

Ophthalmic Contractor Weekly Monitoring Return During COVID-19 Pandemic
 (Monitoring Return to be submitted weekly via Survey Monkey to be completed
 by the following Monday at 5pm)

Practice Code (i.e. 123X):

PIN (Sent in previous email) :

Name of Person Completing Log:

Date Week beginning:

Staff Information

Please state the number of each of the following staff normally employed by your Contractor practice and number furloughed (This question will only be required once per month)			
	Optometrists	Dispensing Opticians	Practice Support Staff
Number normally employed			
WTE normally employed			
Number furloughed			
WTE furloughed			

The **number** of each of the following staff **present** each day in week

Staffing	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Optometrists							
Dispensing Opticians							
Practice support staff							

Please state the **number** of each of the following staff **absent** each day in week due to either self-isolating, caring for dependents, redeployed (Only count those staff who are not furloughed)

Absent	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Optometrists							
Dispensing Opticians							
Practice support staff							

Weekly Service Activity: Patient Contacts

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
GOS Face to Face (GOS related activity including dispensing)							
NIPEARS Remote							
NIPEARS Face to Face							
Glaucoma Services (including LES1, LES2, OHT Monitoring)							

Please use this template to record activity during the week and enter onto surveymonkey using link below

Please access the Weekly Monitoring Return at the following link:

<https://www.surveymonkey.co.uk/r/7KKV57J> or, scan the QR code shown below:



The link will remain the same for each week. Please ensure that you select the correct week from the drop-down list.