



Ophthalmic Schedule Communications

September
paid October
2024

Welcome to the schedule communications, where you will find useful information and helpful tips

Access the schedule close dates and payment timescales [here](#)

September paid October cut-off date: 10 November 2024 at 5pm

Continuing Professional Development (CPD) allowance

The CPD form is now hosted on the eOphthalmic system, which will enable you to enter your details directly onto a secure web form and submit them directly to us. This form went live at 07:30 on 30 September 2024, and will be open until Saturday 30 November 2024.

Please see our detailed **[CPD instructions](#)** on how to submit your claim.

Please also take the time to read **[PCA\(O\)2024\(04\)](#)** which covers the CPD allowance claim process.

If you do not have an eOphthalmic account yet, please visit **[this page](#)** to access all the relevant details and forms to apply for an account. Please note that if access to eOphthalmic is required only for CPD, you will need to state this within the email containing the form.

If you already have an eOphthalmic web form account, you will use the same eOphthalmic log on details to access and submit the new CPD allowance claim form. If you have an account but are unable to log on to the eOphthalmic system (e.g. your account is locked) please contact the Ophthalmic Helpdesk by emailing **nss.psdophthalmic@nhs.scot** or telephone 0131 275 6200.

If your claims are submitted automatically via your Practice Management System (PMS), you must set up a user account for the eOphthalmic system to be able to access and submit the new CPD allowance claim form. In order for you to access and submit the new CPD allowance claim form, we would advise that you complete and submit the relevant application forms now. Further information on how to do this can be found on **[this page](#)**.

To access the claim form, please log in via the following web address: **<https://digitalwebforms.mhs.scot.nhs.uk>**.

Reminder: Do NOT Send Any Mail to Bain Square

No ophthalmic mail should be sent to Bain Square. Any mail sent to Bain Square will not be processed. Please read our [mail delivery guide](#) for instructions on where to send mail.

Telephone: 0131 2756200 | email:
NSS.psdophthalmic@nhs.scot

Visit [Ophthalmic services page on the NSS website](#)

Visit [Scotland's national website for eyecare services and eye health information – For the public For professionals](#)

