



Cardiff & Vale UHB  
Guidance for Non-IP Practitioners  
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## Guidance for non-IP practitioners

1. Always make sure you call the IP practice ahead of sending patients to them. When speaking to the practice, confirm the IP Optometrist's availability to see your patient.
2. If no IP Optometrist is available at the practice, please call the next available practice on the list.
3. Once you confirm that an IP optometrist is available, the IP practice will ask you for further details to appropriately triage the patient. Following triage, the IP practice will instruct you on what the best course of action is. A copy of the clinical triage will be kept by the IP practice, as per the WGOS 5 IPOS Urgent manual, and we recommend you also document the outcome of the triage on the patient's clinical record for completion.

An intra-practice referral may be completed should an IP optometrist work in your practice on the same day you see a patient that requires IP intervention.

We recommend that you:

1. Ask the IP optometrist to view the clinical assessment of the patient on the day and comment on next best course of action. Please document this on the record card.
2. Book the patient in with the IP optometrist in practice.

## Guidance for IP-practitioners:

**Note: If you are the IP optometrist in the practice and the patient presents for a WGOS2 but on examination you feel their care sits under WGOS5, please claim a WGOS 5 fee only.**

You may find it useful to develop a triage template for referrals.