



## **Framework for NHS CIMA Development accreditation**

CIMA has agreed the following framework with the NHS for accreditation of NHS organisations.

Organisations seeking accreditation will need to confirm that they are conforming to the full Knowledge and Skills Framework as set out by the NHS. This confirmation is part of the NHS specific application form on the CIMA web site. Also on the site is the NHS CIMA Development assessment matrix.

NHS organisations applying for CIMA Development accreditation need to complete and submit the following documentation:

- NHS CIMA Development application form
- CIMA Development assessment matrix – this has been completed to cover all NHS organisations, with the exception of the following standards, which individual organisations need to complete or add extra information where applicable:
  - Assess 2 b)
  - Assess 4
  - Design and support point 1, 2, 4 and 5
  - Reflect point 1
  - Evaluate all points
- A sample or template personal development plan and personal development review (it should be noted that these should provide areas for each of the six stages of the CIMA Professional Development Cycle to be fulfilled)
- Sample appraisal form
- A copy of the NHS organisation's own code of conduct/ethics.

CIMA will also notify the National NHS CPD Champion of the application.