

Subject:	Registered Nurses and Midwives Revalidation Readiness Report – May 2015
Prepared by: Sponsored by: Presented by:	Debbie Knight, Acting Head of Nursing and Midwifery Education Cathy Stone, Director of Nursing Cathy Stone, Director of Nursing
Purpose of paper	The purpose of this report is to assure the Board that appropriate arrangements are in place to enable registered nurses and midwives to meet the Nursing and Midwifery Council's Revalidation expectations.
Key points for Trust Board members <i>Briefly summarise in bullet point format the main points and key issues that the Trust Board members should focus on including conclusions and proposals</i>	This reports details: <ul style="list-style-type: none"> • An overview of revalidation expectations. • Numbers of Trust staff impacted by revalidation requirements. • Processes in place to assure readiness. • On-going action plan of Revalidation Working Group.
Options and decisions required <i>Clearly identify options that are to be considered and any decisions required</i>	For noting.
Next steps / future actions: <i>Clearly identify what will follow the Trust Board's discussion</i>	This report will be utilised to assure the Trust Development Agency of organisational readiness.
Consideration of legal issues (including Equality Impact Assessment)?	None
Consideration of Public and Patient Involvement and Communications Implications?	This information will assure the patients and public of the Trust's commitment to ensure the nursing and midwifery staff are fit to practice.

Links to Portsmouth Hospitals NHS Trust Board Strategic Aims, Assurance Framework/Corporate Risk Register	
Strategic Aim	Strategic Aim 1: To deliver safe, high quality patient centred care Strategic Aim 4: Be a hospital whose staff recommend the Trust as a place of work and a place to receive treatment.
BAF/Corporate Risk Register	None

Reference (if applicable)	
Risk Description	
CQC Reference	CQC Outcome 13, regulation 22 CQC Outcome 14, regulation 23

Committees/Meetings at which paper has been approved:	Date

1. Summary

The purpose of this report is to assure the Board that appropriate arrangements are in place to enable registered nurses and midwives to meet the Nursing and Midwifery Council's Revalidation expectations. This report provides a brief overview of revalidation requirements, details the numbers of staff who are required to revalidate with the Nursing and Midwifery Council (NMC), the processes in place and the on-going action plan to assure readiness for Revalidation commencing April 2016.

2. Overview of Revaluation Expectations

A registered nurse or midwife will be required to declare from April 2016 onwards, as part of a triennial process, they have:

- Practised for 450 hours during the last three years (as an example 450 hours equates to 12 weeks work at 37.5hrs per week in 3 years).
- Followed requirements on continuing professional development undertaking a minimum of 40 hours over 3 years related to the role they are in; 20 hours should be participatory learning (learning with others).
- Obtained confirmation from a third party about the reliability of their declaration and meet the expectations set out in the NMC Code.
- Demonstrated that they are using practice related feedback to reflect on their practice.
- A portfolio of evidence maintained electronically to assure their declaration.

Please refer to appendix 1 for further information.

3. Nursing and Midwifery Staff Impacted by Revalidation Requirements

The Learning and Development Department can confirm that it has established internal processes in association with Transactional Human Resources to identify nursing and midwifery staff required to revalidate. This will be part of the Electronic Staff Record and notification will be sent to individual staff members and their managers as part of the existing on-going reregistration processes. At the time of reporting the Trust have 2,330 registered nurses and midwives who are required to meet revalidation expectations triennially in order to remain on the NMC register. Revalidation will commence in April 2016 and currently there are 93 registered nurses and midwives who need to revalidate between April and June 2016. These staff are identified and will be the pilot group. All will receive written information, their managers notified, and invited to preparation sessions run by Learning and Development in association with practice educators.

It is noted that this period has a small number of staff who require to revalidate and that from reregistration data outlined in figure 1 the Trust will have a substantial peak of staff who will need to revalidate in September each year due to the one annual University out turn for student qualification. The pilot group will enable requisite processes to be tested and learning from the national pilot sites and internal application can be streamlined to manage the September peak.

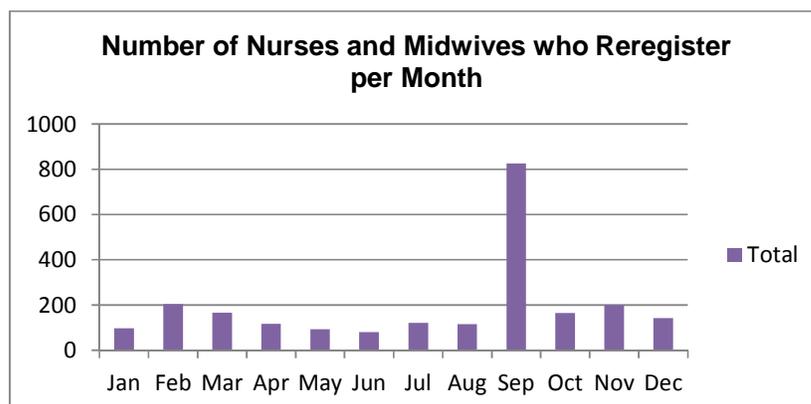


Figure 1

4. Processes in Place to Assure Readiness.

As part of the requirement to meet the Care Quality Commission Outcome 14 the Trust currently has appropriate arrangements in place to enable staff to receive required training, professional development, supervision and appraisal; and be enabled to obtain further qualifications appropriate to the work they perform. The arrangements will provide the basis for revalidation. A Revalidation Working Group has been convened with clear terms of reference and action plans reporting into the Strategic Education and Workforce Development Meeting and Nursing and Midwifery Advisory Committee. The Chair of the Working Group attends the Wessex Regional Revalidation Group to network and share good practice and a group member is part of the national working party on Revalidation. Examples of outputs from the group to date include:

- Modification of and additions to the appraisal documentation to enable the confirmation process required by the NMC (confirmation from a third party, who is on the same part of the NMC register and conversant with the registrant's practice, to provide extra assurance to the NMC that the registrant has met revalidation requirements).
- Communication strategy and implementation with Revalidation launch on the Midwifery and Nurses days (5th and 12th May respectively) and dissemination out to clinical teams via face to face presentations, posters etc.
- Intranet webpages with link from Trust front page being built and launched June 1st for staff to access current guidance and access to resources for their professional portfolios.
- Additions made to Registration of Professional Staff Policy and Protocol to include revalidation (awaiting committee approval).

5. On-going action plan of Revalidation Working Group

Appendix 2 outlines the Gantt chart for the Working Party demonstrating actions planned. This is noted to be a dynamic process as the NMC final guidance is still awaited with national pilot sites due to report at the end of this month. The group meets monthly to ensure responsiveness. The key actions to be implemented are the:

- Education process for Trust staff who will act as confirmers (currently acting as appraisers).
- Pilot group support programme based on NMC resources.
- Guidance on creating an electronic portfolio of evidence.
- Joint working with our partners e.g. the National Health Service Professionals and Military to ensure staff working for the Trust have the requisite access to revalidation processes such as education and confirmers who are conversant with their practice.

6. Conclusion

There is a comprehensive process in place to implement arrangements to enable registered nurses and midwives to complete the revalidation process. The Trust is aligned with its partners and local Trusts to share good practice on revalidation and support the education and development of staff to assure safe and effective practice.

The arrangements implemented to date and planned are designed to enable NMC registrants to provide evidence to their relevant professional body; demonstrating that they continue to meet the professional standards which are a condition of their ability to practise adhering to on-going CQC expectations.

7. Recommendation

The board are asked to note the contents of this report.

Appendix 1

NMC Guidance on Revalidation requirements

	Revalidation	Proposed Requirements (currently being piloted)
	Practice hours	You must practise a minimum of 450 hours (900 hours for those with dual registration) over the three years prior to the renewal of your registration.
	Continuing professional development	You must undertake 40 hours of continuing professional development (CPD) relevant to your scope of practice as a nurse or midwife, over the three years prior to the renewal of your registration. Of these hours, 20 must be through participatory learning.
	Practice-related feedback	You must obtain at least 5 pieces of practice-related feedback over the three years prior to the renewal of your registration.
	Reflection and discussion	You must record a minimum of 5 written reflections on the Code, your CPD and practice-related feedback over the three years prior to the renewal of your registration. You must discuss these reflections with another NMC registered nurse or midwife.
	Health and character	You must provide a health and character declaration, including declaring any cautions or convictions.
	Professional indemnity arrangement	You must declare that you have, or will have when practising, appropriate cover under an indemnity arrangement.
	Confirmation from a third party	You will need to demonstrate to a third party that you have met the revalidation requirements.
	Keeping a portfolio	We strongly recommend that you keep evidence that you have met these requirements in a portfolio (this is, however, optional).

Appendix 2

Gantt chart Outlining Action Plan of Revalidation Working Group

Key Objectives and Associated Action Plan for 2015	March	April	May	June	July	Aug	Sept.	Oct.	Nov	Dec
Create a clear process for revalidation in Portsmouth Hospitals Trust										
Determine what PHT requires to assure fitness for practice		y completed								
Embed the new NMC Code of Conduct into the process		NMC code out & Included in presentations								
Utilise NMC guidance on revalidation once available to inform the process			Pilot site info expected	June monitoring NMC website						
Undertake a literature search and create alerts to evidence process	y completed									
Determine how nurse and midwives know when their 3 yearly revalidation date occurs and how this record is held.	y completed	y completed								
Write a PHT policy to cover expectations and process for revalidation			Using Reregistration plicy amenedment in progress							
Communicate with local NHS Trusts to collaborate and share processes		part of Wessex regional group and sharing info								
Identify process for staff to capture evidence of revalidation - E-system			Companies contacted and review process underway							
For all Registered Nurses and Midwives to have a clear understanding of their responsibility in the Revalidation process										
Create a clear and simple flow chart to outline the process		y completed								
Develop guidelines for nurses, midwives and their managers		y completed								
Develop and implement a communication strategy to involve road shows etc		y completed	and powerpoint disseminated and L&D team rolling out to CSCs							
Identify the role of confirmer and key responsibilities			utilising NMC guidance							
Develop and implement a teaching programme										
Introduce a session on revalidation in PHT for all new RN and RMs										
Identify examples of evidence of CPD			working with CSC teams to support refecton on feedback							
Develop a process for self assessment			draft template completed for agreement at next Rev Group							
Align Revalidation with Appraisal and create requisite HR processes										
Work with Trust Lead on Appraisal to determine how revalidation can align		y completed								
Develop process within appraisal system for yearly check of CPD and practice hours			agreed by HoN for rollout and inc in Appraisal training							
Work with HR to develop appeal process if not considered fit for revalidation			await pilot site feedback							
Involve Transactional HR to look at alerts for revalidation		y completed	NMC info to ESR							
Change in Practice										
Identify nureses/ midwives who need to revalidate April-June 2015			y completed							
Introduce process of revalidation in pilot areas										
Review Pilot										
Rollout Trust wide										
Evaluate system and process and implement any requisite changes										