

General Optical Council
Application for restoration 2009-10 (Individual)

Complete this form if you have previously been registered with the General Optical Council and you want to be restored to a register.

Section 1 – Application for registration

Please indicate which register you are applying for restoration to:

- | | |
|--|---|
| <input type="checkbox"/> The register of optometrists | <input type="checkbox"/> The register of dispensing opticians |
| <input type="checkbox"/> Additional supply specialty | <input type="checkbox"/> Contact lens specialty |
| <input type="checkbox"/> Supplementary prescribing specialty | |
| <input type="checkbox"/> Independent prescribing | |

Previous GOC number

Date of previous registration

Date removed from the register

Section 2 – Individual contact details

Fields in bold type indicate information which will appear in the published register and may be made available to third parties

Contact address details (to be completed in full)

First name(s)	Surname	Title
<hr/>		
Date of birth		
<hr/>		
Full address		
<hr/>		
Town	County	
<hr/>		
Country (if not UK)	Post code	
<hr/>		
Telephone number	Email	
<hr/>		

Is this address also a practice address?

- Yes No
-

Practice addresses**Name of practice**

Full address

TownCounty

Country (if not UK)**Post code**

Telephone number

Practice addresses**Name of practice**

Full address

TownCounty

Country (if not UK)**Post code**

Telephone number

Section 3 - Optical qualifications

Educational establishment	Qualification	Date Passed	Diploma or certificate issued
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<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
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<hr/>	<hr/>	<hr/>	<hr/>

Section 4 – Work experience since last registrationWork experience since last registration

Section 5 – Continuing Education and Training (CET)

I have _____ general and _____ relevant specialist CET points (if applicable).

These CET points must be gained in the 12 months prior to the month in which your application to restore was received. See guidance notes for points requirements.

Section 6 – Declarations

Do you wish to make any declarations?

- YES Please give full details below
Failure to provide full details will delay your application
- No Please proceed to **Section 5**

Section A – Criminal and disciplinary proceedings

1. Please provide full details of any convictions or cautions (or any Agreed Offer, Penalty Payment Agreement, or Absolute Discharge Order in Scotland) or any investigations in relation to a criminal offence. You must declare any conditional caution, and any conviction which led to the imposition of a conditional or absolute discharge. This must include any conviction etc that you believe spent. You should give full details of the **date, the offence committed, the penalty or punishment imposed and the circumstances leading to the offence. This should include the amount of any fine and the name of any court that you attended.** Attach a separate sheet if necessary.

You do not need to declare road traffic offences that have been dealt with by way of a fixed penalty.

2. Please provide details of any adverse finding or current investigation by the GOC or any other body which regulates a health or social care profession either in the UK or abroad, including a NHS primary care organisation (PCO) or health board. You should give details of the **date, the regulatory body/PCO and the sanction or investigation.** Attach a separate sheet if necessary.

Section B – Physical and mental health

Please provide full details of any mental or physical health conditions which a reasonable person would think might impair your fitness to practise. You should give full details of **the name and nature of the condition, the date of diagnosis and any treatment or medication required.** Attach a separate sheet if necessary.

Section 7 – Insurance

You must hold indemnity insurance cover valid for UK purposes. You must be covered by adequate and appropriate insurance at any time you are working in the UK. You must not carry out any professional work outside the terms of your insurance policy without ensuring alternative cover arrangements are in place.

I am covered by the following professional insurance policy/policies:

Name of policy holder

Insurance Company

Policy/membership number*

*Please refer to guidance notes before providing information

**Attach photo here
and sign on front**

Section 8 - Identification

I certify that I have known the applicant for at least two years and that the attached photograph, which is identified by my signature, is a true likeness.

Name of applicant

Name of person certifying

Position of person certifying

Signed

Date

Section 9 – Declaration of information

I declare that I have read, understood and will comply with the GOC's code of conduct for individual registrants

I understand that the GOC will use the information I have provided to exercise its proper and statutory functions

I declare that the information given in this form is true and accurate

I understand that my annual retention fee will be due by 15 March each year regardless of the date of my initial restoration

I understand that I must notify the GOC if my contact address changes at any time during the registration year

Signed

Date

Checklist

Make sure you:

Complete all sections of the application form

Sign the declaration

Attach a signed photo

Payment £289 (tick one only):

Cheque enclosed

Credit card form completed and enclosed

Paid by bank transfer

For office use only

Fees

Amount received

£

Initials

Date

General Optical Council
Guidance notes for restoration (individual)

To apply for restoration, you need to do five things:

1. earn the required number of CET points
2. complete all sections of the restoration form
3. sign the declaration
4. attach a signed photo
5. pay the restoration fee of £289

Completing the form

Section 1 – Application for restoration

Please tick the box to show which register you want to be restored to, and if you want an entry relating to a specialty to be restored.

You can only apply for restoration to a register in which your name was previously entered. Please give the dates (or approximate dates) of your last registration, and when your name was removed from the register.

Section 2 – Contact details

Your contact address will form part of your entry in the public register. You must provide an address which is reliable so that communications from the Council can reach you without delay. **You must notify the Council in writing or through our internet service of any changes to your address.** You must also notify us of a change of name as soon as possible, enclosing a photocopy of the change of name deed or marriage certificate.

Practice addresses provided for publication in the register should include the name under which you intend to practice at that address. If you need more space, please photocopy the practice details section of the form.

Section 3 – Optical qualifications

Please include all qualifications on which you rely for registration or entry of a specialty. Unless annual subscriptions are made to the College of Optometrists or Association of British Dispensing Opticians, professional qualifications granted by these organisations cannot be shown in the register.

Section 4 – Work experience since last registration

Please give details (with dates) of your experience in, or in connection with, the profession of optometry or dispensing optics since your name was removed from a register. You may be asked to provide evidence in support of your statement. If you have not worked in optometry or dispensing optics since your last registration, please enter n/a.

Section 5 – Continuing Education and Training (CET)

To be restored to the register, you must be able to provide evidence of having earned at least 12 general CET points in the 12 months prior to the month in which the application to restore is received. Where applicable you will need a further six relevant specialty points earned in the 12 months prior to application to restore.

You can register with www.cetoptics.com without a current GOC number to complete the requirement prior to restoration. Do not send evidence with your application. Once you have restored, you will need
(continued over)

Section 5 – Continuing Education and Training (CET) (continued)

to earn additional points by the end of the current CET cycle to maintain your registration. Only the points you gain from restoration (under the new GOC number) will count towards the total you need at 31 December 2009. Any points under your old number will not count towards this total.

Section 6 – Declarations

Please ensure that you tick either the YES or NO box to indicate whether you wish to make any declarations about criminal and disciplinary proceedings and/or physical and mental health. If you tick YES you must provide details in section A and/or B according to the guideline below and on the form. You must declare any conviction, caution, conditional caution, conditional or absolute discharge and any investigations in relation to a criminal offence.

This **must** include any of the above that you believe spent.

Relevant UK bodies for the purposes of Section A 2 are the following:

General Optical Council	Health Professionals Council
General Chiropractic Council	Nursing and Midwifery Council
General Dental Council	Pharmaceutical Society of Northern Ireland
General Medical Council	Royal Pharmaceutical Society of Great Britain
General Osteopathic Council	Primary care organisations or health boards

Section 7 – Insurance

Registrants arranging their own insurance should provide full policy details. Members of the Association of Optometrists should record AOP as their insurer and their membership number. Members of the Association of British Dispensing Opticians who hold ABDO insurance should record ABDO as the insurer and their policy number. If you are covered by an employer's corporate policy, you should record the company name and either the FODO membership number or full policy details.

Section 8 – Identification

A signed photograph is a key part of the application. The photograph can be signed by:

- a registered optometrist or registered dispensing optician;
- a registered medical practitioner;
- a solicitor or barrister;
- a justice of the peace;
- an accountant;
- the principal of an educational establishment which granted the applicant a qualification or a person authorised by the principal of that establishment; or
- another person of similar standing in the community.

Section 9 – Declaration of Information

You must sign and date that declaration of information.

Fees

The registration year runs from 1 April to 31 March. The restoration fee of £289 covers inclusion of a name in the register for the current registration year. Your annual retention fee will be due by 15 March regardless of the date of restoration.

We can accept payments by cheque, credit card or bank transfer. Cheques should be in pounds sterling, drawn on a bank based in the UK and made payable to 'General Optical Council'. Eurocheques will not be accepted.

If you wish to pay by credit card, please complete the credit card form.

Bank transfer payments should be made to the following account:

Account name: General Optical Council
Bank: Bank of Scotland, 14-16 Cockspur Street, London SW1Y 5BL
Account number: 00715315
Sort code: 12-11-03
Reference: GOC No or Surname

The GOC will accept payment via the bank transfer system from overseas applicants provided that:

- the transfer funds are remitted in pounds sterling; and
- the applicant bears the cost of any fees levied by the sending and receiving bank such that the full fee reaches the GOC account.

If you have questions

Email: goc@optical.org
Write to: 41 Harley Street, London W1G 8DJ
Telephone: +44 (0)20 7580 3898, option 1 Mon to Thu 09.00-17.00, Fri 09.00-16.45
Website: www.optical.org
