

Regional Team – more reorganisation!

Our designated body is now NHS England South, South West – which stretches from South Gloucester down to Lands End and the Isles of Scilly. Our Responsible Officer and Medical Director is Dr Caroline Gamlin. We have 3 interim clinical appraisal leads – Dr Peter Saunders in the north of the patch, and Drs Pete Wood and Jill Millar in the south. We are in the process of appointing senior appraisers to support them and work with the other 200+ appraisers who work across the region. Contact details are at the end of this newsletter.

Appraisal matters

If your revalidation date is close to your appraisal month it may be necessary to bring your appraisal date forward by a month or two in order that your revalidation can go ahead smoothly. This is particularly important if you were not 'revalidation ready' at your last appraisal. When you are next due for a new appraiser (normally every 3 years) you will be allocated an appraiser rather than being able to express a preference. Some of you are already used to this system. This is in line with national policy. If you believe there is a conflict of interest with your allocated appraiser please let the appraisal team know.

Good Medical Practice

If you have concerns about things you encounter at work, for example doctors prescribing for family members or staff who are not patients, or self prescribing, or a colleague's health....you can discuss these with your appraiser, the LMC, or with Dr Liz Thomas (contact details at the end of the newsletter).

Diabetes

If you have an interest in Diabetes care there is a very effective audit tool provided by Primis. Contact www.nottingham.ac.uk/primis/joinus for free membership or ring PRIMIS Helpdesk Mon – Fri 11:00 -14:00 tel 0115 8466242

Please Remember

If you are looking for anything about appraisal or revalidation then try our website: www.gpappraisals.uk or <http://bnssg-mars.weebly.com/>

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.

If you are planning a sabbatical you 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 your revalidation date in the same year that you 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 locum 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.

All Safeguarding queries should be sent to england.devcorn-safeguarding@nhs.net

Please note – child safeguarding level 3 is a CQC, performers' list and newly qualified doctor's requirement (It is not a performers' list requirement if you are already on it).

If you are reluctant to complete level 3 then consider how you could justify your management of a child protection case if you were called to court.

Appraisal Toolkits

We have had guidance from NHS England about appraisal toolkits. This is particularly relevant for doctors who have been using SAT which is closing down at the end of March 2016.

The MAG form and Clarity/RCGP are preferred. All appraisers in the SW have been trained to use both of these.

The MAG form is currently being updated and we expect the new version to be available in April 2016.

If you choose to use an alternative vehicle it is your responsibility to ensure that it at least replicates the information on the MAG form and that your appraiser can use it. It is also your responsibility to ensure that your appraiser can access it.

End of Year Appraisals

The appraisal year ends on 31st March each year, and to be counted as 'complete' not only does the appraisal need to have taken place but the summary needs to be complete and signed off by appraiser and appraisee, and uploaded onto the revalidation management system. Sometimes this can take time so we are trying to ensure that all appraisals are booked before the end of February to give time for completion.

If your appraisal month has, in the past, been March, then it will be moved forward to February or possibly even January in the future. If, for 2016, it is impossible to move from March, then your appraiser will contact you to offer a very early date in March, so please make every effort to get it in as early in the month as possible so that you can have a valid complete appraisal.

Structured Reference

For GP's who have other roles in North Devon Healthcare Trust, we have agreed a structured reference. Dr Stuart Kyle and his office can be contacted to get this reference completed. A blank template is attached and will also be made available on the website.

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

Medical Appraisal Team contact details

Appraisal Leads:

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

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

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

Maria Campus - tel: 0113 824 7466/8129

Lesley Phillips — tel: 0113 824 8819

South:

Generic email address: appraisals.devcorn@nhs.net

Lesley Phillips / June Gardener – tel: 0113 824 8819

Sarah Appleby - tel: 0113 825 3145

A new person will be appointed shortly

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

Vicky Bawn and Vanessa White are currently seconded to other teams.