

# REVALIDATION

## Start preparing now for the introduction of revalidation through our cut-out-and-keep guide to the main issues

### **Why is revalidation being introduced?**

The new model is designed to raise awareness of the Code professional standards expected of nurses, and give greater assurance that nurses can deliver care safely.

### **What is the revalidation process?**

The NMC will notify you at least 60 days before your application is due. Once you receive your notification, you will need to go to NMC Online and complete your portfolio and application form.

### **What should be recorded in the portfolio?**

In order to revalidate, you need to provide the following supportive evidence:

- ▶ 450 practice hours or 900 hours if revalidating as both nurse and midwife.
- ▶ 35 hours of continuing professional development. Of those, at least 20 hours must have included participatory learning.
- ▶ Five pieces of practice-related feedback.
- ▶ Five written reflective accounts.
- ▶ Reflective discussion.
- ▶ Health and character – fit and able to practise.
- ▶ Professional indemnity arrangement.
- ▶ Form signed by confirmer.

### **What role do appraisals have in the revalidation process?**

The revalidation process is designed to be undertaken as part of a regular appraisal. If you do not have regular appraisals you could consider asking an employer to arrange an appraisal before your application date.

### **How do I obtain confirmation?**

For the first time, nurses will have to obtain confirmation from another professional that they have met all the requirements before they apply to renew their place on the register every three

years. The confirmation process involves having a discussion about how you fulfil the revalidation requirements with an appropriate confirmer. Your line manager is an appropriate confirmer. The NMC provides a form that must be completed and signed by your confirmer. This should be completed, stored and shared in manual paper form instead of electronically.

### **What information is needed to demonstrate the CPD I have undertaken?**

Records should include: the CPD method, a description of the topic and how it related to your practice, the dates on which the activity was undertaken, the number of hours, an identification of which part of the Code is most relevant to the activity and evidence that you undertook the CPD activity.

### **How should I record practice hours?**

The NMC has created a template to help you record the practice hours you have completed, which will form part of your discussion with your confirmer. Your records should include:

- ▶ Dates of practice.
- ▶ Number of hours you undertook.
- ▶ Name, address and postcode of the organisations.
- ▶ Scope of practice.
- ▶ Work setting.
- ▶ A description of the work you undertook.
- ▶ Evidence of those practice hours, such as timesheets, job specifications and role profiles.

### **When do I need to submit my revalidation application?**

On the first day of the month in which your registration expires. If your renewal date is April 30, your revalidation application date will be April 1.

**For more information go to [www.rcni.com/revalidation](http://www.rcni.com/revalidation)**