

GP newsletter – Spring 2017

Welcome from Dr Paul Twomey, Responsible Officer

Welcome to our spring appraisal newsletter. As we begin a brand new appraisal year, we have a number of key updates and developments to share with you, as well as pointers to useful sources of information – I hope you will find these helpful.

We are always keen to hear your feedback and views so please don't hesitate to get in touch with me or the appraisal team on england.yh-appraisals@nhs.net.

New year – new appraisal

It's the start of the new appraisal year 2017-18. You will have received an email from us confirming your appraiser's contact details and the month your appraisal is due this year.

To ensure everything runs as smoothly as possible, please make contact with your appraiser at your earliest convenience to discuss your appraisal arrangements.

If you haven't received an email from us, or are aware of any potential delays or problems that may prevent you from having your appraisal this year then please [contact us](#) as soon as you can so that we can help.

Making appraisal easier

Spending a lot of time preparing for your appraisal? Uncertain about what, or how much, supporting evidence to include? Then [this guidance may be helpful](#). Put together by NHS England Responsible Officers, it sets out some useful tips with the aim of making the appraisal process easier.



Be sure
to use the new
MAG form in
2017

From 1 April 2017 MAG form users need to ensure they use the new version of the form – version 4.2. **The previous version of the MAG will become defunct after March 2017.**

As well as the MAG, we are able to accept any GMC-approved appraisal toolkit, including Clarity and FourteenFish.

To download the new MAG form and to access links to the Clarity and FourteenFish toolkits and user guides [please click here](#).

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360 feedback – important guidance

In addition to your usual annual appraisal documentation, before our Responsible Officer can make his recommendation to the GMC you will need to ensure you have completed **GMC-approved** 360 colleague and patient feedback at least once in each five-yearly revalidation cycle.

Guiding principles for collecting feedback

<p>1. Your 360 feedback should:</p> <ul style="list-style-type: none">• Be GMC-compliant• Be independently administered & analysed• Include your own self-assessment	<p>2. We strongly recommend you use a commercial organisation to collect and collate your feedback; this is the simplest way to make sure your feedback is GMC-compliant</p>
<p>3. Be sure to provide evidence of reflection upon the results with your feedback reports within your appraisal documentation</p>	<p>4. Ensure copies of your feedback reports are included within your appraisal documentation – these form a key part of your revalidation portfolio and your RO needs to review them before making his recommendation to the GMC</p>

 Need to check if your feedback is GMC-compliant?
Click [here](#) to find out

 Take a look at some [GMC case studies](#) about dealing with some of the challenges around collecting feedback

GP health service

The NHS GP Health Service (GPH) is a confidential and anonymous service for GPs or GP trainees across England, with issues relating to mental health concerns or addiction problems, often where this might be affecting their work. GPH operates via self-referral only.

[To find out more please click here.](#)

Contact us

The appraisal team is always happy to help with any queries. The best way to contact us is via our central inbox england.yh-appraisals@nhs.net which is covered every weekday from 8am to 5pm