

Welcome to the 5th Edition of Revalidation Matters.

As another year draws to a close, we would like to thank you all for your contributions and encouragement. As we reflect on our achievements in 2014, we should appreciate the formative and developmental elements of appraisal. The Appraisal Team and our Appraisers value your ongoing support, and we look forward to your continued commitment as we move into 2015.

NHS England Update

As you may be aware, due to the realignment of NHS England we will be working as one team with our neighbouring area team, Bristol, North Somerset, Somerset and South Gloucester. Our new name will be 'South West Area Team' and we will start working together from January.

This should have little impact on our appraisers and appraisal leads, as they will continue in their current roles, and we are already working within national policies and systems. Our intention is to continue to provide the local support you currently receive.

Lesley Phillips and Vanessa White will continue to be your local point of contact, via appraisals.devcorn@nhs.net.

Lynne Bradshaw will continue as Appraisal and Revalidation Manager for the new area, and Dr Liz Thomas as the Assistant Medical Director for Appraisal, Revalidation and Performance. **Dr Graham Lockerbie was not appointed as Medical Director.**

For those due for Revalidation in the interim period we will continue with the current systems until 31st March, and will by then have arrangements in place to amalgamate both lists into one, with the GMC.

The director appointments for South West Area Team are:
Director of Commissioning Operations - Anthony Farnsworth
Medical Director – Dr Caroline Gamlin
Director of Nursing – Lindsay Scott
Director of Commissioning – Linda Prosser
Director of Operations and Assurance – Laura Nichols
Director of Finance – Neil Kemsley

GP Appraiser Updates

The Appraisals Team would like to welcome Dr Niall MacLeod and Dr Mark Sanford-Wood who completed their GP Appraiser training in September; and we look forward to working with them as they carry out appraisals in Devon over the coming months.

We would like to bid farewell to Dr Keith Round, a long-serving GP Appraiser from Cornwall who retired earlier this year; and also to Drs Liz Brown, Rob Benzies, Anita Pearson and Andy Potter who will be leaving us at the end of March.

The Appraisal Team would like to thank Keith, Liz, Rob, Anita and Andy for their support and wish them well with their future plans.

Revalidation Management System (RMS)

Since early this year we have been uploading information onto the new RMS – designed by and for GPs by a team in Bradford. We now have all GPs in Devon, Cornwall & Isles of Scilly on the system and have retrospectively uploaded almost all of last year's appraisal summaries, as well as prospectively uploading this year's.

All of our GP Appraisers now have access to the RMS, but are only able to view the details of their allocated Appraisees.

After an appraisal the Appraisers will now upload the locked down MAG and complete an output summary (which has superceded the checklist).

RMS also carries an Appraiser's individualised list of Appraisees with their contact details and our Appraisers are also now able to add booked appraisal dates directly onto the RMS. Soon we hope to start using the system to generate feedback forms for Appraisees, and eventually hope to roll it out to all doctors, so they can view their information and watch their own progress.

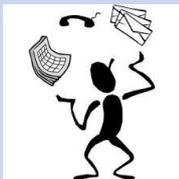


More details to follow.....

Don't forget!

To look at our website: www.doctordevcorn.info for information on the national Appraisal Policy, appraisal planning, requirements, resources and reflective templates which may be of use to you.

2015/2016 Appraisals (including Year 3 Appraiser reallocation)



The Administration Team are currently in the process of reallocating over 600 GP Appraisees who require a new Appraiser for the coming appraisal year (e.g. any appraisals due to take place between 1st April 2015 and 31st March 2016).

We are finalising the Appraiser maximum numbers and appraisal areas, and will then be contacting our Appraisees to offer them a choice of Appraiser.

Once we have received the Appraiser replies, we will collate the draft Appraiser Lists. As in previous years, both the Appraiser and Appraiser will be notified of the proposed match ahead of the final lists being issued to the Appraisers.

Friendly reminder....

Please check your Revalidation date (RD)! When an appraisal is the last before your RD please check that all of the evidence has been collated (notably Multi-Source / 360° Feedback & Patient Satisfaction Questionnaires) and point out to the Appraiser (and record on MAG) if anything is missing. Ideally, do this before the appraisal meeting so that you can rectify the omissions at that stage!

You may also bring an appraisal forward if your appraisal due date falls close to the month of Revalidation.

MSF & PSQ

MSF & PSQ are to be completed within the appraisal cycle, as this is required for Revalidation purposes and should ideally be completed around 'Year 3'.

Not having completed Multisource feedback from patients or colleagues, is **not** a good reason to defer a doctor for a recommendation to Revalidate. Those doctors leaving this late in the 5-year cycle have been placed under pressure to complete the MSF/PSQ within tight time constraints.



Please make sure that the MSF and/or PSQ is attached to the MAG (or alternatively uploaded onto the RMS by your Appraiser). To be valid, a patient survey needs to have had at least 30 respondents; colleague survey needs a minimum of 12, and the survey needs to have been independently administered.

CFEP offers the easiest way to do it and the 'MSF012' code provides a discounted fee.

Complaints

We have noticed that in the Complaints section on a MAG (section 11), a doctor often states 'no complaints' but in the appraisal summary the appraiser indicates that one or two complaints have been reviewed and discussed. Please amend this section if incorrect. (Ongoing / unresolved Complaints from previous years need a passing mention, but not reiteration of full detail).

Please ensure that there is sufficient detail on the Complaints and SEA's to identify which one has been discussed, as there is often a check requested by our Responsible Officer to confirm whether it has been declared.

Appraisal / MAG pointers:



Additional roles:

Remember that the whole of a doctor's scope of work needs to be discussed in each appraisal. We expect the range of supporting information in the form of CPD and QIA to reflect all of the doctor's roles over the 5 year revalidation cycle, although only the main roles may be covered every year. The GMC requires feedback from patients and colleagues at least once every 5 years, and doctors should ask colleagues from each of their different areas of work to contribute to this. In addition it is good practice for doctors in employed positions (e.g. GPsWIs) to ask for confirmation from their employer or manager annually to confirm that there are no concerns about performance, and we will be encouraging doctors to seek this.

MAG Sign-off:

Do not be worried if your Appraiser does not agree with all five statements - in particular Numbers 1 & 2 - if your Appraiser disagrees, they will explain why. This is not a "failed" appraisal, but may highlight that insufficient supporting evidence has been presented or that your previous PDP was incomplete.

Appraiser change:

When a GP changes Appraiser, their new appraiser cannot automatically access their old MAG. In these circumstances you may be asked to provide your Appraiser with a copy of your old MAG. If you have started a new MAG form because you have recently revalidated, please attach a locked down version of your old MAG to Section 5 (Record of annual appraisals).

Note: MAG limit for upload on RMS is 10MB
although additional documents (e.g. scanned MSF reports), can be uploaded separately by your Appraiser to the RMS to accompany the MAG

Revalidation News

From 1st April 2014, 622 doctors have been revalidated with 9 deferred (3 due to ill health, 1 due to retire, and 5 due to lack of evidence). A doctor cannot assume they can be deferred, it is the decision of the Responsible Officer as to whether a request is reasonable. Lack of evidence is no longer considered reasonable, unless there are exceptional circumstances.



Kindly note that the Revalidation Advisory Group meets on the first Wednesday of each month, to make recommendations for Revalidation which are due for formal submission.

Child Protection training update

We have been advised that in relation to Child Protection training, GPs should be able to demonstrate competence at level 3 (and dental and ophthalmic practitioners should be able to demonstrate competence at level 2) in order to be admitted to the performers list. This is in line with 'Safeguarding children and young people: roles and competences for healthcare staff' (<http://www.england.nhs.uk/joint/>).

The RCGP's e-Portfolio and Clarity Informatics have recently joined to provide a unified Appraisal & Revalidation toolkit for GPs (<http://appraisals.clarity.co.uk>). Some doctors will wish to continue using a web-based toolkit—please note that the Clarity RCGP toolkit is the only alternative to the MAG which we accept, and the output of Appraisal will need to be uploaded to the MAG or RMS.

Any GP's experiencing Toolkit 'data migration' issues should contact the Clarity Helpdesk directly on: 0845 113 7111.

GP Appraisal Team contact details

Administration Team:

Generic email address: appraisals.devcom@nhs.net

Devon/Plymouth/Torbay: Lesley Phillips – tel: 0113 824 8819

Cornwall: Vanessa White - tel: 0113 824 8806 (term time working only)

GP Appraisal Manager:

Lynne Bradshaw - email: lynne.bradshaw2@nhs.net or tel: 0113 824 8951 / 07976 961909

GP Appraisal Leads

Dr Jill Millar – email: jill.millar@nhs.net or tel: 01626 332813 (work) or 07928 322447

Dr Peter Wood – email: p.wood2@nhs.net or tel: 01647 433320 (work) or 07905 093877

Dr Tim Alexander – email: tim.alexander@doctors.org.uk or tel: 01752 776772 (work)

Dr Neil Davidson – email: neil.davidson3@nhs.net or tel: 07962 228778

Should a performance concern be encountered, you may wish to contact Dr Liz Thomas, Assistant Medical Director for Appraisal, Revalidation and Performance.

Liz can be reached via email at: liz.thomas2@nhs.net.

Christmas closures

This year we will be closing the Appraisal office on 24th and 29th to 31st December. There will be 'out of office messages' and a contact telephone number for any emergencies.



The Appraisals Team wish you all a
'Merry Christmas' and a
'Happy New Year'.
Enjoy the festive season!