

Workplace reporting for doctors with restrictions on their practice

- 1 This leaflet explains how the GMC will liaise and exchange information with responsible officers (RO), employers or contracting bodies* of a doctor with restrictions on their practice, and the criteria for nominating a workplace reporter.

The GMC

- 2 We are responsible for registering doctors to practise in the UK. Our purpose is to protect the public. We do this by promoting and maintaining:
 - The health and safety and well-being of the public,
 - Public confidence in the profession; and,
 - Proper standards and conduct for doctors.

Fitness to Practise restrictions

- 3 A fitness to practise investigation can result in the case being closed, a warning being issued, the agreement of undertakings or referral to the MPTS for a hearing. Following a hearing an medical practitioners tribunal can close the case, issue a warning, accept undertakings offered by the doctor and agreed by the GMC, impose conditions, suspend a doctor's registration or erase their name from the register. Full details of our fitness to practise procedures, along with on-line access to our List of Registered Medical Practitioners (LRMP), can be found on our website: www.gmc-uk.org.
- 4 Doctors with current restrictions on their practice will be subject either to undertakings or conditions. Undertakings are agreed between the doctor and the GMC at the end of an investigation or at a MPTS fitness to practise hearing. Conditions are restrictions imposed by a tribunal following a hearing. Both these

* Contracting bodies in this instance does not include private patients with whom the doctor directly contracts

types of restrictions are displayed on the doctor's register entry on the LRMP while they are in place and remain accessible on the LRMP on our website in the doctor's fitness to practise history indefinitely. The exception to this is any restrictions relating solely to the doctor's health which are treated as confidential. Restrictions are placed on a doctor's practice following a finding of impaired fitness to practise, where the restriction is sufficient to protect the public and uphold confidence in doctors. It is important that we remain aware of a doctor's work activity and performance throughout a period of restricted practice. We engage regularly with the doctor's RO, employer or contracting body* to monitor remediation.

- 5 As set out in our GMC [Glossary for undertakings and conditions](#), doctors who are working and have undertakings or conditions on their practice, must have a workplace reporter (see 9 below for exceptions for doctors engaged in medico-legal work). The doctor must not start or restart work after restrictions have been agreed or imposed, until the named workplace reporter nominated by the doctor and/or their employer or contracting body has been approved by their RO and the GMC.

Who can be a workplace reporter

- 6 *Hospital settings/GP practices:* The workplace reporter would normally be a registered medical practitioner who would be the doctor's immediate line manager or a senior colleague. In exceptional circumstances, the workplace reporter may be a senior administrator in the GP practice/hospital or a Trust/Board member from the employer/contracting body.
- 7 *Single-handed GPs:* If a doctor with restricted registration is working as a single-handed practitioner, a named individual from the contracting England Area Team/Health Board/Local Health Board/Health and Social Care Board may be nominated by the doctor and/or employer or contracting body to provide feedback as the workplace reporter.
- 8 *Independent practitioners or contractors / private service providers / short-term locum practitioners:* We will need a named individual to provide feedback as the workplace reporter, including from each contracting body or locum post. The nominated individual should ideally be a registered medical practitioner – either a consultant or GP, but may in exceptional circumstances be a senior administrator or a Trust/Board member from the employer or contracting body.
- 9 *Medico-legal work:* If a doctor with restricted registration is carrying out medico-legal work we recognise it may be difficult to identify a workplace reporter and thus we would not always expect them to have a workplace reporter in place. However, as a minimum, we will request a log of all work carried out on a three monthly basis. The

* This does not include private patients with whom the doctor is directly contracted.

log must include details of each organisation which has commissioned the work, and what has been done, when it has been done and for whom.

Workplace reporting – how it works

- 10 The role of the workplace reporter is to act as a point of contact for the GMC and to report on the doctor's compliance with restrictions in the workplace. The workplace reporter is not expected to provide clinical supervision. If clinical supervision is required, this will be addressed separately within the restrictions, unless the workplace reporter is also the clinical supervisor.
- 11 Once restrictions on a doctor's practice have been agreed or imposed the RO or, where the RO cannot be identified, the Medical Director (MD) of the employer or contracting organisation will need to approve the named workplace reporter, based within his or her organisation, who will liaise with the GMC for the duration of the restrictions. Following the approval of the workplace reporter, a named GMC caseworker will contact the workplace reporter, providing information on the publicly available restrictions on the doctor's practice and the [Glossary for undertakings and conditions](#) which relates to the restrictions and information about workplace reporting.
- 12 The GMC caseworker will be the point of contact for the doctor, the workplace reporter, the medical, clinical or educational supervisors, the RO and any other parties/persons involved in the monitoring of a doctor's compliance with the restrictions (details of these various roles/persons may be found in the [Glossary for undertakings and conditions](#)).
- 13 The GMC caseworker, medical supervisor and/or RO may seek regular feedback from the workplace reporter - the workplace reporter must provide such feedback when requested. The caseworker will seek information regularly, usually every 6 months, using a prescribed format which has been designed to make reporting to us as easy and quick as possible. Feedback should include:
 - confirmation that the doctor is complying with their practice-related conditions or undertakings
 - any information which shows the doctor is progressing and which may suggest that restrictions may be relaxed or removed
 - confirmation and details of complaints or concerns received about the doctor which reach the [GMC thresholds](#) guidance
 - any other relevant information.
- 14 Where new concerns do arise, or where there is a significant change in circumstances (for example, where the doctor is absent through adverse health for a significant

period of time, resigns from their work, or becomes subject to a local disciplinary procedure), we ask that the workplace reporter inform the caseworker immediately, preferably by email in the first instance, providing relevant information and documentation. Where the workplace reporter does alert us to concerns, we will follow this up and once we fully understand the nature of the new concerns, we will take appropriate action as necessary. We will inform the workplace reporter promptly if restrictions on the doctor's practice change, or if we become aware of further information that affects the doctor's ability to practise safely.

Enquiries

- 15** Any queries in relation to a specific case should be raised with the caseworker in the first instance, where this is known. All other enquires should be directed to the Case Review team:

General Medical Council, Case Review Team
3 Hardman Street
Manchester
M3 3AW

Telephone: 0161 923 6407