

CONTRACTOR APPLICATION

Application for inclusion by a Body Corporate in the General Ophthalmic Services Ophthalmic List for the provision of General Ophthalmic Services (including mobile services)

1. BODY CORPORATE DETAILS

The 'Body Corporate' itself will be registered as an Ophthalmic Contractor.

Name of Body Corporate (as registered with the GOC):

.....

GOC Number:

Practice Name:

Trading name (if different to Practice Name):

.....

Address of Proposed Premise:

.....

Town/City: Postcode:

Telephone Number:

Email address:

Head office address/correspondence address (if different to above):

.....

Town/City:Postcode:.....

Head office telephone number (if applicable):.....

Please indicate your preferred inclusion date on the Ophthalmic List

(backdating will not be accepted):

2. General Ophthalmic Service Details

GOS Services will be provided:

- In practice premises only
- In practice premises plus mobile services (domiciliary)
- Mobile Practice only (domiciliary)

Practice Premises are:

- Newly converted or refurbished
- Existing premises

Please note that a Premises Inspection will need to be carried out prior to approval to be included on the Ophthalmic List as held by the Health Board (HSCB). This will be carried out by an Optometric Clinical Adviser of the Health and Social Care Board.

3. Practice Details

Details of deputies, directors or employees at practice (regularly engaged in assisting in the provision of General Ophthalmic Services in the practice or in the provision of mobile eye services)

Name	GOC/GMC number	Personal Code
.....
.....
.....

Practice opening hours:

- Monday
- Tuesday
- Wednesday

Thursday

Friday

Saturday

Sunday

Do you wish to provide mobile services?

Yes No

Mobile locations to be visited regularly (to be completed by mobile service providers only, continue on separate sheet if required)

Type (e.g. day centre, residential home, private address)	Full name of home/day centre and address including postcode	Months in which visits are planned and the planned interval

4. Declarations and Undertakings

We ('The Body Corporate') give the above undertakings, declarations and consent and we HEREBY DECLARE that the information given here, and on any continuation sheet, is true and complete.

- I. We declare that the body corporate is currently included in the register of the General Optical Council.
 Yes No

- II. We undertake to be bound by the Terms of Service in accordance with Schedule 1 of the General Ophthalmic Services Regulations (Northern Ireland) 2007 and the Health and Personal Social Services (Optical Charges and Payments) Regulations (Northern Ireland) 1997.
 Yes No

- III. We undertake to be bound by and comply with the Terms of Service in accordance with Schedule 1 of the General Ophthalmic Services Regulations (Northern Ireland) 2007 relevant to the provision of mobile eye services.
 Yes No N/A (if not providing Mobile Services)

- IV. We have not been suspended by direction of the Tribunal (i.e. suspended in respect of the provision of General Ophthalmic Services to patients pursuant to paragraph 9(3) or paragraph 10(1) of Schedule 11 to the Order, or to any provisions in force in England and Wales or Scotland corresponding to those provisions). We are not disqualified from inclusion by virtue of the provisions of paragraphs 5, 7, 9(5), 10(1) or 12(2) of Schedule 11 to the Order.
 Yes No

- V. We agree to notify the Health and Social Care Board of any change or addition affecting the entries which the ophthalmic list is required to contain in relation to the above Corporate Body Enrolled, within fourteen days of them happening.
 Yes No

- VI. We hold indemnity insurance against claims relating to the General Ophthalmic Services undertaken at the practice and/or for mobile eye services.
 Yes No
(Please supply documentary evidence of indemnity)

If 'No' is answered to any of the above please provide details in the box below:

We consent to the Health and Social Care Board making contact with any organisation it deems necessary to verify or validate any of the information provided in this application.

We agree that should the Health and Social Care Board, when considering the application, consider it necessary to request further information, references or documentation in order to decide the application's outcome we will comply with any such reasonable requests.

We agree to give the Health and Social Care Board three months notice in writing of the intention to withdraw the body corporate from the ophthalmic list unless it is impracticable to do so.

Signature 1

Signed*:

.....

Full Name:

.....

Position held:

Date:

Signature 2

Signed*:

.....

Full Name:

.....

Position held:

Date:

****Please refer to the supporting information documentation on who should sign this application.***

In order to proceed with your application you must enclose the following items:

1. Current Optical/Professional Indemnity Insurance

Your GOC registration status will be confirmed prior to Ophthalmic Listing being approved.

Any queries regarding this application can be sent to Karen.Lee@hscni.net or phone 028 95363745.

The application process is managed by Professional Support Team, BSO on behalf of the HSCB.

Please submit this completed application form and supporting documentation to:

Ophthalmic Professional Services Support
Professional Support Team
Business Services Organisation
2 Franklin Street
Belfast
BT2 8DQ email: Karen.Lee@hscni.net