

Quick Guide to Specialty Recruitment 2019

Clare Wright

National Specialty Recruitment Manager



Developing people
for health and
healthcare

www.hee.nhs.uk

Overview

- Overview of 2019 recruitment
- 2018 recruitment statistics
- Applying and receiving training offers
- Questions and answers

2019 Specialty Recruitment

What's new?

- Core Medical Training replaced by Internal Medicine Training

Person specification requirements identical to CMT

3 year programme (could progress to some specialties after 2 years)

Overview of 2019 Recruitment

- Two types of specialty training programme
 - Run through training
 - Uncoupled training
- Core training and specialty training programmes will be open to all eligible applications
- Academic recruitment offers run through in all specialties
- Most recruitment is organised nationally by one of the Royal Colleges or a lead region (HEE local office or Deanery) on behalf of all regions. Details of the recruitment leads can be found on the Oriol recruitment system

Flexibility in Training Location

Special Circumstances

- Pre-allocation of applicants with special circumstances at offers stage
- National eligibility and appeals panels
- 32 applicants accepted pre-allocated post in 2018 process
- 19 would not have been placed in preferred region based on rank alone

Flexibility in Training Location

Enhanced Preferences

- Preferences can be amended throughout the recruitment process; recruiters will advise when preferencing is available
- Preferencing will be unavailable during offers matching
- Preference options can be amended for any reason; changes do not need to be approved
- Available up until the upgrade deadline

Flexibility in Training Location

Offer Exchanges

- Allows applicants to change preferences, once an offer has been accepted or held
- Available, even when first choice preference has been offered
- Allows applicants to change their preferences when their personal circumstances change
- Available up until the upgrade deadline

National Recruitment Offices

Roles and Responsibilities

Each national recruitment office is responsible for some or all of the following:

- Advertising vacancies
- Providing helpful information on the recruitment process
- Receiving online applications
- Shortlisting based on set criteria and scoring systems (using nationally agreed person specifications)
- Interviewing and selecting successful applicants
- Making offers and receiving responses

Competition for Posts

- Consider the likely level of competition for posts
- More applicants than posts available
- Be prepared to be flexible about specialty choices
- Links to competition ratios available via:
www.specialtytraining.hee.nhs.uk
- Consider the way healthcare is developing in the future
- Post numbers in General Practice have increased
- Post numbers in surgical training have decreased

Competition for Posts

Round 1 2018 (CT1/ST1)

Specialty	No. of applications	No. of posts	Competition Ratio
ACCS Emergency Medicine	700	369	1.90
Anaesthetics (inc. ACCS Anaesthetics)	1428	581	2.46
Cardiothoracic Surgery	90	11	8.18
Child and Adolescent Psychiatry	94	11	8.55
Clinical Radiology	970	286	3.39
Community Sexual and Reproductive Health	93	10	9.30
Core Medical Training (inc. ACCS Acute Medicine)	2455	1637	1.50
Core Psychiatry Training	707	498	1.42
Core Surgical Training	1686	601	2.81
General Practice	4987	3763	1.33
Histopathology	171	100	1.71
Obstetrics and Gynaecology	511	275	1.86
Ophthalmology	378	101	3.74
Oral and Maxillo Facial Surgery	20	8	2.5
Paediatrics	585	451	1.30
Public Health	732	76	9.63

Competition for Posts

Applicant Behaviour (UK wide) Round 1 2017 (CT1/ST1)

No. of applications submitted	% of total applications
1	74.04
2	17.81
3	5.46
4	1.53
5	0.62
6	0.19
7	0.15
8	0.11
9	0.03
10	0.01
11	0.03
12	0.01
13	0.01



Planning your application

- Decide which specialty or specialties you wish to apply for
- You can apply for as many specialties as you like, subject to eligibility
- Review the person specification/s and ensure that you are eligible to make an application
- Familiarise yourself with the application period and how you access the application form
- Ensure you read all recruitment guidance associated with the specialty/specialties you wish to apply for

Advertisements and where to find them

- Advertisements will appear from 31 October 2018
- Specialty specific adverts will appear on NHS Jobs and Oriel (www.oriel.nhs.uk)
- Important to establish the lead recruiter for the specialty/ specialties to which you are applying
- Information about available posts will also appear on the websites of the lead recruiter

Recruitment 2018 Timeline

Round 1 - CT1/ST1

Advertisements appear	31 October 2018
Application window	7 to 29 November 2018
Interview window	27 December 2018 to 1 March 2019
Initial offers to be made by	4 March 2019
Hold deadline	8 March 2019
Upgrade deadline	15 March 2019
Hierarchical upgrade deadline	20 March 2019

The application process

- All applications will be completed online through Oriel
- You should ensure that you access your Oriel account regularly throughout the recruitment process
- All supporting documentation should be read before commencing an application
- Pay particular attention to demonstrating the requirements of the person specification
- Ensure you allow plenty of time to complete your application
- Ensure that everything that needs to be submitted is sent at the time of application, including additional supporting information
- Ensure applications are submitted by the deadline



Welcome to Oriel. Oriel is the UK wide portal for recruitment to postgraduate medical, dental, public health, healthcare science and pharmacy training programmes. Oriel enables applicants to register for training, view vacancies, apply, book interviews and assessment centres and manage offers - all within a single central location.

PLEASE LOGIN



If you already registered on the Oriel system then please enter your login details below...

Email address:

Password:

[Forgot Password?](#)

SIGN-IN

[? Help](#)

▼ Please select staff group below ▼



UK Foundation Programme



Medical & Dental specialties



Healthcare Sciences



Pharmacy Programme



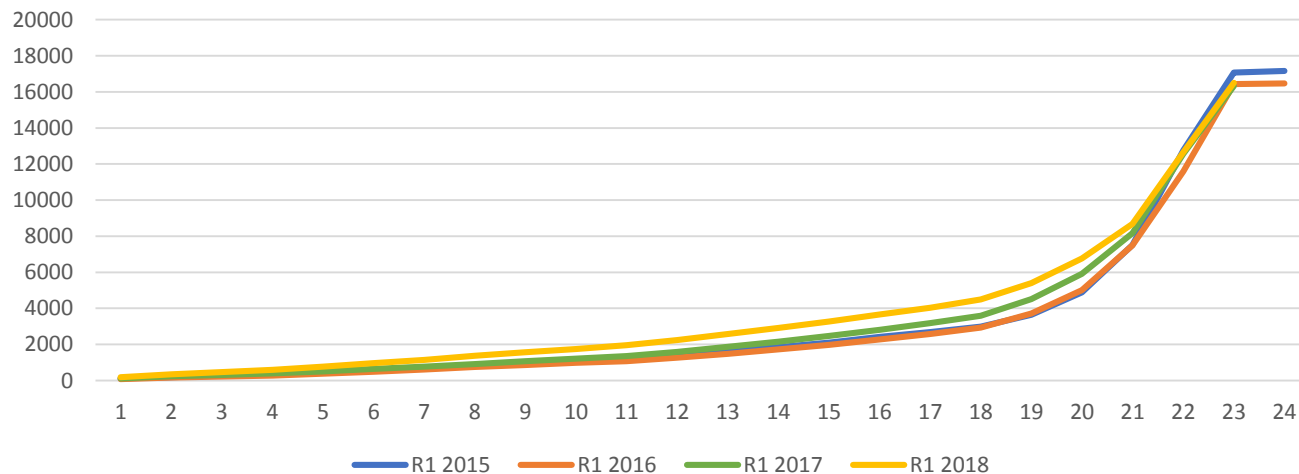
Referees Home Page

Remember my selection



Cumulative Applications by day

Round 1: 2015 to 2018



60% of applications are submitted in the last 72 hours of the application window

Planning your approach to interview

- Check your Oriel account regularly for interview notification
- Be aware of any interview booking deadline
- You should be made aware of the interview stations and the competences that they will be assessing
- Communicate any adjustments needed to the lead recruiter
- Ensure you take all required documentation with you
- Ensure your portfolio is appropriately organised
- Arrive at your interview in plenty of time

Training offers

- Offered to applicants in rank order
- Not all applicants who reach the required standard at interview will be offered a post
- 48 hours (excluding weekends) to respond to offers
- Accept, decline or hold
- Only one offer can be held at any one time
- Offers can be upgraded to higher choice preferences, where available
- All offers will be made through Oriel

Summary of top tips

- Confirm you are eligible to apply before commencing an application
- Ensure you know who the lead recruiters are for the specialties to which you plan to apply
- Read all of the guidance; generic and specialty specific
- Complete and submit your application form in plenty of time; do not leave it until the last minute
- Familiarise yourself with recruitment timelines and when you are likely to hear from the recruiter
- Log into your Oriel account regularly to check for messages

Any questions?