

Dr Scott Davidson  
Executive Medical Director/Responsible Officer



JB Russell House  
Gartnavel Royal Hospital  
1055 Great Western Road  
Glasgow  
G12 0XH

Tel 0141-201-4444  
Date: July 2026  
Ref: SD/July2026/MedApp

Dear Colleagues

### **Annual Appraisal 2026/27**

I am delighted to advise that the Board achieved 91.3% appraisal completion within Secondary Care for the appraisal year 2025/26. This was slightly above the Scottish Government target of 90% for Secondary Care.

I am keen that we build on the success of last year and would remind everyone that annual appraisal is not only a contractual obligation, but it also underpins the 5-year cycle of revalidation necessary to retain your licence to practise. There will be practitioners who are exempt from annual appraisal due to circumstances such as long-term sick, maternity leave, and career break, but otherwise there should be no reason why annual appraisal should not be completed within the appraisal year 1<sup>st</sup> April 2026 to 31<sup>st</sup> March 2027.

This year I would like to focus on the Board's deferral rate which remains higher than the national average at 10.2%. As you may be aware, as Responsible Officer (RO) I am required to submit a deferral recommendation where a doctor has not completed their appraisal, including the Patient Questionnaire Exercise and Multi-source feedback, by their revalidation date. Reducing the Board's deferral rate can easily be rectified if all appraisees complete their appraisal and supporting documentation within their given phase (determined by a doctor's revalidation month<sup>1</sup>). For further information on the phasing timetable please refer to <https://www.nhsggc.scot/staff-recruitment/hrconnect/policies-and-staff-governance/medical-and-dental-policies/medical-revalidation-and-appraisal/>

---

<sup>1</sup> The appraisal completion deadline for Clinical Fellows is dependent on their contract end date. Clinical Fellows with contracts ending in February should complete their appraisal by the end of January, and those with contracts ending in August, should complete their appraisal between April – July.

At the beginning of your phase, you will receive a reminder e-mail requesting that you arrange your appraisal with your appraiser. If required, you will receive a second reminder towards the end of your phase. Please note it is the appraisee's responsibility to ensure that they have completed their annual appraisal within phase.

By ensuring you complete in phase, you will also be helping your Appraiser to manage their allocated number of appraisals throughout the year. If you have not yet been assigned an appraiser for 2026/27 and you are approaching your phase, please contact your Sector Appraisal Administrator:-

| Sector/Directorate | Administrator Name           | E-mail Address                                                                                                                            |
|--------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| South              | Natalie McAdam               | <a href="mailto:natalie.mcadam@nhs.scot">natalie.mcadam@nhs.scot</a>                                                                      |
| North              | Nina Singh                   | <a href="mailto:Nina.Singh4@nhs.scot">Nina.Singh4@nhs.scot</a>                                                                            |
| Diagnostics        | Noreen Sheerin / Mark Wilson | <a href="mailto:Noreen.Sheerin2@nhs.scot">Noreen.Sheerin2@nhs.scot</a> / <a href="mailto:Mark.Wilson9@nhs.scot">Mark.Wilson9@nhs.scot</a> |
| Regional           | Nichola Thompson             | <a href="mailto:Nichola.Thompson2@nhs.scot">Nichola.Thompson2@nhs.scot</a>                                                                |
| W&C                | Lynda Lawson                 | <a href="mailto:Lynda.Lawson@nhs.scot">Lynda.Lawson@nhs.scot</a>                                                                          |
| MHS                | Tracey McKibbens             | <a href="mailto:Tracey.McKibbens@nhs.scot">Tracey.McKibbens@nhs.scot</a>                                                                  |
| Clyde              | Andrew Gardner               | <a href="mailto:Andrew.Gardner4@nhs.scot">Andrew.Gardner4@nhs.scot</a>                                                                    |
| Sandyford          | Suzanne Hughes               | <a href="mailto:Suzanne.Hughes5@nhs.scot">Suzanne.Hughes5@nhs.scot</a>                                                                    |

Should you have any questions or require support regarding any aspect of the appraisal and/or revalidation process please do not hesitate to get in touch at: [ggc.medical.revalidation@nhs.scot](mailto:ggc.medical.revalidation@nhs.scot)

With thanks



**Scott Davidson**  
**Executive Medical Director/Responsible Officer NHSGGC**

cc. Prof Colin McKay, Deputy Medical Director (Corporate)/Deputy Responsible Officer (Secondary Care)