

Revalidation

NHS

Professionals

International



Revalidation

Revalidation is the process undertaken to renew your Nursing and Midwifery Council (NMC) registration. It was introduced 2016 to enhance public protection by ensuring that registrants continue to be fit for practice.

As an NMC registrant it is important that you understand the requirements for revalidation. Although it is completed every three years, you will gather the required evidence throughout this period. Completing your revalidation for the first time can feel daunting, but please be reassured that you will be supported and assisted throughout the process. Your NHS Trust will have guidelines and processes for revalidation, so you should make yourself familiar with this.

This guide will assist you to prepare and should be read alongside advice from your employer and the NMC: [how-to-revalidate-booklet.pdf \(nmc.org.uk\)](https://www.nmc.org.uk/how-to-revalidate-booklet.pdf)

How to prepare for your revalidation?

- Create an NMC Online account ([nmc-online-user-guide.pdf](https://www.nmc.org.uk/how-to-revalidate-booklet.pdf)), so that you can monitor and update your details, pay your fee and upload and complete revalidation requirements
- Visit and navigate the NMC website, in particular the revalidation section ([Revalidation - The Nursing and Midwifery Council \(nmc.org.uk\)](https://www.nmc.org.uk/revalidation)) to familiarise yourself with where to find the required information
- Review the NMC Nursing Code
- Gather the required information throughout the three-year period - do not leave it until the last minute to record and gather evidence
- Make note of when your revalidation application is due

Covered in this document, you will find the following requirements for revalidation:

- Evidence
- Practice hours
- Continuing Professional Development
- Practice-related feedback
- Reflection and reflective discussion
- Health and character
- Professional indemnity arrangements

Practice hours

You must demonstrate that you have completed a required minimum number of practices, with details of the type and area of practice. Throughout the three-year period you need to maintain a record and evidence of your practice hours. This information can then be recorded on the template created by the NMC ([practice-hours-log.doc \(live.com\)](#)). The table below lists the practice hour requirements for each type of registration:

Registration	Minimum total practice hours required
Nurse	450
Midwife	450
Nurse and SCPHN	450
Midwife and SCPHN	450
Nurse and Midwife (including Nurse/SCPHN and Midwife/SCHPN)	900

Continuing Professional Development (CPD)

You must complete 35 hours of continuing professional development (CPD) over the three-year period. 20 of these hours are required to be 'participatory', meaning that training need to involve active engagement and collaboration with one or more professional. A variety of CPD activities can be used as Evidence for this requirement, examples of these are suggested by the NMC: ([examples-of-cpd-activities-guidance-sheet.pdf \(nmc.org.uk\)](#))

Your record of your CPD needs to contain details of:

- The CPD method
- The topic/s covered
- How the activity is related to your area of practice
- The date/s the training took place
- The number of hours
- Document which area/s of the Code the training relates to
- Evidence of CPD

The NMC have created a form to document your Evidence: [cpd-log.doc \(live.com\)](#)

Practice-related feedback

You must acquire five different examples of feedback relating to your practice. This can be from multiple sources, for example:

- Patients/service users
- Students
- Colleagues
- Clinical Supervision
- Appraisals
- Performance management and complaints

Once you have gathered your feedback the NMC recommends that you record the details on this form, [practice-related-feedback-log.doc \(live.com\)](#), and that you anonymise any identifiable details about the cases.

Reflection and reflective discussion

Your reflective accounts must be completed on the template provided by the NMC [reflective-accounts-form.doc \(live.com\)](#). If you are not familiar with reflective practice, you should take some time to explore this method of learning.

The form requires that you provide details of the CPD activity, feedback, or practice event alongside what you have learnt from the experience and how this will improve your practice moving forward. Importantly you also need to relate this experience to the NMC Code.

Once you have completed your 5 reflective forms, you should then arrange for your reflective discussion meeting. This is an opportunity to discuss your reflections with another NMC Registered. It is important that you document this discussion, the NMC have created a template for you to use: [reflective-discussion-form.doc \(live.com\)](#).

Health and character

As part of your revalidation, you will be required to make a declaration of the status of your character and health.

Professional indemnity arrangements

As an NMC Registrant it is a legal requirement that you have appropriate indemnity insurance. As an NHS Employee this will be provided for you by the organisation. Further details of the Indemnity requirements can be found here: [Policy \(nmc.org.uk\)](https://www.nmc.org.uk/policy)

Confirmation

Once you have collated all your information and evidence, you must meet with your identified confirmer who will complete your confirmation form ([confirmation-form.doc \(live.com\)](#)). It is likely that your Trust will have a policy for managing the confirmation process, so it is important that you discuss your revalidation timeline with your manager.

Completion

Once you have collated your evidence, your revalidation is completed via your NMC Online. Only submit your application once you have all the required information.

Once your application and your annual registration fee has been received, an email will be sent confirming that your registration has been renewed.