

Px Name: ..... GP: ..... **(Local only)**  
 Date: ..... Surgery: .....  
 Address: ..... DoB: .....  
 Phone: ..... Time of call: ..... Taken by: .....  
 Appointment: Yes / No Time: ..... Referred by: .....  
 Symptoms & Comments: .....

If you do not have an appointment available you **must** find the Px an appointment elsewhere.

If the patient was sent from the GP surgery please indicate whether they did or did not see the GP

**Certain conditions are not appropriate for MECS. Please ensure that you are familiar with these and ask your optometrist if in doubt. If the patient is feeling generally unwell ask them to seek medical advice or discuss with your optometrist at the time of booking.**

The following guidance should be followed unless the MECs practitioner advises otherwise in an individual case. Select the problem from column 1.

CL related	1) Is the Px from your practice?	Yes - Follow own practice protocol (unsuitable for MECS)	
		No – advise contact their usual practice 1st. If cannot, ask question 2 and continue	
Problem with eye - painful, sore, red, sticky, watery, itchy or irritated <i>* Recent onset slightly red, sticky or itchy eyes will often resolve in a day or two. Advise the patient that the NHS recommends seeing a pharmacist under the Minor Ailments Service – they can provide medication if necessary. If no improvement after 5 days, contact us again.</i> <b>Referral to MAS ONLY applies to self-referrals and MUST be entered as a patient contact on OptoManager</b>	2) Is it painful?	<b>Yes - See within 24 hours</b>	
		No (ask question 3)	
	3) Is there any light sensitivity?	<b>Yes - See within 24 hours</b>	
		No (ask question 4)	
	4) Is there a change in vision?	<b>Yes - See within 24 hours</b>	
		<b>No – If started within the last 5 days then advise to see pharmacist under MAS and enter on OptoManager. If started over 5 days ago, see in 24hrs.*</b>	
Problem with vision (including problem with field of vision and sudden onset double vision) <i>For field loss and sudden onset double vision, book MECS but inform optom</i>	5) Has it come on suddenly?	<b>Yes - See within 24 hours</b>	
		No (ask question 6)	
	6) If gradual, when did it start?	<b>&lt; 3 months? - See within 5 days</b>	
		<b>&gt; 3 months? - Book sight test</b>	
Flashes and/or floaters	7) When did it start or when did it last change or get worse?	<b>&lt; 6 weeks - see within 24 hours</b>	
		6-12 weeks - symptoms same	<b>See within 5 days</b>
		6-12 weeks - symptoms increased	<b>See within 24 hours</b>
		> 12 weeks	<b>Not suitable for MECS</b>

**Tell patient:** You have been booked into a MECs appointment; you may be dilated and should not drive afterwards until you are happy your vision is OK. If your symptoms get considerably worse before your appointment call the optometry practice again or, if unavailable, your GP or GP Out-of-Hours service. If no other advice is available go to A & E.