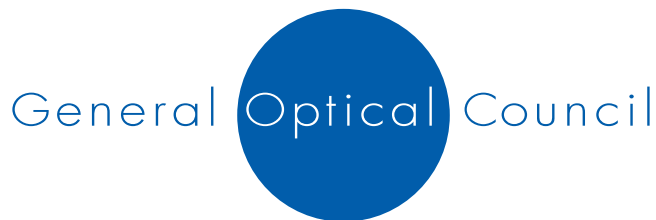


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**Bulletin no. 3**

**CET**

**June 2005**

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### **THE CONTINUING EDUCATION AND TRAINING RULES WILL COME INTO FORCE ON 1 JULY 2005**

**Everyone on the Register** on 30 June 2005 will need to earn 36 general points by 31 December 2006 in order to remain registered in 2007.

**Dispensing Opticians who are on the Contact Lens Specialty Register** on 30 June 2005 will need an additional 18 specialist points by 31 December 2006. See page 3 for information on other Specialty Registers.

**The first cycle is for 3 years**, ending on 31 December 2006:  
- the first 18 months (before the Rules come into force (January 2004 to June 2005) is a voluntary period  
- the second 18 months after the Rules come into force (July 2005 to December 2006) is a statutory period.

**Carry-over of points** from the voluntary period: registrants can carry over a maximum of 24 general points and 12 specialist points gained in the first 18 months (Jan 04 - June 05) towards the totals needed by 31 December 2006.

**Double counting of specialty points** as general points: *some* of the specialist points can be counted towards the general points total. (This currently only applies to DO contact lens opticians.) See page 3 for more information.

**It is your responsibility** to confirm that your CET points on the cetoptics.com website are accurate.

### **WHAT YOU NEED TO DO**

- > **Register on the cetoptics website, [www.cetoptics.com](http://www.cetoptics.com)**
- > **Earn 36 general points by December 2006 by:**
  - > **Attending / studying an accredited CET 'event'**  
(courses, conference workshops, distance or e-learning, CD-Roms or CET items in journals)
- > **Confirm the points gained on the cetoptics website**  
***Make sure any CET you do is accredited before you do it***  
***Ensure it is for your group***  
(a) optometrists, (b) DOs or (c) DO CL opticians  
***Keep event confirmation slips***

*-- 8,200 OOs and DOs have already logged on --*

## Cetoptics.com –how the system works

### Registering on the website

- ⇒ Log on to the website and click on 'For CET Users'
- ⇒ Click on the word 'register'
- ⇒ Type in your GOC registration number **including the hyphen** and date of birth
- ⇒ Type in your email address **accurately** (a mistyped email address is the commonest cause of registration problems) and make a note of the address you used.

The system will automatically send you an email with your username and password.

**If you do not receive an email:**

- (a) check that you have entered all the information accurately;
- (b) if you have, email [admin@cetoptics.com](mailto:admin@cetoptics.com) with your full name and GOC number.

Your User record will be updated and a username and password will be sent by email.

### Your details on the website must match those on the GOC Register!

To register, the details you enter at cetoptics must match those held by the GOC. If your details have changed you should update the GOC before registering at cetoptics.com.

### Points about Points

- **You cannot enter points - only the CET Provider can do that**
- **You can only gain points from approved CET from a listed Provider - there is NO retrospective approval (*Overseas registrants see page 3*)**
- **You must confirm your points before they will be credited to you**
- **Always keep the paper records of completion given by CET Providers**

Within 10 working days of completing the CET event the Provider should enter your points on your 'pending points' record. Distance learning Providers will enter your CET points 10 working days after the published closing date, not 10 days after you complete the CET.

If on your cetoptics account you have 'notifications' turned on (MY ACCOUNT > NOTIFICATIONS) you will receive an email telling you of points gained from each event. Twice a year everyone will be sent a note of all their points.

To confirm pending points go to  
MY CET > PENDING POINTS

To check confirmed points go to  
MY CET > POINTS RECORD.

#### CET Providers are responsible for:

- getting their CET approved
- confirming your identity and attendance
- issuing you with a paper record of your CET completion
- putting your points on your 'pending' record at [cetoptics.com](http://cetoptics.com).

### Missing Points?

If you have completed some CET but your points are not displayed, this will be for one or two reasons: 1) the CET provider has not yet entered the points - please allow 10 working days before contacting the provider; 2) your GOC registration number is not properly linked to your account. To fix, see the second point of the 'What if ...' section on the back page.

### Points from 2004

All 2004 points which have been recorded with ABDO, the College or the GOC are being transferred to the cetoptics website. At the end of June they will be capped at the numbers that can be carried forward: 24 for general points and 12 for specialist points.

If you need to log further points from 2004, use the GOC website, [www.optical.org](http://www.optical.org). They will be transferred in batches to the cetoptics website. Please wait until July before querying your points record for 2004 so that all these processes can be carried out.

- - 1660 CET events have been approved - -

## If you join the GOC Register from 1 July '05 ...

... you will need to get a proportion of the points required by 31 December 2006.

**General points:** the number needed is based on 1 point per month for each whole month of registration. For example, someone coming onto the Register on 14 July 2006 would need 5 whole months (Aug-Dec) x an average of 1 point per month = 5 general points.

**Specialty points:** the number needed is calculated as for general points, but at a rate of 1 point for every 2 months. No account is taken of half-points, so someone coming onto the Register on 14 July 2006 would need 2 specialty points (Aug-Dec = 2.5 points, rounded down to 2). **These points can be gained at any time during the period of registration.**

### Carrying Points Forward

A maximum of 24 **general points** gained in the voluntary period (January 2004 to June 2005) can be carried forward into the statutory period (July 2005 to December 2006).

**Specialist contact lens points** can also be carried forwards from the voluntary period to the statutory period. A maximum of 12 points which have been gained between January 2004 and June 2005 can be carried forward.

**The points can have been gained at any time from January 2004 to June 2005.**

### Double Counting of Contact Lens Points (DOs)

DO Contact Lens Opticians who are on the CL Specialty Register on 30 June 2005 need to get 18 specialist points by 31 December 2006.

**Up to 16 of these specialist points can also be counted towards the requirement of 36 general points.**

Up to 12 of these double-counted points can be carried forward from the voluntary period and 4 from the statutory period.

DO Contact Lens Opticians therefore can reduce the total points required from 54 (36 + 18) to 38 (20 general points and 18 specialist points).

### Specialty Registers

Under the new legislation the GOC is empowered to maintain registers of optometrists and dispensing opticians who are qualified for an additional level of competency such as therapeutic prescribing of medicines (optometrists). At present the only functioning register is of DOs who are qualified to fit contact

lenses. The optometrists' CL list is purely voluntary and 6 points per calendar year are needed. These are included in the 36 general points (not additional).

To remain on a specialty register, registrants will need to gain specialist points in addition to general points.

### Overseas Registrants

To remain registered you will still need to fulfil the CET requirements. You can do this by:

1) distance or e-learning; 2) doing CET in your own country which must have been approved **in advance** by the GOC; 3) asking local providers to register on the cetoptics website and submit their events for approval - some overseas CET will be accepted for the purposes of remaining on the GOC Register. In some cases (a) overseas providers will not be listed and (b) you will need to input your points yourself. **More information will be sent later to overseas registrants.**

*-- 140,000 CET points have been entered by Providers --*

## WHAT IF ...

### **I do not have a computer?**

The GOC appreciates that not all practitioners are familiar with internet use and that not everyone owns a computer. Your place of work, colleagues, friends or relatives may be able to help. Failing that, there is free internet provision in public libraries or for a small fee you can use an internet café.

The scheme is internet-based partly because it is much cheaper than a paper-based scheme would be (the cost is borne by you, the registrants) and partly because it enables you to control your own record, thereby ensuring that, as required by the Rules, it is secure, accurate and up-to-date. You can use any email address.

### **My details on the website are correct but my account is still not linked?**

This may be because the information held by the GOC about you is out-of-date. To check this phone 020 7580 3898 option 1. Or it may be because your registration number is 'already in use'. This can happen because you have previously tried to register and your number is linked to an account that cannot be accessed. If you think this may have happened, send an email to [manager@cetoptics.com](mailto:manager@cetoptics.com) and put in the subject line: "My details are correct but my account is still not linked".

### **I am taking maternity leave or a career break — do I need the same number of points?**

Yes. If you remain on the Register during your break you will need to have gained all the required CET points by 31 December 2006. If you have come off the Register and are returning you will be treated as though you have been on the Register for up to 12 months immediately prior to restoration, going back to (but not before) 1 July 2005 when the Rules come into force. You will need to have gained CET points at a rate equivalent to 1 point per whole month. **You do not need to be registered to do CET**, so can gain these points before restoring.

### **I am currently a student - do I need to do CET?**

Students do not have to get CET points. Once they are on the main Register, CET points are required. Registered DOs who are undertaking an optometry course do need to gain points to retain their DO registration.

### **Will doing the Career Progression Optometry Course, a postgraduate Masters or other advanced course exempt me from the need to do CET?**

No, you will still need to get the 36 general points by December 2006 and, for DO contact lens opticians, 18 specialty contact lens points. However, if the course you are following is an approved CET event, you will be able to gain points from it.

## **BROWSERS**

It is best to use an up to date browser with [cetoptics.com](http://cetoptics.com). The system will detect the browser you are using and ask you to update if necessary. You need Internet Explorer 6.0 or above or Netscape 7.0 or Firefox.

Macintosh – Vantage recommend Netscape 7.0, but the system is not optimised for Macintosh.

*-- 70,000 points have been confirmed by registrants --  
Log on and confirm yours now!*