

**Welcome to the latest edition of Revalidation Matters  
NHS England, South (South West)**

**Thank You**

Firstly a huge thank you from Jill and the team to all of our appraisers for your continued hard work and support throughout 2017/18. The new appraisal year starts on 1st April 2018.

**Doctors Drifting into Difficulty**

Andrew Tresidder has now given a presentation on this topic at each of the 3 recent appraiser support meetings, and this was very well received with great feedback across all three counties.

All of you who attended should have been given a copy of the book 'The Stress of Medical Practice' by David C Rainham. If anyone did not get to the meetings and would like a copy then please contact the admin team who will be able to provide you with one.

This book contains really useful ideas and tips, and should be shared with your colleagues. If you are a trainer, consider asking your registrar to do a presentation about a section of the book.

If you would like a copy of Andrew's presentation emailed to you please ask the team on [england.gpappraisalsw@nhs.net](mailto:england.gpappraisalsw@nhs.net)

**Dates For Your Diary**

**2018/19 Support Meetings**

Summer

Tuesday 12th June– Holiday Inn, Taunton

Wednesday 20th June– Cadbury House, Congresbury

Thursday 5th July– Lanhydrock Hotel and Golf Club, Bodmin

Winter

Tuesday 15th January– St Mellion International Resort, Saltash

Wednesday 23rd January– Cadbury House, Congresbury

Thursday 7th February– Exeter Court Hotel, Exeter

## Pleas & Polite Reminders

Please try to book appraisals **at least** 2 months before they are due. Ideally contact your appraisee early in the year to say hello and remind them when their appraisal month is. We have had an increased number of requests to postpone appraisals this year, and although some of these are for absolutely legitimate reasons (maternity, illness etc), quite a lot are because of annual leave, inability to find a mutually convenient date, unanticipated workload etc. Most of these postponements would have been avoidable with advance planning – if necessary bringing the appraisal date forward – which does not require any form filling!

With increased numbers of revalidations due this year please check that your doctors who are due to revalidate have completed all the requirements before you meet them. You can see their revalidation progress on RMS on your 'Acting as Appraiser' page – click on the 'revalidation summary' button. If you believe they have completed all their revalidation requirements when you have done their appraisal in their revalidation year, please write 'appears revalidation ready' on the appraisal output summary. On the same page (revalidation summary) you will see a green 'download' icon at the far right side. If you click on that you can download a copy of their previous year's appraisal, even if you were not the appraiser that year.

Please ensure that a copy of the results of their MSF and PSQ are attached to RMS if they are not embedded in their appraisal documentation.

If a doctor works less than 50 sessions in a year please can you flag them to the team. We look at each one on an individual basis and support those that may be at risk of becoming isolated or de-skilled.

The appraiser contract expects all appraisers to be up to date with Information Governance, and Equality and Diversity training. If you already do these for another role (GP training or undergraduate teaching) you do not need to duplicate, but we recommend an update every 3 years. There is a list of suggested details and platforms for these on the appraisal website. We are not policing this but your senior appraiser will probably remind you about it.

## News and Updates

GP Health is now up and running. Doctors need to self refer – contact details are on the appraisal website.

GP Health also has funding to provide a coach for peer groups of GPs who would benefit from support. Funding is for 10 meetings of 90 minutes each, and needs to be applied for by 31/3/18. Ideally groups should be 8-12 doctors. For further information contact [lynne.simpson5@nhs.net](mailto:lynne.simpson5@nhs.net)

### Appraiser payments

We would like to remind you to get all appraisals/summary uploads completed as quickly as possible so that we can pay you in March for the fourth quarter.

Appraiser payments from 1 April 2018 will be paid monthly once the summary is uploaded, and output summary completed. No invoices will be required, and you will see an extra box on your acting as appraiser schedule to confirm payment has been made. Please let the team know if you have difficulties getting a doctor to sign off their appraisal summary.

Payments for 2018/19 appraisals will shortly be administered through RMS. Payment will be triggered by the admin team as soon as you have uploaded a locked down completed appraisal. Payments will therefore vary through the year depending on how many appraisals you have done in a month.

Annual contracts will also soon be on RMS – and you will need to agree them electronically each year – but this will probably not happen till next year (contrary to what we said at the Cornwall and Congresbury support meetings).

Continued.....

## News and updates continued..

The GMC is going to produce new guidance on supporting information – due at the beginning of April. This will not cause many changes from what we already do, but will help to clarify what is mandatory and what is advisory. We will circulate once it is published.

A working group is looking at clarifying and defining Serious Incidents and Significant Events, and how these should be dealt with in appraisal. We will let you know as soon as we have some clarification and agreement on this as we know it causes confusion.

### Reflection in appraisal documentation-

Following the recent High Court case surrounding Dr Bawa-Garba, it is understandable that concerns have been expressed regarding reflections on significant events and case reviews being contained within appraisal documentation. It would be appropriate in such events for minimal details to be put in the appraisal documentation, but for separate reflection to be discussed in the appraisal discussion and a simple reference made to the fact a case was discussed and learning surrounding the case had led to suitable changes

### Recruitment for new appraisers

We will be recruiting for appraisers shortly and if you are aware of doctors who you believe would make good appraisers please let them know but ensure they take time over their application to demonstrate their skills which would make them a good appraiser. We are getting about four times as many applications as we need to fill vacancies.

## Medical Appraisal Team Contact Details

### Appraisal Lead:

Dr Jill Millar – email: [jill.millar@nhs.net](mailto:jill.millar@nhs.net) ☎ 07928 322 447

### Appraisal Deputy:

Dr Lowri Kew – email: [l.kew@nhs.net](mailto:l.kew@nhs.net) ☎ 07769 189 290

### Appraisal and Revalidation Manager:

Lynne Bradshaw - email: [lynne.bradshaw2@nhs.net](mailto:lynne.bradshaw2@nhs.net) or ☎ 0113 824 8951 / 07976 961 909

### Administration team:

Generic email address: [England.gpappraisalsw@nhs.net](mailto:England.gpappraisalsw@nhs.net)

Lesley Phillips ☎ 0113 824 8819

Vanessa White ☎ 0113 824 8806

Steph Wood ☎ 0113 807 0964

Tamsin Wall ☎ 0113 824 9026

### Website Link:

Useful appraisal and revalidation information can be found on [www.gpappraisals.uk](http://www.gpappraisals.uk)

### For any performance concerns, please contact:

Dr Liz Thomas - Deputy Medical Director email: [liz.thomas2@nhs.net](mailto:liz.thomas2@nhs.net)

Tracey Cubbage - Head of Professional Performance email: [tracey.cubbage@nhs.net](mailto:tracey.cubbage@nhs.net)

Emily Eason - Programme Manager for Performance email: [emily.eason@nhs.net](mailto:emily.eason@nhs.net)