<table>
<thead>
<tr>
<th>Title</th>
<th>Nomination of Responsible Officer for Medical Revalidation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status</td>
<td>For decision</td>
</tr>
<tr>
<td>History</td>
<td>n/a</td>
</tr>
<tr>
<td>Board Lead(s)</td>
<td>Dr Clare Dollery, Acting Medical Director (to 1/1/19)</td>
</tr>
<tr>
<td>Key purpose</td>
<td>Strategy, Assurance, Policy, Performance</td>
</tr>
</tbody>
</table>
Executive Summary

1. The role of Responsible Officer was undertaken from 15 September 2018 to 2 January 2019 on an interim basis by the Acting Medical Director, Dr Clare Dollery. On 2 January 2019, Professor Meghana Pandit took up the substantive post of Chief Medical Officer (CMO). Professor Pandit meets the criteria for acting as a Responsible Officer and the Trust Board has previously confirmed that the role of Responsible Officer is tied to the CMO post.

2. Recommendation

The Trust Board is asked to ratify the appointment of Professor Meghana Pandit to the role of Responsible Officer for Medical Revalidation from 2 January 2019.
1. **Purpose**
   1.1. Medical revalidation is the process by which doctors are declared fit to practise by the General Medical Council (GMC). This process is based on a recommendation made by a Responsible Officer formally appointed by the Trust Board. This recommendation is informed in the main by the outputs of annual appraisal which all doctors are required to engage in.

2. **Background**
   2.1. Dr Clare Dollery was appointed to the role of Responsible Officer on 15th September 2018 in line with her appointment as Acting Medical Director in order to implement the requirements of Medical Revalidation. This was incorporated into his duties as Medical Director.
   
   2.2. Dr Dollery will resume her role as Deputy Medical Director with effect from 2nd January 2019.

3. **Main paper content**
   3.1. The Medical Profession (Responsible Officer Regulations require the Trust to appoint a new Responsible Officer on the departure of an incumbent. The post holder must;
   
   3.1.1. Be a medical practitioner
   
   3.1.2. At the time of appointment, have been a medical practitioner throughout the previous 5 years
   
   3.1.3. Continue to be a medical practitioner during the term of the appointment
   
   3.2. The Board has appointed Professor Meghana Pandit to the role of Medical Director and has previously confirmed that the role of Responsible Officer is tied to that post. Professor Pandit meets the criteria for acting as a Responsible Officer and has successfully completed the Responsible Officer training course offered by the Department of Health.

4. **Recommendation**
   4.1. The Board is asked to ratify the appointment of Professor Pandit as Responsible Officer for Medical Revalidation with effect from 2nd January 2019.

**Dr Clare Dollery, Deputy Medical Director**

**January 2019**