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| Template for complaint about the appraisal process by a doctor |
| Responsible officer: | Click here to enter text. |
| Doctor: | Click here to enter text. |
| Doctor’s GMC number: | Click here to enter text. |
| Appraiser: | Click here to enter text. |
| Date of incident: | Click here to enter text. |
| Subject of complaint: | Click here to enter text. |
| Details of complaint: | Click here to enter text. |
| Date of complaint: | Click here to enter text. |
| Thank you for raising a complaint about the appraisal process. You should submit this to your local appraisal office. You should receive an acknowledgement within seven days and a written response within 28 days. |
| **Appraisal office use** |
| Date of final response: Click here to enter text. |
|  Signed off by: Click here to enter text. |
| Outcome and action taken: Click here to enter text. |



The NHS Commissioning Board (NHS CB) was established on 1 October 2012 as an executive non-departmental public body. Since 1 April 2013, the NHS Commissioning Board has used the name NHS England for operational purposes.