

## Frequently Asked Questions (FAQs)



### Nuffield Health Revalidation and Appraisal Frequently Asked Questions

Question	Answer
What is Revalidation?	Revalidation is the process by which licensed doctors are required to demonstrate on a regular basis that they are up to date and fit to practise. Revalidation aims to give extra confidence to patients that their doctor is being regularly checked by their employer and the GMC.
What does revalidation mean for me?	As a licensed doctor you are expected to be revalidated by March 2016. If you hold a licence to practise you are legally required to revalidate (usually every five years) through a regular appraisal based on the GMC's core guidance for doctors - <a href="#">Good Medical Practice</a> . If you successfully revalidate then you can continue to hold a licence to practise.
How will I revalidate?	If you are a licensed doctor you will have to revalidate, every five years, by having regular appraisals with your employer that are based on the GMC's core guidance for doctors, Good Medical Practice. You will also have to collect supporting information which demonstrates how you are meeting the standards in this guidance.
When should I revalidate?	<p>Revalidation started on 3 December 2012. For the majority of licensed doctors if you were on the register at this time, your first revalidation will be sometime between April 2013 and March 2016. If you've been granted full registration and a licence since December 2012, your date will be around five years from then.</p> <p>You can check your date in the 'My revalidation' section of your GMC Online account.</p>
How do I find my Designated Body?	This is the organisation that is supporting you with your appraisal and revalidation and whom you have "a prescribed connection" with. The Designated Body is a healthcare provider i.e. Nuffield Health. The Responsible Officer (RO) within the Designated Body will be responsible for making a recommendation to the GMC on your licence to practise. You only have one designated body, regardless of how many organisations you may be employed by or contract with. You can find the name of your designated body in your <a href="#">GMC Online account</a> , if you have one. If you

	<p>need further help, please visit our '<a href="#">My designated body</a>' page where you will find a series of case studies and an online tool.</p> <p>There is a clear set of rules that determines which designated body you are connected to. For most doctors, their designated body will be the one in which they spend most or all of their practice. For others, however, their connection may be less obvious.</p> <p><a href="#">Click here</a></p>
What is a Responsible Officer?	A Responsible Officer (RO) is linked to each individual doctor, and makes a recommendation to the GMC that the doctors is up-to-date, fit to practise and there are no concerns.
Who is my Responsible Officer?	If you have a Prescribed Connection to Nuffield Health, Nuffield Health is your Designated Body and Dr Davina Deniszczyc is your Responsible Officer for the purpose of revalidation for more information <a href="#">click here</a>
What do I need to do to revalidate?	All doctors should participate in annual appraisal, this should be made available to your RO. This needs to be supported by a portfolio of evidence. Please see the <a href="#">GMC website</a> for more detailed information.
How often do I need to revalidate?	<p>For most doctors, revalidation will be a five year cycle - starting from the date on which their first revalidation recommendation is made.</p> <p>Every five years the GMC will require confirmation from your Responsible Officer that you are practising to the appropriate professional standards; and that there are no significant unresolved concerns.</p> <p>The GMC may change the length of this cycle according to your individual circumstances; for example, if you have taken a career break.</p> <p>If you practice in England, your first revalidation will be sometime between April 2013 and March 2016. Every licensed doctor will have received a letter from the GMC confirming their first revalidation date by the end of January 2013.</p> <p>For more on the GMC's requirements for the first revalidation cycle, please visit the</p>

	<a href="#">GMC's website.</a>
What happens if I don't revalidate?	<p>If you choose not to engage, by not providing evidence to support your revalidation or failing to participate in an annual appraisal process, you will not be revalidated and risk having your GMC licence to practise withdrawn.</p> <p>This decision will be made by the GMC.</p>
Does revalidation apply to all doctors - public sector and private?	Yes, revalidation applies to all doctors who hold a Licence to Practice, regardless of where they practice.
I work in a number of different organisations - how will revalidation work for me?	<p>Revalidation still applies to you, whether you're a locum or working across more than one organisation. You will have one appraisal which must take into account the whole scope of your practice across all organisations.</p> <p>Your responsible officer will take all of this into account when making your revalidation recommendation.</p>
I hold a GMC licence to practice, but I do not do any clinical practice. How will I revalidate?	<p>If you want to continue to hold a licence to practise, then you will need to revalidate like every other doctor who is licensed. However, you may not need a licence to practise if you don't carry out any clinical practice. If this is the case, you have the option of giving up your licence but maintaining your registration with General Medical Council. This will show you remain in good standing</p> <p>You can apply to have your licence restored if you need it at some point in the future because your circumstances change.</p> <p>Please remember, though, that by giving up your licence you will not be able to exercise any of the privileges associated with it. These include writing prescriptions, and signing death or cremation certificates.</p> <p>If you would like more information about the options available to you, please call General Medical Council on 0161 923 6602.</p>

What part do appraisals play in revalidation?	<p>Regular appraisal is the foundation of revalidation. Your responsible officer will make a recommendation to the GMC about whether to revalidate you, based on evidence from five annual appraisals.</p> <p>The primary aims of medical appraisal are to enable doctors to:</p> <ul style="list-style-type: none"> <li>• reflect on their entire scope of practice</li> <li>• discuss their practice as a whole, reflecting on whether they are up to date in every area and whether their continuing professional development (CPD) is appropriately matched to what they do</li> <li>• consider their response to significant events and other feedback, giving an understanding of the learning that has taken place</li> <li>• identify personal and professional development needs and ensure they are adhering to the GMC's Good Medical Practice Framework for Appraisal and Revalidation <a href="#">click here</a></li> </ul>
What is Appraisal?	Appraisal provides an opportunity for a doctor to reflect on his or her professional work through a structured dialogue with an appraiser who has been trained to undertake this kind of interview. Doctors will be able to discuss achievements, identify learning and development needs and form their own personal development plans. Appraisal is an annual process and forms part of the revalidation cycle.
Where will my appraisal take place?	<p>The appraisal interview should be held at a pre-agreed location.</p> <p>For all interviews, it is important that you have somewhere to meet where you can be sure of privacy and no interruptions. It can be helpful to have access to a computer to finalise the forms at the end of the appraisal discussion.</p>
Is appraisal anything to worry about?	Annual appraisal, and 5 yearly Revalidation, should be easily achieved by the vast majority of doctors simply by documenting the professional development and quality improvement activities already being undertaken by them.
Can I choose my appraiser?	<p>No. Your appraiser will be allocated by your Responsible Officer. You should have more than one appraiser during the five year cycle.</p> <p>The GMC state that you can only be appraised by the same appraiser three times during one revalidation cycle. Additionally, any conflict of interest (such as a colleague working relationship) should also be declared and if possible alternative</p>

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	solutions sought.
What supporting information are doctors expected to provide for appraisal and revalidation?	<p>There are six types of supporting information that doctors will be expected to provide and discuss at their appraisal at least once in each five year cycle. They are:</p> <ol style="list-style-type: none"> <li>1. Continuing professional development (CPD)</li> <li>2. Quality improvement activity</li> <li>3. Significant events</li> <li>4. Feedback from colleagues</li> <li>5. Feedback from patients</li> <li>6. Review of complaints and compliments</li> </ol> <p>For further information on supporting information, <a href="#">please see the GMC website</a></p>
What systems do employers need to have in place for the purpose of revalidation?	<p>Employers need to ensure that all licensed doctors working within their organisations are having an annual appraisal.</p> <p>Responsibility for the provision of appraisals and systems of clinical governance necessary for revalidation lies with the Responsible Officer. Organisations must ensure that the Responsible Officer has adequate resources and support to carry out their role and ensure the readiness of these systems for the commencement of revalidation.</p> <p>Nuffield Health's preferred providers for supporting revalidation are Equiniti (revalidation management system) and Miad (appraisals).</p>
Who can I contact if I have any questions about Revalidation?	Please email the revalidation helpline <a href="mailto:revalidation@nuffieldhealth.com">revalidation@nuffieldhealth.com</a>
I am having great difficulty in identifying somebody to undertake my appraisal prior to revalidation.	<p>Nuffield Health has chosen Miad to carry out appraisals for all Consultants who have a Prescribed Connection to Nuffield Health.</p> <p>MIAD is an NHS and Healthcare dedicated training company, established in 1995 to provide learning solutions to healthcare professionals and organisations. MIAD has trained over 600 Responsible Officers and Appraisal Leads and has for sixteen years been involved in delivering high quality/cost effective Management, Leadership, Medical Education and Appraisal Training to over 30,000 doctors and 400 Healthcare</p>

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	<p>organisations. Additionally, Miad QA Healthcare organisations to ensure their appraisal for revalidation systems and processes meet the GMC requirements. They will ensure that you are supported throughout the complete process, offering you e-learning and one-to-one facilitator support. For more information please visit the <a href="#">Miad website</a>.</p>
I am not happy to share my personal information with third parties?	<p>In line with GMC guidelines, the appraisal is a confidential discussion between yourself and your appraiser. If there are any patient safety issues, however, the appraiser will notify the RO.</p> <p>Only the appraiser and the Nuffield Health Revalidation team have access to your portfolio. For QA purposes, your portfolio may be shared by a 3rd party, but this is with your permission.</p>
Why is Nuffield Health using MIAD and Equiniti?	<p>Following a review of the guidance Nuffield Health has selected Equiniti 360° Clinical as the revalidation management system (RMS). Consultants with a prescribed connection to Nuffield Health will be given complimentary access to the Equiniti RMS. The software supports doctors in evidencing clinical appraisal data required to achieve revalidation.</p> <p>To assure quality and visibility in line with General Medical Council's Good Medical Practice Framework for Appraisal and Revalidation recommendation, Nuffield Health use Miad registered appraisers to facilitate appraisals.</p> <p>Miad appraisers have been appointed under Regional Support Team criteria and are the preferred provider of responsible officer training and appraiser training by the GMC.</p>
What range of consultants have Miad previously appraised and will my appraiser have knowledge of my specialty?	<p>MIAD have trained doctors from a variety of specialties over the last 15 months.</p> <p>The organisation has a range of appraisers located nationally who have the skills and expertise which meet the Revalidation Support Team's (RST/ NHS England) recommendations.</p> <p>There are many skills and attributes required to be an effective appraiser. Some</p>

	<p>doctors prefer to have an appraiser within their own speciality, whilst others prefer to have an appraiser who can offer other skills/attributes. The RST advice does not stipulate that the appraiser needs to have the same speciality - in fact there are many advantages if the appraiser is from another speciality. The appraiser will also be appraising the doctor on their whole scope of practice and this may not just include roles and responsibilities limited to the doctor's speciality. If, however, the appraisee specifically would like an appraiser from the same speciality, Miad will try to meet this requirement.</p> <p>The trained appraisers will have knowledge of the requirements of the appraisee's Royal College prior to the appraisal meeting.</p>
My appraisal is going to cost and in the past I have been appraised free of charge.	There is cost associated with appraisal which is tax deductible however; our research has shown the cost to be comparable to other providers of equal standards. The cost of the appraisal also includes appraisal for revalidation e-learning (4 CPD points) and one-to-one facilitator support (optional) to ensure your appraisal meeting runs smoothly.
Why can't I use my own appraiser?	<p>The RO will need to assure himself/herself that robust processes are in place within the organisation to support revalidation. The cornerstone of this is appraisal (RO statutory Regulations (2010)), and the RO needs to be assured that quality processes are in place which support appraisal. This includes the satisfaction that the appraisers have been recruited, selected and supported against good practice guidelines (RST/NHS England).</p> <p>To simplify and ensure that the process is consistent and fair, Miad have selected a cohort of appraisers which meet these requirements and evidence of Quality Assurance can be provided to the RO. The requirements also state that the doctor will need at least 2 different appraisers during a 5 year period.</p>
How do I store my supporting information for revalidation?	Nuffield Health has chosen Equiniti 360° Clinical an innovative and specialist provider of revalidation software and training solutions specifically for the healthcare sector. As a Practitioner with Practising Privileges you will be given access to the Equiniti system and will be able to input appraisal and revalidation data which will be used to evidence your fitness to practice. For further information

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	<a href="#">click here</a>
How do I find out about my revalidation	Information can be found on the <a href="#">GMC website</a> or the <a href="#">Nuffield Health website</a>
I only work part time does one cost apply	The process is the same for any practicing doctor, whether working part-time or full-time.
I've recently had an appraisal in the NHS, will I need a new one if I decide to purely practice privately with Nuffield Health?	The appraisal for revalidation has to reflect your current scope of practice. If you will be carrying out the same responsibilities as you were when you completed your NHS appraisal within the same appraisal year, you will not need to complete a separate appraisal.
How do I gain colleague and patient feedback for my portfolio?	Equiniti 360 will support colleague and patient feedback as part of the revalidation process this is required at least once in the revalidation cycle.  Please ask the Revalidation Team for an application form for this service - <a href="mailto:revalidation@nuffieldhealth.com">revalidation@nuffieldhealth.com</a>
Nuffield Health is an independent provider why are we following NHS recommendations?	A commitment was made to implement revalidation in October 2010 by the UK health departments and the General Medical Council (GMC). Doctors practising in the UK, whether independently or within the NHS require a licence to practise through the GMC. The GMC decides who will revalidate based on the recommendations from ROs within the NHS or Independent Sector.