

## **Questions and answers about collecting and paying contributions to the LOC Central Support Unit**

### **Q: How much funding should the LOCs pay for 2007/08?**

A: For this financial year 1<sup>st</sup> April 2007 to 31<sup>st</sup> March 2008, it has been agreed that nine months funding of the additional 0.5 % of sight test fees is payable. That is starting from 1<sup>st</sup> July 2007.

### **Q: What should we do if the LOC was not able to notify the PCT and/or its agent e.g. a Business Services Authority (BSA), in time for deductions to be made from July's sight test fees?**

A: If there has been a delay in implementing the request to the PCT or BSA, ask them to deduct the amounts with effect from 1<sup>st</sup> July 2007. They will be able to calculate the sum due.

### **Q: How frequently should the PCT or its agent make the additional deductions for the LOC CSU funding?**

A: In the past, some LOCs have instructed the PCT or its agent to deduct the statutory levy annually or bi-annually rather than monthly. To minimize the impact on cash flow and to assist with financial planning for optometrists it is advised that deductions from sight test fees are made monthly.

### **Q: How does the LOC make the payments to the LOC CSU?**

A: The PCT or its agent, if instructed by the LOC, can pay the LOC CSU element of the statutory levy directly to the LOC Central Support Unit.

**OR**

Pay the sum to the LOC, leaving the LOC to forward it to the LOC Central Support Unit.

### **Q: How will the LOC know how much has been collected and/or paid to the LOC CSU?**

A: The LOC should request and receive from the PCT, or its agency, written confirmation of the sum collected and the period covered. This will be required to support the financial records of the LOC.

### **Q: What details do we need to arrange for a direct payment?**

A: Bank Details:

Branch: HSBC Bank Plc  
28 Borough High Street  
Southwark  
London SE1 1YB

Name of Account: LOC Central Support Unit  
Sort Code: 40-06-21  
Account No: 91746405

Ensure the name of the LOC, payment is being made on behalf of, is indicated together with the period covered e.g. July 2007

### **Q: What do we do if we wish to pay by cheque?**

A: Cheques should be made out to the LOC Central Support Unit and addressed to:

Alan Lester, Company Secretary, LOC Central Support Unit,  
61 Southwark Street, London SE1 0HL.

**Ensure name of LOC is given and period covered is stated.**