

**Minutes of the meeting
Confidence in Care Revalidation Delivery Board
Monday 23rd January 2012, 2-4pm, C3.18 Castle Buildings**

Present

Joyce Cairns (Chair)
Dr Paddy Woods
Jane Lindsay
Jon Billings
Alan Walker
Dr Michael Mannion
Dr Hubert Curran
Dr Christine McMaster
Dr Tony Stevens
Dr Steve Austin
Dr Chris Jones
Dr Clare Loughrey

Apologies

Charlotte McArdle
Dr David Stewart
David Bingham
Margot Roberts

1. Welcome and apologies

Joyce Cairns welcomed everyone to the meeting including Dr Chris Jones, Medical Director, NH Wales.
She mentioned the passing of Dr Terry McMurray and said that his contribution to the work of the group had been much appreciated.
Apologies were noted as above.

2. Minutes of the last meeting

The minutes of the last meeting held 29 November 2011 were agreed.

3. Matters Arising

To be covered in later agenda points.

4. Update from GMC

Jon Billings provided an overview of progress in relation to policy and rollout planning.

There was a discussion regarding the issue of patient and colleague feedback as a requirement for those doctors undergoing revalidation in the initial tranche.

RO's have also expressed concern at the limited time available to ensure a system is developed and widely available given the final versions of the questionnaire and research findings have not yet been published by the GMC. It was highlighted that colleagues in Scotland and Wales have voiced similar concerns.

Jon Billings agreed to report concerns to GMC and advise.

5. Readiness-completed dashboards/RQIA primary care review/next review/ 2012 Programme Plan

Paper: Revalidation Key Milestones 2012

Paper: RQIA Review of Primary Care

It was highlighted that a letter will be issued to Designated Organisations thanking them for completion of the dashboard and outlying key milestones for 2012. The readiness exercise will be repeated in spring this year with a view to informing development of local implementation plans. Work will continue on ensuring readiness across all sectors with further engagement required (with RQIA) with the Independent Sector to ensure all doctors with practising privileges have a prescribed relationship with an RO and are undertaking appraisal.

Further work is also required in relation to locum doctors. The GMC will be asking all doctors to identify their RO from April onwards so this should inform us of the numbers of doctors practising as career locums.

The 'key milestones' paper is an attempt to capture GMC, national and regional plans for 2012. This will be further populated as rollout planning progresses.

6. Appraisal – documentation / guidance / systems

Paper: RST Information Management Guidance

Jane Lindsay provided an overview of progress in this area to date.
The paper highlighted the key points in respect of developing a specification for IT appraisal solutions that will support revalidation.

Pilot of revised documentation in Belfast Trust is complete.

There was a discussion regarding how to link in with HR.

Action Jane Lindsay to advise HR representative

7. Patient and Colleague Feedback – Pilot

This item was discussed at Item 4.

8. AOB

There was a further discussion regarding the expectation and responsibilities of the RO. Members agreed that the role was ambiguous and further work was required to clarify this issue.

9. Date of next meeting

Date of next meeting: Wednesday 28 March 2012, 10am