Nursing and Midwifery Council Revalidation for Nurses and Midwives Report

1. Introduction
This paper outlines how Nurses and Midwives will maintain their registration through revalidation at the point of renewal of registration. Revalidation is applicable to all nurses and midwives irrespective of their role, for example in frontline clinical care, education, research, policy, advisory, and management and leadership roles. It applies to substantive, temporary and short term contract staff including bank staff.

2. Background
From 1st April 2016 the Nursing and Midwifery Council (NMC) are changing the requirements that nurses and midwives must meet when they renew their registration every three years. This will replace the current post-registration education and practice (Prep) standards.

Revalidation supports professionalism through a close alignment with the NMC Code for nurses and midwives which has been revised in March 2015.

The four themes of the code are:

- Prioritise people
- Practice effectively
- Preserve safety
- Promote professionalism.

The purpose of revalidation is to improve public protection by making sure that NMC registrants continue to remain fit to practise throughout their career.

Revalidation’s added requirements encourage NMC registrants to seek feedback from patients and colleagues and reflect upon the code by having a professional discussion with another registrant and, importantly, seek confirmation that they have met all their requirements for revalidation from a third party.

Revalidation will enhance employer engagement by increasing their awareness of the NMC regulatory standards, encouraging early discussion about practice concerns before they escalate or require referral to the NMC, and increasing access and participation in appraisals and professional development.

Revalidation is already common practice for Medical staff so is not a new concept for the Trust. However the number of nurses and midwives in the Trust is approximately 1,600 which is a much larger number compared to career grade substantive medical/dental staff. Therefore the scale of the exercise is considerably more extensive and the potential impact of nurses and midwives failing to meet revalidation could have significant consequences for service delivery.

A revalidation project group has been set up to ensure that the Trust and its registrants are ready for revalidation and this is led by Jan Lynn Lead nurse for Workforce Development and Education. This project reports into the Nursing and Midwifery Workforce Planning Group with oversight from the Director of Nursing and Midwifery.
3. **Revalidation requirements**

All registrants are required to meet the following minimum standards for the three year period preceding the date of their application for renewal. Individuals who fail to meet revalidation standards are not legally able work in the UK in their profession.

NMC registrants will have need to have their annual appraisal prior to their revalidation meaning that the appraisal schedules for NMC registered staff should be aligned to revalidation dates. This is to ensure that there is sufficient time for the NMC registrant to apply for revalidation and for the NMC to process that application so that the potential for lapses in registration are minimised.

From November 2015 – if a registrant does not renew their registration (yearly fee) they will not be registered and need to reapply to the NMC. This may incur a delay of up to 6 weeks when a registrant will not be able to work as a nurse/midwife. Prior to this if this was to happen, the NMC would be able to process this very quickly e.g. a few days. Renewals often get missed when registrant moves address or changes bank payment details and forget to inform the NMC.

Clearly this would have implications for service delivery if nurses or midwives having to stay off work due to not being registered.

Registrants need to fulfil the following criteria over the three years preceding the date of their application for renewal of their registration to enable them to revalidate:–

- A minimum of 450 hours practice hours within their scope of practice.
- To obtain at least five pieces of practice-related feedback, which can be from patients, carers, service users, students, and colleagues.
- Written reflection and discussion with another registrant. To record a minimum of five written reflections on their continuing professional development (CPD) and related to the Code.
- To undertake 35 hours of CPD (20 hours participative) relevant to their scope of practice.
- Declare that they are of good health and character.
- Declare if they have been convicted of any criminal offence or issued with a formal caution.
- Confirmation of professional indemnity arrangements.
- Confirmation from a third party (usually their manager) that they have complied with the revalidation requirements.

Although individual nurses and midwives have a responsibility for meeting their revalidation requirements, the Trust will need to support staff by having robust systems, and processes, capacity and resources to comply with revalidation. In particular that:

- Staff are supported to meet their appropriate CPD requirements.
- Staff receive yearly appraisals which can ensure that individuals meet the NMC requirements for revalidation.
- Sufficient management time capacity to given to support staff with revalidation and third party confirmation.
Timeline
The NMC have stated that Registrants on-line accounts will be ready for their revalidation 60 days prior to the date that it is due, and that their declaration of complying for revalidation reaches the NMC 30 days prior to their revalidation date.

Therefore the first Registrants needing to revalidate in April 2016 will need to be prepared ideally by the end of January 2016. This should be achievable as ESR is showing that only around 20 Registrants are due for revalidation in April 2016.

4. Progress to date
A project implementation group has been set up with senior representatives from the Divisional nurses and midwives, staffing solutions and Learning and Development and they meet monthly.

A project plan has been developed and the key themes that capture the actions to date are as below:

4.1 Communications
A communications campaign has been developed and nurses and midwives have been made aware at a series of Trust wide and Divisional presentations. An Intranet webpage is available for staff with a step by step guide and during November 2015 there is a series of revalidation ‘stands’ being placed within staff areas with advisors present to spread the message.

Staff are being encouraged to register with the NMC on-line where there is a wealth of information for staff and employers.

4.2 RUH Registrant data
ESR is providing data on the names of all our Registrants and when they are due renewal for revalidation. There are around 50 Registrants who need to revalidate between April – July 2016. The numbers increase specifically on the months when student nurses usually complete their Degree programmes e.g. September and January. This will facilitate a phased approach to support staff with their Revalidation.

4.3 E-portfolio
There has been agreement from Learning and Development to support the funding and development of an e-portfolio supplied by Equiniti which is the same company which supports revalidation for Doctors in the Trust.

The e-portfolio is web based and will be provided to all registrants employed by the Trust, including Bank staff. Staff will need an active NHS email account to access Equiniti which is web based and enables individuals to update their portfolio remotely e.g. from home.

The plan is to ‘roll out’ Equiniti for staff in a phased way so that staff can be trained on its use from December onwards. The Equiniti e-portfolio does not delay the registrants gathering evidence for their portfolios as this can still be collected and stored either in paper form or using other electronic devices.
4.4 RUH Appraisal process
This is being reviewed with Angela Hayday Associate Director of Learning and Development to determine the most appropriate way of managing this in conjunction with the Equiniti e-portfolio and whether the RUH Appraisal process will need to change for Registrants as it has for Doctors to support revalidation.

5. Potential risks
The project group have developed a Risk Register as part of the project plan and identified these potential risks:

1. That appraisals may not take place each year and therefore staff may not be prepared for revalidation and have third party confirmation in time.
2. Some staff maybe unable to identify that they have undertaken 35 hours of Continuing Professional Development (CPD) which does not include mandatory training. *(NMC Prep standards are the same 35 hours CPD within 3 years)*
3. Some Registrants may be in jobs presently that do not require them to have NMC registration; however they would like the Trust to support them maintaining their registration. This may cause difficulties with regard to supporting their CPD.
4. Some Bank staff may be working in permanent nursing or midwifery jobs with other Trusts and choose to revalidate with them not us. This will this be managed in line with other staff and appraisals etc.
5. Not all staff have active NHS mail accounts (have not used) and these will need to be reactivated by IT which may be limited to the number of accounts that can be activated and therefore may incur a delay.
6. A few Registrants are indicating that they do not have adequate computer skills or access to a computer to Register on-line with NMC or be able to use the e-portfolio. Presently basic computer skills training are not provided in the RUH.
7. Some staff may choose to take an earlier retirement or accept losing their Registration (and job) rather than take the time and trouble to revalidate.

Risk level and mitigating actions
All of the risks above are felt to be low-medium risks and mitigating actions are planned to address them.

However the most important mitigating factors are to ensure good communication with nurses and midwives and managers to provide them with enough information so they understand the process and know how to prepare in advance of their revalidation date.

6. Recommendation
Trust Board is asked to note the introduction of nurses and midwives NMC revalidation and the progress to date.