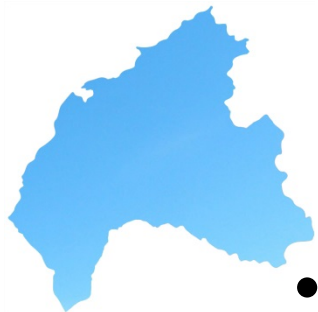




NMC Revalidation

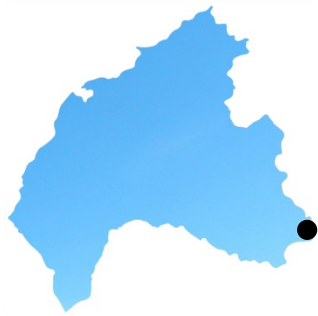
Action Learning Set

23rd August 2018



What is Revalidation ?

- **Process** that all nurses / midwives in the UK will need to follow to maintain their NMC registration.
- Effective from **April 2016**.
- **Straightforward** and will help you to demonstrate that you practise safely and effectively.
- Encourage you to **reflect on the role** of the code in your practice and demonstrate that you are 'living' the standards set out within it.
- **Replaces the Prep** requirements, and you will have to revalidate every three years to renew your registration.



Overview of the revalidation requirements

- Online NMC account
 - Practice hours
 - Continuing Professional Development
 - Practice Related Feedback x 5
 - Written Reflective Accounts x 5
 - Reflective Discussion x 1
 - Health and Character Declaration *
 - Professional Indemnity Arrangements
 - Confirmation
- * Returning to the register (includes 3 x references)



Before application to revalidate

- Have you met the revalidation requirements?
- Have you had your confirmation discussion?
- Have you received your 'Registration Renewal Notice' from NMC? *(If you are signed up to NMC Online this will be sent by email. You will receive this notice 60 days before your application is due.)*
- *Guidance available on NMC website for all steps of process*



Online account.

- You will need to submit your application for revalidation online.
- It's very important that you have an NMC Online account.
- If you haven't already, you can set up your account on the NMC website via nmc.org.uk/revalidation/nmc-online



What you need to do

1. Practice Hours - the requirements

You must have practised for a minimum number of hours over the three year period since your registration was last renewed or you joined the register.

**Nurse = 450 practice hours
required**

Practice hours to reflect current scope of practice, but they do not have to be related to your original field of practice when you first joined the register.

The hours that count towards this requirement are those in which you rely on your skills, knowledge and experience as a registered nurse or midwife.



What you need to do

1. Practice Hours - the requirements

This may include providing direct care to patients but can also include managing teams, teaching others and helping to shape or run a care service.

The NMC recommend that you use their template to help you record your practice hours. (Easier to demonstrate to your confirmer how you have met the requirement.

NMC have provided examples of completed forms/ templates on the website.



What you need to do

2. Continuing professional development - the requirements

You must have undertaken **35 hours** of continuing professional development (CPD).

Relevant to your scope of practice as a nurse or midwife in the three year period since your registration was last renewed, or when you joined the register.



What you need to do

2. Continuing professional development - the requirements

Of those **35 hours of CPD**, at least **20 must have included participatory learning.**

You must maintain accurate records of CPD you have undertaken. These records must contain:

- the CPD method
- description of topic and how it related to your practice
- dates on which undertaken
- number of hours (inc. number of participatory hours)
- identification of part of the code most relevant to activity
- evidence that you undertook the CPD activity



What you need to do

2. Continuing professional development - the requirements

NMC doesn't prescribe - up to you to decide what activity is most useful for your development as a professional.

To meet participatory learning requirement, you have to : undertake activity that involves interaction with one or more other professionals. This can be in a physical environment or a virtual one.

Examples :- attending a conference, taking part in workshop or attending relevant training course. Examples in the guidance sheet.

NMC recommend that you use their template to record your CPD. (Easier to demonstrate to your confirmer how you have met the requirement.



What you need to do

3. Practice Related Feedback - the requirements

You must have obtained **five pieces of practice-related feedback** in the three year period since your registration was last renewed or you joined the register.

Can come from a variety of sources / in a variety of forms.

Can be written or verbal, formal or informal.

May come from pts / users, colleagues / management.

Can also include feedback from team performance reports or annual appraisal.



What you need to do

3. Practice Related Feedback - the requirements

NMC recommend that you keep a note of the content of any feedback you receive, including how you used it to improve your practice.

NMC recommend that you use their template to record your feedback and provide examples of completed forms / templates

Be careful not to record any information which may identify another person. NMC guidance on non-identifiable information useful: please see page 14 in [How to revalidate with the NMC](#).



What you need to do

3. Practice Related Feedback - the requirements

NMC recommend that you keep a note of the content of any feedback you receive, including how you used it to improve your practice.

NMC recommend that you use their template to record your feedback and provide examples of completed forms / templates

Be careful not to record any information which may identify another person. NMC guidance on non-identifiable information useful: please see page 14 in [How to revalidate with the NMC](#).



What you need to do

3. Written Reflective Accounts - the requirements

You must have prepared **five written reflective accounts** in the three year period since your registration was last renewed or you joined the register.

Each reflective account **must** be recorded on the approved form and must refer to:

- an instance of your CPD, and/or
- a piece of practice-related feedback you have received, and/or
- an event or experience in your own professional practice and how they relate to the code.



What you need to do

3. Written Reflective Accounts - the requirements

NMC have provided a [form](#) which sets out the different things you need to think about when writing your reflections. You **must** use this form to record your written reflective accounts. You may store this form either electronically or in paper form.

You should be careful not to record any information in your reflective accounts which may identify another person. Our section on non-identifiable information has more information about this. Please see page 14 in [How to revalidate with the NMC](#).



What you need to do

3. Reflective Discussion - the requirements

You must have had a **reflective discussion with another NMC registrant**, covering your five written reflective accounts on your CPD and/or practice-related feedback and/or an event or experience in your practice and how this relates to the Code.

You must ensure that the NMC registrant with whom you had your reflective discussion signs the approved form recording their name, NMC Pin, email, professional address and postcode, as well as the date you had the discussion.



What you need to do

3. Reflective Discussion - the requirements

This could be someone who works with you on a regular basis, but you can decide who they will be.

The discussion should take place face to face and you should be careful not to discuss other individuals in a way that can identify them.

If your confirmer is a nurse or midwife, your reflective discussion can form part of the confirmation discussion. If your confirmer is not a registered nurse or midwife, you must have your reflective discussion before your confirmation discussion takes place.

NMC have provided a form which you **must** use to record your reflective discussion.



What you need to do

3. Reflective Discussion - the requirements

Although you are not required to submit this form to the NMC at any point, you should keep it safe as part of your records.

Please make sure you respect the fact that this form contains personal data about your reflective discussion partner, and that you uphold your obligations in relation to confidentiality and data protection. You can familiarise yourself with your obligations in our guidance on non-identifiable information, see page 14 of [How to revalidate with the NMC](#).



What you need to do

3. Health and Character - the requirements

You must provide a **health and character declaration**.

You must declare if you have been convicted of any criminal offence or issued with a formal caution.

You will be asked to declare if you have been subject to any adverse determination that your fitness to practise is impaired by a professional or regulatory body (including those responsible for regulating or licensing a health and social care profession).



What you need to do

3. Health and Character - the requirements

Your character is central to the code

This requirement asks you to declare that your health and character are sufficiently good to enable you to practise safely and effectively, and to declare any cautions or convictions.

You don't need to collect evidence to prove you meet this requirement – you just need to complete the declarations when making your application.



What you need to do

3. Professional Indemnity arrangement - the requirements

You must declare that you have, or will have when practising, appropriate cover under an indemnity arrangement.

You are legally required to have a professional indemnity arrangement in place in order to practise.

Most employers provide the appropriate cover for their employees, but it is worth checking with your employer to confirm this.

If you are self-employed you will need to have arranged your own professional indemnity cover. You don't need to provide evidence to prove you meet this requirement – you just need to confirm you have the appropriate cover when making your application.



What you need to do

3. Confirmation - the requirements

NMC will ask you for information for the purpose of verifying the declarations you have made in your application.

This will be a declaration in which you have demonstrated to an appropriate confirmer that you have complied with the revalidation requirements.

NMC have provided a form for you to use to obtain this confirmation.

NMC will ask you to provide the name, NMC Pin or other professional identification number (where relevant), email, professional address and postcode of the confirmer.



- **Keep Evidence / update throughout 3 years**
- **Assists future process**
- **Every year NMC sample for verification**