



# Setting up a Peer Review / Discussion Part 1

## Setting up a peer discussion group in your practice.

What must seem to many the most daunting requirement for contact lens opticians and optometrists is the introduction by the GOC of mandatory peer review or peer discussion. It is NOT a statutory requirement for dispensing opticians, but it is a very enjoyable way to gain points, learn what others do - and keep awake!

Peer review and peer discussion differ slightly, but both are accepted for the CLO/optometrist requirement. In peer review, participants bring along cases they have been involved with in practice, whereas for peer discussion, the group discusses pre-prepared (hypothetical/edited) case records. Apart from that, the specification for the two modalities is the same (Fig 1), and both are interactive forms of CET. Interactive CET is classified as any CET which brings the optician into contact with other optical professionals, for example, other delegates at a CET event, or individual interaction with a tutor, or personalised feedback and discussion.

Figure 1 is an extract from the GOC CET scheme Principles and Requirements v3.2

Figure 1 : Peer review and peer discussion specifications  
CET Scheme Principles Requirements Version v3.2, 20140309

REGISTRANT LED PEER REVIEW GROUP	
Description	The registrant is interacting with their peers to discuss and understand clinical decision making, diagnosis, management and record keeping processes and practices.
Interactive Option Requirements	<p>Option A – Physical Attendance</p> <ul style="list-style-type: none"> <li>Minimum of 1 hour duration excluding change over time</li> <li>Minimum number of participants is 4, including the leader, the maximum number is 10</li> <li>A leader</li> <li>Real cases brought by the members of the group/case-based discussion materials from CET Providers offering Peer Discussion</li> <li>An appropriate venue</li> <li>Registrant is required to record a reflection statement on the CET Platform after the event (provided by the GOC)</li> <li>For the purposes of optometry or contact lens competencies, only optometrists and contact lens opticians are considered as peers</li> <li>For the purposes of therapeutic competencies, only therapeutic registrants should attend peer review.</li> <li>A minimum of two cases should be discussed</li> </ul>
Good Practice Guidance	<ul style="list-style-type: none"> <li>Recommended group size 6-8</li> <li>Good practice would indicate that 2 hours are required</li> <li>Aim to discuss 4-8 cases.</li> </ul>
Points	3
PEER DISCUSSION GROUP	
Description	The registrant is interacting with their peers to discuss and understand clinical decision making, diagnosis, management and record keeping processes and practices.
Interactive Option Requirements	<p>Option A – Physical Attendance</p> <ul style="list-style-type: none"> <li>Minimum of 1 hour duration excluding change over time</li> <li>Minimum number of participants is 4</li> <li>A facilitator</li> <li>Prepared and approved case based patient scenarios</li> <li>Example cases can be used</li> <li>An appropriate venue</li> <li>Registrant is required to record a reflection statement on the CET System after the event (provided by the GOC)</li> <li>For the purposes of therapeutic competencies, only therapeutic registrants should attend peer review.</li> <li>A minimum of two cases should be discussed</li> </ul>
Good Practice Guidance	<ul style="list-style-type: none"> <li>Good practice would suggest a maximum number is 10</li> <li>Recommended group size 6-8</li> <li>Aim to discuss 4-8 cases.</li> <li>Good practice would indicate that 2 hours are required</li> <li>Cases and scenarios can be presented from the front by a presenter with a facilitator on each table</li> </ul>
Points	3

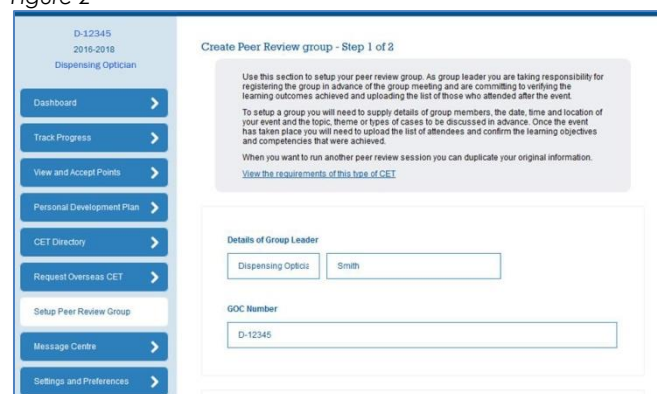
The GOC have made it fairly easy to set up a peer review session, which means that you can register as a peer review group leader/facilitator, set up a discussion about case records in your practice with invited local practitioners, and gain 3 CET points for a two hour session. Although it is desirable to have completed some training as a leader/facilitator, peer review can be led by any registrant. Having some training gives an insight into what to expect, how to handle difficult situations and how to cope with unexpected incidents. Also it can sometimes be difficult to remain impartial and keep on track with the direction of the discussion.

When the members confirm their points, they will be asked for feedback on how successful the session was, and a poor facilitator can damage the value of the whole experience.

## On the MyCET website.

Figure 2 shows the first screen after clicking 'Setup Peer Review Group'. You can click 'View the requirements of this type of CET', but it's a link to an old version. Hopefully the latest version will be available when you make your application.

Figure 2



The next part of the screen is shown in figure 3, where you can enter the venue, date and time of your planned event.

Continuing down the screen (figure 4), you will be asked to complete some more details about the group, and the broad topics of discussion.

Figure 3

Figure 4

Then you finish the section by agreeing to the requirements. The hyperlink here links to the same info as the 'View the requirements' link.

**Learning objectives**

You must consult the GOC Core Competencies to complete this section (figure 5) properly, which means that you must download/view the competency documents which are available on the GOC website. These can be hard to find, so here is the web address for the competency documents page: <https://www.optical.org/en/Education/CET/information-for-existing-providers.cfm>

**The ones you are most likely to need are the**  
 CET competencies for optometrists  
 CET competencies for dispensing opticians  
 CET competencies for contact lens opticians

Figure 5

You enter the learning objectives in exactly the same way as they are laid out in the documents, with the

'indicators' as the proposed learning objective(s) in Step 5 (figure 6).

Figure 6

It's a bit fiddly, but just a case of finding which indicator best describes what you hope the members of the group will have learned from the discussion. You may find it easier to decide on the indicator first, and then work backwards up the steps. Alternatively, the competencies and learning objectives are written for you if you use the peer discussion cases in the CET section of the ABDO website. <http://www.abdo.org.uk/cet/peer-discussion-cases/> Remember to 'Save' after you have finished each learning objective, or you will lose your work. When all the learning objectives have been completed, click 'Save' again, and check the summary which is displayed, and then 'Send for approval'. The screen in figure 7 will be displayed.

Figure 7

The GOC will send you an automated email to confirm your application, and an approval notification will (hopefully) follow in about 10 working days. In the meantime, an approver might contact you to ask for clarification or additional information.

**Group leader/facilitator responsibilities**

- As a group leader, it is your job to:
- Gain approval for the session by applying to the GOC

- Pick 3 or 4 records from the practice, or from the ABDO website – perhaps some cases which have been particularly challenging or interesting
- Anonymise the records – particularly important when involving staff from other practices, and provide enough copies for each member of the group to take away and reflect upon
- Make notes about the discussion while it progresses
- Ensure that the discussion lasts a minimum of two hours
- Make the CET Declaration after the event
- Upload the points for the participants to their GOC number and surname

It is not your task to teach or criticise the opinions of any member of the group. You should stimulate discussion by drawing attention to the points on the records which are linked with the learning objectives that were approved, and make sure that each member of the group contributes to the discussion.

The great thing is that, even though DOs do not have to undertake peer review, a DO does not have to rely on Providers to supply interactive CET in a convenient location – you can set up a group when it is convenient for a group to get together, provided that you are in an appropriate setting, like a practice, prepare properly and give enough notice for it to be GOC-approved. All members of the group can gain 3 interactive (non-capped) CET points.

Make sure you allow sufficient time for the GOC to consider your application – impromptu sessions cannot be approved after the event, and it may take 10 days for your application to be approved.

In part two the preparation and aftermath of your peer review will be explored.