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Mansfield Road
Sutton in Ashfield
Nottinghamshire
NG17 4JL

27th October 2025

Tel: 01623 622515
Join today: www.sfh-tr.nhs.uk

[REDACTED]

Dear Sir/Madam

Freedom of Information Act (FOI) 2000 - Request for Information Reference: Appraisal and revalidation process and resources for your medical staff

I am writing in response to your request for information under the FOI 2000.

I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below. Please accept our sincere apologies for the delay.

Home, Community, Hospital.

FOI Request / Question	Question Response	Is there an exemption?	Exemption	Exemption Details
1. How many consultant doctors do you appraise and revalidate?	Currently we have 284 Consultants that are appraised and revalidated with the Trust.			
2. How many non-consultant doctors do you appraise and revalidate?	Non-Consultant appraisal (including ARCP for some groups of doctors) and revalidation is 258 currently.			
3. How many trained appraisers do you have?	The Trust currently has 29 appraisers.			
4. How many Programmed Activities are paid per appraiser for fulfilling this function (if any)?	Appraisers are given an allocation of 0.5 programmed activities per week for a minimum of 12 appraisals. On appointment the individual is allocated 0.25 programmed activity for a minimum of 6 appraisals, and this is increased by mutual agreement based on availability/capacity.			
5. How many appraisals per year are appraisers expected to complete?	See response to previous question			
6. How many Programmed Activities are paid for an appraisal/revalidation lead role (if any)?	This task amongst others is undertaken by the Associate Medical Director, therefore there is no specific time allocated for Appraisal and Revalidation.			
7. Which appraisal support software do you use (eg Allocate, Zircadian, L2P, Equiniti, Clarity, FourteenFish etc)?	The Trust uses Allocate for appraisal			
8. Which revalidation support software do you use, if different from the appraisal software?	The Trust just uses the Allocate system for appraisal.			

9. How many whole-time equivalent posts, and at what banding levels, do you employ in medical staffing/HR/other relevant departments to support the medical appraisal and revalidation processes in your Trust?	We have one wte at a band 7 that manages appraisal, revalidation and job planning in its entirety.			
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I trust this information answers your request. Should you have any further enquiries or queries about this response please do not hesitate to contact me. However, if you are unhappy with the way in which your request has been handled, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Sally Brook Shanahan, Director of Corporate Affairs, King's Mill Hospital, Mansfield Road, Sutton in Ashfield, Nottinghamshire, NG17 4JL or email sally.brookshanahan@nhs.net.

If you are dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether we have complied with our obligations under the Act and can require us to remedy any problems. Generally, the Information Commissioner's Office cannot decide unless you have exhausted the internal review procedure. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/your-data-matters/official-information/>.

Complaints to the Information Commissioner's Office should be sent to FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 1231113, email casework@ico.org.uk.

If you would like this letter or information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call us on 01623 672232 or email sfh-tr.foi.requests@nhs.net.

Yours faithfully

Information Governance Team

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the licence conditions must be met. You must not re-use any previously unreleased information without having the consent from Sherwood Forest Hospitals NHS Foundation Trust. Should you wish to re-use previously unreleased information then you must make your request in writing. All requests for re-use will be responded to within 20 working days of receipt.