Recruitment into Sub-specialty Training Applicant Guide 2026

Introduction

The UK paediatric training pathway has two levels - Core Training (ST1-ST4) and Specialty Training (ST5-ST7). PGDiTs can apply to sub-specialty training through the competitive recruitment process if they meet the eligibility criteria below.

The RCPCH runs the recruitment process collaboratively with NHS England Paediatric National Recruitment Office (Paeds NRO), ensuring there is a fair, consistent and competitive access to approved sub-specialty training programmes.

PGDiTs can apply for up to two sub-specialities per recruitment round and are not limited to the number of attempts to apply, subject to having sufficient indicative time remaining to complete their chosen training programme before CCT date.

The RCPCH recruit into the following paediatric sub-specialties*:

➢ Community Child Health (CCH)
➢ Neonatal Medicine
➢ Paediatric Allergy (part of Paediatric Allergy, Immunology and Infectious Diseases)
➢ Paediatric Clinical Pharmacology and Therapeutics
➢ Paediatric Diabetes and Endocrinology
➢ Paediatric Emergency Medicine (PEM)
➢ Paediatric Gastroenterology (part of Paediatric gastroenterology, hepatology and nutrition)
➢ Paediatric Hepatology (part of Paediatric gastroenterology, hepatology and nutrition)
➢ Paediatric Immunology and Infectious Diseases
➢ Paediatric Inherited Metabolic Medicine
➢ Paediatric Intensive Care Medicine (PICM)
➢ Paediatric Nephrology
➢ Paediatric Neurodisability
➢ Paediatric Neurology
➢ Paediatric Oncology
➢ Paediatric Palliative Medicine
➢ Paediatric Respiratory Medicine
➢ Paediatric Rheumatology

*The yearly involvement of each sub-specialty is dependent on the training programme submissions that are available. i.e. not every sub-specialty is guaranteed to recruit every year.

Changes for the 2026 round

Longlisting

The online [Confirmation of eligibility form](#) (accessible via the RISR e-portfolio for UK paediatric trainees and via the [Sub-specialty Recruitment webpage](#) for other applicants) has been enhanced with the additional request for the following:

- Three examples of clinical activities/experience from PGDiT's career to date that show their interest in their chosen sub-specialty and demonstrate understanding of what is required to work in this area.
- The PGDiTs most significant quality improvement project (QIP) or audit to date.

N.B. Examples used, must be the same as those that will be submitted on the Oriel application form.

Supporting evidence from the PGDiT's e-portfolio must be uploaded for each example, so it can be verified by their Educational Supervisor, in section 2 of the form - the RCPCH Medical Recruitment team will also be checking this evidence as part of longlisting.

Shortlisting

1. The wording of the scoring criteria and glossary sections have been reviewed and simplified or made clearer across all sections, but the awarding of marks hasn't changed.
2. The number of drop-down boxes in the QI/Audit section has been reduced.
3. Applicants should not use the same example for more than one scoring section*.
4. Evidence of publication/presentation/poster example must be uploaded to the application form on Oriel. There is only one acceptable format for presenting this evidence - please refer to the glossary section, at the end of this document for criteria.

* The only exception to this will be in the publication/presentation/poster section, where the example can refer to the answers used in either the QI/Audit or Research sections.

Timeline

Date	Responsibility	
2025	RCPCH	PGDiTs
Wednesday 8 October	Sub-specialty programmes published on RCPCH website and job descriptions available on Sharepoint	
Wednesday 22 October	Applications open via Oriel system	PGDiTs can start application via Oriel system
Application Period ↓		
12 noon Wednesday 12 November	Applications Close/Confirmation of eligibility form deadline to be submitted to the College	
Wednesday 12 November – Tuesday 16 December	Longlisting & Shortlisting process	
From Wednesday 17 December (not before 16:00)	Invitations to interview and shortlisting outcomes sent via Oriel	Confirm invitation to interview and book interview slot
Monday 22 December (not before 16:00)	Shortlisting feedback emailed out to all applicants	
12 noon Friday 2 January 2026		Shortlisting appeals deadline
2026*		
(TBC) end of January - start of February	Online sub-specialty interviews	
(TBC) after the last interview day		Preferences deadline in Oriel
(TBC) following the interviews	Matching Process	
(TBC)	Offers will be made in Oriel	PGDiTs have 48 hours to accept, accept with upgrades, hold or decline offers
(TBC)		Hold deadline
(TBC)		Upgrade deadline
(TBC)	Clearing Round	
(TBC)	Interview feedback emailed out to all candidates	

*2026 dates will be published once confirmed with PaedsNRO.

Eligibility Criteria

All applicants should ensure that they meet the criteria listed below in order for their application to be considered. Paediatric sub-specialty training is available for all PGDiTs in the UK and Irish Paediatric Training pathways, along with some specific exceptions for PGDiTs from related specialties, as detailed below.

N.B. Applications that do not meet these criteria will be longlisted out of the process. There is not a person specification for individual sub-specialties.

RCPCH PGDiTs Eligibility Criteria
• Completion of MRCPCH examinations (must have passed by the point of interview)   • Completion or expected completion of Core Level paediatric training by the time of entry to the sub-specialty training programme   • Annual Review of Competency Progression (ARCP) must be an outcome 1 (at point of application). *   • Must have enough time to complete sub-speciality training before CCT date (Demonstrated on the Confirmation of Eligibility form on RISR/e-portfolio)

* If currently on an outcome 8 for being out of programme (OOP), their previous outcome must have been 1. If PGDiT has joined the training pathway at ST3, after 1st January 2025, and they have not yet had an ARCP, they are required to be on outcome 1 by the point of interview. As such, an (interim) ARCP must be arranged, so that their outcome 1 can be confirmed by Monday 12 January 2026.

RCPCH Academic PGDiTs Eligibility Criteria
• As above   • Should have an Academic Clinical Lectureship (ACL) post already arranged*

*These academic posts are supernumerary to the clinical posts that are advertised in the recruitment process, and they are therefore not included in the preferences and offers process. PGDiTs that are found appointable following the interview process can take up an academic post up till October of that recruitment year, otherwise they will need to reapply in a future round.

Republic of Ireland (ROI) Paediatric PGDiTs Eligibility Criteria
All ROI PGDiTs must demonstrate the following by submitting a completed   Confirmation of Eligibility form for Irish PGDiTs 2026
• Currently in the ROI paediatric training programme   • Completion of MRCPI in Paediatrics and all BST General Paediatrics Mandatory Courses   • Demonstration of completion or expected completion of Core training capabilities by the time of entry to the sub-specialty programme as outlined in RCPCH Progress + curriculum

Other Allied Medical Specialties
There is no requirement for these PGDiTs to have MRCPCH examinations, or the paediatric capabilities listed in the RCPCH PGDiT eligibility criteria but they should be aware of their own essential requirements. All Anaesthetic, Intensive Care Medicine (ICM) and Emergency Medicine (EM) PGDiTs need to demonstrate the following by submitting a completed Confirmation of Eligibility form for Anaesthetic, ICM & EM PGDiTs 2026.
Anaesthetic PGDiTs
• Currently in UK Anaesthetics training pathway • Ensure that 24 months WTE OOP is approved for PICM training • Have FRCA • Have completed ST5 by the time of entry into PICM training Please contact PICM ISAC for more information.
Intensive Care Medicine (ICM) PGDiTs
• Currently in the UK ICM Training pathway • Have Primary FRCA, MRCEM/intermediate FRCEM, MRCP (UK) or equivalent • Have completed Stage 1 of the ICM Training Programme (ST4) by the time of entry into PICM training • Dual CCT ICM PGDiTs (with either Acute Internal Medicine (AIM) or EM or Anaesthesia) will need to gain approval to extend their training to complete PICM training. Single ICM CCT PGDiTs will have no extension to training. ICM PGDiTs are eligible for sub-specialty recognition of PICM in their CCT. It is preferable that applications to PICM are made by the end of Stage 1 of the ICM Training Programme, to give the best chance of integrating it into their training. Please contact PICM ISAC for more information.
Emergency Medicine (EM) PGDiTs
• Currently in the UK EM Training pathway • Have MRCEM/Intermediate FRCEM • Have completed EM ST4 by the time of entry into PEM or PICM training Please contact PEM ISAC for more information on entry into PEM training and PICM ISAC for more information into PICM training.

Confirmation of Eligibility Forms

All applicants need to submit a Confirmation of Eligibility (CoE) form to demonstrate their eligibility to apply to sub-specialty training.

PGDiTs should arrange to have a formal careers discussion with their Educational Supervisor (ES) to discuss their preparation to apply for and understanding of their chosen sub-specialty/ies as early as possible. This and further discussions should also explore the examples they intend to use on the CoE and application form.

One form is needed for each applicant, not for each application, unless sub-specialty training experience is being counted towards different applications. The form and supporting evidence do not need to be uploaded to Oriel.

Any Oriel application submitted without a completed CoE form on e-portfolio will be longlisted out of the process.

New for 2026: For each sub-specialty being applied to (maximum of two sub-specialties), PGDiTs are required to include three examples of clinical activities/experience from their career to date that show their interest in their chosen sub-specialty and demonstrate understanding of what is required to work in this area.

Also, PGDiTs are required to describe their most significant quality improvement project (QIP) or audit to date. If applying to two sub-specialties applicants can choose whether to use the same QIP/audit for both or have separate examples.

Examples must be the same as those that will be submitted on the Oriel application form.
Supporting evidence from PGDiT's e-portfolio must be uploaded for each example, so it can be verified by their Educational Supervisor - the College team will also be checking this evidence as part of longlisting.

N.B. Approval from the Educational Supervisor does not guarantee a maximum score at shortlisting.

PGDiTs must make sure their confirmation of eligibility form has been submitted via RISR/e-portfolio to the RCPCH Medical Recruitment team by Wednesday 12 November 2025 (same as Oriel application deadline) (or emailed if non RCPCH PGDiT). Late forms will not be accepted under any circumstances. N.B. This form and supporting evidence do not need to be uploaded to Oriel.

Further information about CoE forms

RCPCH PGDiTs:

The form is available on RISR/e-portfolio. PGDiTs need get it approved by their Educational Supervisor (ES) and Head of School (HoS) or Training Programme Director (TPD) ([see RCPCH website for contact list](#)) before submitting an application.

To open a form once logged into RISR/e-portfolio, click on 'create' under 'create a new event' and the form titled, 'Confirmation of eligibility form for sub-specialty training' is listed under 'Whole timeline'. Click on the link to open a new form.

Anaesthetic, Intensive Care Medicine and Emergency Medicine PGDiTs:

PGDiTs from these specialties are required to complete a '[Confirmation of eligibility for Anaesthetic, ICM and EM PGDiTs 2026' form](#) and email it to subspecialty@rcpch.ac.uk by the application deadline.

PGDiTs from the Republic of Ireland:

PGDiTs from the Republic of Ireland are required to complete the '[Confirmation of Eligibility form for ROI PGDiTs 2026' form](#) and email it to subspecialty@rcpch.ac.uk by the application deadline.

Indicative training time

Sub-specialty training is capability based and programmes are typically two to three years indicatively.

Applicants must ensure they have enough indicative time to complete the required capabilities before their agreed CCT date, as it should not be changed to accommodate sub-specialty training.

For those applying with less than the indicative time in their chosen sub-specialty remaining before CCT, it is possible to use evidence of a maximum of one-year WTE specialty level training, UK experience or equivalent (OOP Pause or OOP Training) to ensure eligibility. This evidence must have been approved by the relevant CSAC Chair prior to the application process. N.B. Evidence of prior experience does not guarantee success in the recruitment process. There is no guarantee that capabilities will be counted towards future progress in training and they will still need to be evidenced once in a sub-specialty programme.

The general guidance around evidencing prior experience are as follows:

- It can only be requested if PGDiTs do not have enough time left before their CCT date to complete sub-specialty training
- A maximum of up to one-year WTE can be requested
- It needs to be UK experience and at Progress+ specialty level (ST5/6)
- It needs to be in a sub-specialty/grid approved centre
- It requires approval from the relevant CSAC Chair

Please see the 'Evidencing prior experience for sub-specialty training' document on the website for the type of relevant experience that that each CSAC are looking for.

Recruitment process

Step 1. Applying

Applications are made via the Oriel recruitment system.

- Access the Oriel system here: https://www.oriel.nhs.uk/Web/ and register for an account with Oriel using the same email registered on e-portfolio
- Read the shortlisting scoring criteria thoroughly when completing the application. It contains the questions and scoring criteria for each assessment domain and a glossary. It's published in advance of the applications opening, so applicants can start planning their answers in advance.
- Details of three referees are required for the Oriel application - these may be contacted by the employing deanery if required for pre-employment checks. This will be most likely in the event of taking up a training programme in a new deanery.
- **Applications close at 12 noon on Wednesday 12 November 2025. It is recommended that applications are submitted at least 48 hours before the closing date to allow for any technical problems or unforeseen circumstances.**
- **Late applications will not be accepted under any circumstances.** If technical problems are being experienced whilst submitting a form, the applicant must contact the RCPCH Medical Recruitment team as early as possible and at least an hour before the final deadline.
- Reasonable adjustments and special circumstances requests need to be noted on the application and the relevant form(s) completed and returned to the RCPCH Medical Recruitment team. These forms are available on the RCPCH website - please see below for more information.

N.B. Applicants are advised to regularly check their Oriel account throughout the application and interview process in addition to their email accounts, for updates from the Medical Recruitment team.

In September 2025, The RCPCH Medical Recruitment team will hold a live webinar on the application process, which will also be available to watch afterwards on the RCPCH YouTube channel. More details on this will be published on the RCPCH website nearer the time.

Fitness to Practice Declarations

Applicants who have answered "Yes" to any of the fitness to practice questions need to email fitness.topractise@rcpch.ac.uk with full written details, including dates, outcomes and any relevant supporting documentation.

Applicants should indicate clearly which questions they have answered "Yes" to within this correspondence. The email subject should be marked as "CONFIDENTIAL".

Please note that applicants do not need to disclose details of parking offences, but other driving offences should be declared, excluding fixed penalty notices.

The RCPCH is obliged to forward any information related to Fitness to Practice, disclosed by an applicant, to a prospective employer or other relevant party at their discretion.

Deferred entry

A deferral request will be accepted for statutory reasons only (e.g., parental leave or ill health). Applicants applying for deferred entry must put their intention to defer and their intended start date (if known) on their application form.

It will be the responsibility of the deanery accepting the deferred applicant to arrange the placement for sub-speciality training. The deanery should keep the placement open for them and the applicant should contact the deanery about their return date as soon as possible and no less than 6 months before they are due to start their placement.

We do not accept deferral requests for any other reasons. This does not affect applicants applying while they are Out Of Programme (OOP) or on parental leave if they meet the eligibility criteria, but applicants will not be able to defer to study for a higher education qualification or other.

Please note that any requests for deferral that are made after or outside of the recruitment process timelines, either directly to the employing deanery or the RCPCH Medical Recruitment team are also subject to the same rules.

Less than full time (LTFT)

Paediatric PGDiTs can work LTFT at any part of their training with approval of their deanery. Applicants applying for LTFT can still apply for any WTE sub-specialty posts. PGDiTs must indicate, via the application form, if they wish to be considered for LTFT training. If appointed to a new deanery or if planning to change WTE for a sub-specialty programme, PGDiTs are recommended to contact the region as soon as possible, after confirmation of the appointment.

Selecting programme preferences

Each sub-specialty will have links to a list of posts/programmes published on the RCPCH website from Wednesday 8 October 2025. This link will allow access to the RCPCH SharePoint site, where the job descriptions for each post will be available to view, along with more information on each of the posts/programmes.

Applicants will be able to preference every post/programme listed on Oriel, for any sub-speciality they are applying to. As it is a competitive recruitment process, we recommend that applicants preference as many of the posts available, if possible. However, applicants should still consider their options carefully when submitting their preferences and if they are not willing to move to a particular region then they should not enter this as a preference.

A PGDiT will NOT be offered a programme they have NOT moved to the 'preference' column on the preferences section of the Oriel application form. If there is a 'no preference' column do not add any preferences here, however, please add unwanted preferences to the 'not wanted' column.

Academic PGDiTs should not select preferences unless they want to be considered for them. Academic posts should be arranged independently between an academic PGDiT and their deanery, prior to this recruitment process and as such they will be considered supernumerary to the programmes on offer through Oriel. PGDiTs that are found appointable following the interview process can take up an academic post up till October of that recruitment year, otherwise they will need to reapply in a future round.

N.B. Appointable applicants will not be allowed to take up an academic post and defer a non-academic post at the same time. Please refer back to the [deferral section, above.](#)

Step 2. Longlisting

Once the application window has closed, the RCPCH Medical Recruitment team will determine eligibility for each applicant. This is based on the eligibility criteria, including the Confirmation of Eligibility form mandatory for all applicants.

If further information is needed regarding eligibility, the RCPCH Medical Recruitment team will contact the relevant person and may contact the deanery directly for clarification. Applications will be processed through longlisting, provided that the eligibility criteria have been met.

Step 3. Shortlisting

Confidentially

Personal details and equality monitoring data are kept confidentially by the Recruitment office. Such details are removed from application forms before they are shared with the shortlisting panel. Shortlisters will only be able to view the answers that relate to the shortlisting scoresheet.

Shortlisting panel structure

- Shortlisting panels consist of consultants from the sub-specialty applied to, usually including members of the relevant CSAC.
- Larger sub-specialties (Neonatal Medicine, CCH, PEM and PICM) may split their applications between smaller panels of assessors with each set then scoring a selection of the questions for all applicants.
- All assessors will have met with the rest of their panel prior to the shortlisting period to benchmark the scoring domains in order to ensure they are marking to a similar level.*

*The RCPCH Medical team will be checking that applicant's examples for the 'clinical activities/experience' and 'QI/Audit' questions are the same in their Oriel application form as in their Confirmation of Eligibility form.

N.B. Approval from the Educational Supervisor does not guarantee a maximum score at shortlisting.

After applications have been scored

Each panel will have a review meeting with the Lay Chair and the RCPCH Medical Recruitment team to assess the marks given, determine the cut off score and discuss any borderline scores. The number of applicants invited to interview is considered with reference to the number of posts available in that sub-specialty.

Successful applicants above the cut-off score will be emailed an invitation to interview and PGDiTs not shortlisted will be emailed their shortlisting outcome simultaneously.

Applicants will be able to view their total shortlisting score in the application summary part of Oriel by clicking 'shortlist' on the progress tracker. Please see the example image below which shows 'shortlist' circled in red on the progress tracker - click on this in Oriel and the score will appear below.

Scores for shortlisting determine whether an applicant gets an invite to interview only. These scores will not form any part of the interview outcome.

Example image of where to view the shortlisting score in Oriel:
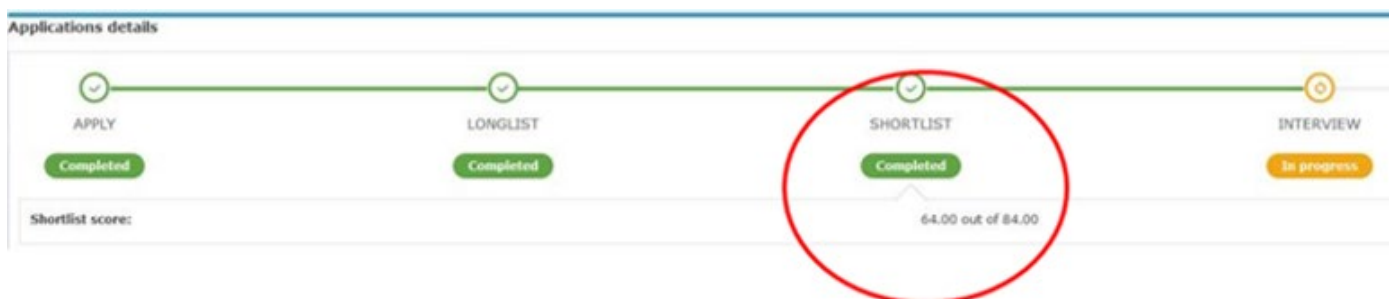
Step 4. Interviews

Interview format

- Interviews will take place virtually using the Qpercom online assessment management system.
- Four questions (either single or two-part) covering four standard assessment domains.
- PGDiTs and assessors will be visible and able to hear each other in video boxes on the online platform and are encouraged to engage with each other as they would in an in-person interview.
- There will be no presentations or critical appraisals and no tasks to prepare in advance. There will be no reading material including diagrams or lengthy statistics to analyse.

Interview assessment domains (in the order the questions will be asked)

1. Motivation for specialty
2. Clinical ability and reasoning
3. Academic achievements and understanding
4. Clinical leadership and team working

Interview panel structure

- Four consultants: three from the sub-specialty applied to, usually including members of the CSAC, and one consultant from a different sub-specialty. This may include a general paediatrician or a member of the intercollegiate CSAC (e.g. an Emergency Medicine Consultant on the PEM panel).
- There may also be a Lay Chair and an Independent Panel Chair present. The latter will be a senior consultant from a different sub-specialty (this may be a Regional Advisor, Head of School or Training Programme Director). Both roles are an integral part of the process, to ensure fairness and equity across the panels and they will sit in on a selection of all the interviews, in order to quality assure the process.

Preparing for the interview

- It is important that PGDiTs take the required leave from work to prepare and sit their interview.
- Applicants should also ensure that the environment is suitable for an interview, away from any disturbances (pets, family, noise) and with good internet connection.
- It is advisable to have a drink nearby.
- Paper and pen are allowed, to use as an aide memoire, but all other notes and reference books need to be out of reach.
- A phone should be kept in the same room in case there is an issue where the Recruitment team need to call an applicant urgently but using a phone for any other reason during the interview is not permitted.

Interview dates

Dates published on the RCPCH website are final, and PGDiTs will not be able to be interviewed on other dates for their chosen sub-specialty.

Trouble shooting and contingencies

If there are technical issues during an interview, which mean that an interview cannot be completed (e.g. sound issues for either PGDiT or panel that can't be resolved), or other unforeseen issues (e.g. applicant illness), the RCPCH Medical Recruitment team will endeavour to rearrange it, where possible. This will either be later the same day or on a subsequent day, if the sub-specialty is scheduled to interview across multiple days. It will not be possible to add any additional unscheduled days under any circumstances.

Step 5. Interview Outcomes

- After the interviews have been completed, the scores for each PGDiT will be ranked. A minimum of 60% must be achieved in the interview score to be found appointable. PGDiTs not appointed by the panel, will not be included in the final rankings.
- It is possible for a PGDiT who scores above 60% not to be appointed by the panel if serious concerns (for example patient safety issues) are raised during the interview process, in one or more questions.
- Any PGDiT marked with a serious concern will be discussed by the interview panel, along with the Lay Advisor and RCPCH Medical Recruitment team. They will review the interview scoresheets and make a decision as to whether the PGDiT should be found appointable. In such instances it may be that an applicant who has scored >60% is deemed unappointable, depending on the nature of the serious concern.

Step 6. Matching Process

- Appointable PGDiTs will be ranked in order of merit, based on their score at interview, and the RCPCH Recruitment team will then complete the matching process using the PGDiTs' preferences submitted via the Oriel application system.
- Offers will be made based on each PGDiT's interview ranking and by the preferences they have logged on the Oriel system. I.e. The top-ranked individual will be matched to their first-choice programme, the second ranked PGDiT will then receive their highest ranked choice, unless it has already been filled and so on.
- Successful PGDiTs are only matched to programmes that they added to the 'preference' column on the Oriel system. It is therefore possible that a PGDiT's preferences cannot be accommodated due to these already being filled by higher ranking PGDiTs.

Step 7. Offers

Once offers have been released PGDiTs will have 48 hours to action them, in one of the following ways:

- **Accept the offer.** If the PGDiT receives their first choice they should choose this.

- **Accept with upgrades**. If the PGDiT receives an offer that is not their first choice, and they would like to accept the post but would prefer a post higher up their preference list then they should choose this option. In this instance, there is still the chance of getting a higher ranked preference, should an applicant above them in the rankings decline it during the first release of offers. If this does occur, they will automatically be upgraded, if there are any additional iterations of offers released up until the upgrade deadline.

- **Hold.** If an applicant would like more time to consider how to action an offer, they have the option of holding the offer. Offers can be held up until the hold deadline, at which point any that have not been actioned (accepted) will be automatically declined by the system and released back to the vacancy, so it can be offered to other appointable applicants. The PGDiT's involvement in the offers process will also end and they won't be made any additional offers in the recruitment round. N.B. It is only possible to hold one offer at any time, so those applying to two sub-specialties are not able to hold two offers whilst considering them.

- **Decline.** If the PGDiT does not want to accept the offer they are given for whatever reason, they have the option of declining it. Declining an offer will end their involvement in the offers process and they won't receive any further offers from that sub-specialty and will not be included in the clearing process.

The offers process may take up to two weeks. During this period, the RCPCH team kindly asks applicants not to make enquiries as to the likelihood of them receiving a post, as the team will not be able to pass on such information, particularly whilst it is unclear what other PGDiTs may choose to do with their offers. If a PGDiT is not matched with a post in the first round of offers, they'll receive an automatic email from Oriel telling them that they are not initially matched. Please note that this does not necessarily mean that the PGDiT is out of the offers process altogether, as they may still receive an offer in a subsequent offers release.

N.B. The offer of a sub-specialty post does not constitute an offer of employment or conditional offer. Paediatric sub-specialty posts and appointments are bound by National Recruitment governance and, as such, final confirmation of appointments are subject to satisfactory pre-employment checks by the relevant regional team as well as overall programme availability. The RCPCH, with the Medical & Dental Recruitment and Selection (MDRS) committee are therefore within their rights to withdraw an offer at any time.

Posts should only be considered as fully confirmed once an offer letter or employment contract detailing terms and conditions of employment has been issued by the employing Trust/Deanery prior to start date.

Step 8. Clearing

Unfilled posts from any sub-specialty will go into a clearing round, along with any appointable PGDiTs in those sub-specialties who have not already received an offer. These applicants will then be emailed by the RCPCH Recruitment team, asking for an expression of interest in being involved in clearing, based on the posts still available. If an applicant has not been contacted by the start of March, this will mean that there are no posts for the relevant sub-specialty, available via clearing.

- Clearing will open 2 weeks after the start of the offers process.
- PGDiTs who have withdrawn from the process, declined or accepted offers will not be eligible for clearing.
- The RCPCH will contact any eligible PGDiTs via email with the available posts in clearing and ask them to submit their preferences.
- PGDiTs will be given a new rank, again based on their total interview score, within the list of remaining appointable PGDiTs.
- Clearing offers will be made starting with the highest-ranking PGDiT until all posts have been offered.
- There will be no holding or upgrading of clearing offers.
- PGDiTs will only have the option to either accept or decline an offer.
- If a PGDiT declines an offer in clearing, they will not be made another offer.
- PGDiTs will be given 48 hours (excluding weekends but not bank holidays) to respond to offers.
- As with all offers, failure to respond will be treated as rejection and PGDiTs will be removed from the process.

Step 9. After offers have been made

Deaneries and CSACs will be notified of the appointments for their region or sub-specialty, once all offers have been made and actioned. The relevant deanery should then contact successful PGDiTs to confirm appointment and make the required arrangements for taking up the sub-specialty position within 3 months. PGDiTs relocating to a different region will receive a new NTN from their new deanery. If PGDiTs have not heard from the deanery 2 months after accepting an offer PGDiTs should [contact the employing deanery](#) themselves.

If successful, it is the PGDiT's responsibility to resign from their current employment, if necessary, to allow the required period of notice to be worked before commencing sub-specialty training. PGDiTs should refer to the [Gold Guide](#) and/or contact their current deanery for clarification about this process.

If a situation arises, after the conclusion of the formal recruitment process timelines, which means that a PGDiT is not able to start their sub-specialty post as planned (e.g., maternity leave), it is the PGDiT's responsibility to contact the RCPCH and both their current and future employer(s) (if this will be different) to inform them of this, at the earliest opportunity. For joint deanery programmes, the PGDiT should contact all of the involved deaneries to ensure everyone is aware of the change in circumstances.

Feedback Guidance

An important part of the sub-specialty recruitment process is providing applicants with feedback on their performance at the different stages. The RCPCH Recruitment team will provide PGDiTs with feedback, as follows:

- **Longlisting feedback – w/c Monday 17 November 2025**
  Applicants not longlisted will be informed what part(s) of the eligibility criteria was/were not met.
- **Shortlisting feedback – Monday 22 December 2025 (not before 16:00)**
  All applicants (shortlisted or not) will be sent a breakdown of scores from each of the assessed domains, their overall score and any comments from the panel. The overall score can also be [viewed in Oriel](#) after the outcomes have been released.
- **Interview feedback – TBC**
  All applicants (whether appointable following interview or not) will receive a breakdown of scores from each of the assessed domains, their overall score and any comments from the panel.

Requests for further feedback, should be made to the team by [email](#).

Special Circumstances and Reasonable Adjustments

Requests for Special Circumstances

The special circumstances process ensures that PGDiTs with a requirement to continue their training in a particular location are treated in a fair and consistent way.

PGDiTs applying to sub-specialty training programmes who wish to be considered for special circumstances should submit a form to the RCPCH team, along with their application. As with National Recruitment, special circumstances can be requested on the grounds of either of the following two reasons:

1. Having a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement.
2. Being the primary carer of someone with a disability (as defined by the [Equality Act 2010](#)).
    'You're disabled under the Equality Act 2010 if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities.' (https://www.gov.uk/definition-of-disability-under-equality-act-2010)

Please complete the 'Request for Special Circumstances form' and email this, along with relevant supporting evidence to subspecialty@rcpch.ac.uk by the end of the application window at 12:00 on Wednesday 12 November 2025. The form can be found on the [RCPCH website.](#)

Requests for Reasonable Adjustment

Applicants may make a request for a reasonable adjustment for their interview, on the grounds of a disability/impairment (whether temporary or permanent). Please read about the format of the interview [here.](#)

To do so, they should complete and return the 'Reasonable Adjustment Request form' with supporting evidence to subspecialty@rcpch.ac.uk by the end of the application window at 12:00 on Wednesday 12 November 2025. The form can be found on the [RCPCH website.](#)

N.B. If an applicant is in any doubt as to what sort of supporting evidence should be supplied with either a Special Circumstances or Reasonable Adjustment request, they are advised to [contact](#) the RCPCH Medical Recruitment team at their earliest convenience for clarification.

Contact

Should an applicant encounter problems submitting their application form via the Oriel system at any time, they should contact the RCPCH Medical Recruitment team straight away in order to avoid disappointment, particularly if submitting close to the application deadline – either by phone during business hours (Monday to Friday 09:00 – 17:00) or by email outside of business hours.

As noted above, it is recommended that applications are submitted at least 48 hours before the closing date to allow for any technical problems or unforeseen circumstances. Late applications will not be accepted under any circumstances.

The application must be fully submitted on the Oriel system, in order to be valid. Please see the guidance on making an application on the NHS England (NHSE) website.

RCPCH Medical Recruitment team contact details:

Tel: 020 7092 6139
Email: subspecialty@rcpch.ac.uk