



Title	Primary Care Collaborative Optometric Lead
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Pathway Description: Primary Care Collaborative Optometric Lead

1. Role

- 1.1 The Primary Care Collaborative Optometric Lead will play a critical role in shaping the engagement and providing leadership and representation for optometric practices within the Primary Care Cluster. The lead will work closely with optometric practices in the Primary Care Cluster, identifying areas of concern and escalating issues (if required) through the appropriate channels, discussing service change and communicating with practices around the delivery of optometry services, which are aligned to national priorities and specifically those of the Primary Care Cluster. The Collaborative Lead will be representing the professional collaborative and therefore will share their views at the Primary Care Cluster as well as sharing the views from the Primary Care Cluster back with the professional Collaborative.
- 1.2. The key responsibilities of the Primary Care Collaborative Optometric Lead will include:
 - 1.2.1. Promoting effective delivery of optometry services aligned to the priorities of each Primary Care Cluster
 - 1.2.2. Supporting the development of effective cluster-wide partnerships, including the Health Board
 - 1.2.3. Facilitating improvement in access to, and quality and development of, optometry services through signposting community optometric contractors to appropriate support mechanisms determined within dialogue with the Primary Care Cluster.
 - 1.2.4. Developing effective communication methods with optometrists, dispensing opticians, contact lens opticians, technicians and optometry staff within the Primary Care Cluster.
 - 1.2.5. Providing professional leadership and representing all community optometry within the Primary Care Cluster through engagement with key stakeholders and other contractor professions.
 - 1.2.6. Ensuring the role of community optometry is considered and reflected in the Primary Care Cluster's Integrated Medium-Term Plan (IMTP)
- 1.3 These responsibilities will be met by:
 - 1.3.1. Meeting physically or virtually, at least quarterly with the representatives of all community optometrists within the Primary Care Cluster.

- 1.3.2. Meeting regularly with other professional collaborative leads within the Primary Care Cluster (frequency to be determined by the Optometry Lead)
- 1.3.3. Attend and actively contribute to meetings of the Primary Care Cluster
- 1.3.4. Provide feedback on the Primary Care Cluster plans, meetings and priorities to all optometrists in the Optometry Collaborative.

2. Person Specification

- 2.1 It is the expectation that the Primary Care Collaborative Optometry Lead will usually be an optometrist or a domiciliary optometrist working regularly within the Cluster geographical area and with knowledge of the local area and people working within it. Where this is not possible then a Dispensing Optician will be considered for the role of Primary Care Collaborative Optometry Lead. *For the purposes of this role, regularly means normally working at a practice or practices, or providing a domiciliary service within the Cluster on two or more days each week for the period that they are the Primary Care Collaborative Optometry Lead.*
- 2.2 Where there is only one optometric practice or provider within a Primary Care Cluster then it would be acceptable for that practice to join with a neighbouring collaborative.

3. Appointment of the Primary Care Collaborative Optometry Lead

- 3.1 Individuals interested in the role of Primary Care Collaborative Optometry Lead must notify the relevant Health Board by (date), providing evidence that their nomination is supported by at least two other optometric practices within the Primary Care Cluster. In doing this it is expected that the individual will have demonstrated that they have the relevant local knowledge and peer support to be able to execute the role effectively and to be appropriate in their representation.
- 3.2 Where only one individual expresses an interest in the role of Primary Care Collaborative Optometry Lead then they will be appointed subject to meeting the criteria set out in 2.1.
- 3.3 When more than one individual expresses an interest in the role of Primary Care Collaborative Optometry Lead it will be for the optometric practices in the Primary Care Cluster to determine who is appointed. In an instance where the optometric practices are unable to determine who should be appointed (on an equal vote basis), the Health Board may seek to appoint one of the nominees after consulting with Regional Optometric Committee (ROC) and receiving formal sign off through the relevant Health Board committee.
- 3.4 Where an individual ceases to be the Primary Care Collaborative Optometry Lead for the Cluster the Health Board, engaging with the Regional Optometric Committee will seek expressions of interest from other optometry practices/providers within the Primary Care Cluster in line with an agreed timescale and in line with the criteria set out above.
- 3.5 An annual review of the appointment will take place, with the Health Board seeking confirmation from the optometric practices in the Primary Care Cluster and with the Regional Optometric Committee that they wish for the Primary Care Collaborative Optometry Lead to remain in post for a further 12 months.

Where the majority do not wish for the current Primary Care Collaborative Optometry Lead to remain in post or concerns about their representation have been raised by either the Cluster, Regional Optometric Committee or Health Board then the process set out above will be undertaken.

4. Remuneration

- 4.1 Each Optometric Practice or Domiciliary Provider (contractor) providing services within the geographical area will receive an annual payment of £1000 for participating in the Optometry Professional Collaborative meetings (£250 per meeting, maximum of 4 meetings per year), which will be reimbursed retrospectively on a quarterly basis. To qualify for payment you will need to confirm your attendance at each meeting; this will be verified by the individual Health Board.
- 4.2 Each Primary Care Collaborative Optometry Lead will be entitled to £2000 per annum for their engagement and leadership in their local professional collaborative and attending the Primary Care Cluster meetings. This will be reimbursed retrospectively on a quarterly basis. The intention of this payment is to allow for backfill funding to release the Lead's time to carry out Primary Care Cluster work.
- 4.3 Invoices for both the participation (4.1) and the Primary Care Collaborative Optometry Lead (4.2) will need to be submitted to Health Boards in line with the timescale set out below, and include dates of meetings attended:

Quarter	HB Submission	Submission to SSP	Payment Date
Q1 (April – June 23)	26.06.23	30.06.23	14.07.23
Q2 (July – September 23)	25.09.23	29.09.23	16.10.23
Q3 (October – December 23)	18.12.23	29.12.23	15.01.24
Q4 (January – March 24)	25.03.24	28.03.23	14.04.24