

FREEDOM OF INFORMATION ACT (FOI) STATEMENT

This document complies with the requirement of the Information Commissioner`s Model Publication Scheme for Total Eyecare in accordance with the Freedom of Information Act 2000 and fulfils the obligations on opticians` practices under the Act.

Introduction

This is a complete guide to the information routinely made available to the public by Total Eyecare. It is a description of the information about our NHS services that we make publicly available. It will be reviewed at regular intervals. The information within each Class is available in hard copy from:

14 Bridge Street,
Newton –le-Willows
WA12 9BA

This guide information

We will publish any changes we make to this guide or relevant information. We will also publish any proposed changes or additions to publications already available.

Cost of Information

For the most part, we will only charge for hard copies, or copies onto media.

- Single hard copies – Free of Charge
- As the Freedom of Information Act applies to the provision of information, a request for multiple hard copies does not fall within the provisions of the Act and will attract a charge for retrieval, photocopying and postage. You will be notified of these charges, and these must be paid for in advance.
- E-mail will be free of charge.

Your Rights to Information

- The Freedom of Information Act 2000 is designed to promote openness and accountability amongst all organisations that receive public money.
- Like all NHS contractors, since 1 January 2005 there has been a FOI obligation on optical practices to requests about NHS related information that they hold, and a right to access to that information has been established in law.

- These rights are subject to exemptions (see below) that have to be taken into consideration before releasing information.
- entitled to request information about our NHS services under the NHS Openness Code 1995.
- Under the Data Protection Act 1998, you are also entitled to access your clinical records or any other personal information held about you.

Feedback

If you have any comments about the operation of the Publication Scheme, or how we have dealt with your request for information from the scheme, please write to:

Total Eyecare,
14, Bridge Street,
Newton-le-Willows,
WA12 9BA

Classes of Information

All NHS information at Total Eyecare is held, retained and destroyed within NHS guidelines. Our commitment to publish information that can be legitimately withheld under exemptions set out in the NHS Openness Code of Freedom 2000, the main reasons being the protection of commercial interests and personal information under the Data Protection Act 1998. This scheme has been written in accordance with those exemptions. The information on this Scheme is grouped into the following categories:

A] Who we are and what we do

- Nirmal Sekhon is a sole proprietor of an independent opticians, trading as Total Eyecare
- Details of opticians and optometrists employed directly, or by way of Locum, can be obtained by contacting the practice directly.
- Alternatively, details of all opticians and optometrists registered in the UK are available from the GENERAL OPTICAL COUNCIL tel: 0207 580 3898

B] Financial and funding Information: what we spend and how we spend it

For every sight test performed on behalf of the NHS the practice receives a set fee, which is fixed nationally.

