Aneurin Bevan UHB
Welsh Pilot Site

REVALIDATION
What it means for you.
What is revalidation?

The NMC is the largest professional healthcare regulator in the world with 680,000 on the register.

- Meeting requirements and building a portfolio
- PDD and confirmation from a third party
- Application for renewal of registration by the 1st of the month

Revalidation promotes good practice, it is NOT an assessment of fitness to practice.
Revalidation aims to:

1. Improve public protection
2. Improve professional standards by encouraging a culture of reflection & improvement
3. Ensure that nurses & midwives continue to be fit to practice throughout their careers
4. Give greater confidence to the public, employers and fellow professionals that nurses & midwives are up to date with their practice
5. Encourage engagement and challenge isolation
Revalidation pilot

ABUHB was the only Welsh pilot site & the largest UK pilot participant

- ABUHB Employs over 4000 registrants
- 1000 Eligible for the pilot
- 888 Enrolled into the pilot
- 813 Completed the whole process (& a further 22 who didn’t enrol)
- ABUHB = >38% of the entire UK pilot cohort
- Includes: General Adult / Paediatrics (hospital & community) / Midwives / LD / Mental Health / Practice Nurses

<table>
<thead>
<tr>
<th>Organisations</th>
<th>Number of registrants</th>
<th>Conversion % from enrollment to completion</th>
<th>% of entire UK pilot population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aneurin Bevan University Health Board</td>
<td>813</td>
<td>91%</td>
<td>38.1%</td>
</tr>
<tr>
<td>AOHNP – Association of Occupational Health Nurse Practitioners</td>
<td>27</td>
<td>90%</td>
<td>1.3%</td>
</tr>
<tr>
<td>BACN British Association of Cosmetic Nurses</td>
<td>50</td>
<td>58%</td>
<td>2.3%</td>
</tr>
<tr>
<td>Birmingham City University</td>
<td>17</td>
<td>85%</td>
<td>0.8%</td>
</tr>
<tr>
<td>BUPA UK</td>
<td>20</td>
<td>56%</td>
<td>1.0%</td>
</tr>
<tr>
<td>Central Manchester NHS Trust</td>
<td>299</td>
<td>85%</td>
<td>14.0%</td>
</tr>
<tr>
<td>Defence Primary Healthcare South West Region</td>
<td>7</td>
<td>88%</td>
<td>0.3%</td>
</tr>
<tr>
<td>Guy’s and St. Thomas’s Hospital</td>
<td>313</td>
<td>68%</td>
<td>14.7%</td>
</tr>
<tr>
<td>Hallam Medical</td>
<td>11</td>
<td>39%</td>
<td>0.5%</td>
</tr>
<tr>
<td>Mersey Care NHS Trust</td>
<td>30</td>
<td>45%</td>
<td>1.4%</td>
</tr>
<tr>
<td>NHS Bracknell and Ascot CCG</td>
<td>28</td>
<td>88%</td>
<td>1.3%</td>
</tr>
<tr>
<td>NHS Tayside</td>
<td>221</td>
<td>71%</td>
<td>10.4%</td>
</tr>
<tr>
<td>Nottinghamshire Healthcare NHS Trust</td>
<td>27</td>
<td>66%</td>
<td>1.3%</td>
</tr>
<tr>
<td>Other</td>
<td>23</td>
<td>61%</td>
<td>1.1%</td>
</tr>
<tr>
<td>PIAPA – Private Independent Aesthetic Practices Association</td>
<td>12</td>
<td>63%</td>
<td>0.6%</td>
</tr>
<tr>
<td>Public Health England</td>
<td>26</td>
<td>55%</td>
<td>1.2%</td>
</tr>
<tr>
<td>The Priory Group</td>
<td>7</td>
<td>79%</td>
<td>3.6%</td>
</tr>
<tr>
<td>Unite</td>
<td>8</td>
<td>100%</td>
<td>0.4%</td>
</tr>
<tr>
<td>University of Dundee</td>
<td>33</td>
<td>69%</td>
<td>1.5%</td>
</tr>
<tr>
<td>Western Health and Social Care Trust</td>
<td>92</td>
<td>77%</td>
<td>4.3%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>2134</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Revalidation requirements
Revalidation requirements

- Practice Hours: 450 hours
- CPD: 40/20 hours
- PDD & Confirmation (3rd party)
- Health and character (self-declaration)
- Professional indemnity (self-declaration)
- Reflection: 5 pieces
- Feedback: 5 pieces

The Code
Professional standards of practice and behaviour for nurses and midwives
Practice Hours

Those with dual registration must undertake 900 hours.

If you practice less than 450 hours during this period you will need to complete a return to practice programme.

You must practice a minimum of 450 hours over the 3 years preceding the date of your application for revalidation.
Practice Hours

Practice includes direct, indirect patient care & non-clinical activities.

Only hours that are relevant to practice contribute to the requirement (You can use voluntary or oversees hours).

You will be asked to make a declaration & produce a record of hours, starting with the most recent & work backwards until 450 hours are achieved.

An NMC template is Available & evidence is required: E.g. Timesheets / Electronic or paper diaries / Rota / sessional print outs.
# Practice hours example

<table>
<thead>
<tr>
<th>Dates</th>
<th>Name and address of organisation</th>
<th>Type of organisation</th>
<th>Scope of practice</th>
<th>Number of hours</th>
<th>Registration</th>
<th>Brief description of work</th>
</tr>
</thead>
<tbody>
<tr>
<td>WC 23rd</td>
<td></td>
<td></td>
<td>Direct patient care</td>
<td>30</td>
<td></td>
<td>Indirect patient care management: Off duty</td>
</tr>
<tr>
<td>WC 16th</td>
<td></td>
<td></td>
<td>Indirect patient care</td>
<td>7.5</td>
<td></td>
<td>Indirect patient care education: Manual handling update</td>
</tr>
<tr>
<td>WC 9th</td>
<td></td>
<td></td>
<td>Management</td>
<td>22.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WC 2nd</td>
<td></td>
<td></td>
<td>Indirect patient care</td>
<td>7.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Education</td>
<td>7.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>37.5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Continuing Professional Development (PDD)

- At least 20 hours must be participatory – an activity where you interact with other healthcare professionals.
- Mandatory training can be used as CPD hours, but only if it is directly related to practice, e.g., fire training cannot, but medicines management, pump training, POVA training, manual handling, infection control training etc. can be used.

You must undertake 40 hours of CPD relevant to your scope of practice as a nurse or midwife, over the 3 years prior to the renewal of your registration.

The NMC provide a template to record CPD.
Recording CPD example

Template: Continuing Professional Development (CPD) record log

Please provide the following information for each learning activity. You may be required to upload additional evidence in relation to your record of CPD.

For examples of the types of CPD activities you could undertake and the types of evidence you could keep in your portfolio please refer to Annex 2 of ‘How to revalidate with the NMC’.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Method</th>
<th>Topic(s)</th>
<th>Link to Code</th>
<th>Number of hours</th>
<th>Number of participatory hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>14/1/15</td>
<td>Course attendance</td>
<td>Attended a medicines and the law training session. Learnt about all aspects of medicines management including prescribing, administration, storage, controlled drug record keeping. The session focused on the importance of ensuring that there are no omissions in medication / that medicines are not signed for until they have been ingested by the patient.</td>
<td>Practice effectively / preserve safety.</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

Evidence of CPD must be provided, e.g. certificate, attendance list, study material, email confirming attendance. Going forward, most sessions will provide evidence of associated CPD time.
Obtain 5 examples of practice-related feedback in the 3 years pre-revalidation.

The feedback does not have to be included in your portfolio, but a template has been developed locally if you wish to record feedback as it is required to inform your reflections.
## Feedback example....

### 5 episodes of feedback required for revalidation

<table>
<thead>
<tr>
<th>Episodes</th>
<th>How was feedback given</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Infection control audit</td>
<td>Written Audit report outlining compliance with hand hygiene</td>
<td>Practice effectively &amp; Preserving safety</td>
</tr>
<tr>
<td>2 Complaint from patient</td>
<td>Verbal complaint regarding waiting times for a clinic appointment</td>
<td>Prioritising people</td>
</tr>
<tr>
<td>3 Feedback from a junior member of staff</td>
<td>Verbal feedback following a teaching session with a newly qualified nurse</td>
<td>Practice effectively &amp; Professionalism and trust</td>
</tr>
<tr>
<td>4 PADR</td>
<td>Written and verbal feedback from manager in relation to previous year’s performance</td>
<td>Professionalism and trust</td>
</tr>
<tr>
<td>5 Compliment from patient</td>
<td>Letter from patient who reported being ‘believed’ for the first time</td>
<td>Prioritising people</td>
</tr>
</tbody>
</table>

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**Note:**
- Practice effectively & Preserving safety
- Prioritising people
- Used for written reflection
Reflection can be about:

- CPD
- Feedback on practice
- Both CPD & Feedback

Reflection must:

- Outline what you have learnt
- How the learning impacted on your practice
- How the learning relates to the Code

Reflection can be:

- Formal / Informal
- Long / Short
- Referenced / Not referenced
- Typed / Hand written
- Academic / Informal
- There is NO right or wrong

You must write a minimum of 5 reflections in the 3 years prior to your revalidation date.

The NMC provide a template to record reflections.
Reflection example

What was the nature of the CPD / feedback activity?
Feedback on practice - compliment from a patient.

What did you learn?
The patient reported that she had ‘not been believe’ in previous attendances in clinics in relation to her health problem. She had felt ‘brushed aside’, but when attending the nurse led clinic, she reported that she felt that during the consultation I had given her time, was empathetic and most of all she reported feeling that she had been believed.

How did it change your practice?
I remember a quote that I learnt years ago; ‘Pain is what the patient says it is....’ (McCaffery 1968). The experience reinforced the importance of adopting a truly holistic approach to patient assessment, beginning with listening and believing the patient in order to develop an appropriate treatment plan to both the clinician and the patient. I will always endeavor to adhere to this in order to provide the best possible care for patients.

How is this relevant to the code?
Prioritizing people - treat people with kindness, respect and compassion. Avoid making assumptions and work in partnership with people to make sure you deliver care effectively.
Professional Development Discussion (PDD)

The PDD will assess your knowledge and understanding of the learning you have undertaken, the impact this learning has had on your practice and how it relates to the Code.

Your PDD must be with another NMC registrant, face to face and will usually be done as part of your PADR.

The registrant with whom you have the PDD will complete and sign the template available in the NMC template pack. This form MUST be used.

There are NMC & local materials available on the ABUHB revalidation intranet page to support PDD.

There is also a short DVD available outlining the nature of the PDD & giving a real life example.
Confirmation

If you have more than one employer / role, you only need one confirmation. It would usually take place where you undertake the majority of your work.

The confirmer is usually your line manager (it does NOT have to be a registrant) & confirmation is undertaken after the PDD & as part of your PADR.

Confirmation takes place face to face and must be completed within 12 months of the submission date of your revalidation to the NMC online.

You will need to present evidence of completing the revalidation requirements. This is the confirmation.

There are also support materials to support Confirmation as with PDD.
**Registered Nurses and Midwives Revalidation PADR Evidence:**

<table>
<thead>
<tr>
<th>NMC PIN Number:</th>
<th>Part(s) of the Register: (i.e. part 1)</th>
<th>Revalidation Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Registrant carrying out Professional Discussion:</th>
<th>NMC PIN of Registrant carrying out Professional Discussion:</th>
<th>Name of Confirming:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Professional Discussion:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Discussion undertaken relating to the Reflective Logs</td>
</tr>
<tr>
<td>(Please refer to 5 reflective accounts based on CPD, feedback and the Code)</td>
</tr>
<tr>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
</tr>
<tr>
<td>3.</td>
</tr>
<tr>
<td>4.</td>
</tr>
<tr>
<td>5.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Confirmation Undertaken:</th>
</tr>
</thead>
<tbody>
<tr>
<td>450 Practice hours completed in the last three years (for each part of the register required)</td>
</tr>
<tr>
<td>(please refer to Practice Log in revalidation folder)</td>
</tr>
<tr>
<td>40 Hours of Continuing Professional Development (CPD) - at least 20 hours participatory (please refer to CPD Log in revalidation folder)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature of Registrant carrying out professional Discussion:</th>
<th>Signature of Confirming:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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**Linking revalidation & PADR**

[Logo: NMC Nursing & Midwifery Council]
Health and Character

Indemnity insurance arrangements

- You must declare if you have been (in the 3 years prior to revalidation):
  Convicted of any criminal offence or issued with a formal caution
- You do not have to declare fixed penalty notices unless they lead to disqualification or an appearance in court
- You must provide a health and character declaration. Good character is based on conduct, behaviour and attitude. You must also be honest & trustworthy
- You must be in a state of health that ensures you are capable of safe and effective practice without supervision, after any reasonable adjustment is made
Indemnity Arrangements

You self-declare that you have appropriate indemnity insurance arrangements in place & will be asked to confirm if your insurance is via your employer.

- By law you must have indemnity arrangements in place to practise. If you practise without indemnity insurance your name will be removed from the NMC register.
- If the indemnity insurance is not with your employer, it is your responsibility to organise it with a private provider and supply evidence.
Tools to help

There are a number of tools on the NMC site and on the ABUHB revalidation page that can support revalidation.

Template pack

This is a pack of templates to support the revalidation process, including:

- Template: Practice hours record log .................................................. 2
- Template: Continuing Professional Development (CPD) record log .......... 3
- Template: Reflective accounts record log ........................................... 5
- Professional development discussion (PDD) form ............................... 6
- Confirmation from a third party form .................................................. 7
Applying for revalidation

You **MUST** submit **ON** or **BEFORE** the 1st day of the **Month** in which your revalidation is due.

You will be given 60 (90) days notice by the NMC.

1. Log onto your NMC online account
2. Complete the revalidation application form
3. You do **NOT** submit your folder
4. Enter name, contact details, and PIN of person conducting your PDD
5. Enter the name and contact details of your confirmer

Midwifes will need to file their intention to practice notification. (This is submitted annually).

Your fee will also be paid online.
NMC request for further information

Sample of registrants selected to provide further information

Notified by NMC via email following initial submission

Upload elements of portfolio onto your NMC online account

You can practice during this process.
The Code of Professional Standards

The code has been updated to reflect changes in contemporary professional nursing & midwifery practice & to reflect the public expectations of care.

The Code should be used as a ‘living’ guide at the heart of everyday nursing & midwifery practice.

The new code became live on March 31st 2015.
The 4 themes of the Code

- Prioritise people
- Practise effectively
- Preserve safety
- Promote professionalism & trust

Together they signify good nursing & midwifery practice
What is new in the code?

- The essential aspects of care i.e. ensuring adequate access to nutrition & hydration
- Being open & honest with colleagues, patients and regulators when things go wrong
- Raise concerns of any threat to patient safety or public protection.
- Ensure delegated tasks are appropriate & completed to the required standard
- Take emergency action, within competency limits, when off-duty.
- Use social media responsibly in line with NMC guidance.
Thank you

Local contact:

carolyn.middleton@wales.nhs.uk

Don’t forget to look at the ABUHB revalidation page on the intranet