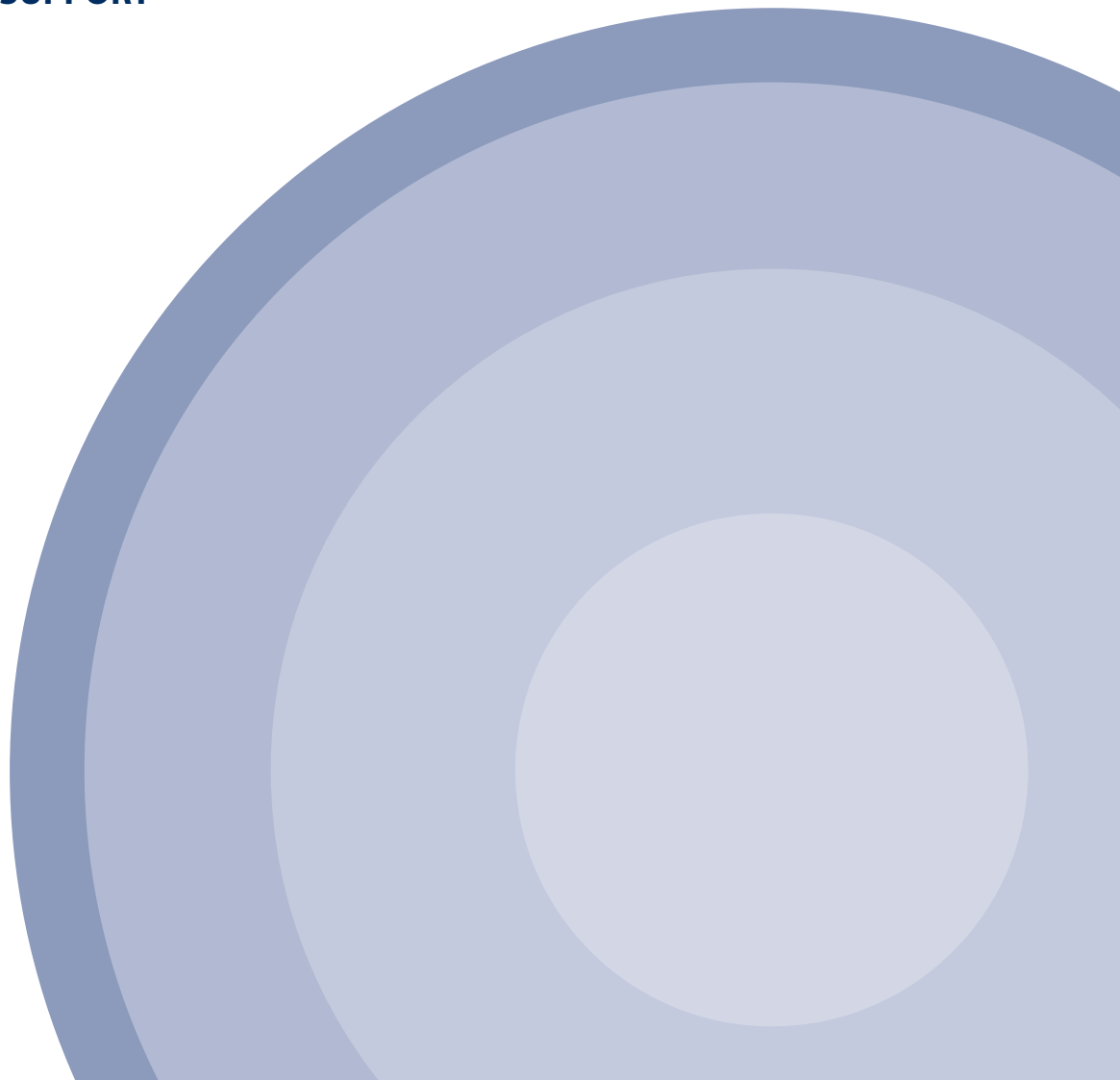


PART 1

ABOUT THE PILOT

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1 Welcome

The fact that you are reading this Manual means you have expressed an interest in participating in the Pilot for Stage 1 of the GOsC Revalidation scheme. We would like to thank you for helping to ensure the Pilot takes account of the rich diversity of osteopathic practice across the UK.

The purpose of this Manual is twofold:

- i. It presents the information you require to make a fully-informed decision on whether or not to commit to participate in the Revalidation Pilot.
- ii. It contains information to guide and support you during the Revalidation Pilot, should you decide to participate.

We hope that you find the Manual useful and that we can look forward to working with you on this important development for the osteopathic profession.

Your Manual includes:

- > This introduction document.
- > Guidelines for Osteopaths Seeking Revalidation (Revalidation Pilot).
- > The new *Osteopathic Practice Standards*.

2 Background

Revalidation is defined as ‘a mechanism that allows health professionals to demonstrate that they remain up-to-date and can demonstrate that they continue to meet the requirements of their professional regulator’¹.

The GOsC sees the purpose of Revalidation and the Revalidation Pilot as threefold:

- a. To help osteopaths demonstrate to themselves, to their patients and to other healthcare professionals that they are up to date and can meet our requirements.
- b. To develop a scheme that is sufficiently flexible to enable all osteopaths to demonstrate the requirements.
- c. To help the GOsC understand whether this proposed Revalidation scheme provides significant added value in terms of increased safety or quality of care for patients, by considering whether the scheme is proportionate, feasible and whether it addresses any risks inherent in practice or the practice environment.

In line with all other healthcare regulators, the GOsC has been developing a draft Revalidation scheme that has been confirmed, in principle, as meeting the Department of Health’s requirements set out in the paper *Principles for Revalidation*².

In 2009, the GOsC consulted on a four-stage Revalidation scheme. The first stage proposed a self-assessment by osteopaths of their practice. While the analysis of this consultation showed support for the scheme, key points made during the consultation included the importance of providing further detail about evidence and assessment to avoid in-built bias; ensuring the assessment criteria were clear and that the selection of assessors was transparent; and exploring the costs of the scheme.

¹ DH, *Principles for Revalidation: Report of the Working Group for non-Medical Revalidation*, November 2008, available at www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/documents/digitalasset/dh_091110.pdf accessed on 8 September 2010, p5

² As above

3 Recent policy developments

The Revalidation Pilot has been developed specifically to take account of this feedback as follows:

- > Further detail about the Revalidation Assessment Criteria (Revalidation Criteria) are set out in the Guidelines for Osteopaths Seeking Revalidation (Revalidation Pilot).
- > Templates have been provided to help osteopaths develop evidence to inform their self-assessment.
- > Completed examples of evidence have also been provided.
- > Assessors (or verifiers) for the Revalidation Pilot are being selected using published competences and an open interview process.
- > An extensive independent evaluation, which will be taking place throughout the Pilot, is being undertaken by KPMG. This evaluation will include an analysis of the costs and benefits of the process.

This Revalidation Pilot is testing only Stage 1 of the four-stage Revalidation scheme consulted on in 2009. Further development of the other three stages will be considered as part of a wider consultation in 2013/14 about how best to effectively regulate continuing fitness to practise. This consultation will be informed by an independent evaluation of the Pilot (including effectiveness, costs, benefits, risk and proportionality) and the findings from the CPD Discussion Paper published alongside the Pilot.

In February 2011, the Department of Health produced a Command Paper entitled *Enabling Excellence*³. This paper confirms that the Government has asked the non-medical regulators to:

‘continue to develop the evidence base that will inform their proposals for Revalidation over the next year. For those professions where there is evidence to suggest significant added value in terms of increased safety or quality of care for users of health care services from additional central regulatory effort on Revalidation, the Government will agree with the relevant regulators, the Devolved Administrations, employers and the relevant professions the next steps for implementation.’

The paper also considers the importance of employers and healthcare teams in the regulatory framework. These are not generally present in osteopathy; thus it will be important to ensure our evidence base takes account of this.

The independent evaluation will consider whether Stage 1 of the scheme provides the evidence required by *Enabling Excellence*; i.e., ‘significant added value in terms of increased safety or quality of care’ for patients, by considering the benefits and costs of the scheme, the risks involved, and its proportionality.

³ See DH, *Enabling Excellence*, 16 February 2011, available at www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/documents/digitalasset/dh_124374.pdf accessed on 11 March 2011, p19

4 What are we trying to achieve through the Revalidation Pilot?

Taking part in and completing the Revalidation Pilot will mean that you contribute to the development of the Revalidation scheme and will help to ensure that it takes account of the diverse and rich range of osteopathic practice.

The Revalidation Pilot has the following aims:

- > To gather feedback about the Revalidation Criteria.
- > To gather feedback about the Guidelines and tools.
- > To gather feedback about the support provided to complete the Pilot, including initial training and ongoing support.
- > To explore the effect of the Pilot on osteopaths (including equality and diversity implications).
- > To explore the benefits of implementing Stage 1 of the Revalidation scheme, including:
 - > Feedback about the usefulness of the Guidelines and tools from osteopaths and other stakeholders.
 - > Feedback about any benefits to practice.
 - > Feedback about whether patient care has been or could be enhanced by this process.
- > To explore the costs of implementing Stage 1 of the Revalidation scheme, including:
 - > The additional costs of learning how to use the Revalidation tools and associated Guidelines.
 - > The additional costs of using the tools in practice.
 - > The additional costs of completing the self-assessment.
 - > The additional costs of delivering Stage 1 of the Revalidation scheme.
 - > The implications of delivering Stage 1 to the whole profession over, for example, a five-year period.

The Revalidation Pilot will therefore help us to:

- > Test Stage 1 of the proposed Revalidation scheme; that is, self-assessment based on evidence.
- > Assess whether self-assessment achieves benefits for patient care and for osteopaths without overburdening individual osteopaths or the profession.
- > Facilitate an independent assessment to explore whether the scheme could significantly add value in terms of safety or quality of care for patients.

The independent evaluation of the Revalidation Pilot will determine how the future development of Revalidation is progressed.

5 What are we not trying to achieve?

It is equally important for you, as a Participant, to understand what is not intended through the Revalidation Pilot:

- > The Pilot is not concerned with testing the whole of the proposed Revalidation scheme. It is only about evaluating Stage 1.
- > The Pilot is not about testing individual osteopaths. It is about testing the processes and tools that may be used to support and guide osteopaths through the proposed Revalidation exercise. Osteopaths may choose to undertake particular types of CPD in the future as a result of feedback received from taking part in the Revalidation Pilot.
- > There is no intention to use the Pilot to look for fitness to practise issues or concerns. Current professional mechanisms for dealing with fitness to practise issues will remain in place and continue to be used.

6 Getting started

First, read this Manual, then decide if you still want to apply to take part in the Revalidation Pilot.

In this pack you will find two forms: an Enrolment Form and a Characteristics Form. If you decide to take part, please complete and return both to KPMG in the stamped addressed envelope provided.

The Enrolment Form requires you to provide contact details and commit to testing various methods of collecting evidence about your practice (we have provided some templates for this purpose) and providing feedback about your experiences in doing so.

The Characteristics Form has been designed to enable us to understand the context and profile of your professional practice. This helps us to understand the suitability of Stage 1 of the proposed Revalidation scheme for all types of osteopathic practice.

Once you have enrolled, you can register to attend one of the regional Pilot training workshops that are being organised throughout the UK. These training workshops have been designed to introduce you to Stage 1 of the Revalidation scheme and to help you in preparing and presenting evidence to support your self-assessment. The workshop will help you to understand how the Revalidation Pilot will be evaluated and how you will contribute to this. You will also have an opportunity to meet and network with other osteopaths taking part in the Pilot and learn about the support available to you throughout the Revalidation Pilot.

7 What will participation in the Revalidation Pilot entail?

As a participant in the Revalidation Pilot, you will have a number of responsibilities. Although attendance at a regional training workshop is not mandatory, we strongly recommend that you attend one, if possible. All materials from the training workshops will be available online and in print format for those unable to find a suitable date or location.

It is important that you have a full understanding of your role in the Pilot and what is required of you. This will enable you to participate fully and ensure your views and experience influence the development of the scheme.

Revalidation and the new *Osteopathic Practice Standards*

The Revalidation assessment process is based on the recently revised *Osteopathic Practice Standards* (see Part 3) and identifies four main Themes of osteopathic practice:

- A. Communication and patient partnership.
- B. Knowledge, skills and performance.
- C. Safety and quality in practice.
- D. Professionalism.

Self-assessing your practice and providing evidence

The Pilot seeks to provide a framework in which you can show proficiency in these four areas of practice through self-assessment based on evidence.

To help you, a set of Revalidation Criteria has been developed based around the four Themes. It is these Revalidation Criteria that you will be assessing yourself against and providing evidence to support the self-assessment. They can be found in Part 2 of the Manual – see the Revalidation Standards and Assessment Framework on pages 8–11 of the Guidelines for Osteopaths Seeking Revalidation (Revalidation Pilot).

Generating evidence

Your role in the Pilot will be to evaluate this process of self-assessment and to provide feedback at regular intervals throughout the 12-month Pilot, by generating evidence.

In every three-month period, you will be asked to try out a different template to generate a piece of evidence demonstrating that you meet the Revalidation Criteria (see the Revalidation Standards and Assessment Framework on pages 8–11 of the Guidelines). If you decide to conduct a clinical audit, using the examples from NCOR's *An Introduction to Clinical Audit for Practising Osteopaths*, you may take longer than three months, although many of the examples can be completed in a three-month period. Further information is provided in Section 4.3.4. You can find the templates for generating evidence in Part 2 – the Guidelines for Osteopaths Seeking Revalidation (Revalidation Pilot).

Evaluating your experience

You will also be required to evaluate your experience of the Revalidation process at three-monthly intervals, as well as completing an overall evaluation at the end of the Pilot.

Every three months, you will be prompted to provide your feedback on your experience of the Pilot. You will receive a web link to, or hard copy of, a dedicated survey to help KPMG understand:

- > What template you used to facilitate collecting evidence.
- > How long it took.
- > Whether it was a useful experience.
- > Whether you feel that you have learned anything.

It will be helpful for you to ensure that you keep a detailed record of the time you invest in the Revalidation Pilot. This will help you to provide accurate information about the costs and benefits of the process to feed into the independent evaluation and impact assessment.

This may sound somewhat daunting, but you will be guided and supported throughout this process.

8 The Guidelines for Osteopaths Seeking Revalidation (Revalidation Pilot)

To help you in carrying out your self-assessment, we have produced Guidelines for Osteopaths Seeking Revalidation (Revalidation Pilot).

The Guidelines make up Part 2 of this Manual and provide you with:

- > An overview of the Revalidation Pilot and your responsibilities in relation to this.
- > Details of how to carry out an initial and a summative self-assessment of your practice.
- > Information on the nature of evidence and ideas on how you might like to prepare and present your evidence, as well as the minimum requirements for inclusion of evidence.
- > Examples of different categories of evidence and methods of obtaining evidence. A number of possible templates for presenting your evidence are also included.
- > Examples of what different methods of presenting evidence might look like once completed.

Further explanation and exploration of the materials in the Guidelines will take place during the regional training workshops.

9 Ongoing support

In addition to the Guidelines and the training workshop, you will be able to access ongoing support and guidance throughout the Pilot.

During your training workshop, you will be supported to plan your involvement in the Pilot.

This will include:

- > Helping you identify opportunities for evidencing your practice – particularly if you undertake little or no direct clinical practice.
- > Exploring how you can find space and time to complete the work required.
- > Looking at ways you can collect and present evidence.
- > Considering how you can evaluate and provide feedback on the process.
- > Helping you to adapt your action plan if your practice or other circumstances change during the Pilot.

Although the training workshops will provide you with a great deal of information, we hope that you will also find them interactive and enjoyable.

For those osteopaths with internet access, the Guidelines and the training materials will be available on a dedicated website. There will also be an online discussion forum where osteopaths taking part in the Pilot can share experiences with each other. A facility for sending private messages seeking help and guidance will also be available.

Written copies of all the materials posted online will be available on request for those without internet access.

Support and guidance will also be available via telephone for those who cannot access the materials online. Please contact the Professional Standards Team on 020 7357 6655 ext 235 for further advice.

