

Appraisal is a process of facilitated self-review supported by information gathered from the full scope of a doctor's work.

Revalidation is the process by which licensed doctors demonstrate to the GMC that they are up to date and fit to practise. Doctors are required to undertake an annual medical appraisal. Every five years, the responsible officer will consider information provided at the annual appraisals, and other information available from local clinical governance systems, and will make a recommendation to the GMC. The GMC will then consider the responsible officer's recommendation and decide whether to renew the doctor's licence to practise

In your appraisal meeting you will cover:

Review last year's PDP and progress noted plus reasons for not completing

Sufficient professional development (Annual: RCGP states 50 hours) with reflection noted

Quality improvement activity
(new guidance one annually but can be case review/teaching session/any activity in which you demonstrate quality improvement in clinical work/audit)

Significant event analysis (Annual) with reflection noted or statement of none

Colleague feedback (meets GMC guidance) and reflection noted (1 in every 5 years)

Patient feedback and reflection noted (1 in every 5 years)

Complaints reviewed: with reflection noted (Annually) or statement of none

Compliments reviewed: with reflection noted (Annually) or statement of none

Next year's PDP agreed: reflects doctor's suggestions / needs and covers roles

Probity / insurance /third party declarations confirmed (Annual)

Health declaration confirmed (Annually) (registered with independent GP/immunisations)

Exceptional circumstances noted (Annual if relevant) e.g. time off, postponed appraisal

Performance concerns review (Annual) or statement of none

Resuscitation training up to date – annual and within 12 months of revalidation date

Safeguarding children training update (3 year cycle)

<http://www.epione.org.uk/>

<http://www.gmc-uk.org/doctors/revalidation.asp>

http://www.gmc-uk.org/education/continuing_professional_development/27539.asp

<http://www.rcgp.org.uk/revalidation-and-cpd/new-revalidation-guidance-for-gps.aspx>

england.ea-appraisals@nhs.net is contact email for ensuring you are known to the local office if you are working in East Anglia