

➤ Revalidation what you need to do

This leaflet is a summary of the information you need to provide, and what you need to do, to participate in revalidation. The full version of the guide to accompany the Licence to Practise and Revalidation Regulations is available online.

- You need to ensure that your details are correct on your GMC Online account. This includes your contact details as well as your connection to your designated body.

We will occasionally ask you to check that this information is correct. If it is correct, you do not need to take any action. If your information is wrong or out of date, you will need to amend it.

If we do not have any information about your designated body or responsible officer, we will ask you to tell us whether you have a connection to a designated body, and if so, who your responsible officer is. If you do not have a connection to a designated body, you will need to tell us.

- You need to ensure that you are ready to have a revalidation recommendation made about you. For this, you will need to meet the following criteria:

You must be participating in an annual appraisal process which has *Good Medical Practice* as its focus and which covers all of your medical practice.

You must be actively participating in an appraisal process based around annual appraisals that have *Good medical practice* as their focus.

You must have demonstrated, through appraisal, that you have collected and reflected on the following information from your practice as outlined in our guidance *Supporting information for appraisal and revalidation*:

- continuing professional development
- quality improvement activity
- significant events
- feedback from colleagues
- feedback from patients
- review of complaints and compliments.

You can read the recommendation statement that your responsible officer will be asked to make about you online.

- If you do not have a connection to a designated body or responsible officer, you may identify a suitable person (whom we must approve) to make a recommendation about you. On or before your submission date we will require a recommendation from them about your revalidation.

If you cannot identify a suitable person, and you wish to continue to hold your licence, you will need to provide us with information. We will tell you what information you will need to provide in order to revalidate, and when to send it to us. This may include information about your prospective, current or past employment to assist us in determining when and how to revalidate you.

We may also request further information, for example:

- the scope of your current practice
- statements of probity and health
- evidence of participation in annual appraisal
- statements of good standing from your regulator if you are working overseas
- evidence that you have passed a particular assessment or evaluation.

- Any information we request about your revalidation will need to be supplied within the deadline we will set. If you are not able to comply with this request for information within the specified timeframe, you must inform us and explain why you are not able to provide the information within that timeframe.

- If you fail to engage in the local processes that support revalidation (such as appraisal), or fail to provide information that we have requested, we may withdraw your licence to practise. More information about failure to engage in revalidation, what may constitute non-engagement, is published online.