

Rule No.	Rule Description	Met	Partially Met	Not Met	Comments
4	<b>Notifications by Local Supervising Authority</b>				
	<b>In order to meet the statutory requirements for the supervision of midwives, a local supervising authority will:</b>				
	* Publish annually the name and address of the person to whom the notice must be sent	Y			
	* Publish annually the date by which it must receive intention to practise forms from midwives in its area	Y			
	* Ensure accurate completion and timely delivery of intention to practise data to the NMC by the 20th of April each year	Y			
	* Ensure intention to practise notifications, given after the annual submission, are delivered to the NMC by the 20th of each month	Y			
5	<b>Suspension from Practice by a Local Supervising Authority</b>				
	<b>To demonstrate there are mechanisms for the notification and investigation of allegations of a midwife's impaired fitness to practise, a local supervising authority will:</b>				
	* Publish how it will investigate any alleged impairment of a midwife's fitness to practise	Y			
	* Publish how it will determine whether or not to suspend a midwife from practice	Y			
	* Ensure that midwives are informed in writing of the outcome of any investigation by a local supervising authority	Y			
	* Publish the process for appeal against any decision	Y			

<b>9</b>	<b>Records</b>			
	<b>To ensure the safe preservation of records transferred to it in accordance with the Midwives rules, a local supervising authority will:</b>			
	* Publish local procedures for the transfer of midwifery records from self-employed midwives	Y		
	* Agree local systems to ensure supervisors of midwives maintain records of their supervisory activity	Y		
	* Ensure supervisors of midwives records, relating to the statutory supervision of midwives, are kept for a minimum of seven years	Y		
	* Arrange for supervision records relating to an investigation of a clinical incident to be kept for a minimum of 25 years	Y		
	* Publish local procedures for retention and transfer of records relating to statutory supervision	Y		
<b>11</b>	<b>Eligibility for Appointment as a Supervisor of Midwives</b>			
	<b>In order to ensure that supervisors of midwives meet the requirements of Rule 11 a local supervising authority will:</b>			
	* Publish their policy for the appointment of any new supervisor of midwives in their area	Y		
	* Maintain a current list of supervisors of midwives	Y		
	* Demonstrate a commitment to providing continuing professional development and updating for all supervisors of midwives for a minimum of 61/2 hours annually	Y		

12	The Supervision of Midwives				
	<b>To ensure that a local framework exists to provide equitable, effective supervision for all midwives working within the local supervising authority, and that a supervisor of midwives is accessible at all times a local supervising authority will:</b>				
	* Publish the local mechanism for confirming any midwife's eligibility to practise	Y			
	* Implement the NMC's rules and standards for supervision of midwives	Y			
	* Ensure that the supervisor of midwives to midwives ratio reflects local need and circumstances (will not normally exceed 1:15)		y		Ratio above 1:15 plans in place to reduce ratio
	<b>To ensure a communications network, which facilitates ease of contact and the distribution of information between all supervisors of midwives and other local supervising authorities, a local supervising authority will:</b>				
	* Set up systems to facilitate communication links between and across local supervising authority boundaries	y			
	* Enable timely distribution of information to all supervisors of midwives	y			
	* Provide a direct communication link, which may be electronic, between each supervisor of midwives and the local supervising authority midwifery officer	y			
	* Provide for the local supervising authority midwifery officer to have regular meetings with supervisors of midwives to give support and agree strategies for developing key areas of practice	y			
	<b>To ensure there is support for the supervision of midwives the local supervising authority will:</b>				
	* Monitor the provision of protected time and administrative support for supervisors of midwives		Y		
	* Promote woman-centred, evidenced-based midwifery practice	y			
	* Ensure that supervisors of midwives maintain accurate data and records of all their supervisory activities and meetings with the midwives they supervise	y			Plans in place to develop further

	<b>A local supervising authority shall set standards for supervisors of midwives that incorporate the following broad principles:</b>			
	* Supervisors of midwives are available to offer guidance and support to women accessing maternity services	y		
	* Supervisors of midwives give advice and guidance regarding women-centred care and promote evidence-based midwifery practice	y		
	* Supervisors of midwives are directly accountable to the local supervising authority for all matters relating to the statutory supervision of midwives	y		
	* Supervisors of midwives provide professional leadership	y		
	* Supervisors of midwives are approachable and accessible to midwives to support them in their practice	y		
<b>13</b>	<b>The Local Supervising Authority Midwifery Officer</b>			
	<b>In order to discharge the local supervising authority supervisory function in its area through the local supervising authority midwifery officer, the local supervising authority will:</b>			
	* Use the NMC core criteria and person specification when appointing a local supervising authority midwifery officer	y		
	* Involve a NMC nominated and appropriately experienced midwife in the selection and appointment process	Y		
	* Manage the performance of the appointed local supervising authority midwifery officer	Y		
	* Provide designated time and administrative support for a local supervising authority midwifery officer to discharge the statutory supervisory function	Y		
	* Arrange for the local supervising authority midwifery officer to complete an annual audit of the practice and supervision of midwives within its area to ensure the requirements of the NMC are being met	Y		

15	Publication of Local Supervising Authority Procedures				
	<b>To ensure incidents that cause serious concern in its area relating to maternity care or midwifery practice are notified to the local supervising authority midwifery officer, a local supervising authority will:</b>				
	* Develop mechanisms with NHS authorities and private sector employers to ensure that a local supervising authority midwifery officer is notified of all such incidents	Y			
	* Publish the investigative procedure	Y			
	* Liase with key stakeholders to enhance clinical governance systems	Y			
	<b>To confirm the mechanisms for the notification and management of poor performance of a local supervising authority midwifery officer or supervisor of midwives, the local supervising authority will:</b>				
	* Publish the process for the notification and management of complaints against any local supervising authority midwifery officer or supervisor of midwives	Y			
	* Publish the process for removing a local supervising authority midwifery officer or supervisor of midwives from appointment	Y			
	* Publish the process for appeal against the decision to remove	Y			
	* Ensure that a local supervising authority midwifery officer or supervisor of midwives is informed of the outcome of any local supervising authority investigation of poor performance, following its completion	Y			
	* Consult the NMC for advice and guidance in such matters	Y			

16	Annual Report			
	<b>Written, annual local supervising authority report will reach the Midwifery Committee of the NMC, in a form agreed by the Nursing and midwifery Council, by the 30th of September of each year. Each local supervising authority will ensure their report is made available to the public. The report will include but not necessarily be limited to:</b>			
	* Numbers of supervisor of midwives appointments, resignations and removals	Y		
	* Details of how midwives are provided with continuous access to a supervisor of midwives	Y		
	* Details of how the practice of midwifery is supervised	Y		
	* Evidence that service users have been involved in monitoring supervision of midwives and assisting the local supervising authority midwifery officer with the annual audits	Y		
	* Evidence of engagement with higher education institutions in relation to supervisory input into midwifery education	Y		
	* Details of any new policies related to the supervision of midwives	Y		
	* Evidence of developing trends affecting midwifery practice in the local supervising authority	Y		
	* Details of the number of complaints regarding the discharge of the supervisory function	Y		
	* Reports on all local supervising authority investigations undertaken during the year	Y		