Welcome to the Newsletter

Welcome to the 9th issue of the Revalidation Newsletter. This month we will focus on preparing your portfolio and to ensure that you have all that you need for revalidation.

Please feel free to let the team know what information you would like included in the newsletters by contacting us on ask.nmcrevalidation@cmft.nhs.uk

Revalidation: Update - have you wondered what’s involved in submitting your NMC online revalidation application?

The NMC has included an animated film on the application process on their revalidation website. It gives a step by step guide to the online revalidation application process see:  http://revalidation.nmc.org.uk/download-resources/films/

Important are you revalidating in Sept 2016?

The Nursing and Midwifery Council are urging nurses and midwives revalidating in September 2016 to plan ahead and make sure they are ready to revalidate as this is the busiest time of the year for registration. Within CMFT, we have 414 registrants due to revalidate in September (normally we have approximately 70 staff revalidating on a monthly basis).

If you are due to revalidate in September please ensure that you have had your reflective discussion and confirmation meeting arranged within adequate time before you are due to submit your NMC online revalidation application before 31/8/16.

Revalidation Mythbusting

It is important to know that revalidation is not about making an assessment of your fitness to practise; it is about promoting good practice across the whole population of nurses and midwives, as well as strengthening public confidence in the nursing and midwifery professions.

Below are some common misconceptions and answers about the revalidation process.

Do I need to upload my evidence or submit my portfolio? The NMC online application process is very straightforward. When you log on to your NMC Online account, you will make a series of declarations that you have met each of the revalidation requirements. You will also provide the NMC with some information about your practice, details of your confirmer and your reflective discussion partner. You will need to show your revalidation evidence to your confirmer but you will not need to send it to the NMC by post or email, or upload it electronically.

Do I need to keep an e-portfolio (online portfolio)? The NMC strongly recommends that you keep your evidence that you have met the revalidation requirements in a portfolio, but this does not need to be an e-portfolio. This can be a paper portfolio. All of the forms and templates can be downloaded, printed and completed by hand via this link:  http://nmc-revalidation.staffnet.cmft.nhs.uk/developing-your-revalidation-evidence-portfolio/portfolio-templates.aspx alternatively, you can keep an e-portfolio; it is your choice.

Do I need to be working in a clinical role to revalidate? You can meet the revalidation requirements if you’re working in a non-clinical role or one where your employment contract does not expressly require you to be registered with the NMC. You could also be in nursing or midwifery management, commissioning, policy or education. Whatever the role, you need to be able to demonstrate that you are relying on your nursing or midwifery skills, knowledge and experience in order to revalidate.
Spotlight on NMC Revalidation - Preparing your portfolio

The NMC recommends that you keep evidence of meeting the revalidation requirements in a portfolio, either paper or electronic. Your portfolio should be kept until after your next revalidation.

Creating a portfolio is the simplest way of keeping everything together. It will:

- Help you know what you still need to complete
- Bring clarity to your discussion with your Confirmer
- Help you be prepared if the NMC requires further information as part of the verification process

Your portfolio should:

- Contain evidence of how you meet the requirements of revalidation
- Be a live document developed over the three years before you are required to revalidate

In no circumstances should any information be recorded in your portfolio that can identify any individual, whether they are alive or deceased. An individual’s right to privacy and confidentiality should be respected at all times.

Remember “Prioritise people” is the theme of the Code in which confidentiality is referred to.

Within CMFT, we have developed a Revalidation Portfolio to support nurses and midwives collate their revalidation evidence see: http://nmc-revalidation.staffnet.cmft.nhs.uk/developing-your-revalidation-evidence-portfolio.aspx

Storing your revalidation evidence – updated advice from NMC

The reflective discussion form and confirmation form are vital parts of the revalidation process. They contain personal data about another person; this means that there are data protection implications for nurses and midwives who complete these forms. The reflective discussion form will contain the name and PIN number of another nurse or midwife who acted as the reflective discussion partner and the confirmation form will also contain the name and contact details of the confirmer. The NMC initial advice was that nurses and midwives should complete and store these forms in paper format only, so that they did not have to register with the Information Commissioner's Office (ICO) as a data controller.

The NMC know that this advice was causing some concern and confusion. The ICO has recently updated its position. The ICO recognises that it would be disproportionate to expect all nurses and midwives to register with them as data controllers and as such they are not planning to take any action against nurses and midwives for failing to register. This means that nurses and midwives can now choose to store these forms in either paper or electronic format.

In Issue 10: Top ten frequently asked questions about revalidation answered

For further information about revalidation please email: ask.nmcrevalidation@cmft.nhs.uk