



# VMware's Guide to Eyecare



Did you know that if you operate a VDU you are entitled to a **free** company sight test and, if appropriate, glasses too?\*

Follow this simple process:

1. Log on to the intranet link <https://portal.eyecareplans.co.uk/v4w3y0f0i>
2. Fill in your details and an *EyecarePlan* will be emailed (or if you prefer, posted) to you.
3. Make a sight test appointment at your chosen optician taking along the plan. There are over 1,400 opticians in the network including Boots Optical Stores and you will receive a list of the nearest ones.
4. The *EyecarePlan* will pay for the sight test and if you need spectacles for VDU work you can pick a free frame & lenses from the ASE corporate range. In addition, if you visit a Boots Optical store will also have the option to select from the Boots £50-70 frame range for free.
5. If you would prefer to choose from the optician's own range of frames and or lenses then you may do so at your own expense and receive a discount from the Optical Store.

**IMPORTANT:**

Under no circumstances should you book an appointment, have your sight tested or purchase spectacles until you have applied for, received and complied with your *EyecarePlan*.

If you have any further questions please call *EyecarePlans* Customer Service on 0844 800 4028 or email [customer.services@eyecareplans.co.uk](mailto:customer.services@eyecareplans.co.uk)

\*By law employers are required to fund the cost of an eyesight test for every DSE (display screen equipment) user and to provide basic spectacles to correct vision defects for the DSE work concerned. The frequency of new spectacles is restricted to a change in lens prescription as judged by the optician, typically every 24 months.