

Recruitment into Sub-specialty Training Applicant Guide 2027

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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-specialties 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 2027 round

Summary of changes to this year's process:

- There will be no shortlisting questions to complete in the Oriel application form
- Evidence of training experience (across 5 training areas) will be covered in the CoE form, with required verification from an Educational Supervisor (ES)
- The longlisting process, based on meeting basic eligibility criteria and a fully completed and verified CoE form will determine eligibility for an invite to interview
- PGDiTs will need to put together a selected portfolio for the interview, which will need to be uploaded to Qpercom by January 2027
- Interviews will take place over two stations instead of one and will last 10 minutes longer, at 40 minutes, during which panels will ask at least one question relating to the selected portfolio

Confirmation of Eligibility

Applicants will need to confirm their eligibility for interview by demonstrating that they fit the criteria expected for a PGDiT applying to a role at specialty training level. This includes basic eligibility criteria, (such as completion of Core Training, ARCP outcome 1, etc) as well as meeting at least the minimum requirements in five specified training areas. Those training areas are as follows:

1. Exploration/understanding of sub-specialty
2. Leadership/Management
3. QI/Audit
4. Education - Involvement in teaching
5. Research experience

Applicants will need not need to upload any documents to the Ristr form but should have prepared evidence of meeting requirements, that can be shared with their ES, in order that the form can be verified and signed off in full. PGDiTs should ensure that they have read and understood the '[Confirmation of Eligibility & Selected Portfolio Guide](#)', before beginning their application.

Selected Portfolio

PGDiTs invited to interview, will be invited to upload a selected portfolio of documents to the Qpercom system, in advance of their interview. The panels will ask up to two questions on the evidence in the selected portfolio, which will assess either Motivation and Understanding of the Sub-specialty they are applying to and/or the applicants experience and understanding of Research, QI/Audit or Teaching.

It is up to the applicant to decide which pieces of evidence they wish to upload to Qpercom and therefore have available at interview. The selected portfolio is aimed to give the applicant the opportunity to pick evidence that allows them to best demonstrate their suitability, understanding, experience and enthusiasm for the sub-specialty/ies they are applying for.

PGDiTs should ensure that they have read and understood the '[Confirmation of Eligibility & Selected Portfolio Guide](#)', before beginning their application.

N.B. The evidence used for the selected portfolio for interview **does not need** to be the same evidence or evidence linked to the information provided on the CoE form. However, applicants may find it helpful to use the information provided on their CoE form, to help in preparing their selected portfolio.

Interview

The interview has been extended and split over two stations*. Interviews will take place across 2 x 20-minute stations, with 2 questions being asked in each.

The main areas of assessment will be the same as in previous interview years:

- Motivation & understanding of sub-specialty
- Clinical skills & understanding
- Research/QI/Audit/Teaching

Sub-specialties will select their mixture of questions based on the skills and attributes most important to them.

All panels will ask at least one question based on the selected portfolio and there will be at least one question to test clinical skills and understanding. In order to help with interview preparation, applicants will be informed as to their exact set of questions, when they receive their invite to interview.

For further information on interview format and questions, please refer to the [section below](#).

*N.B. The only exception to the two-station format will be if a sub-specialty is interviewing 5 candidates or less.

Timeline

Date	Responsibility	
2026	RCPCH	PGDiTs
Wednesday 7 October	Sub-specialty programmes published on RCPCH website and job descriptions available on SharePoint	
Wednesday 21 October	Applications open via Oriel system	PGDiTs can start application via Oriel system
Application Period 		
12 noon Monday 16 November	Applications Close/Confirmation of eligibility form deadline to be submitted to the College	
Monday 16 November – Tuesday 8 December	Longlisting process	
From Wednesday 8 December (not before 16:00)	Invitations to interview and longlisting outcomes sent via Oriel	Confirm invitation to interview and book interview slot
2027		
Thursday 21 January – Friday 5 February	Online sub-specialty interviews	
9am Monday 8 February		Preferences deadline in Oriel
Week commencing Monday 8 February	Matching Process	
From Tuesday 16 February	Offers will be made in Oriel	PGDiTs have 48 hours to accept, accept with upgrades, hold or decline offers
Tuesday 23 February		Hold deadline
Thursday 25 February		Upgrade deadline
From Friday 26 February	Clearing Round	
Thursday 11 March	Interview feedback emailed out to all candidates	

Eligibility Criteria

All applicants should ensure that they meet the basic eligibility 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
• Completed Confirmation of Eligibility form on Risc/ePortfolio • 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-specialty training before CCT date (Demonstrated on the Confirmation of Eligibility form on Risc/e-portfolio)

*If currently on an outcome 8 for being out of programme (OOP), their previous outcome must have been 1. If the PGDiT has joined the training pathway at ST3, after 1st January 2026, 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 11 January 2027.

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 2027
• 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 and Intensive Care Medicine (ICM) PGDiTs need to demonstrate the following by submitting a completed Confirmation of Eligibility form for Anaesthetic & ICM PGDiTs 2027.
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 FRCER, 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.

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.

Applicants 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 form, to demonstrate that they meet at least the minimum requirements for each of the 5 training areas.

The CoE form does not need to be uploaded to Oriel, however it does need to be submitted to the RCPCH Medical Recruitment Team on Risr by the same application deadline: **12 noon on Monday 16 November.**

CoE forms can be accessed as follows:

RCPCH PGDiTs:

The form is available on RISR/e-portfolio. PGDiTs need get it verified and 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 and Intensive Care Medicine PGDiTs:

PGDiTs from these specialties are required to complete a 'Confirmation of eligibility for Anaesthetic & ICM PGDiTs 2027' 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 2027' form* and email it to subspecialty@rcpch.ac.uk by the application deadline.

Any application submitted on Oriel, without a completed CoE form on Risr, (or via e-mail for Rol or allied sub-specialty applicants) will be longlisted out of the process.

*Please note that updated versions of these two forms will be available on the RCPCH website from Thursday 6th August 2026.

Completing the CoE form

For each sub-specialty being applied to (maximum of two sub-specialties), PGDiTs are required to confirm that they meet at least the minimum requirements across 5 training areas, which must be verified and signed off by their ES.

In order to demonstrate this, they will need to write a brief description (aiming for no more than 100 words) of their experience to date (Medical School, Foundation or equivalent, or specialty training).

N.B. PGDiTs **do not need to attach** any evidence documents to their CoE form on Risr, but they will need to share supporting evidence directly to their ES for verification.

There is no scoring matrix for completion of the CoE form. If an applicant cannot meet all the requirements, their ES will not be able to sign off their form, and they will not be eligible for this year's process.

PGDiTs should make sure that their CoE form is with their ES, to complete their section, as early as possible, to avoid any problems with gaining final sign-off from the regional HoS/TPD before the final deadline.

Suggested format for discussing eligibility and sign-off of CoE form:

- i. PGDiTs & ES arrange short initial meeting as soon as possible, so that they are all clear regarding career plans/aspirations – briefly go through the CoE form and requirements
- ii. Make plans for when to have a follow-up meeting in which the examples of experience that demonstrate how the PGDiT meets at least the minimum requirements in each of the five training areas can be discussed and verified
- iii. Follow-up meeting to discuss the five training areas and how the PGDiT(s) experience makes them eligible to make an application – for each area the ES should check the evidence with the PGDiT and sign off on the CoE form, as appropriate

PGDiTs must make sure their Confirmation of Eligibility form has been submitted via Risr to the RCPCH Medical Recruitment team by Monday 16 November 2026 (same as Oriel application deadline) (or emailed if non RCPCH PGDiT). Late forms will not be accepted under any circumstances.

Detailed guidance about the CoE form and requirements for completion to ensure eligibility can be found in the [‘Confirmation of Eligibility & Selected Portfolio Guide’](#).

Indicative training time

Sub-specialty training is capability based and programmes are typically 24-36 months 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 is 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 each CSAC are looking for.

Recruitment process

Step 1. Applying

Applications are made via the Oriel recruitment system.

- Read the [Confirmation of Eligibility & Selected Portfolio Guidance](#) thoroughly and as early in your preparation as possible. It contains the minimum requirement for each training area that needs to be met, a glossary, and suggested evidence that can be shared with the ES. It also contains guidance on creating the selected portfolio for interview – the two sets of evidence **do not** need to be linked but it will be useful to have the selected portfolio in mind, when collating evidence for the CoE form.
- Make sure you open a CoE form on Risr as early as possible before applications open.
- 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 we recommend doing this in advance of the application window as well
- Read the [Guidance on filling out your Oriel application](#) thoroughly when completing the application.
- 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 Monday 16 November 2026. 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. No evidence of experience and skills assessed via shortlisting in previous years will need to be entered into or uploaded to the Oriel application form. All the required information will be captured on the Risr CoE form.

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.

Fitness to Practise Declarations

Applicants who have answered "Yes" to any of the fitness to practise 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 Practise, 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 7 October 2026. This link will allow access to an RCPCH SharePoint site, where the job descriptions for each post will be available to view.

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 (ES, HoS or TPD, as appropriate) directly for clarification. Applications will be processed through longlisting, provided that the eligibility criteria have been met, both on the CoE form and the Oriel application.

Step 3. Invites to interview

If an application meets all of the eligibility criteria, (basic criteria and completed, verified CoE form), the applicant will receive an invite to interview via Oriel.

The RCPCH Recruitment Team will release longlisting outcomes and send invites out to applicants by Tuesday 8 December 2026.

The invite to interview will also include instructions as to how and when to upload the documents that will make up the selected portfolio. In addition, you will be given some basic information regarding the interview questions you will be asked. More information on the interview questions can be found [below](#).

Step 4. Interviews

Interview format

- Interviews will take place virtually using the Qpercom online assessment management system.
- There will be two stations, each lasting 20 minutes, with a 7-minute break in between.
- Each interview will cover four questions (either single or two-part) covering three standard assessment areas.
- 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 of the interview day.
- All interviews will feature at least one question based on the selected portfolio and also at least one question assessing clinical understanding.
- The exact make up of the 4 questions will vary between sub-specialties, so that assessors can focus on the areas that a most important and relevant to them.
- There may be information to read prior to one of both stations – either after checking in to the system, before the first question, or during the 7-minute break between stations.

Interview assessment areas

- Motivation & understanding of sub-specialty
- Clinical skills & understanding
- Research/QI/Audit/Teaching

All interviews will feature 4 questions, covering these three areas.

Depending on the requirements of the particular sub-specialty, question types may include the following:

Motivation for specialty:

- Selected portfolio-based*
- Open question

Clinical ability and reasoning:

- Clinical scenario
- Clinical Leadership/governance scenario
- Clinical Communication scenario (using a role-player)*

Achievements in/understanding of Research/QI & Audit/Teaching:

- Selected portfolio-based* (Covering up to two of Research/QI & Audit/Teaching)
- Open question (Covering up to two of Research/QI & Audit/Teaching)

*These three question types have been introduced for this round of sub-specialty selection but are modelled on existing and well-used formats that feature in National Recruitment for Paediatrics at ST1 and/or ST3.

Interview panel structure

- Three consultants per station: for the majority of panels there will be two from the sub-specialty applied to, usually including members of the CSAC, and one who will be a general paediatric consultant or a consultant from an allied sub-specialty e.g. an Emergency Medicine Consultant on the PEM panel or a Gastroenterology consultant on the Hepatology panel.
- There may also be a Lay Chair and an Independent Panel Chair present. The latter will be a senior consultant (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.
- Applicants must also make sure they have uploaded their selected portfolio to Qpercom by Thursday 15 January 2027, using the [guidance provided](#).

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 not appointable, 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. For example, 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

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.

Interview feedback

The RCPCH Recruitment team will provide all applicants with feedback on their interview performance, whether appointable following interview or not.

Applicants 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 & 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 Monday 16 November 2026. 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 Monday 16 November 2026. 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 us

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 general guidance on making an Oriel application on the NHS England (NHSE) [website](#), and the RCPCH  [Guidance on filling out your Oriel application](#) document

RCPCH Medical Recruitment team contact details:

Tel: 020 7092 6139

Email: subspecialty@rcpch.ac.uk