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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	10 December 2019	Agenda Item	3.3
Report Title	All Wales Medical Appraisal Policy		
Report Author	Revalidation Support Unit, HEIW		
Report Sponsor	Dr Alastair Roeves, Interim Deputy Medical Director		
Presented by	Dr Richard Evans, Executive Medical Director		
Freedom of Information	Open		
Purpose of the Report	To inform Workforce & OD Committee of revised All Wales Medical Appraisal Policy		
Key Issues	Annual appraisal ensures compliance that medical colleagues remain up to date with their continuing professional development, and are safe to practise in line with GMC requirements for doctors to revalidate.		
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Approval
			<input checked="" type="checkbox"/>
Recommendations	Members are asked to endorse the policy.		

ALL WALES MEDICAL APPRAISAL POLICY

1. INTRODUCTION

The All Wales Medical Appraisal Policy (Appendix 1) is developed at an All Wales level to ensure a consistent approach across Wales. It promotes the value and worth of appraisals for ALL medical employees and contractors, and to ensure effective arrangements exist to facilitate appraisal for all such employees in a fair and consistent manner. It is not a mechanism by which employers review or judge performance against a contract of employment, job plan or service objectives. Appraisal and job planning are separate processes, though the outputs from each will inform the others.

Changes have been made in line with current guidance and legislation.

2. BACKGROUND

The All Wales Medical Appraisal Policy is developed to support the GMC revalidation process which allows the doctor to demonstrate that they remain up to date and fit to practise. Revalidation is based on local clinical governance and appraisal processes. Effective medical appraisal and subsequent revalidation will satisfy the requirements of Good Medical Practice (GMP) and support the doctor's professional development.

As part of annual appraisal, the portfolio of supporting information based on the GMP framework for appraisal and revalidation will be reviewed and discussed, and an evaluation made of the doctor's professional practice according to Good Medical Practice. This process is to be overseen by the Responsible Officer. Every five years the Responsible Officer makes a recommendation to the GMC that the doctor is suitable for revalidation by the GMC.

The responsible officer will inform the GMC of any concerns about a doctor's fitness to practise, or a doctor's refusal to engage in the processes that inform the revalidation process.

3. GOVERNANCE AND RISK ISSUES

Annual appraisal is a GMC (General Medical Council) requirement for ALL doctors leading to revalidation and supports development of clinical practice, drives improvement in clinical governance thus giving the health board and patients confidence and assurance that medical staff are up to date and fit to practise.

The policy has been shared with the Medical Workforce Board, Joint Local Negotiating Committee and Responsible Officer Advisory Group.

4. FINANCIAL IMPLICATIONS

Not applicable.

5. RECOMMENDATION

The Workforce and OD Committee are asked to endorse the all Wales policy on Appraisal for doctors.

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input checked="" type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input checked="" type="checkbox"/>
	Partnerships for Care	<input type="checkbox"/>
	Excellent Staff	<input checked="" type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
<i>(please choose)</i>	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input checked="" type="checkbox"/>
	Effective Care	<input checked="" type="checkbox"/>
	Dignified Care	<input type="checkbox"/>
	Timely Care	<input type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
Appraisal sets out the requirements for doctors to remain up to date and proficient within their clinical practice in line with GMC requirements - giving assurance to the health board, staff and public. The national appraisal policy is aligned to GMC revalidation and requires regular 360-degree feedback from peers and patients, and discussion of all complaints and compliments with the appraiser.		
Financial Implications		
Not applicable.		
Legal Implications (including equality and diversity assessment)		
Failure to adopt this all Wales policy may leave the Health Board open to challenge. Equality Impact assessment screening has been completed.		
Staffing Implications		
Ensuring all doctors are safe to practice also giving assurance and confidence to all other members of staff within the working environment. The national appraisal process allows doctors to review progress, plan future developments and improve patient care. It also promotes learning and educational opportunities. Robust Appraisal systems are necessary to make robust recommendations for revalidation of doctors, otherwise our doctors will not be able to work.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
This policy demonstrates prudent health care by providing assurance to the health board and public safeguarding patient care to ensure a safe workforce for doctors working within Wales collaborating and reducing barriers to achieve objectives .		
Report History	All Wales Policy was revised in March 2016	
Appendices	Appendix 1 – All Wales Medical Appraisal Policy Appendix 2 – Policy on Policies Template Appendix 3 - Equality Impact Assessment	