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Cosmetic Surgery Certification: Application Evidence Summary

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Evidence Area	Evidence needed	File upload
Professional Indemnity Insurance	<ul> <li>Name of provider, membership/policy number.</li> <li>Evidence of insurance cover in the UK (eg a copy of your policy, letter from your provider) if practising predominantly overseas.</li> </ul>	✓
Masterclass Attendance	» Certificate of attendance for masterclass.	$\checkmark$
Revalidation	» GMC letter confirming revalidation     » Revalidation and appraisal dates     » Names of designated body, responsible officer, appraiser     » Summary of last annual appraisal	✓ ✓
	*If you completed training less than five years before applying for certification, you can also provide the following:	
	<ul> <li>Evidence/summary of ARCP (including details such as; date of CCT, names of reviewers, next date of revalidation).</li> <li>Exit report</li> <li>Confirmation of multisource feedback</li> </ul>	✓ ✓ ✓
Operation Numbers	Applicants can select one of the following options:  Consolidated E-logbook with respect to the ISCP module-aesthetics or another consolidated logbook demonstrating your operation numbers.  Activity report from your provider that demonstrates evidence of your operation numbers eg hospital list(s) that includes; date of procedure, hospital site and name of the procedure.  Completing the 'Operation Numbers Credits Counter' Excel spreadsheet.  BAAPS Audit  PHIN data	
Clinical Outcomes	<ul> <li>Provide evidence that you comply with the order of the Competition and Markets         Authority (CMA) for collection and publication of clinical outcomes data at provider and         consultant level by uploading a letter from your provider confirming that you have         complied with the CMA requirements and that the outcome results fulfil all relevant         governance structures. Alternatively, you can demonstrate your outcome information         by providing:         PHIN data eg link to an online page or a PDF download         Evidence and results of participation in national audit where available (eg BAAPS audit)         Details of local audit, with reflection on results</li> </ul>	
Continuing Professional Development	» Upload either an extract from your last appraisal highlighting your CPD activity or a summary of your CPD activities in relation to your cosmetic practice during the last revalidation cycle.	✓

Reflection on Practice	Please provide four complex cases (in total) across the breadth of practice or evidence of reflection on practice.	$\sqrt{}$
	Complex case reviews should include: Date, Hospital site, location of event, your role, procedure type.  Description of the event/problem  Details of colleague with whom you discussed the case (name and email address)  Description of the outcome and reflection (outcome of event, what you learnt, how your practice has changed, what future learning needs identified)	
	Applicants may choose to provide evidence of their active participation in an M&M meeting which changed a procedure or local protocol, and which led to an improvement in cosmetic surgery in place of one of the cases required above.	
	Applicants can also provide evidence of reflection on practice, along with a written narrative explaining how their evidence covers for four complex cases by including:  » Evidence of case presentation and participation in peer review or M&M meetings (eg minutes of the meeting) which will include summary of cases and reflection.  » Letters to patients which include both preoperative assessment and follow up notes.  » Preoperative assessment notes, operation notes and follow up notes.	
	Please note, that applicants can either complete the template complex case forms provided on the Cosmetic Surgery Certification website or upload; peer review meetings, M&Ms etc. as evidence of reflection on practice. Alternatively, applicants may wish to complete the template complex case forms for some cases, and upload the rest of their reflection on practice evidence as; peer review meetings, M&Ms etc.	
References	» Upload two references, one should be from your clinical director or a referee nominated by your clinical director, and the other a senior colleague/consultant.	$\checkmark$