

## GMC &amp; PROFESSIONAL REGULATION | PRACTICAL WORKBOOK

# Recovery, Return and Revalidation Plan

Translate an outcome, restriction or period away from work into a safe, supported and reviewed professional plan.

---

## 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. Outcome map

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

**Regulatory outcome**

|  |
|--|
|  |
|  |
|  |

**Employer outcome**

|  |
|--|
|  |
|  |
|  |

**Restriction, undertaking or condition**

|  |
|--|
|  |
|  |
|  |

**Review date**

|  |
|--|
|  |
|  |
|  |

**Notification or reporting requirement**

|  |
|--|
|  |
|  |
|  |

## 2. Current function

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

### Duties safe now

|  |
|--|
|  |
|  |
|  |

### Duties excluded or needing support

|  |
|--|
|  |
|  |
|  |

### Health or fatigue factors

|  |
|--|
|  |
|  |
|  |

### Competence or confidence gap

|  |
|--|
|  |
|  |
|  |

### Patient-safety escalation

|  |
|--|
|  |
|  |
|  |

### 3. Supervised return

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

| Named supervisor |
|------------------|
|                  |
|                  |
|                  |

| Scope and location |
|--------------------|
|                    |
|                    |
|                    |

| Hours, on-call and workload |
|-----------------------------|
|                             |
|                             |
|                             |

| Escalation arrangements |
|-------------------------|
|                         |
|                         |
|                         |

| Frequency of review |
|---------------------|
|                     |
|                     |
|                     |

## 4. Evidence for review

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

### Workplace reports

|  |
|--|
|  |
|  |
|  |

### Audit or feedback

|  |
|--|
|  |
|  |
|  |

### Learning applied

|  |
|--|
|  |
|  |
|  |

### Health or occupational-health evidence

|  |
|--|
|  |
|  |
|  |

### Compliance record

|  |
|--|
|  |
|  |
|  |

## 5. Appraisal and revalidation

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

### Responsible officer or designated body

|  |
|--|
|  |
|  |
|  |

### Appraisal status

|  |
|--|
|  |
|  |
|  |

### Portfolio gaps

|  |
|--|
|  |
|  |
|  |

### Information about restrictions or investigations

|  |
|--|
|  |
|  |
|  |

### Advice on disclosure

|  |
|--|
|  |
|  |
|  |

## 6. Sustainable recovery

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

### Clinical and emotional support

|  |
|--|
|  |
|  |
|  |

### Team communication boundary

|  |
|--|
|  |
|  |
|  |

### Financial and practical issues

|  |
|--|
|  |
|  |
|  |

### Career plan

|  |
|--|
|  |
|  |
|  |

### Trigger for earlier review

|  |
|--|
|  |
|  |
|  |

# Action summary

| What must happen today? |  |
|-------------------------|--|
|                         |  |
|                         |  |
|                         |  |
|                         |  |

| Which adviser will I contact, for which process? |  |
|--------------------------------------------------|--|
|                                                  |  |
|                                                  |  |
|                                                  |  |
|                                                  |  |

| Which restrictions and deadlines have been independently confirmed? |  |
|---------------------------------------------------------------------|--|
|                                                                     |  |
|                                                                     |  |
|                                                                     |  |
|                                                                     |  |

|                                             |                                                                                                                                                                                                                      |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DO NOT LET ONE ROUTE OBSCURE ANOTHER</b> | 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.