Board meeting

Wednesday 19 July 2023

Responsible Officer appointment

Purpose of paper

For decision

Board action required

To appoint a Responsible Officer for NICE's revalidation function

Brief summary

As an employer of licenced medical practitioners, NICE is a Designated Body as defined in statute. As a Designated Body, NICE's board is required to appoint a Responsible Officer. Dr Judith Richardson has been Acting Responsible Officer since 1 April 2020 and this paper recommends that Dr Richardson is formally appointed as NICE's Responsible Officer.

Board sponsor

Professor Jonathan Benger, CBE, Chief Medical Officer and Interim Director, Centre for Guidelines

Introduction

In November 2010 the UK government introduced to statute [The Medical Profession (Responsible Officers) Regulations 2010](https://www.legislation.gov.uk/uksi/2010/2841/contents/made). These regulations were subsequently amended by [The Medical Profession (Responsible Officers) (Amendment) Regulations 2013](https://www.legislation.gov.uk/uksi/2013/391/made) . These regulations state that NICE as an employer of licenced medical practitioners is a Designated Body. As a Designated Body NICE's board is required to appoint a licenced medical practitioner as Responsible Officer.

From introduction until 31 March 2020, Professor Gillian Leng, CBE was NICE's Responsible Officer. Once Professor Leng took up post as NICE's Chief Executive she demitted from the role of Responsible Officer and Dr Judith Richardson, who had been Deputy Responsible Officer since the introduction of revalidation, was appointed Acting Responsible Officer with effect from 1 April 2020. Dr Richardson has been NICE's Acting Responsible Officer since then.

When Professor Jonathan Benger took up post as NICE's Chief Medical Officer (CMO) in January 2023 he agreed that Dr Richardson should continue as NICE's Acting Responsible Officer.

Dr Richardson meets the requirements of a Responsible Officer. These requirements are:

* Be a fully registered medical practitioner, that is, be licensed to practice and fully registered.
* Have been a fully registered medical practitioner for the past 5 years
* Have completed formal Responsible Officer training; Dr Richardson completed this training in March 2021.

Finance / HR / legal implications

As a designated body, NICE has a statutory duty to support its RO in discharging their duties under The Medical Profession (Responsible Officers) Regulations, 2010 as amended in 2013.

These duties are to evaluate doctors' fitness to practise, monitor doctors' conduct and performance and to make recommendations to the General Medical Council (GMC) in respect of each doctor’s fitness to retain a licence to practise.

Cross organisational impact

Cross organisational impact and risk have been considered, but as this paper proposes confirming Dr Richarson's appointment to a role she has been in for over 3 years no significant impact is anticipated.

Board action required

The Board is asked to:

* 1. Confirm Dr Richardson's formal appointment as NICE's Responsible Officer for revalidation.

© NICE 2023. All rights reserved. [Subject to Notice of rights](https://www.nice.org.uk/terms-and-conditions#notice-of-rights).

July 2023