

**UNIVERSITY OF EXETER – Driver’s Eye Test Form – PD42**

**Please note:**

- To receive a voucher, the line manager must submit the completed form on behalf of the driver.
- Line manager must have completed a health surveillance needs risk assessment (usually done only once or when job changes).
- Send completed form to [healthsurveillance@exeter.ac.uk](mailto:healthsurveillance@exeter.ac.uk) **before** optician’s appointment is booked.
- Health surveillance will send you a pre-paid Specsavers voucher to the email address below (enter your line manager’s email if you prefer).
- Book eye sight test when voucher is received.
- When the driver attends the Specsavers appointment, show the voucher to the optician – either print it out or show it via a smart phone.
- This process cannot be undertaken in retrospect. Do not attend the test without the voucher.
- If you want your employer to pay for this service, you will not be able to use any other optician, in any circumstance.

**Line manager’s Information:**

<b>Line manager’s name</b>			
<b>Line manager’s email address</b>			
<b>College / Service</b>		<b>Phone ext.</b>	

**Driver Information:**

<b>Driver’s name</b>	
<b>Driver’s email address (voucher will be sent here)</b>	

**Driver’s Declaration:**

**Please tick to confirm the following:**

I have a University of Exeter Contract of Employment
I am required to drive vehicles as part of my normal work
I request an eye examination and sight test to be carried out at a branch of Specsavers.

**Additional information:**

<b>Approx. date of last eyesight test</b>	
<b>Approx. number of hours driving for work per week</b>	

Driver’s signature & date  
(only needed if form is completed by hand)