



Nurse Revalidation Guide

Definitive guide for Nurses,
Midwives and Employers

About Revalidation

The Nursing & Midwifery Revalidation came into affect in April 2016.

All nurses must revalidate every 3 years to ensure their PIN number is renewed.

Criteria required for revalidation:

1. 450 practice hours increasing 900 if revalidating as both a nurse and midwife
2. 35 hours CPD including 20 hours participatory learning
3. Five pieces of practice related feedback
4. Five written reflective accounts
5. Reflective discussion
6. Health and character declaration
7. Professional indemnity arrangements
8. Confirmation from a third party



1. 450 practice hours increasing 900 if revalidating as both a nurse and midwife

You are required to work a minimum of 450 hours over a 3 year period, commencing from the date your registration was renewed, this will continue every 3 years.

The best way to ensure you have reached the target hours is to keep a record.

Time sheets can be used as valid forms of ID.

2. 35 hours CPD including, 20 hours participatory learning

During the 3 year period you must undertake a minimum amount of 35 hours Continued Professional Development that is relevant to the work you practicing.

At least 20 of these hours must be including participatory learning for example:

- Coaching and Mentoring
- Practice Visits
- Study days
- Workshops or conferences
- Peer reviews

3. Five pieces of practice related feedback

As a nurse or midwife it is likely that you already receive a range of feedback, and the five pieces of feedback you collect can come from a variety of sources and in a variety of forms.

It can be written or verbal, formal or informal. It may come from patients and service users, colleagues and management.

It can also include feedback from team performance reports or your annual appraisal. We recommend that you keep a note of the content of any feedback you receive, including how you used it to improve your practice.



4. Five written reflective accounts

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



The NMC want to encourage nurses and midwives to reflect on their practice, so they can identify any improvements or changes to their practice as a result of what they have learnt.

Each of your five reflections can be about an instance of CPD, feedback or an event or experience from your work as a nurse or midwife – you can even write a reflection about a combination of these. It's important to think about the Code when you write your reflections, and consider the role of the Code in your practice and professional development

5. Reflective discussion

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 and email, as well as the date you had the discussion.

Many nurses and midwives have told us the reflective discussion is one of the most rewarding elements of revalidation. You should hold your discussion with another registered nurse or midwife. This could be someone who works with you on a regular basis, but you can decide who they will be.

6. Health and character declaration

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 practice is impaired by a professional or regulatory body (including those responsible for regulating or licensing a health and social care profession).

This requirement asks you to declare that your health and character are sufficiently good to enable you to practice 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

7. Professional indemnity arrangements

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

As a registered nurse or midwife, you are legally required to have a professional indemnity arrangement in place in order to practice. 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

8. Confirmation from a third party

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

The 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. The role of a confirmer is an important one. This is the person who looks at the evidence you have collected and 'confirms' that you have met the revalidation requirements.

When the time comes, it's important that you try to speak to your confirmer face to face, as you'll need to talk them through how you have met all of the requirements

You should obtain your confirmation in the final year of your three year renewal period, to ensure that it is as recent as possible. Where possible, your confirmer should be your line manager. Your confirmer does not need to be a registered nurse or midwife and does not need to be the same person you had your reflective discussion with, although this can often be a sensible choice as it makes the process a little easier.

Employers

Revalidation is a chance to support, guide and invest in nurses and midwives of all levels and in all settings. Importantly, it provides an opportunity for employers and organisations to undertake a wider assessment of the quality and assurance systems they have in place.

Employers could also be asked to act as a confirmer and decide whether a nurse or midwife has met the revalidation requirements. You could also be asked to act as a reflective discussion partner. You can find out more about these process at NMC.org.uk.

You can support nurses to achieve their revalidation via:

- Appraisals
- Keeping Evidence
- Having an e-portfolio system available for your nursing staff
- Playing an active role in the support and training of your nursing employers - it is also an excellent way to increase employee engagement.



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