

## Welcome... to the fourth and final edition of the Midlands and East Regional Revalidation Update.

Please share this update with all **nurse and midwife registrants** including those who manage them and anyone else who would find the information useful.

### A message from Lynne Wiggins, Chief Nurse for NHS England (Midlands and East)



Dear colleagues

I'm pleased to introduce the fourth issue of our Revalidation Newsletter to you. It covers developments around NMC nursing

and midwifery revalidation - both nationally and in our own Midlands and East region. Plus a general update of developments as we move towards April 2016 and 'go live'.

On 8 October 2015 the NMC made the decision to introduce revalidation for all nurses and midwives in the UK. From April 2016, all nurses and midwives will provide evidence that they are staying professionally up-to-date in their practice and living the values of the new NMC Code. Evidence will be required on continuing professional development, practice hours worked, reflection on work / training / education undertaken and practice related feedback.

All evidence is then shared and discussed with the registrant's confirmer who will every three years confirm that all the elements of revalidation have been achieved in order to renew registration.

Assurances have been sought from across the regions and all the countries in the United

Kingdom around preparations being in place and overall readiness for this new system.

As I have met with and spoken to many people around Midlands and East, the engagement and enthusiasm around revalidation is evident.

The overall end game is improving patient safety and experience. By engaging with revalidation, showcasing your development and practice through the revalidation process, you are signing up your professional commitment to be an advocate for high quality patient care and the continued improvement of care and services for all.

### National updates

The NMC has worked with the Information Commissioners Office (ICO) around the electronic storage of the reflective discussion and confirmation forms. As a result, the ICO has updated its advice:

*Your reflective discussion form and confirmation form contain personal data about another person. This means that there are data protection implications for nurses and midwives completing these forms. However, the Information Commissioner's Office (ICO) recognises that it would be highly disproportionate to expect nurses and midwives to have to register with them as data controllers. The ICO has confirmed that it is not planning to take any action against any nurse or midwife for failing to register. You may choose to store your completed reflective discussion and confirmation forms in either paper or electronic format.*

*You should still respect the fact that these forms contain personal data about your reflective discussion partner and confirmer.*

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## The process of revalidation



Nurses and midwives can submit their applications for revalidation 60 days prior to their revalidation application date. Nurses who are due to revalidate in April can submit their applications from February.

There are templates on the [NMC website](#) for you to use to support your revalidation. Mandatory forms which must be used:

- The Reflective Accounts Form
- The Reflective Discussion Form
- The Confirmation Form.

Non-mandatory forms which may help:

- The Practice Hours Log Template
- The Continuing Professional Development Log Template.

### Here's a reminder of the Revalidation requirements to help you prepare:

1. Read and get to know your revised code
2. Sign up to the NMC Online at <http://www.nmc-uk.org/nmc-online> so you are ready to revalidate online when the time comes
3. Go to your [NMC Online account](#) and you will be able to check your personal renewal date – the date by which you will need to have revalidated

4. Keep a record of your practice hours within your scope of practice. You can use the NMC template if you wish to
5. Update your CPD record log, keeping a record of the method and number of hours (including whether or not they were participatory), topic, how it linked to the Code. You can use the NMC template if you wish to.
6. Start discussing your preparation and progress for revalidation during your 1-to-1 with your line manager.
7. Keep a record of your reflections on your CPD, practice related feedback, event or experience in your practice. You will need 5 pieces of reflective practice feedback over three years
8. You must obtain five pieces of practice-related feedback in the three year period since your last registration
9. Get clarification about who your Confirmer is going to be, particularly if you have two line managers.

The revalidation process will be entirely online, so get an NMC Online account. It's also important to read the provisional guidance and become familiar with the requirements.

For the latest revalidation information, tools and resources visit [www.nmc.org.uk/revalidation](http://www.nmc.org.uk/revalidation)

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## Verification

Verification is the process by which the NMC will audit the revalidation process. Each year they will select a sample of nurses and midwives to provide further information or evidence to verify their application. If you are asked to provide more evidence it doesn't mean that there are any concerns about your application.

You will be informed within 24 hours of submitting your application so it is important to check your email during this time.... Cont'd

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You will be asked to complete an online form and further evidence. This will include information about your practice hours, CPD and professional indemnity arrangement. You will not be asked to submit your reflective practice pieces but the NMC may contact your reflective practice partner / confirmer.

You will not need to upload a copy of the signed confirmation form but the NMC may contact your confirmer. If the confirmer does not respond to this request they could put your registration at risk.

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## Communication from the NMC

All nurses and midwives will receive emails throughout the 12 months prior to their revalidation to ensure they are ready to revalidate.

The NMC will be developing animations and case study films to support you and your teams with revalidation.

### NMC Tweet chats



The NMC continues to run tweet chats on revalidation. [Summaries of the chats](#) are being made available using @Storify – keep an eye out! Keep updated by following @nmcnews

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## Midlands and East Updates

### Region-wide:

#### NHS England Twitter



Follow @NHSEnglandMidE and look out for #NewCode and #revalidation  
**Engagement activity**

NHS England teams in Midlands and East continue to meet to help support and deliver this programme of work. The meetings bring together representatives from across a number of organisations to agree how to best implement the programme and use their networks to share learning and encourage early adoption.

To find out more speak to the Director of Nursing for your organisation.



### **For the attention of all NMC registrants working in the East Midlands**

Public Health England (East Midlands) has announced dates for two further training workshops, open to all registered nurses and midwives who are

working in the East Midlands. Workshops will cover all the requirements that nurses and midwives will need to meet, in order to successfully revalidate.

#### **Workshop 1**

**Date:** 17 February 2016

**Venue:** Public Health England East Midlands, Seaton House, City Link, London Road, Nottingham NG2 4LA

**Time:** 10am - 1pm (lunch will be provided)

#### **Workshop 2**

**Date:** 16 March 2016

**Venue:** Best Western Hotel, Bostocks Lane, Sandiacre, NG10 5NL

**Time:** 10.00am – 2.30pm (lunch will be provided).

Events are free and will count as 'participatory learning' within your revalidation portfolio. There are 25 places available on a first come, first served basis. To book your place, and for any enquiries, please e mail Jenny Pass, [jenny.pass@phe.gov.uk](mailto:jenny.pass@phe.gov.uk)

**Foundation of Nursing Studies (FoNS)**  
**Preparing for Revalidation**

FoNS is offering a series of free, informative and practical workshops to help nurses prepare for revalidation.

The workshops will include:

- Outline what NMC revalidation is and how the changes will affect you
- Explain what you need to do to prepare for revalidation including:  
Clarify the requirements for revalidation  
Understanding the new NMC Code  
The role of existing activities and systems such as appraisal  
Signposting to useful resources
- Provide guidance and practical help with:  
Writing reflective practice accounts and completing the reflective discussion form  
Understanding the role of the confirmer and completing the confirmation form  
Completion of other information to support revalidation
- Negotiating support with employers/organisations with both revalidation and appraisal.

**Workshop 1**

**Date:** 15 March 2016

**Venue:** Macdonald Burlington Hotel, Birmingham,

**Time:** 9.00am-12.30pm

**Book:** [click here](#)

**Workshop 2**

**Date** 15 March 2016

**Venue:** Macdonald Burlington Hotel, Birmingham

**Time:** 1.30pm - 5.00pm

**Book:** [click here](#)

For any further information  
[debbie.warren@fons.org](mailto:debbie.warren@fons.org) / 0207 307 2857.  
**East**

Several practice nurse and practice manager forums have taken place in addition to a revalidation training session for nursing colleagues. The next planned event is the Borderline and Peterborough PN forum on 17 February.

Contact Eleanor Sherwen on 07972773636 / 0113 8249068 for more information.

**Central Midlands**

*Revalidation responses from NMC from questions posed by Central Midlands Revalidation Group*

“The reflective account templates, reflective discussion and confirmation forms available on our website are mandatory, the forms available during the pilot were provisional.”

Word versions of the templates are available [here](#).



The practice hours log is a recommended form (not mandatory), if you feel that recording

your most recent practice last is more appropriate this will not affect revalidation. In regards to bank workers if their confirmer is already familiar with how many hours they have worked then they may not necessarily need to go through every time sheet in detail.

An alternative may be for the bank worker to ask their agency to write a short letter confirming how many practice hours they have accumulated within their registration period.

## West Midlands

West Mids CCGs/ providers remain engaged with the revalidation process. CCGs have been running awareness-raising sessions with care home sector and practice nurses.

Assurances have been received on assessment of preparedness.

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## Training and Education

### National training - free half-day revalidation seminars

These seminars will provide you with an overview of revalidation, providing key information on how you can support nurses and midwives through the process.

You can book your place at either a morning or afternoon session on these dates:

- 23 February Manchester, Hilton Deansgate
- 2 March 2016 – Exeter, Mercure Exeter Southgate.

Reserve your free place now at a [morning seminar](#) or [afternoon seminar](#).

Places are limited to one per organisation.

### Nursing and Midwifery Revalidation Quarry House Drop in session

Need help with understanding the new requirements? Bring your questions and queries to one of the two drop-in sessions below where advice and information will be provided.

Thursday 11 February 2016 at Quarry House.

Choose from either  
12:00 – 1:00 room 7E03 or  
1:00 – 2:00 room 7E04

To register please email Farayola Oladejo  
[f.oladejo@nhs.net](mailto:f.oladejo@nhs.net)

More are being planned for the regions.

### Health Education England in Midlands and East

These training days are primarily for 'hard to reach' nurses and midwives in primary care, nursing homes, the independent and voluntary sector.



Each full day will comprise two separate workshops on the following:

1. Reflective practice skills (morning session)
2. Role of confirmer and validator (registrant peer reviewer) – (afternoon session)

Delegates can attend a three hour session on one day and another three hour session on a separate day (to fit around working patterns) if they wish.

The workshops continue to take place until May 2016. A full list of dates and venues can be found [here](#).

Booking is available via [this link](#) on a first-come first-served basis. Attendance at the workshops is free of charge and will count as 'participatory learning' within your revalidation portfolio.

Any queries about the sessions, contact:  
[Jackie.Brocklehurst@nhs.net](mailto:Jackie.Brocklehurst@nhs.net)

All training sessions will be evaluated and the outcomes will inform future work in other Local Education and Training Boards (LETB) throughout the country. The LETB Leads for Midlands and East are:

**East Midlands:** [Jackie.Brocklehurst@nhs.net](mailto:Jackie.Brocklehurst@nhs.net)

**East of England:** [PaulineMilne@nhs.net](mailto:PaulineMilne@nhs.net)

**West Midlands:**  
[Karen.Storey@wm.hee.nhs.uk](mailto:Karen.Storey@wm.hee.nhs.uk)

## **A Practical Guide to Nurse Revalidation**

Although revalidation is the responsibility of nurses and midwives themselves, organisations must be able to support their staff and prepare them for evidencing compliance with the new NMC code of practice.

Understanding ModernGov's are hosting **A Practical Guide to Nurse Revalidation** course, on Thursday 10 March 2016 in Central London.

Those in attendance will identify the key challenges they face and discuss one of the most important roles in revalidation process, **the role of the confirmer**.

**[View the full programme](#)**

**Agenda topics include:**

**Session: Understand the New Nurse Revalidation Process**

*Gill Coverdale, Professional Lead for Education Standards and Professional Development, Royal College of Nursing*

**Case Study: Revalidation in Practice**  
*Dr Lyn Middleton, Senior Nurse, The Aneurin Bevan University Health Board*

**Masterclass: Deliver Effective Appraisal Processes**

**Masterclass: Identify Appropriate Career Development Opportunities**

**Workshop Session: Monitor and Assure Compliance with the New Revalidation Process**

**Workshop Session: Successfully Prepare Staff for Nurse Revalidation**

Masterclasses and workshops are being led by **Jennie Fecitt**, Leading Nurse Consultant and Trainer as well as Managing Director for Primary Healthcare Training Limited, which provides training to healthcare professionals within NHS and private sector. She is a Registered Nurse Panellist for the Nursing and Midwifery Council, and Specialist Advisor for the Care Quality Commission (Acute Services).

**[Register your place now](#) and get a special price £395+VAT (save £50)!**

This course is being run for the last time so don't miss this opportunity and join your colleagues today!

For further information or for group booking enquiries, please send an **email** or call 0203 770 6589.

**Save the Date!**

Health Education East Midlands is delivering a Revalidation Confirmer and Reflection Session on 10 May 2016 at Fosse House, Leicester. More details to come...

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## **Myth Buster**

**Myth** – I am a bank/agency nurse, I will need to copy every time sheet to prove my practice hours.

**Fact** – You can ask a senior nurse that you work with regularly to verify your hours or you can ask the manager of the bank or agency to confirm your practice hours in a short letter.

**Myth** – I will have to send evidence of my CPD to the NMC this will mean lots of scanning and take up a lot of my time.

**Fact** - We may ask nurses and midwives to send us evidence of CPD as part of the verification process. You will not have to submit evidence as part of the revalidation process.



If you have questions about the process take a look at the NMC online [tool](#) designed to help you identify who

should be your confirmer, simply by answering a few questions about your practice.

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## Resources

The NMC/ Miad workshop materials are now available.

<http://www.nmc.org.uk/standards/revalidation/revalidation-guidance-and-resources/>

### Toolkit

A number of resources have been gathered together to share as best practice:

#### **NMC documents**

[How to set up your NMC account in preparation for revalidation](#)

#### **Kindly shared from other organisations**

[Revalidation sessions template feedback form – courtesy of CWPT](#)

[NMC Code and Revalidation Presentation template – courtesy of HACW](#)

[NMC Code and Revalidation Presentation template – courtesy of St. Michael's Hospice](#)

[NMC Reflective Account template – courtesy of CWPT](#)

[Reflection Presentation Template – courtesy of CWPT](#)

[Revalidation Leaflet Template – courtesy of CWPT](#)

[Revalidation Portfolio Template – courtesy of CWPT](#)

[Revalidation Training Schedule Template – courtesy of CWPT](#)

Logos:

[Revalidation logo](#)

Presentations:

[Presentation – confirmation from a third party](#)

[Presentation – practice related feedback – courtesy of CWPT](#)