

Screening

We will look at a complaint and take into account:



if the complaint is serious enough, for example if a patient was harmed or could have been harmed;



if we have the information we need, for example the nurse's details;



if we can get evidence to investigate and we can trust that evidence;



if there is evidence that the nurse has thought about it and taken steps to make sure it doesn't happen again.

Investigation

Then the complaint will be sent to our investigations team.



This is where a team will get together evidence like documents, witness statements and speak to the nurse and their employer.



You may be asked to give a witness statement. If you do, you may need to go to a hearing.



They will then write a report for the case examiners to look at.



This can take up to 25 weeks.

Case examiners' decision



There are 2 case examiners. One is a nurse or midwife and one is not.



They look at the report from the investigation, the evidence for what happened and if the nurse or midwife is fit to practise now.



Sometimes the nurse has already taken steps to improve, for example going on training.

No case to answer



No further action;



Advice which is private to the nurse / midwife and is not put on the public register;



Warning which is public and is put on the public register for 12 months.

Case to answer



Undertakings – these are things the nurse must do.

For example, to attend training.



Undertakings are public.

Undertakings are looked at by the case examiners to make sure the nurse or midwife has done what they said they would do.



The case examiners might decide the case needs to be looked at by a fitness to practise panel at a **hearing or meeting**.

Hearing or meeting



The NMC will organise all the evidence and witnesses for a hearing or meeting.



If you are a witness at a hearing, we will contact you to arrange travel and where you will stay.

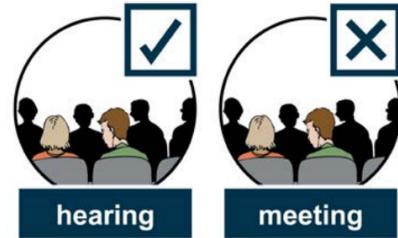


If you are asked to come to a hearing we will support you.

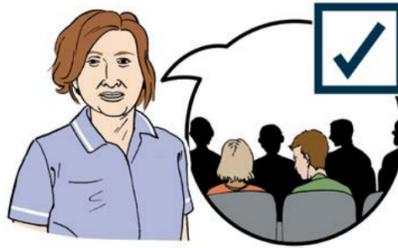
We can sit in the room with you while you give your evidence and explain what happens.



You can bring a friend to support you at the hearing.



A hearing is public and a meeting is private.



A nurse or midwife has the right to ask for a public hearing.



A panel will make the decisions.

At least one of the people on the panel will be a nurse or midwife and one will not.

Panel's decision

No sanctions

This is where the complaint has already been sorted out. For example, the nurse might have gone on training.



Caution

This is like a warning. It is public and goes on the public register. It can be for 1 to 5 years.



Conditions

This is where the nurse or midwife can still work but there are restrictions. This could be being supervised or going on training. These are for 1 to 3 years.



Suspension

This is where a nurse or midwife cannot work as a nurse or midwife for between 1 and 12 months. It may expire or be looked at again at the end of the suspension.



Strike off

This is where someone is completely taken off the register. They cannot work or call themselves a nurse or midwife. They can apply to rejoin after 5 years.



Fitness to Practise

What will happen next?

Easy read

