthalmic contractors and performers, which we would like LOCs to be aware of or to take action on.*

*LOCs are asked to ensure that Hot Briefs are circulated to all contractors and performers in their area as soon as possible.*

**Any LOC requiring advice/support on any aspect of their work should contact LOCSU on 020 7549 2051 or email [info@locsu.co.uk](mailto:info@locsu.co.uk)**

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## ASSESSMENT OF CLAIMS RELATING TO OPHTHALMIC PAYMENTS AND PERFORMERS LIST

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NHS England have established a process to consider claims relating to ophthalmic payments and performers list.

### Performers List

Optometrists who wish to submit an application relating to a delay in obtaining an NHS England Performers List number should **email details of the delay to [pcse.ppinfo@nhs.net](mailto:pcse.ppinfo@nhs.net) by Friday 8 September 2017 with “Ophthalmic NPL claim – optometrist name – OPL number” in the subject header.** You will receive prompt acknowledgement of your submission and the information provided will be considered by NHS England.

### Ophthalmic Payments

Contractors that have experienced a late payment relating to GOS sight tests and/or voucher claims submitted up to **31 March 2017** should complete the [Ophthalmic Payment Claim Form](#). Guidance on completing the form can be found on the [LOCSU website](#). If a payment is still outstanding relating to this period, you should use the form to escalate the issue, even if you have already notified PCSE of the matter.

**Completed forms should be emailed to [pcse.gos-review@nhs.net](mailto:pcse.gos-review@nhs.net) by Friday 8 September 2017 with “Ophthalmic payment claim – contractor name – contractor code<sup>1</sup>” in the subject header.**

The information provided in the form will then be considered by NHS England. This is a complex process, which may take a number of months to work through, but you will receive a prompt acknowledgement of your submission.

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<sup>1</sup> Open Exeter contractor code can be found at the top right of your GOS submission headers ie. PCT code + Contractor code

The form has provision for claims to be made in accordance with the Late Payment of Commercial Debts (Interest) Act 1998 for:

- (i) An allowance for administration:
  - For a debt less than £1,000, the sum of £40;
  - For a debt of £1,000 or more, but less than £10,000, the sum of £70;
  - For a debt of £10,000 or more, the sum of £100.
- (ii) Interest on late payments which will be calculated based on the NHS Standard contract rate of London Interbank Offered Rate (LIBOR) +2%. LIBOR is currently 1%, so the applicable rate is 3% per annum/0.25% per month.

Contractors may request reimbursement of bank charges incurred because of late or non-payment where evidence can be provided.

### **Additional costs**

Contractors may also use the [Ophthalmic Payment Claim Form](#) to submit a request for reimbursement of other costs they have incurred. An explanation of any additional costs being claimed for must be provided in 'additional information' and supporting evidence must be attached.

Claims relating to 'additional costs' are likely to be more complex and may need to await the conclusion of the GOS claim payments reconciliation exercise referred to below before a decision can be made.

**Please note, forms that are not submitted in line with the processes outlined above, or forms received after 8 September 2017 cannot be considered.**

### **Reconciliation of GOS claims and payments**

A specialist team within PCSE is undertaking an exercise to reconcile payments made in relation to GOS claims from January 2016 up to 31<sup>st</sup> March 2017. Due to the volume of GOS payments made to contractors over this period and the complexity of the reconciliation process, a targeted approach has been implemented to identify the highest risk cases to be reconciled. This exercise is expected to be completed by the end of 2017.

The outcome of each reconciliation case will be communicated to contractors on a per case basis in due course and arrangements to address any under or overpayments will be made by mutual agreement.

Information from the GOS claims reconciliation exercise will be used to validate ophthalmic late payment claims where appropriate.

**Any payment queries or issues relating to GOS forms submitted later than 31 March 2017 should be emailed to: [PCSE.Optical@nhs.net](mailto:PCSE.Optical@nhs.net)**

Any LOC requiring advice / support on any aspect of their work should contact LOCSU on 020 7549 2051 or email [info@locsu.co.uk](mailto:info@locsu.co.uk)