

Developing your skills  
and improving the quality of

# Nursing Appraisal

*Supporting Revalidation and the NMC Code of Practice*

Thursday 7 July 2016 Hallam Conference Centre, London

10% Card payments discount\*\*  
15% Group booking discount\*\*

## Topics Include:

- Nursing Appraisal and Revalidation Update
- Nursing Appraisal: demonstrating compliance with the NMC code
- EXTENDED SESSION: Developing nursing appraisal systems and processes
- Improving your appraisal skills
- Confirming revalidation: the role of the appraiser
- Managing performance concerns and supporting the nurse in difficulty
- Nursing revalidation, specialist nursing practice and advanced nursing roles



## Chair & Speakers Include:

**Dr Richard Hatchett**

*Independent Healthcare Educator  
& Former Head of Education  
and Standards NMC*

**Carolyn Middleton**

*Project Manager  
Aneurin Bevan University  
Health Board*

**Sarah Kovach Clark**

*NMC Revalidation Transition Lead  
NMC*

## Supporting Organisations



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*“This CPD accredited conference focuses on developing your skills as a nurse appraiser, and improving the quality of nursing appraisal in your service in line with revalidation requirements. The revalidation process is designed so that it can be undertaken as part of a regular appraisal. ... We strongly recommend that, where possible, your confirmation discussion forms part of an annual appraisal”*

*Nursing and Midwifery Council 2016*

*“If you are providing confirmation as part of an annual appraisal, you might find it helpful to have a revalidation discussion with the nurse or midwife at each annual appraisal.”*

*Nursing and Midwifery Council 2016*

Through national updates, practical case studies from revalidation pilot sites and extended interactive sessions the conference will take you through the key elements of nursing appraisal, developing your skills as a nursing appraiser, and improving the quality and quality assurance of nursing appraisal within your service. The conference will also look at essential elements of revalidation as part of the appraisal discussion such as your role as a confirmer, integrating confirmation into the appraisal process, appraisal of nurses with specialist skills and managing poor performance and nurses in difficulty.

Follow the conference on Twitter #nursingappraisal

## Chair

**Dr Richard Hatchett** *Independent Healthcare Education Consultant & Former Head of Department for Education & Standards Nursing and Midwifery Council*

### 10.10 Chair's welcome

**Dr Richard Hatchett** *Independent Healthcare Education Consultant & Former Head of Department for Education & Standards Nursing and Midwifery Council*

### 10.20 An overview of revalidation requirements and how to meet them

**Sarah Kovach Clark**  
*NMC Revalidation Transition Lead*  
Nursing and Midwifery Council

### 10.50 Nursing Appraisal: Demonstrating compliance with the revised NMC code in practice: Revalidation Pilot Site Update

**Carolyn Middleton**  
*Project Manager*  
Aneurin Bevan University Health Board

*Aneurin Bevan University Health Board was an NMC Revalidation Pilot Site*

- demonstrating compliance with the code of conduct
- how can we check nurses and midwives continue to meet the NMC standards and the revised code in terms of conduct and competence?
- developing an appraisal system trust objectives, divisional objectives, ward objectives and linking the individual objectives and roles back into the overall aims
- our experience and developments as a revalidation pilot site

### 11.10 Question and answers, followed by coffee at 11.20

### 11.50 EXTENDED SESSION: NURSING APPRAISAL

**Ali Richards**  
*Director of Inspiration*  
Community Health Innovation

This extended session will look at the Nursing Appraisal process from portfolio development and evidence review, to the meeting itself. The session will include tools for self assessment for appraisers, elements of appraisal that need to be included, and ensuring that your appraisal process meets the revalidation criteria. Essential elements of the appraisal discussion will also be demonstrated.

### 12.50 Question and answers, followed by lunch at 13.00

### 14.00 EXTENDED SESSION: Improving your appraisal skills: Role Play

**Becky Simpson and David Schaal**  
Playout

Playout are a dynamic drama based communications and presentations training company. They will be performing pieces of theatre and running an interactive workshop to promote discussion about the art of appraisal. This masterclass will involve delegates through analysis, role play and forum theatre and will consider what to avoid when performing an appraisal

### 14.45 Confirming Revalidation: Revalidation and annual appraisal, the role of confirmation and the reflective discussion

**Andrea Boland**  
*Head of Professional Development*  
Central Manchester University Hospitals NHS Foundation Trust

*Central Manchester University Hospitals NHS Foundation Trust is an NMC Revalidation Pilot Site*

- NMC's guidance on confirmation, reflective discussion & appraisal
- developing the process for confirming revalidation: embedding the confirmation discussion into appraisal
- can the confirmation and reflective discussion be linked to annual appraisal?
- should there be a performance element of nursing appraisal?
- ensuring all nurses are engaged in effective appraisal aligned with revalidation
- top tips for delivering revalidation & annual appraisal
- looking forward to revalidation: developing as a pilot site

### 15.15 Question and answers, followed by tea at 15.25

### 15.45 Nursing Appraisal, Specialist Nursing Practice and Advanced Roles Demonstrating continued competence and appraisal of specialist skills

**Helen Young**  
*Executive Director of Nursing and Midwifery*  
Birmingham Women's NHS Foundation Trust

- how can we appraise and revalidate nurses with specialist and advanced skill sets
- advice for the appraisal and revalidation of nurses running nurse led services
- demonstrating continued competence in nurse prescribing and specialist areas of practice such as nurse led diagnosis and assessment

### 16.15 Managing performance concerns and supporting nurses in difficulty

**Sarah Bellars**  
*Director of Nursing*  
Bracknell and Ascot CCG

*Bracknell and Ascot CCG is a NMC Revalidation Pilot Site*

- overview of principles of best practice
- handling concerns about performance of nurses
- creating a culture and environment which supports effective nursing
- new issues: the NMC Code and Social Media
- supporting nurses through the revalidation process and understanding what to do when concerns arise within the revalidation process

### 16.45 Question and answers, followed by close at 17.00

# Nursing Appraisal Supporting Revalidation and the NMC Code

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Surname

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Department

Organisation

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Please write your address clearly as confirmation will be sent by email, if you prefer confirmation by post please tick this box,   
Please also ensure you complete your full postal address details for our records.

Please specify any special dietary or access requirements

### This form must be signed by the delegate or an authorised person before we can accept the booking

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## Conference Documentation

I cannot attend the conference but would like to receive a PDF containing the conference handbook material, which includes speaker slides, at £49 each.

The PDF will be sent out after the conference, please fill in the 'Your Details' section above for delivery, and the 'Payment' section.

For more information contact Healthcare Conferences UK on **01932 429933** or email [jayne@hc-uk.org.uk](mailto:jayne@hc-uk.org.uk)

### Venue

Hallam Conference Centre, 44 Hallam Street, London, W1W 6JJ. A map of the venue will be sent with confirmation of your booking.

**Date** Thursday 7 July 2016

### Conference Fee

- £365 + VAT (£438.00) for NHS, Social care, private healthcare organisations and universities.  
 £300 + VAT (£360.00) for voluntary sector / charities.  
 £495 + VAT (£594.00) for commercial organisations.

The fee includes lunch, refreshments and a copy of the conference handbook. VAT at 20%.

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### Accommodation

On confirmation of your booking you will receive details of accommodation.

### Confirmation of Booking

All bookings will be confirmed by email, unless stated otherwise. Please contact us if you have not received confirmation 7-10 days after submitting your booking.

### Exhibition

If you are interested in exhibiting at this event, please contact Carolyn Goodbody on 01932 429933, or email [Carolyn@hc-uk.org.uk](mailto:Carolyn@hc-uk.org.uk)

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