

Welcome to the Revalidation Advisory Group (RAG) update following the meeting on Wednesday 5th August 2015, as summarised by Dr Peter Saunders.

GPs on extended leave

Many GPs now take planned leave e.g. sabbaticals, maternity leave, as well as unplanned leave (usually for ill health). There have been a number of occasions when appraisers have tried to contact an allocated GP and either been unable to obtain a response or find they are contacting a GP who is ill.

Best practice would be for all GPs who take planned leave to notify the admin. team in good time so that their appraisal can be rescheduled if necessary, but also for GPs who go off on long-term sick leave the administration team should be notified.

Please can you highlight this in appraisal esp. when a GP is discussing taking planned leave. It may also arise if there are issues in a practice if another GP is on extended leave.

Please also advise that GPs who plan sabbaticals should still generally try to obtain the annual requirements for appraisal and revalidation prior to or during the sabbatical. This could also apply to those taking maternity leave. This is especially important if the GP has a revalidation date in the same year that they return to practice.

Safeguarding Modules On-Line Training

We have previously advised that these modules provided through NHS Skills for Health, have been funded for GPs in the South West region of NHS England South. GPs in practice can access them through their practice log in. For locums GPs the link is:

www.nsahealth.org.uk/e-learning/courses-we-offer/60-safeguarding-children-nhs-organisations

For users with an **nhs.net** email account please follow the instructions below in order to register;

- You need to click on Health Education South West HESW and then find locum GP safeguarding training.
- Click on 'create an account' and enter your details. You will then be sent an email confirmation.
- Click on the link in the email that you will receive to complete the registration process.

For users who don't have an nhs.net email account please email the skills for health team at swelearning@nsahealth.org.uk and they will be able to create an account for you.

GMC referrals

If you encounter a GP who has been referred to or is being investigated by the GMC, a history of good appraisals where the GP has engaged fully with the requirements can often help in any investigation. Please advise any GPs whom you encounter in this situation to submit the appraisal portfolios with all their other information.

SEAs and SUIs

This difference was highlighted in the last update. NHS England have produced a new SEA template (attached and on the websites).

This template is not *required* – any stand alone or toolkit template would be acceptable – but this one seems very useful for the rare event when a GP has a SUI. This would then form part of a much wider investigation or Root Cause analysis.

New Appraisers

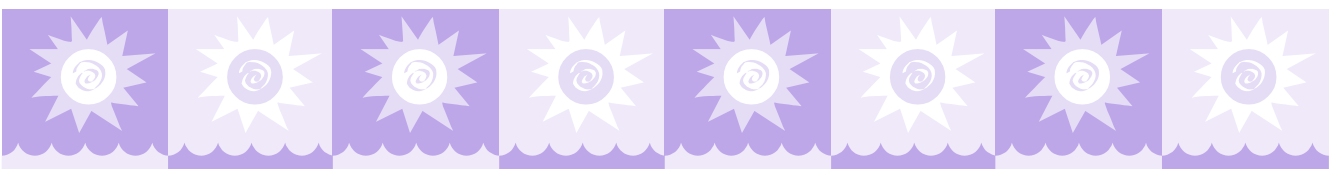
The interview process for new appraisers is almost complete and we have had a lot of interest from highly qualified GPs. We will be appointing new appraisers across the entire region after successful completion of the training courses in September and October.

Quality Assurance of the Appraisal Process

Up to now different areas of the region have used different forms. The North has used EXCELLENCE, and the South has used this and PROGRESS and now PROGRESS2. All Appraisers have had annual appraisal reviews.

RMS has now been introduced across the region and the use of this toolkit will be incorporated into the QA process. Also the QA process carried out by Health Education South West (in the North) will also finish during this year and it is an opportunity for processes to be aligned across the region.

This is still under discussion within the team and a decision will be made shortly about the structure of the process. Meanwhile PROGRESS2 form is attached here – and should this be introduced, Patch Leads will cascade training to their groups on how to use it.



Please find below the contact details for all Medical Appraisal Team staff members:

Medical Appraisal Team contact details

Dr Kate Staveley (Assistant Medical Director / RO - Revalidation) email: kate.staveley@nhs.net

Appraisal Leads:

North:

Dr Peter Saunders - email: peter.saunders2@nhs.net

South:

Dr Jill Millar – email: jill.millar@nhs.net or tel: 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

Appraisal and Revalidation Manager:

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

Administration team:

North:

Generic email address: england.bnsssg-appraisal@nhs.net

Vicky Bawn - tel: 0113 824 8129

Elizabeth Audsley - tel: 0113 825 3626

Maria Campus - tel: 0113 824 7466/8129

South:

Generic email address: appraisals.devcorn@nhs.net

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

Cornwall: Sarah Appleby - tel: 0113 825 3145

For any performance concerns, please contact Dr Liz Thomas (Deputy Medical Director) via email at: liz.thomas2@nhs.net

Kindly note that with effect from Monday 13th July, Vanessa White (Appraisal Administrator, South Team) will be taking up a short term secondment to the Nursing Directorate, with Lesley, Sarah and June continuing to support the GP Appraisers in Cornwall in her absence.