

**BOARD MEETING**

**25 July 2019**

Paper Title:	Medical Appraisal and Revalidation: Annual Report of the Responsible Officer
Section:	Public
Lead Director:	Medical Director
Paper Author:	Medical Director
Agenda Item:	15
Presented For:	Assurance
Paper Category:	Governance & Compliance

**Executive Summary:**

This paper is produced using the new template produced for Responsible Offices to obtain the Boards signatures to approve the process of revalidation and appraisal for medical staff within the trust.

**Recommendations:**

That the Board

1. Sign the compliance document as recommended through the new documentation as presented at the Board.
  
2. The Board understand the action plan contained within the compliance document specifically in regard the change of Responsible Officer

**Governance/Audit Trail:**

**Meetings where this item has previously been discussed (please mark with an X):**

<b>Audit</b>		<b>Quality &amp; Safety</b>		<b>Remuneration</b>		<b>Finance,</b>	
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<b>Committee</b>		<b>Committee</b>		<b>Committee</b>		<b>Business &amp; Investment Committee</b>	
<b>Executive Management Team</b>	x	<b>Directors</b>		<b>Chair of Committee Meetings</b>		<b>Mental Health Legislation Committee</b>	
<b>Council of Governors</b>							

**This report supports the achievement of the following strategic aims of the Trust:**  
*(please mark those that apply with an X):*

<b>Quality and Workforce:</b> to provide high quality, evidence-based services delivered by a diverse, motivated and engaged workforce	<b>x</b>
<b>Integration and Partnerships:</b> to be influential in the development and delivery of new models of care locally and more widely across West Yorkshire and Harrogate STP	
<b>Sustainability and Growth:</b> to maintain our financial viability whilst actively seeking appropriate new business opportunities	

**This report supports the achievement of the following Regulatory Requirements:**  
*(please mark those that apply with an X):*

<b>Safe:</b> People who use our services are protected from abuse and avoidable harm	<b>x</b>
<b>Caring:</b> Staff involve people who use our services and treat them with compassion, kindness, dignity and respect	
<b>Responsive:</b> Services are organised to meet the needs of people who use our services	
<b>Effective:</b> Care, treatment and support achieves good outcomes, helps to maintain quality of life people who use our services and is based on the best available evidence.	<b>x</b>
<b>Well Led:</b> The leadership, management and governance of the organisation make sure it's providing high-quality care that is based around individual needs, encourages learning and innovation, and promotes an open and fair culture.	<b>x</b>
<b>NHSI Single Oversight Framework</b>	

**Freedom of Information:**

**Publication Under Freedom of Information Act**

This paper has been made available under the Freedom of Information Act