

NHS Greater Glasgow and Clyde

Revalidation Update Newsletter 5 – July 2013

Secondary Care – Consultants and Specialty Doctors

Revalidation Recommendations

The Responsible Officer (RO) has now recommended well over 100 secondary care doctors in NHSGGC to the GMC for revalidation. We endeavour to get the recommendation as close to your revalidation date as possible. This is because the GMC then make your revalidation date from the date that we gave them a recommendation. So, we are trying not to knock off several weeks on your next 5 years.

Appraisal Year

There has been an enormous amount of confusion around what revalidation year you are supposed to put on your SOAR forms. The revalidation year comes from the time that you completed your appraisal interview. So, if you complete your appraisal interview in July 2013 that is appraisal year 2013-14.

Complaints Certificates

New for this appraisal cycle, we are able to provide appraisees with a Complaints Certificate which you should include as part of your appraisal information and appraisers should be asking you for it. You should email medical.revalidation@ggc.scot.nhs.uk to request the certificate and they will send you one of two forms. Either, that there have been no complaints in the previous year or that you have been involved in 'X' complaints and 'Y' have been upheld. If in the case of the second certificate these numbers are unfamiliar to you, please get back to the Medical Revalidation team for further details.

The Lost 700

Many of you may have received a letter stating that we had no central record of your appraisal Form 4 for appraisal year 2012-13. It is now becoming clear that more people than we were aware of have completed their appraisals on paper but the information has not necessarily been passed through the directorate structure to us centrally. If you have completed a paper appraisal, please ensure your AMD's office is aware of this. If you thought you did this but still received a letter from us, please do it again.

Another group which is coming to light are those who were unaware of who their appraiser was. Similarly, we would ask you to contact your AMD's office to ensure that you are aware of your appraiser. Anyone who did not complete an appraisal in 2012-13 needs to complete an appraisal by the end of October 2013. This appraisal should be labelled on SOAR as appraisal cycle 2013-14 and cover all the necessary information up to the point of appraisal.

Quality Assurance

I have the task of going through all of Form 4s (appraisal record) for those people coming up for revalidation. I am reviewing these forms not in the order that they were done but in the order that people appear for revalidation. In about 10% of cases, I need to ask for some further information so that the RO might have enough information to make a recommendation. Very frequently the Form 4s are far too brief. We are looking for some commentary and not just "no

July 2013

issues” and “no actions”. This is particularly because your next appraiser may not be the one who has just appraised you and they need some audit trail to follow. I would hope that, if you have spent several hours putting your portfolio together and then sitting down with your appraiser, another few minutes to ensure that your Form 4 contains sufficient detail would be time well spent.

Personal Development Plans

PDPs should be specific to you as a clinician with clear objectives which are achievable and can be timed. They should not use a phrase like “keep up to date” without specifying what actually you are trying to do.

Finally, if you have been revalidated this year, you **must** continue to be appraised on a yearly basis.

Professor Paul Knight

Secondary Care Appraisal Lead NHS GGC

Deputy Responsible Officer

medical.revalidation@ggc.scot.nhs.uk