

An Introduction to Preparing for Publication – Professional Standards

All of our sessions have been mapped against standards from the following professional organisations. Click on each to find the individual standards that the session meets:

- [General Medical Council](#)
- [Nursing and Midwifery Council](#)
- [Health and Care Professions Council](#)
- [General Pharmaceutical Council](#)
- [General Dental Council](#)
- [General Optical Council](#)
- [Professional Standards Authority](#)
- [Skills for Health](#)
- [Social Work England](#)
- [American College of Health Care Administrators](#)
- [Chartered Institute of Professional Development](#)
- [Academy for Healthcare Science](#)

GMC Professional Capabilities Framework

- From Domain 2 – Doctors must be able to:
 - Able to make clear, accurate and contemporaneous records of their observations or findings in English
 - Able to demonstrate appropriate IT skills, including word processing and data collection
- From Domain 3 – Doctors must be aware of and adhere to professional requirements including:
 - Data protection and confidentiality
- From Domain 5 – Doctors in training must demonstrate that they can lead and work effectively in teams by:
 - Promoting a culture of learning and academic and professional critical enquiry
- From Domain 6 – Doctors must demonstrate that they can participate in and promote activity to improve quality and safety by:
 - Using data to identify areas for improvement
- From Domain 9 – Doctors must demonstrate that they can:
 - Demonstrate appropriate knowledge of research principles and concepts and the translation of research into practice, including:
 - Recruitment into trials and research programmes
 - Ethical implications of research governance
 - Understand and promote innovation in healthcare

NMC Code

- Section 4 – Act in the best interests of people at all times
 - 4.2: Make sure that you get properly informed consent and document it before carrying out any action
- Section 5 – Respect people’s right to privacy and confidentiality
 - 5.2: Make sure that people are informed about how and why information is used and shared by those who will be providing care
- Section 9 – Share your skills, knowledge and experience for the benefit of people receiving care and your colleagues
 - 9.2: Gather and reflect on feedback from a variety of sources, using it to improve your practice and performance
- Section 10 – Keep clear and accurate records relevant to your practice
 - 10.4: Attribute any entries you make in any paper or electronic records to yourself, making sure they are clearly written, dated and timed, and do not include unnecessary abbreviations, jargon or speculation
 - 10.6: Collect, treat and store all data and research findings appropriately
- Section 21 – Uphold your position as a registered nurse, midwife or nursing associate
 - 21.4: Make sure that any advertisements, publications or published material you produce or have produced for your professional services are accurate, responsible, ethical, do not mislead or exploit vulnerabilities and accurately reflect your relevant skills, experience and qualifications

HCPC Standards of Conduct, Performance and Ethics

- Section 2 – Communicate appropriately and effectively
 - 2.5: You must work in partnership with colleagues, sharing your skills, knowledge and experience where appropriate, for the benefit of service users and carers
- Section 3 – Work within the limits of your knowledge and skills
 - 3.3: You must keep your knowledge and skills up to date and relevant to your scope of practice through continuing professional development
- Section 5 – Respect confidentiality
 - 5.1: You must treat information about service users as confidential
 - 5.2: You must only disclose confidential information if:
 - You have permission
 - The law allows this
 - It is in the service user's best interests
 - It is in the public interest, such as if it is necessary to protect public safety or prevent harm to other people

GPhC Standards for Pharmacy Professionals

- From Standard 4 – Pharmacy professionals must maintain, develop and use their professional knowledge and skills. People receive safe and effective care when pharmacy professionals:
 - Use their skills and knowledge, including up-to-date evidence, to deliver care and improve the quality of care they provide
- From Standard 7 – Pharmacy professionals must respect and maintain a person's confidentiality and privacy. People receive safe and effective care when pharmacy professionals:
 - Understand the importance of managing information responsibly and securely, and apply this to their practice
- From Standard 9 – Pharmacy professionals must demonstrate leadership. People receive safe and effective care when pharmacy professionals:
 - Contribute to the education, training and development of the team or of others

GDC Standards for the Dental Team

- Principle 4 – Maintain and protect patients' information
 - 4.2.1: Confidentiality is central to the relationship and trust between you and your patients. You must keep patient information confidential. This applies to all the information about patients that you have learnt in your professional role including personal details, medical history, what treatment they are having and how much it costs
 - 4.2.7: If other people ask you to provide information about patients (for example, for teaching or research), or if you want to use patient information such as photographs for any reason, you must:
 - explain to patients how the information or images will be used
 - check that patients understand what they are agreeing to
 - obtain and record the patients' consent to their use
 - only release or use the minimum information necessary for the purpose
 - explain to the patients that they can withdraw their permission at any time. If it is not necessary for patients to be identified, you must make sure they remain anonymous in any information you release

GOC Standards of Practice for Optometrists and Dispensing Opticians

- Section 1 – Listen to patients and ensure they are at the heart of the decisions made about care
 - 1.4: Treat patients as individuals and respect their dignity and privacy. This includes a patient's right to confidentiality
- Section 3 – Obtain valid consent
 - 3.1: Obtain valid consent before examining a patient, providing treatment or involving patients in teaching and research activities. For consent to be valid it must be given:
 - Voluntarily
 - By the patient or someone authorised to act on the patient's behalf
 - By a person with the capacity to consent
 - By an appropriately informed person. In this context, informing means explaining what you are going to do and ensuring that patients are aware of any risks and options in terms of examination, treatment, supply of appliances or research they are participating in. This includes the right of the patient to refuse treatment or have a chaperone or interpreter present
- Section 5 – Keep your knowledge and skills up to date
 - 5.1: Be competent in all aspects of your work, including clinical practice, supervision, teaching, research and management roles, and do not perform any roles in which you are not competent
 - 5.4: Reflect on your practice and seek to improve the quality of your work through activities such as reviews, audits, appraisals or risk assessments. Implement any actions arising from these
- Section 10 – Work collaboratively with colleagues in the interest of patients
 - 10.1: Work collaboratively with colleagues within the optical professions and other healthcare practitioners in the best interests of your patients, ensuring that your communication is clear and effective
- Section 14 – Maintain confidentiality and respect your patients' privacy
 - 14.1: Keep confidential all information about patients in compliance with the law, including information which is handwritten, digital, visual, audio or retained in your memory

- 14.3: Maintain confidentiality when communicating publicly, including speaking to or writing in the media, or writing online including on social media
 - 14.6: Only use the patient information you collect for the purposes it was given, or where you are required to share it by law
- Section 16 – Be honest and trustworthy
 - 16.4: Ensure that you do not make false or misleading statements when describing your individual knowledge, experience, expertise and specialties, including by the use of titles
 - 16.6: Do not make misleading, confusing or unlawful statements within your advertising

PSA Standards for members of NHS Boards and Clinical Commissioning Group governing bodies in England

- From Standard 2 – I will apply the following values in my work and relationships with others:
 - I will take responsibility for ensuring that I have the relevant knowledge and skills to perform as a board member and that I reflect on and identify any gaps in my knowledge and skills, and will participate constructively in appraisal of myself and others. I will adhere to any professional or other codes by which I am bound
 - I will act consistently and fairly by applying these values in all my actions, transactions, communications, behaviours, and decision-making, and always raise concerns if I see harmful behaviour or misconduct by others
- From Standard 3 – As a Member, for myself, my organisation, and the NHS, I will seek:
 - I will seek excellence in clinical care, patient safety, patient experience, and the accessibility of services
- From Standard 4 – I will do this by:
 - Making the best use of my expertise and that of my colleagues while working within the limits of my competence and knowledge
 - Working collaboratively and constructively with others, contributing to discussions, challenging decisions, and raising concerns effectively
 - Confidently and competently using data and other forms of intelligence, including patient complaints and feedback, to improve the quality of care
- From Standard 5 – As a Member, for myself and my organisation, I will seek:
 - I will seek to be fair, transparent, measured, and thorough in decision-making and in the management of public money
- From Standard 6 – As a Member, for myself and my organisation, I will:
 - Ensuring that patients and service users and their families have clear and accessible information about the choices available to them so that they can make their own decisions
 - Respecting patients' rights to consent, privacy and confidentiality, and access to information, while enabling the legitimate sharing of

information between care teams and professionals for the purposes of a patient's direct care

- Being open about the evidence, reasoning, and reasons behind decisions about budget, resource, and contract allocation

SfH Code of Conduct for Healthcare Support Workers and Adult Social Care Workers in England

- Standard 2 – Promote and uphold the privacy, dignity, rights, health and wellbeing of people who use health and care services and their carers at all time
 - 2.5: Always gain valid consent before providing healthcare, care and support. You must also respect a person's right to refuse to receive healthcare, care and support if they are capable of doing so
- Standard 3 – Work in collaboration with your colleagues to ensure the delivery of high quality, safe and compassionate healthcare, care and support
 - 3.6: Actively encourage the delivery of high quality healthcare, care and support
- Standard 4 – Communicate in an open and effective way to promote the health, safety and wellbeing of people who use health and care services and their carers
 - 4.3: Always explain and discuss the care, support or procedure you intend to carry out with the person and only continue if they give valid consent
 - 4.4: Maintain clear and accurate records of the healthcare, care and support you provide. Immediately report to a senior member of staff any changes or concerns you have about a person's condition
- Standard 5 – Respect people's right to confidentiality
 - 5.1: Treat all information about people who use health and care services and their carers as confidential
 - 5.2: Only discuss or disclose information about people who use health and care services and their carers in accordance with legislation and agreed ways of working
- Standard 6 – Strive to improve the quality of healthcare, care and support through continuing professional development
 - 6.4: Improve the quality and safety of the care you provide with the help of your supervisor (and a mentor if available), and in line with your agreed ways of working

SWE Professional Standards

- Standard 3 – Be accountable for the quality of my practice and the decisions I make. As a social worker I will:
 - 3.13: Provide, or support people to access advice and services tailored to meet their needs, based on evidence, negotiating and challenging other professionals and organisations, as required
- Standard 4 – Maintaining my continuing professional development. As a social worker I will:
 - 4.4: Demonstrate good subject knowledge on key aspects of social work practice and develop knowledge of current issues in society and social policies impacting on social work
 - 4.5: Contribute to an open and creative learning culture in the workplace to discuss, reflect on and share best practice

ACHCA Code of Ethics

- Expectation II: Professional Competence and Personal Conduct – Individuals shall maintain high standards of professional competence, integrity, and accountability. The Health Care Administrator shall:
 - Maintain licensure/credentials and competencies required for role and setting; pursue continuing education and professional development
 - Practice within areas of competence; seek consultation and refer as appropriate; ensure competent supervision and delegation
- Expectation IV: Responsibility to the public, the profession and colleagues – Individuals shall honor their responsibilities to the public, the profession, and interprofessional partners. The Health Care Administrator shall:
 - Advance knowledge in post-acute and long-term care through scholarship, quality improvement, and evidence-informed practice
 - Share expertise with colleagues, students/trainees, and the public to increase understanding of aging services and the administrator's role

CIPD Code of Conduct and Ethics

- Section 1 – Positive and active impact on working lives
 - 1.2: Champion and demonstrate employment and business practices that promote sensitivity for the customs, practices, culture and personal beliefs and rights of others. Whilst upholding and promoting equal opportunity, diversity, inclusion and dignity
- Section 2 – Civic virtue and stewardship:
 - 2.3: Act in accordance with the interests of the employer/client except where professional, ethical or legal duties require otherwise
 - 2.5: Comply with prevailing requirements of copyright, intellectual property, patents, licensing, piracy, plagiarism, trade secrets, privacy rights and appropriation. Respect the rights of others and prevent misuse of the CIPD logo
- Section 4 – Professional service and competence:
 - 4.1: Develop your professional knowledge, skills and competence through curiosity, seeking feedback, reflection, continuing professional development, mentorship and exposure to growth opportunities. Identify and address any gaps; demonstrate your adherence to the CIPD's continuing professional development policy
 - 4.2: Provide an insightful, up-to-date and evidence based service. Manage commitments effectively and take action where deadlines and obligations are at risk of not being met, particularly where external or personal factors may disrupt service delivery
 - 4.4: Safeguard all restricted, confidential, commercially sensitive and personal data. Do not use it for personal advantage or to the benefit or detriment of third parties

AHCS Good Scientific Practice

- Domain 1 – Professional Practice:
 - 1.3.5: You use communication formats and channels (spoken, written and digital, and including social media and online networking platforms) in appropriate, professional ways – especially when involving patients and carers
 - 1.3.6: You produce materials about your service and professional activity that do the following:
 - Present clear, accurate information in a format appropriate for the target audience (e.g., patients, carers or other healthcare professionals).
 - Provide clarity on when you are giving advice or expressing a professional opinion and the basis and parameters of this.
 - Comply with relevant legal, ethical and professional requirements and codes, including those relating to advertising, presenting research data, and writing for publication
 - 1.5.3: You contribute to others' learning and development in line with your scope of practice, competence and job role, and engage with the importance of being a competent educator as an integral component of your role as a healthcare scientist
- Domain 2 – Scientific Practice:
 - 2.3.4: You contribute to enacting, reviewing and updating service delivery processes and procedures to uphold patient, service user and public safety, in line with your scope of practice, competence and job role and informed by current best practice
- Domain 3 – Clinical Practice:
 - 3.1.4: You interpret and advise on complex and/or specialist data in the context of the clinical question being posed, your scope of practice and role, including by providing the following:
 - The results obtained through your investigation or examination.
 - Your analysis and interpretation of the results.
 - The basis of your diagnostic or therapeutic opinion or advice, including any caveats to this.
 - The relevance of your findings for informing further decision-making and actions on the part of the responsible

clinician. The wider implications for optimising the efficiency and effectiveness of clinical investigations for individual patients or groups of patients

- Domain 4 – Research, Development and Innovation:
 - 4.1.5: You critically evaluate and apply research and other available evidence to do the following:
 - Inform your own practice and ensure that this remains leading-edge.
 - Inform your colleagues' practice and professional development.
 - Contribute to quality improvements in service delivery.
 - Enhance patient care and outcomes.
 - Contribute to and share new knowledge in line with meeting the public interest.
- Domain 5 – Clinical Leadership:
 - 5.2.2: You contribute to distributed leadership within your team or service, including by doing the following in line with your scope of practice and job role:
 - Acting as a role model and leading by example.
 - Addressing the development needs of those for whom you have leadership, management, supervision and/or training responsibilities.
 - Engaging in reviews of team performance.
 - Engaging in activity (including CPD) to enhance team performance.
 - Engaging in exercises to address deficiencies in team performance.
 - Distilling, sharing and applying learning from team development activities.
 - Celebrating team success.
 - Encourage staff to report concerns and not prevent anyone from raising concerns