

Medical Appraisal 2020

Key points for doctors

August / 2020

In recognition of the exceptional stresses that the COVID-19 pandemic is placing on healthcare workers, there is widespread agreement that your medical appraisal must provide an opportunity for a confidential professional discussion, as part of supporting your professional development and well-being at this time. Your preparation must be straightforward and proportionate.

Key points to note are:

- Appraisal is always an important chance to reflect on your scope of work, **achievements, challenges, aspirations and development**. This is more important than ever in the context of the pandemic. A facilitated professional reflection on the impact of your experiences to date and your plans going forward should form the focus of your appraisal
- It is understood that your **supporting information** and written reflection may have been limited by the disruption caused by the pandemic. However, you will need to provide at least the minimum essentials for your appraisal
 - You should submit any supporting information that you have gathered since your last appraisal
 - Your pre-appraisal portfolio must include any significant events, compliments and complaints in which you were personally named or involved and any items you have been asked to bring to the appraisal in the usual way
 - If there is specific supporting information required in order to make your revalidation recommendation and it is difficult for you to gather this, discuss with your appraiser how you plan to collect the information and reflect on it in your next appraisal in your current revalidation cycle
- The **appraisal discussion** will cover key learning from any CPD, quality improvement activity or significant events, and any feedback from patients and colleagues (including complaints and compliments) you might have received since your last appraisal, as usual. Verbal reflection captured by your appraiser will be used as supporting information where appropriate
- Maintaining your **health and wellbeing** is key to your ability to offer high quality, safe care at this challenging time. Your appraiser will encourage you to reflect on this aspect of your professionalism and signpost you to suitable resources if needed. This is particularly relevant if you are at additional risk from COVID-19, for example if you are from a Black, Asian or Minority Ethnic (BAME) background, or have other factors that increase risk such as a pre-existing condition, increasing age or pregnancy
- After the meeting, your appraiser will complete the **appraisal outputs** with you in the same way as previously
- You should be able to **use your usual documentation**. Several providers of appraisal platforms are working to support this change in emphasis within their existing products. The Medical Appraisal 2020 template illustrates the key areas for you to reflect on, while ensuring that you are still meeting the essential GMC requirements to demonstrate continued competence
- The GMC have confirmed that these appraisals are consistent with existing GMC guidance for appraisal and revalidation.