Wearing Advice
This footwear is for your use only.
Your Orthotist or Health Care Professional will advise you how often to wear your footwear initially and for how long. General advice is included below.

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Wear for ½ hour.</td>
</tr>
<tr>
<td>Step 2</td>
<td>1 hour</td>
</tr>
<tr>
<td>Step 3</td>
<td>3 hours</td>
</tr>
<tr>
<td>Wear all day</td>
<td></td>
</tr>
<tr>
<td>Wear as needed</td>
<td></td>
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</tbody>
</table>

How to Contact Us
Call the referral management centre on: 0141 347 8909 or email: AHP.Appointments@ggc.scot.nhs.uk
This number should be used for all enquiries from the following clinics:
Gartnavel General Hospital
Glasgow Royal Infirmary
Queen Elizabeth University Hospital
New Stobhill Hospital
New Victoria Hospital
Vale of Leven Hospital
Inverclyde Royal Hospital
Royal Alexandra Hospital
Renfrewshire Health and Social Care Centre

Further Information
For further information please go to
https://www.nhsggc.org.uk/your-health/health-services/orthotics/
Introduction
This leaflet provides basic information on the correct use and care of your footwear. If you have any further questions or concerns, please contact us.

Skin Care
To minimise the risk of problems occurring you should carry out the following daily:

- Inspect your feet.
  If required, either use a mirror or ask someone to help you with this if necessary. If you are experiencing any discomfort or if your skin is inflamed (hot and red) or broken then please contact us immediately.
- Wash and dry your feet daily.
- Always wear socks (cotton preferably). The thin layer will help absorb any sweat and reduce the risk of chafing (rubbing).

Care of Your Footwear
It is important that you take good care of your footwear, as this should maximise your comfort and make them last longer.
Keep them clean and polish leather shoes with a good quality polish.
If your footwear gets wet, pack with newspaper and allow it to dry naturally. Do not dry by direct heat e.g. from a fire or radiator as this may damage your footwear.

Maintenance of Your Footwear
Use a local cobbler or shoe repairer to repair your footwear unless your Orthotist tells you otherwise.

Review
If a review appointment has been booked for you after the supply of your orthosis, it is essential that you attend this.
Thereafter we will discharge you from our service.

What to do if you have a Problem
- If you feel that your footwear is uncomfortable.
- If a fault develops (for example worn or broken straps).

Contact us by calling 0141 347 8909 to book a return appointment.
If your Orthotist has informed you that you may hand your shoes in to be repaired at the hospital call the number above and ask to make a repair appointment. This appointment is to drop off repairs only, you will not see an Orthotist.

Accessing the Service Again
If the treatment we gave was helpful for your condition and you would like to see us again for further treatment in the future, then please either request this by calling the referral management centre on: 0141 347 8909
or ask a Healthcare Professional to refer you back to the Orthotic service.