

Contact Lens Optician Expert Advisory Group (EAG)

Terms of Reference

Approved by GOC SMT 19 August 2020

Purpose

The purpose of the Expert Advisory Group is to develop and prepare for approval by GOC Council 'Outcomes and Standards for Approved Qualifications for Contact Lens Opticians (CLO)' and associated quality assurance and enhancement method to replace the current Contact Lens Optician Quality Assurance Handbook (2007); one strand of the General Optical Council (GOC) Education Strategic Review (ESR) to update the training and education of optical professionals.

Scope of Authority

The group is a task and finish group. Its status is advisory. It is not a representative body nor does it have any decision-making powers, delegated authority or any role in the project's management. The group will be chaired by the Director of Education. Meetings will be run by the ESR Project Team; see below for contact details.

The EAG's primary task is to draft and prepare for approval the following:

1. **Outcomes and Standards for Approved Qualifications for Contact Lens Opticians (CLO)** which will describe the knowledge, skill and behaviours a dispensing optician must have at the point they register as a Contact Lens Optician and the expected context for the delivery and assessment of the outcomes leading to an award of an approved CLO qualification. The outcomes and standards will build on 'Outcomes for Registration' and 'Standards for Approved Qualifications' for dispensing opticians. Each outcome will include a level as described by Millers Pyramid of Clinical Competence.
2. A **Quality Assurance and Enhancement Method** for post-registration qualifications

Participation

Members will be appointed by the GOC's Director of Education and will be recruited by a mix of invitation and open advertising. The group will include members from across the sector, including:

- patient and public representatives
- professional associations / sector body representatives
- students
- registrants
- at least one council member
- representatives from the devolved nations/ commissioners
- representatives from CLO approved qualifications

Membership may vary over the series of meetings, and it is anticipated there will be between 6-7 EAG meetings in total, although more may be necessary. The meetings will be held online using Microsoft Teams. During meetings group members will progress the work, with support from the project team. Each meeting will include instructions on tasks and background information if needed. Between meetings the project team will continue to work on the documents, distributing them in advance to the group prior to each meeting. Group members should if possible be available for the entire series of meetings.

Members will be expected:

- to attend meetings and actively participate in the group's work (no attendance fee will be paid, but if the group meets face-to-face, reasonable travel expenses will be paid in accordance with GOC's policies.)
- ensure that any changes to optical education are focused on maintaining public safety and meeting patient needs, recognising the GOCs public protection role
- maintain an interest in the outcomes of the ESR project
- to agree to the publication of their names as part of the group
- let the project team know if they are unable to attend a meeting

Governance

Group members will be expected to behave in accordance with GOC policies and procedures. These can be found [here](#). The work of the group, its membership and these Terms of Reference will be reviewed regularly. The GOC reserves the right to modify the group's membership depending on the needs of the ESR.

ESR team

Simran Bhogal	Project Manager (interim)	sbhogal@optical.org
Ben Pearson	Policy & Support Executive	bpearson@optical.org
Leonie Milliner	Director of Education	lmilliner@optical.org
Project mailbox	ESR@optical.org	

Meeting Dates

This timetable may be subject to change, however, we will give as much notice as possible.

EAGs

EAG 1 – 2nd Oct 2020 (2pm-4pm)
EAG 2 – 13th Nov 2020 (11am-4pm)
EAG 3 - 15th Dec 2020 (11am-4pm)
EAG 4 – 19th Jan 2021 (11am-4pm)

Draft to Council for discussion: 10th February 2021

EAG 5 – 23rd Feb 2021

Public Consultation & verification: (12 weeks) March –May 2021

EAG 6 & 7 - TBC June/July 2021

Target date for Council approval: July or Sept 2021