

## Conditions of practice library

		Public (P) Confidential (C)	Notes
			<p>Panels are referred to the NMC's <i>Guidance to panels on conditions of practice orders</i>. Conditions should normally follow the format set out in the <i>Conditions of practice library</i>.</p> <p>However, panels must always make sure that conditions are suitable for the particular circumstances of the case. Where necessary, they should tailor the conditions to meet those circumstances.</p> <p>This library is split into separate sections to help panels to choose appropriate conditions. Further explanation and assistance is provided in this column.</p>
<b>A</b>	<b>Standard conditions</b>		These conditions should always be part of a conditions of practice order.
1	You must tell the NMC within [x] days of any nursing or midwifery appointment (whether paid or unpaid) you accept within the UK or elsewhere, and provide the NMC with contact details of your employer.	P	Panel to insert the appropriate time.

<p>2</p>	<p>You must immediately tell the following parties that you are subject to a conditions of practice order under the NMC's fitness to practise procedures, and disclose the conditions listed at (1) to [x] above, to them.</p> <ol style="list-style-type: none"> <li>1 Any organisation or person employing, contracting with, or using you to undertake nursing or midwifery work.</li> <li>2 Any agency you are registered with or apply to be registered with (at the time of application) to provide nursing or midwifery services.</li> <li>3 Any prospective employer (at the time of application) where you are applying for any nursing or midwifery appointment.</li> <li>4 Any educational establishment at which you are undertaking a course of study connected with nursing or midwifery, or any such establishment to which you apply to take such a course (at the time of application).</li> </ol>	<p>P</p>	<p>This is always the last condition. All public conditions should be listed in the brackets. These standard conditions are all connected to nursing and midwifery employment or educational study. If a panel considers disclosure of the conditions to other employers or organisations is required (such as posts in a healthcare setting) then the panel can impose a separate tailored condition to address this. Any tailored condition must be relevant, proportionate, workable and measurable.</p>
<p>3</p>	<p>You must tell the NMC about any professional investigation started against you and/or any professional disciplinary proceedings taken against you within [x] days of you receiving notice of them.</p>	<p>P</p>	<p>Panel to insert the appropriate time.</p>
<p>4</p>	<p>a) You must within [x] days of accepting any post or employment requiring registration with the NMC, or any course of study connected with nursing or</p>	<p>P</p>	<p>Panel to insert the appropriate time.</p> <p>The arrangements referred to in 4b will include</p>

	<p>midwifery, provide the NMC with the name/contact details of the individual or organisation offering the post, employment or course of study.</p> <p>b) You must within [x] days of entering into any arrangements required by these conditions of practice provide the NMC with the name and contact details of the individual/organisation with whom you have entered into the arrangement.</p>		<p>arrangements for clinical or health supervision.</p>
<b>B</b>	<b>Performance conditions</b>		<p>Performance conditions should be included in cases involving performance issues. It is appropriate to impose them in cases where the nurse or midwife has engaged with the process.</p> <p>It is preferable for the nurse or midwife to have the support of an employer or equivalent third party, but this is not essential. The support required should not involve the input of the NMC. If the nurse or midwife has not engaged with the process or is not fully supported and in light of that, the panel cannot be satisfied as to public protection, they should refer back to the <i>Indicative sanctions guidance</i> and the NMC's <i>Guidance on conditions of practice</i> and reconsider whether a conditions of practice order is workable.</p>
5	At any time that you are employed or otherwise providing nursing or midwifery services, you must place yourself and remain under the supervision of a	P	<p>Panel to define level and nature of supervision, for example:          "Working at all times under the direct</p>

	<p>workplace line manager, mentor or supervisor nominated by your employer, such supervision to consist of:</p> <p>5 [List]</p>		<p>observation of a registered nurse of band 6 or above.”</p> <p>“Working at all times on the same shift as, but not necessarily under the direct observation of, a registered nurse of band 6 or above who is physically present in or on the same ward, unit, floor or home that you are working in or on.”</p> <p>“Weekly meetings to discuss your clinical caseload.”</p> <p>This list is not exhaustive.</p>
6	<p>(a) You must work with your line manager, mentor or supervisor (or their nominated deputy) to create a personal development plan designed to address the concerns about the following areas of your practice:</p> <p>1. [List]</p>	P	<p>Panel to list the areas which it has decided to be of concern, or areas in which the nurse or midwife needs development.</p>
7	<p>You must meet with your line manager, mentor or supervisor (or their nominated deputy) at least every [x days, weeks or months] to discuss the standard of your performance and your progress towards achieving the aims set out in your personal development plan.</p>	P	<p>Panel to set out the minimum frequency of meetings.</p>
8	<p>You must forward to the NMC a copy of your personal development plan within 28 days of the date on which these conditions become effective or the date on which you take up an appointment, whichever is</p>	P	

	sooner.		
9	You must send a report from your line manager, mentor or supervisor (or their nominated deputy) setting out the standard of your performance and your progress towards achieving the aims set out in your personal development plan to the NMC [every x months and] at least 14 days before any NMC review hearing or meeting.	P	<p>If the panel considers it necessary for the nurse or midwife to submit such reports to the NMC regularly throughout the life of the order, it should say so and set out the frequency with which such reports are required.</p> <p>A report should always be required in advance of a review hearing or meeting.</p>
10	You must allow the NMC to exchange, as necessary, information about the standard of your performance and your progress towards achieving the aims set out in your personal development plan with your line manager, mentor or supervisor (or their nominated deputy) and any other person who is or will be involved in your retraining and supervision with any employer, prospective employer and at any educational establishment.	P	
11	You must disclose a report not more than 28 days old from your line manager, mentor or supervisor (or their nominated deputy) setting out the standard of your performance and your progress towards achieving the aims set out in your personal development plan to any current and prospective employers (at the time of application) and any other person who is or will be involved in your retraining and supervision with any employer, prospective employer and at any educational establishment.	P	

<b>C</b>	<b>Practice restrictions</b>		
14	You must not practise as a [nurse or midwife].	P	Delete as applicable – dual registered nurses or midwives only.
15	You must confine your nursing or midwifery practice to [x].	P	Panel to specify a particular hospital or ward within the hospital, or more generally such as non-acute areas, day duties, research posts, National Health Service posts.
16	You must not undertake any nursing or midwifery practice which involves you directly or indirectly in the clinical care of individual patients.	P	
17	You must not carry out [x].	P	Panel to specify the particular procedure(s).
18	<ol style="list-style-type: none"> <li>1. You must not carry out [x] unless supervised by [x], such supervision to consist of:               <ol style="list-style-type: none"> <li>a. [List]</li> </ol> </li> <li>2. You must keep a personal development log recording every time you have undertaken [name of procedure], which must be signed by the person who supervised you, and contain that person's comments on how you carried out the procedure(s).</li> <li>3. You must provide a copy of this personal development log, or confirmation that you have not carried out [name of procedure] to the NMC [every x months and] at least 14 days before</li> </ol>	P	<p>Panel to specify the particular procedure, the name and rank of the person who can supervise (for example your line manager, mentor, supervisor, a registered nurse of band 6 or above such as Sister Jane Smith), and the extent of the supervision (for example being observed while carrying out the procedure).</p> <p>If the panel considers it necessary for the nurse or midwife to submit such reports to the NMC regularly throughout the life of the order, it should say so and set out the frequency with which such reports are required. A report should always be required in advance of a review hearing or meeting.</p>

	any NMC review hearing or meeting.		
19	<ol style="list-style-type: none"> <li>1. Except in life-threatening emergencies, you must not be involved in any aspect of care of [for example male patients or clients, female patients or clients, or patients or clients under the age of x] without a chaperone present. The chaperone must be a [x].</li> <li>2. You must maintain a reflective practice profile detailing every case where you have been involved in the care of such a patient, which must set out the nature of the care given, be signed by the chaperone, and contain their comments on how you gave the care.</li> <li>3. You must provide a copy of this reflective practice profile or confirmation that you have not been involved in the care of [x] to the NMC [every x months and] at least 14 days before any NMC review hearing or meeting.</li> </ol>	P	<p>Panel to specify the restriction and any qualifications for the chaperone (for example, a man or woman, registered nurse or midwife, or registered medical practitioner).</p> <p>If the panel considers it necessary for the nurse or midwife to submit such reports to the NMC regularly throughout the life of the order, it should say so and set out the frequency with which such reports are required. A report should always be required in advance of a review hearing or meeting.</p>
<b>D</b>	<b>Specified training courses and examinations</b>		<p>Panels should consider very carefully whether it would be appropriate to impose a condition requiring a nurse or midwife to complete a particular course, for example in drug administration, on an interim basis where the nurse or midwife denies the allegations. If the nurse or midwife does not accept that there are deficiencies in his or her practice, some form of restriction on their practice may be more</p>

			appropriate.
20	<p>Before you return to practice you must successfully undertake and pass [x] within [x] months of the date on which these conditions become effective, and send a copy of your results to the NMC within [x] days of you receiving them.</p>	P	<p>Panel to specify the course. The course must be assessed, not simply completed through attendance.</p> <p>Panel to specify the time periods.</p>
21	<p>Before you return to practice you must successfully complete and pass an NMC-approved return to practice programme complying with the requirements set out below.</p> <ol style="list-style-type: none"> <li>1. The length of the return to practice programme shall be a minimum of [x].</li> <li>2. The length of the practice element of the programme shall be a minimum of [x].</li> <li>3. The areas that the programme should focus on are [x].</li> <li>4. The specific outcomes expected from the programme are [x].</li> </ol>	P	<p>Panel to specify the periods, areas and outcomes required.</p>
<b>E</b>	<b>Nurses and midwives working independently</b>		
22	<p>You must immediately inform [x] that you are subject to a conditions of practice order under the NMC fitness to practise procedures, and disclose these conditions to them.</p>	P	<p>Panel to specify who needs to be informed, for example all patients and clients, and all prospective patients and clients.</p>

F	<b>Health conditions</b>		These conditions should be included in cases involving health issues. It is only appropriate to impose them in cases where the nurse or midwife has engaged with the process and has access to the support required. The support required should not involve the input of the NMC. If the nurse or midwife has not engaged with the process or does not have access to the support required, the panel should refer back to the Indicative Sanctions Guidance and the NMC's <i>Guidance on conditions of practice</i> and reconsider whether a conditions of practice order is workable.
23	You must place yourself and remain under the care of [specify], attend upon them as required by them, and follow their advice and recommendations.	C	Panel to specify the name or nature of the healthcare professionals required for example, a general practitioner, consultant psychiatrist or occupational health practitioner. This list is not exhaustive.
24	<p>You must inform: [delete as applicable]</p> <ol style="list-style-type: none"> <li>1. your general practitioner</li> <li>2. your consultant psychiatrist</li> <li>3. your occupational health practitioner(s)</li> <li>4. any other registered medical practitioner or therapist responsible for your care</li> </ol> <p>that you are subject to a conditions of practice order</p>	C	

	under the NMC's fitness to practise procedures, and disclose these conditions to them.		
25	<p>You must allow: [delete as applicable]</p> <ol style="list-style-type: none"> <li>1. your general practitioner</li> <li>2. your consultant psychiatrist</li> <li>3. your occupational health practitioner(s)</li> <li>4. any other registered medical practitioner or therapist responsible for your care</li> </ol> <p>to exchange information about your health, treatment, and compliance with this conditions of practice order with each other and with the NMC.</p>	C	
26	<p>You must send a report from your [specify] about your health, treatment, and compliance with this conditions of practice order to the NMC [every x months and] at least 14 days before any NMC review hearing or meeting.</p>	C	<p>Panel to specify the name or nature of the healthcare professional(s) from whom a report is required, for example general practitioner, consultant psychiatrist, occupational health practitioner (this list is not exhaustive). If the panel considers it necessary for the nurse or midwife to submit such reports to the NMC regularly throughout the life of the order, it should say so and set out the frequency with which such reports are required. A report should always be required in advance of a review hearing or meeting.</p>

27	You must keep your nursing or midwifery commitments under review and immediately limit your practice or stop practising in line with advice from your [delete as applicable] general practitioner, consultant psychiatrist, occupational health practitioner(s), or any other registered medical practitioner or therapist responsible for your care.	C	
28	You must comply with arrangements made by the NMC for the following tests to be carried out on you [every x months] and not more than 6 weeks before any NMC review hearing or meeting.  1. [List]	C	Panel to specify which tests it requires, for example a liver function test or carbon deficient transfer test. If it considers it necessary for the tests to be carried out regularly throughout the life of the order, it must specify the period. A test should always be required in advance of a review hearing or meeting. Arrangements for tests will be made in accordance with the NMC's <i>Guidance for practice committees on the use of medical testing</i> .
29	You must abstain from the consumption of [x]	C	Panel to specify, for example alcohol and opiates.

**Approved by Director of Fitness to Practise:  
Effective from:**

**2 November 2016  
8 November 2016**