



Nursing Revalidation

Cannon, F., & McCutcheon, K. (2016). Nursing Revalidation. *Journal of Perioperative Practice*, 26(4), 72-77.

Published in:

Journal of Perioperative Practice

Document Version:

Publisher's PDF, also known as Version of record

Queen's University Belfast - Research Portal:

[Link to publication record in Queen's University Belfast Research Portal](#)

Publisher rights

Copyright 2016 AfPP

General rights

Copyright for the publications made accessible via the Queen's University Belfast Research Portal is retained by the author(s) and / or other copyright owners and it is a condition of accessing these publications that users recognise and abide by the legal requirements associated with these rights.

Take down policy

The Research Portal is Queen's institutional repository that provides access to Queen's research output. Every effort has been made to ensure that content in the Research Portal does not infringe any person's rights, or applicable UK laws. If you discover content in the Research Portal that you believe breaches copyright or violates any law, please contact openaccess@qub.ac.uk.

KEYWORDS Nursing / Revalidation / Reflection

Provenance and Peer review: Unsolicited contribution; Peer reviewed; Accepted for publication January 2016.

Nursing revalidation



by F Cannon and K McCutcheon

Correspondence address: K McCutcheon, Academic Lead for Practice and Assessment Senior Lecturer (Education), School of Nursing and Midwifery, Queen's University Belfast, MBC, 97 Lisburn Road, Belfast, BT9 7BL. Email: k.mccutcheon@qub.ac.uk

This article details the Nursing and Midwifery Council revalidation requirements essential for all registered nurses and midwives in the United Kingdom. Nursing revalidation is effective from April 2016 and is built on the pre-existing post-registration education and practice. Unlike the previous process, revalidation provides a more robust system which is clearly linked to the code and should assist towards the delivery of quality and safe effective care.

Introduction

In September 2013 the Nursing and Midwifery Council (NMC) committed to introduce a model of revalidation for all nurses and midwives from October 2015 by order of the Privy Council. The implementation of revalidation was brought about in response to a number of public inquiries into practice including the Mid Saffordshire NHS Foundation Trust public inquiry (Francis 2013). The implementation of revalidation was a key recommendation derived from the Francis 2013 report, as a means of ensuring that all nurses and midwives deliver person centred, quality, safe and effective care. The chosen model of revalidation required no legislative change and was built on the pre-existent post-registration education and practice (PREP) renewal systems (NMC 2011).

Revalidation builds on PREP requirements and the changes that have been implemented by the NMC aim to improve public protection. The intent of the change is that all those registered maintain their fitness to practice safely and effectively throughout their careers. The revalidation process has an emphasis on reflections of the new professional code published by the NMC (NMC 2015a). The process requires nurses and midwives to demonstrate how they are practising to the standards and behaviours set out within the revised code. It is intended that the revalidation processes will show how nurses and midwives use the code to demonstrate

their expertise and professionalism (Dix 2015). The clear linkage between the code and revalidation should lead to greater engagement with the standards which every registered nurse and midwife is expected to practice on a daily basis.

Prior to the implementation of blanket revalidation, a proposed revalidation model was piloted and tested across 19 sites in the UK during April and May 2015. Pilot organisations were selected to cover a variety of settings and employment arrangements for nurses and midwives. These ranged from large integrated organisations, which employed large numbers of nurses and midwives, to smaller more isolated sites where practitioners worked alone.

The NMC commissioned an independent organisation to evaluate the pilot revalidation process to help identify any issues that existed at UK and individual country level. The evaluation reports from the 19 UK pilot sites were then used to refine the final revalidation model which was agreed by the NMC Council on the 8th October 2015. The first NMC registrants to revalidate will be those with a renewal date of April 2016.

It is important to note that revalidation does not replace fitness to practice processes. It is not a new way to raise fitness to practise concerns. Concerns about a nurse or midwife's practice should continue to be raised through the existing NMC fitness to practise processes.

The NMC code

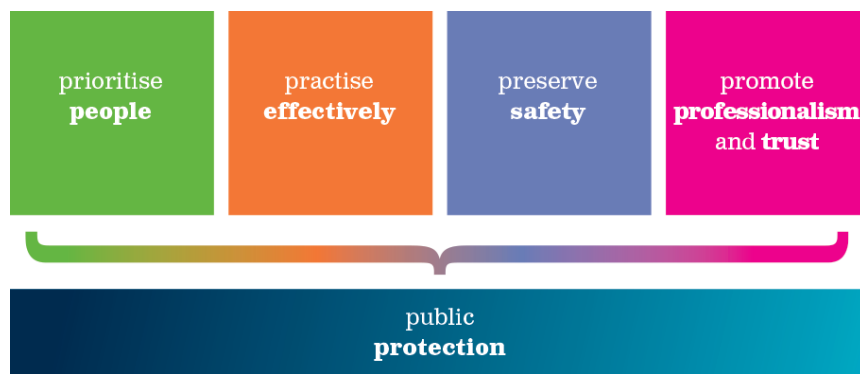
For the process of revalidation to work efficiently it is essential that every nurse and midwife has a clear understanding of the updated NMC code (NMC 2015a). This updated code applies to all registrants across every setting and scope of practice, which includes those in leadership, education and research roles, besides those giving direct care (Dix 2015). Public protection is at the core of the code and there are four main principles that build and strengthen the standards of good nursing and midwifery practice.

What is revalidation? Revalidation is about promoting good practice across the whole population of nurses and midwives (NMC 2015b).

- Every three years, at the point of their renewal of registration, nurses and midwives will need to show that, as a professional, they are living by the NMC code's standards of practice and behaviour
- Participation in the process of revalidation is on an on-going basis rather than a point in time assessment.
- Nurses and midwives will need to meet a range of requirements, designed to show that they are keeping up to date and practise safely and effectively.

Nursing revalidation

Continued



Principles which underpin the revised NMC code

To support the implementation of revalidation the NMC has prepared a range of resources and templates which are available on the NMC website www.nmc.org.uk/revalidation. Some of the templates developed are mandatory and registrants must use these when gathering evidence to meet the revalidation requirements. Table 1 sets out the requirements for revalidation and indicates if a template is available from the NMC and whether it is mandatory.

Creating and developing a portfolio

In order for registrants to show how they have met the requirements of revalidation, the NMC strongly recommends that registrants create and develop a portfolio. The portfolio, and the evidence contained within it, must comply with patient confidentiality policy and registrants must not **record** any information that may identify any individual, whether that individual is alive or deceased (NMC 2015b).

Definition: A portfolio can be described as a personal collection of factual accomplishments and strengths which portrays the quality and scope of an individual's practice and learning (McColgan & Blackwood 2009).

The layout and content of portfolios are personal and may vary in the way they are designed and constructed. Most portfolios are built up over a period of time, though this may vary in length. The key to building your portfolio for the purposes of revalidation is that it should contain evidence of how you have met the NMC requirements (Table 1). This will be extremely important as you will need to show your Confirmer how you have met the requirements. The role of the confirmer is to review the portfolio evidence to confirm that the nurse has met each aspect of the revalidation requirements. Further information on the role of the confirmer is included in the confirmation section of this article.

Task 2



Project

If you have a portfolio, review its content in line with the evidence requirements for revalidation. Do you need to insert templates and record additional information? You might wish to jot down what additional sections you will need to add to your current portfolio.

If you have yet to create a portfolio, check with your employer if they have created one and review the various online portfolios that are available to use. Once you have identified your portfolio of choice download and remember to save all of the information on the correct templates (Table 1).



Notional Learning Hours
2 hours

Knowledge and skills dimension
Core2: personal and people development

If you already have a portfolio you do not need to create another one but you must ensure that the one you already have evidences how you have met all the requirements of revalidation. A portfolio does not have to be electronic though a number of organisations and employers provide this facility. One example of a portfolio is available from the Northern Ireland Practice Education Council (NIPEC) who provide a free, secure and confidential electronic portfolio which can be assessed at <https://nipecportfolio.hscni.net/>

Revalidation requirements

Practice hours

The NMC requirements state:

You must have practiced a minimum number (of hours): 450 hours over the three years since your registration was last renewed or you joined the register. Those registrants who are both a nurse and a midwife wishing to retain dual registration must have undertaken 900 hours, 450 hours in each area of practice (NMC 2015b).

The practice hours requirement have not changed as a result of revalidation, however

Task 1



Reflect

Think about your role as a perioperative nurse: How do these four principles apply to your scope of practice?



Notional Learning Hours
2 hours

Knowledge and skills dimension
Core2: personal and people development
HWB2: Assessment and Care Planning to meet Health and Wellbeing Needs
HWB5: Provision of care to meet health and well being needs

XXXXXXXXXXXXXXXXXX

Revalidation requirements	NMC template	Mandatory
Practice hours 450 practice hours or 900 hours if revalidation as both a nurse and midwife	Yes	No
CPD 35 hours of continuing professional development. 20 hours must be participatory	Yes	No
Practice related feedback Registrants must have obtained five pieces of practice related feedback	No, but helpful for registrants to keep a note of any feedback so as to evidence they have met the requirement	
Reflective accounts Registrants must have prepared five written reflective accounts that explain what you have learnt from your CPD activity/and/or feedback and/or event or experience in your practice, how you changed to improve your work as a result, and how it is relevant to the code.	Yes	Yes: Registrants MUST use mandatory NMC reflective accounts template
Reflective discussions Registrants must have had a reflective discussion with another NMC-registered nurse or midwife, covering five written reflective accounts and how they relate to the code.	Yes	Yes: Registrants MUST use mandatory NMC reflective discussions template
Health and character declaration	Self-declaration	Completed at NMC online at time of revalidation application
Professional indemnity arrangements	Self-declaration	Completed at NMC online at time of revalidation application
Confirmation You will need to demonstrate to an appropriate person that you have met the revalidation requirements. This person is known as a Confirmer.	Yes	Yes: registrants must use the NMC confirmation form

Table 1 Revalidation requirements

Example Hours	Place of work	Area	Scope of practice	Registration	Describe type of work
12	Hospital A	Cardiac Theatre	Adult nursing	Part 1	Scrub nurse for major cardiac surgery procedures

Table 2 NMC practice hours template

each registrant will need to evidence that they have completed the minimum required practice hours: 450 hours for a nurse, and 900 for a registrant practicing as both a nurse and a midwife. If you are dual trained, for example as RGN and RSCN, you need only to complete 450 hours of practice as these are both branches of nursing and do not need separate practice hour requirements.

The NMC provides a template on which you can log your practice hours or alternatively you can create and use your own log (Table 2). If you are contracted by an employer as a full time/part time perioperative nurse, you can log that you work full time or part time quoting the number of hours that you are contracted for (you do not need to log individual hours). You also need to state where you work, the scope of your

practice and give a short description of your work. If you only work through an agency or a nurse bank system, to maintain your practice hours requirements you will need to make sure that you log these hours. Your log should include the hours you have worked, the place/organisation in which you worked, the area you worked in, your scope of practice, what part of the register your hours are linked to and a brief description your work (Table 2).

Requirements for continuing professional development (CPD)

The continuing professional development CPD hours requirements have not changed as a result of revalidation. However, registrants are now required to provide evidence that they have undertaken 35 hours of CPD, 20 hours of which must be participatory. The CPD evidenced should:

- be relevant to your scope of practice

Nursing revalidation

Continued

Task 3



Reflect

Write a list of what you think would count as individual CPD and participatory CPD. Consider what you have been involved in during the last year and how you could evidence this in your portfolio. If you are a member of AfPP, what conferences/study events have you attended and what events are forthcoming. Remember to keep all certificates of attendance and to reflect on learning gained.



Notional Learning Hours
1 hours

Knowledge and skills dimension
Core2: personal and people development

- date from the three year period since your registration was last renewed or you joined the register
- include 20 hours of participatory learning.

Participatory learning is any learning where you learn with other people. The simplest example to describe participatory learning is classroom based activities where you are with other people. However, participatory can also include virtual online chat rooms where you are sharing ideas and learning, learning sets or multi-professional learning activities. Individual CPD might include reading an article in a journal such as this one. Key things to remember are that CPD can include mandatory training but any CPD undertaken to meet the requirement of revalidation and must be relevant to your scope of practice.

What counts as CPD

- Structured learning
 - Workshops and conferences
 - Accredited higher education
 - Mandatory training **which must be** relevant to scope of practice
 - Reading and reviewing publications
 - Coaching and mentoring
 - Research
- (NMC 2015b)

To meet the requirements of revalidation you will need to evidence that you have undertaken the required amount and type of CPD (see Table 1). Templates are available on the NMC website for recording CPD. You can use these or you can create and prepare your own log of your CPD hours. The record of your CPD should include the name of the topic, the method, the date undertaken, the number of hours and the theme within the code that the activity relates to (see Table 3).

You should keep information that evidences that you completed the activity. This might include certificates of attendance, notes you made on the day, or presentation hand outs.

Five pieces of practice related feedback

The NMC requirements state:

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 (NMC 2015b).

You can obtain feedback from a variety of sources including from colleagues such as your manager, anaesthetists, surgeons, ODPs, the patients you care for or their carers. You can also use any feedback about your service that you received through a review or a complaint. Feedback can come either verbally or in writing. The NMC does not provide a template to log your practice related feedback, however it would be helpful for you to prepare a short narrative of any feedback you plan to discuss in more detail. If you don't routinely receive feedback you might want to think about asking for feedback.

Five written reflective accounts

As part of the revalidation requirements registrants **must prepare five** individual reflective accounts, although you can of course prepare as many reflective accounts as you wish. The NMC has provided a mandatory template for you to record your reflective accounts. This template asks you to consider a number of aspects during your

Task 4



Review

When you have finished reading this article, log the learning activity. Think about what theme within the code it relates to and make a few notes of the learning outcomes achieved.



Notional Learning Hours
2 hours

Knowledge and skills dimension
Core2: personal and people development

Task 5



Project

Think of where you might get feedback from?
Do you foresee any problems getting practice related feedback? How might you address these?
(eg: you might receive feedback from patients undergoing local anaesthesia or from a postoperative patient visit).



Notional Learning Hours
30 minutes

Knowledge and skills dimension
Core2: personal and people development

Topic	Method	Date	Number of hours Identify if individual or participatory	What theme within the code does the activity relate to
Revalidation	Individual study	4/5/16	2hours individual	Promote professionalism and trust

Table 3 Template for recording the number of hours of CPD activity

XXXXXXXXXXXXXXXXXX

Task 6



Project

Think about some CPD you have undertaken or feedback you have received or an event or experience from your practice. Download the NMC reflective template and reflect using the template headings.



Notional Learning Hours
2 hours

Knowledge and skills dimension
Core2: personal and people development

process of reflection, including a narrative about what it is you wish to reflect upon, what you have learnt as a result and how you aim to improve your practice as a consequence. The final part of the process of reflection asks you to consider how the reflective account links with the themes or standards within the NMC code.

Reflective accounts do not need to be lengthy or academic, however they do need to evidence that you have reflected on your practice, identified what you have learnt and considered how you will change your practice. Importantly your reflection needs to identify how what you have learned is linked to the code.

Written reflective account

What did you learn from the CPD activity, feedback or experience?

How have you changed or improved your practice as a result

How is it relevant to the code?

Reflective discussion

You must have a reflective discussion with another NMC registrant which covers your five written reflective accounts in your CPD and/or practice related feedback and/or an event or experience in your practice and how it relates to the code.

You must ensure that the NMC registrant with whom you have had your reflective

discussion signs the approved form recording their name, NMC Pin and email, as well as the date that you had the discussion (NMC 2015b).

Your reflective discussions can be with a work colleague or non-work colleague who can be the same band or a lower or higher band. It is important that your reflective discussions are organised and planned and the NMC recommends that you share your reflective accounts with your discussion partner prior to the discussion meeting. This will allow the reflective discussion partner to consider key aspects and questioning during the reflective discussion process.

Participating in reflective discussion will serve to deepen your understanding of the principles underpinning your practice. This requirement also ensures that registrants who work in isolation have an opportunity to discuss their professional development and think about improvements in their practice linked to the code.

The NMC provides a mandatory template for reflective discussion which must be used to evidence that you have undertaken your professional discussions. The registrant that acts as a reflective discussion partner must provide an overview of the reflective discussion on the NMC mandatory form.

Health and character declaration

You must provide a health and character declaration. You will be asked to declare if you have been subject to any adverse determination by a professional or

regulatory body that your fitness to practice is impaired (NMC 2015b).

A health and character declaration must be completed which should include all cautions or convictions. You will declare this when you are making your online revalidation application.

Professional indemnity arrangements

When you are making your online revalidation application, you are required to declare:

that you have, or will have when practising, appropriate cover under an indemnity arrangement (NMC 2015b).

“Members who source their medical indemnity insurance through AfPP receive a bespoke insurance certificate for the stated policy period (this is called an EOI: Evidence of Insurance), with details of cover level, certificate number, premium paid and information about how to notify a claim” (Dawn Stott, Chief Executive AfPP).

Confirmation

You must declare that you have demonstrated to an appropriate Confirmer that you have complied with the revalidation requirements (see Table 1). The NMC will ask you to provide the name, Pin and other professional identification number (where relevant), email address, professional address and post code of the Confirmer (NMC 2015b).

Task 7



Project

Think who will be your reflective discussion partner? Consider when this discussion can occur and make arrangements to meet and discuss this with your reflective discussion partner.



Notional Learning Hours
30 minutes

Knowledge and skills dimension
Core2: personal and people development

Task 8



Project

Think who will be your Confirmer? Consider when you need to make arrangements to meet to ensure confirmation is not delayed.



Notional Learning Hours
30 minutes

Knowledge and skills dimension
Core2: personal and people development

Nursing revalidation

Continued

Your line manager should be used for confirmation where possible. It is not a requirement that the line manager is a nurse or midwife. If you do not have a line manager, then it is recommended that the Confirmer is an NMC registered nurse or midwife.

If you do not have access to either of the above, you should use another healthcare professional registered in the UK such as a doctor or an ODP. There is an online tool available on the NMC website www.nmc.org.uk/standards/revalidation/confirm-nurse-midwife

You will need to organise to meet with your Confirmer and have a face-to-face discussion about your revalidation to demonstrate that you have met the requirements of revalidation. This should ideally be arranged with your Confirmer, meeting at least six months prior to your revalidation application date. If your line manager is an NMC registrant you may decide to arrange your professional reflective discussions at this meeting also. It is important to remember that, if your line manager is not an NMC registrant, you will need to have had your professional discussions about your reflective accounts prior to the discussion with your Confirmer.

What does the Confirmer do?

The Confirmer will verify, based on the information you provide, that you have met the requirements of revalidation. This will include evidence that you have:

- practiced 450 practice hours or 900 hours if revalidation is as both a nurse and midwife
- undertaken 35 hours of continuing professional development/20 hours of which must be participatory
- obtained five pieces of practice related feedback
- completed five written reflective accounts
- had a reflective discussion with a NMC-registered nurse or midwife, covering five written reflective accounts and how they relate to the code.

The Confirmer is not required to interrogate any of the evidence you provide. In other words, the Confirmer does not need to contact CPD providers to check whether you attended a course but they must

confirm that CPD is related to your scope of practice.

The NMC provide a mandatory form which the Confirmer will need to complete to evidence that you have met the revalidation requirements. The form asks Confirmer to provide their name, NMC Pin or other professional registration number (where relevant), email and professional address.

Ready to revalidate - making your application

You can only make your application via NMC online. The first nurses and midwives to revalidate are those with a renewal date of April 2016.

Step 1 Go online and set up an NMC online account at www.nmc.org.uk/nmc-online Do this as soon as possible do not wait until just before your revalidation date!

Step 2 You must complete an online form and declare that you have met the requirements for revalidation.

Step 3 You have to pay your fee as part of your revalidation application. Make sure to do this in good time and it might be best to arrange this as a standing order with your bank to avoid any delays.

Step 4 Remember to print a summary of your application to keep in your portfolio.

You **are not required** to upload evidence from your portfolio to the NMC as your Confirmer has confirmed that they have seen all the required revalidation evidence.

Full revalidation guidance, helpful resources and information can be sourced at www.nmc.org.uk

Conclusion

The requirements of revalidation are built on PREP and should therefore not be an alien concept to nurses and midwives. The process is however much more robust and rigorous. It requires registrants to take personal ownership and actively engage to gather the relevant evidence to demonstrate how they are practicing to the standards within their professional code and maintaining their fitness to practice throughout their careers.

The NMC anticipates that these changes will ultimately improve and enhance public protection and confidence in the nursing and midwifery profession. Although these perceived benefits may be difficult to evidence, the formal discussion and reflection by registrants on their practice linked to the code and its professional standards, should promote person centred safe and effective care.

This paper is a descriptive account of the NMC revalidation processes by the authors and is not NMC endorsed.

References

- Dix A 2015 **Changes introduced into the revised NMC code** Available from: <http://www.nursingtimes.net/download?ac=1295777> [Accessed February 2016] .
- Francis R (2013) **Report of the Mid Staffordshire NHS Foundation Trust Public Inquiry** London, HMSO
- McColgan K, Blackwood B 2009 A systematic review protocol on the use of teaching portfolios for educators in further and higher education *Journal of Advanced Nursing* 65 (12) 2500-07
- Nursing and Midwifery Council 2011 **The PREP handbook** Available from: <https://www.nmc.org.uk/standards/additional-standards/prep-handbook/> [Accessed February 2016]
- Nursing and Midwifery Council 2015a **The code: Professional standards of practice and behaviour for nurses and midwives** Available from: <https://www.nmc.org.uk/globalassets/sitedocuments/nmc-publications/revised-new-nmc-code.pdf> [Accessed February 2016]
- Nursing and Midwifery Council 2015b **Revalidation** Available from: <http://www.nmc.org.uk/standards/revalidation/> [Accessed February 2016]

About the authors

Frances Cannon
RGN, RMN, Dip Nursing, BSc (Hons), MSc, PGCHE
Senior Professional Officer, Northern Ireland Practice Education Council (NIPEC)

Karen McCutcheon
RGN, DNP, MSc, PGCHE
Academic Lead for Practice and Assessment, Senior Lecturer Education, Queen's University Belfast, School of Nursing and Midwifery

No competing interests declared

Members can search all issues of the BJPN/JPP published since 1998 and download articles free of charge at www.afpp.org.uk. Access is also available to non-members who pay a small fee for each article download.