

Medical Appraisal and Revalidation

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Medical Appraisal Manager

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Blackpool's Medical Appraisal and Revalidation Team

- ✓ Responsible Officer Mr Chris Barben
- ✓ Director of Professional Standards Dr Steve Wiggans
- ✓ Associate Medical Director Prof Ravi Gulati
- ✓ Medical Professional Standards and Revalidation Manager Nicola Di Vito
- ✓ Senior Medical Workforce Advisory Service Advisor Tracey Nolan
- ✓ Medical Workforce Advisory Admin Team Shannon Hale
Asif Khan

What is Appraisal and Revalidation?

✓ Revalidation

Revalidation is the process by which licensed doctors demonstrate to the GMC they are up to date and fit to practice

✓ Appraisal

A medical appraisal is an annual meeting – a facilitated self-review supported by information gathered from doctors' full scope of work

Timeframes for A&R

- ✓ Medical Revalidation Years run from 1st April to 31st March each year
- ✓ An annual appraisal is required within each year
- ✓ The Medical A&R Team will provide an appraisal month upon commencement at the Trust

Doctor Responsibility

- ✓ To take part in and complete an annual appraisal
- ✓ Retain a copy of your appraisal documentation post appraisal
- ✓ Summary of appraisal will be required by your new employer if you leave the Trust
- ✓ To complete a Multi-Source Feedback back once every 5 years

Appraisal Month Allocation

- ✓ An annual appraisal month is allocated by the Medical A&R Team and is set three months prior to each doctors GMC Revalidation month.
- ✓ This is to ensure that an annual appraisal is facilitated prior to Doctors GMC revalidation recommendation by the Trust in the 5th year.

Completing an Annual Appraisal

- ✓ A reminder is sent 3 months prior to your annual appraisal month notifying you to organise an appraisal date with your appraiser
- ✓ Reminders are sent until an appraisal meeting date has been provided to the Medical A&R Team
- ✓ The Trust use MYL2P software as a tool to complete Appraisals
<https://www.l2p.co.uk>

Completing an Annual Appraisal

- ✓ The Medical A&R Team will provide you with an Appraiser for each appraisal year

It is usual to:

- ✓ Have the same appraiser for 3 consecutive years
- ✓ Have an appraiser from a different specialty

To Note:

- ✓ Both Appraiser and Appraisee need to sign off an appraisal before it is recognised (this is the Appraisee's responsibility)

Multi Source Feedback (MSF)

- ✓ An MSF exercise is a mechanism for colleagues and patients to provide feedback about a practitioners practice
- ✓ There is 1 MSF cycle per Revalidation cycle
- ✓ 20 returns are required to produce a report from both patient and Colleagues
- ✓ The exercise is completed via MYL2P

Multi Source Feedback (MSF)

- ✓ The Trust recommend completing this within year 2 or 3 of the practitioner's cycle
- ✓ Reminders are sent automatically from MYL2P
- ✓ Patient feedback is commenced by the practitioner who collates colleague feedback and the Medical A&R team collate patient feedback on the practitioner's behalf
- ✓ Contact the Medical A&R Team for any support if required

What is feedback is perceived to be negative?

- ✓ Don't worry
- ✓ Feedback should be reflected upon to grow within your practice
- ✓ All feedback is part of development and important
- ✓ Feedback should be uploaded to your annual appraisal for discussion with your appraiser

Support

- ✓ Medical Appraisee Training
- ✓ Medical Appraiser Training
- ✓ Local Network Meetings (for Appraisers)
- ✓ Medical A&R Team can support you and answer any questions or signpost you
- ✓ Meet with your Appraiser ahead of your annual appraisal

Contact the Team

Email: bfwh.revalidation.team@nhs.net

Telephone: 01253 951060

Visit: Home 15, Third Floor, Medical Workforce Advisory Service
Offices

Available 9am to 5pm Monday to Friday