

GMC & PROFESSIONAL REGULATION | PRACTICAL WORKBOOK

GMC Investigation and Evidence Planner

Organise the allegation, evidence, context and representations for a GMC enquiry or investigation with specialist advice.

What this resource contains

- Six structured preparation stages
- Private writing space and review prompts
- Process, deadline and confidentiality safeguards

IMPORTANT

Independent general guidance. It does not replace clinical, employment, regulatory, immigration or legal advice. Do not include patient-identifiable or unnecessary colleague-identifiable information in worksheets.

Author: Dr N Aziz

Published and reviewed: 7 September 2026

**BEFORE YOU
WRITE**

Use this on a trusted device or paper copy. Record references rather than copying patient-identifiable or privileged material. Nothing in this workbook is sent to SAS Doctors Review.

1. Identify the GMC stage

Complete only what is relevant. Use neutral, factual language and confirm process-specific advice.

Provisional enquiry, investigation, assessment, case examiners or tribunal

Named GMC contact

Question or allegation under consideration

Deadline and requested format

Any interim order or other restriction

2. Threshold map

Complete only what is relevant. Use neutral, factual language and confirm process-specific advice.

Public protection issue alleged

Current risk rather than historic event alone

Seriousness factors

Local information and outcome

Evidence potentially resolving the concern

3. Evidence index

Complete only what is relevant. Use neutral, factual language and confirm process-specific advice.

Document reference only

Authorised source and date

Relevance

Reliability or limitation

Secure location and disclosure route

4. Context without excuse

Complete only what is relevant. Use neutral, factual language and confirm process-specific advice.

Information known at the time

Role, scope and supervision

Workload, resources and system conditions

Actions of others stated neutrally

Why the context matters to the threshold

5. Representations

Complete only what is relevant. Use neutral, factual language and confirm process-specific advice.

Structured response to each issue

Accepted and disputed matters

Current insight and action

Objective supporting evidence

Advice and final consistency check

6. Outcome planning

Complete only what is relevant. Use neutral, factual language and confirm process-specific advice.

No action, advice, warning, undertakings or tribunal possibilities

Employment consequences

Revalidation and designated-body contact

Health and practical support

Review or appeal advice

Action summary

What must happen today?

Which adviser will I contact, for which process?

Which restrictions and deadlines have been independently confirmed?

**DO NOT LET ONE
ROUTE OBSCURE
ANOTHER**

An internal grievance or appeal does not normally stop an external legal deadline. A regulatory adviser does not automatically represent an employment claim, and a wellbeing service does not provide legal advice.

Sources and disclaimer

Use the current GMC, MPTS, national NHS, Acas or Labour Relations Agency source and the correct local policy before acting. Processes, time limits and service eligibility change.

GMC: how concerns are investigated

MPTS: hearings and decisions

Acas: current tribunal time limits

**INDEPENDENT
GENERAL
EDUCATION**

This workbook does not calculate a deadline, assess credibility, predict a regulatory outcome or replace individual legal, employment, regulatory or clinical advice.