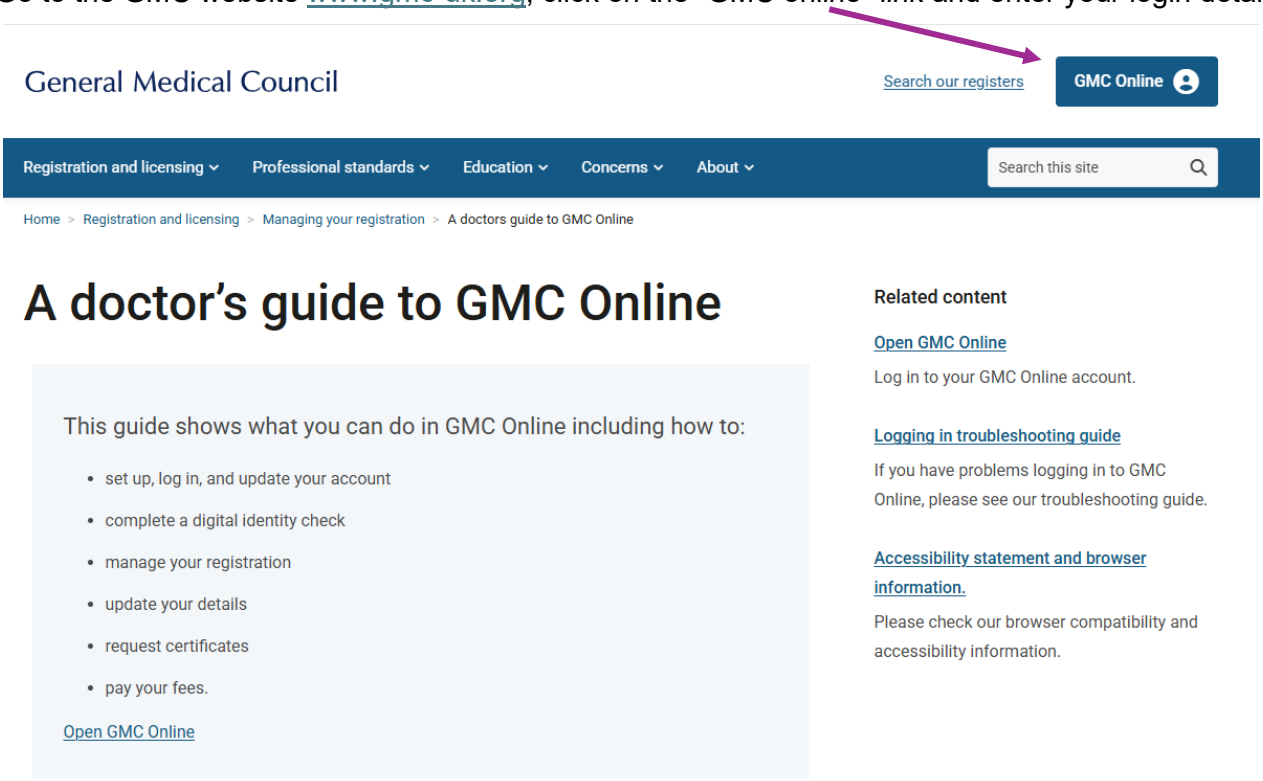
GMC Online Account - Registering Your Responsible Officer (RO)

Revalidation for medical practitioners began in late 2012 with all doctors required to complete revalidation every 5 years. Doctors must update their details with the GMC when they move to a new main employer to ensure they are assigned to the correct Responsible Officer (RO). This guide shows how to register SaTH's Medical Director as your Responsible Officer via GMC Online.

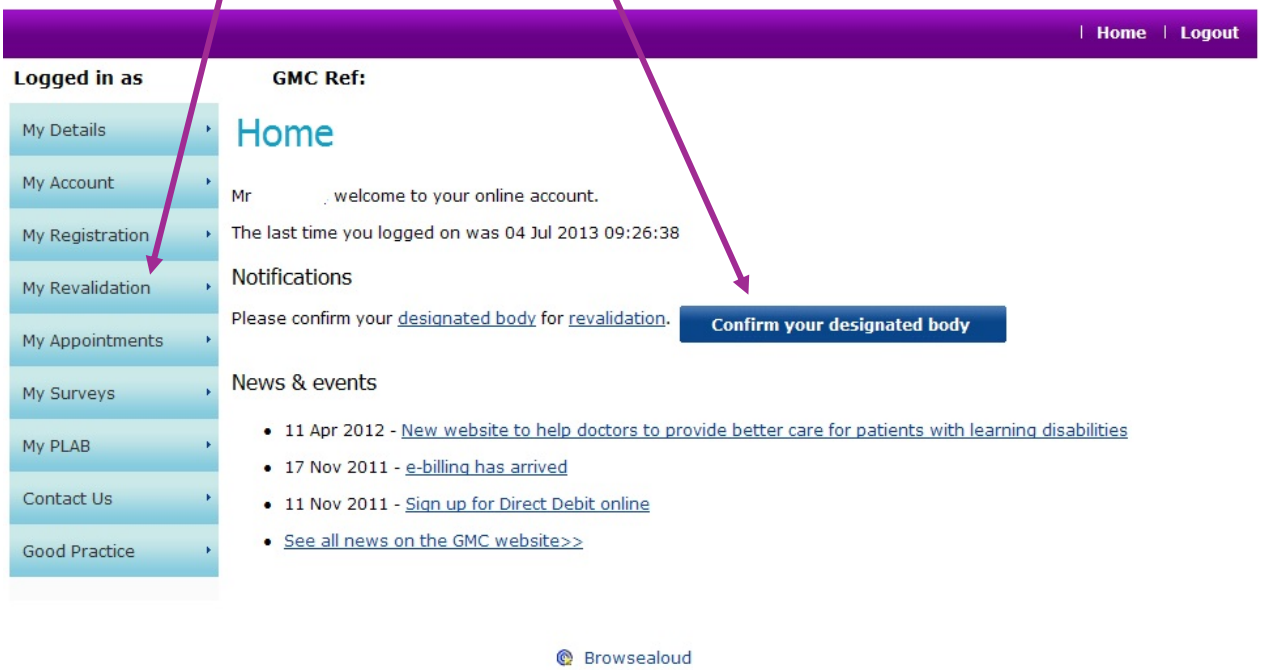
Please note: If you are an agency locum, your designated body would usually be your agency. If you are a doctor in training with a national training number, your designated body will be your local medical education and training board (aka Deanery) – NHSE Education West Midlands.

- Go to the GMC website www.gmc-uk.org, click on the "GMC online" link and enter your login details.



This will take you to a screen asking you to confirm your details – amend or confirm as needed. You will then go to the "Home" page below.

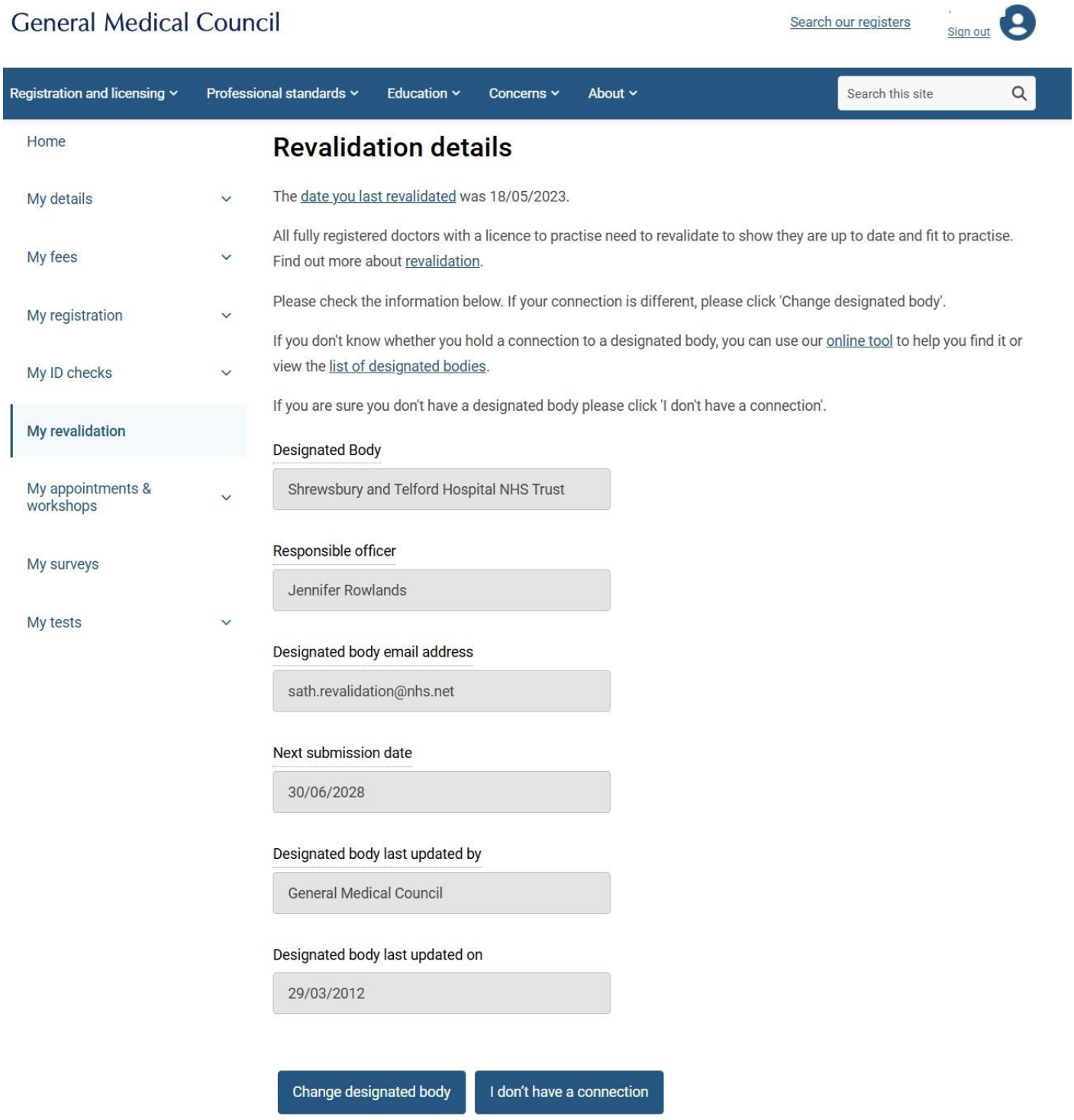
- Click on either "My Revalidation" or "Confirm your designated body"



This should open the ‘Revalidation details’ page.

- To change your designated body – e.g. from another Hospital to SaTH when you commence your post – click on “***Change designated body***”, and search for and add **Shrewsbury and Telford Hospital NHS Trust** as your designated body. The Responsible Officer details should automatically show as SaTH’s Medical Director.

- If you are uncertain whether SaTH should be your designated body, please contact the Revalidation Office for further advice. The GMC also provide a tool on their website to help you establish your connection for revalidation.



You must also update your revalidation details to your new employer if you leave SaTH or if SaTH ceases to be your main employer. If you are commencing a break in UK practice, please select ‘I don’t have a designated body’.