ST3 Paediatrics Applicant Guidance

Round 2 August 2027



Contents

ST3 Paediatrics Applicant Guidance 1

1.1. Who are PAEDSNRO and what do we do? 4
1.2. One national application and single transferable score 4
1.4. Timeline 6

2. Application on Oriel 6

Part 1 (Oriel Application Form) 7
2.1. Contact Information 7
2.2. Right to work in the UK 7
2.3. Employment History 7

Part 2 (Oriel Application Form) 8
2.4. Reapplication to Specialty Training 8
2.5. Support for Reapplication to Specialty 8
2.6. Support for Reapplication to Specialty Training in a Different Region 9
2.7. Flexibility in Deployment of Trainees (UK) 9
2.7.1 Special Circumstances 9

3. Part 3 Supporting information (Oriel Application Form) 10

3.1. Longlisting 10
3.2. Assessment of Completion of Stage 1 Training 10
3.3. Specific Neonatal and General Paediatric experience 11
3.4. Achievement of MRCPCH 12
3.5. GMC registration 12

4. Shortlisting 12

5. Preferencing 13

5.1. Deferment of Start Date 14
5.2. Document Upload 14

6. Invitation to Online Interview 14

6.1. Booking an Online Interview 15

Copyright © 2023 NHS England

6.2. Adjustments under the Equality Act 2010 15
6.3. Confirmation of booking 15
6.4. Online Interviews 16
6.5. Online Interview Format 16
6.6. Online Interview Domains 17
6.7. Appointability 18
6.8. Observers on the Online Interview 19
6.9. Guidance on Artificial Intelligence (AI) prevention measures 19

7. Offers 19

7.1. Upgrading of Offers 20
7.2. Offer Exchanges/Enhanced Preferencing 21

8. References 21

8.1. Reference Requests 22
8.2. Changing Your Nominated Referee 22

9. Feedback 22

10. Offers of Employment & Pre-Employment Checks 23

11. Complaints Procedure 23

12. Raising Concerns 24

Copyright © 2023 NHS England

1.1. Who are PAEDSNRO and what do we do?

The Paediatrics National Recruitment Office (PAEDSNRO), part of NHS England (formerly Health Education England) based in the West Midlands, co-ordinates the nationally agreed process for recruitment to Higher Paediatrics Training Programmes (ST3), working with the Royal College of Paediatrics and Child Health (RCPCH) to ensure it is quality assured and fit for purpose.

PAEDSNRO is available during the office hours of **Monday to Friday 09:00am to 17:00pm (UK BST/GMT).** Our contact portal can be accessed via the following link: https://nhs-help.freshdesk.com/support/home

PAEDSNRO understand the importance of the selection process for an applicant's future career pathway. We would like to politely remind applicants of their responsibility to conduct themselves in a professional manner as outlined in the Good Medical Practice when in correspondence with PAEDSNRO team members.

Anonymous data from the recruitment process including scores awarded and feedback collected, will be used to evaluate, and refine the national selection process. Data may be correlated with anonymised scores from outcome measures during your future training such as success in professional examinations and ARCP outcome data as you progress through training.

1.2. One national application and single transferable score

The selection process allows applicants to demonstrate their abilities and suitability for ST3 Paediatrics Training - applications are assessed by the demonstration of competences as outlined in the Person Specification.

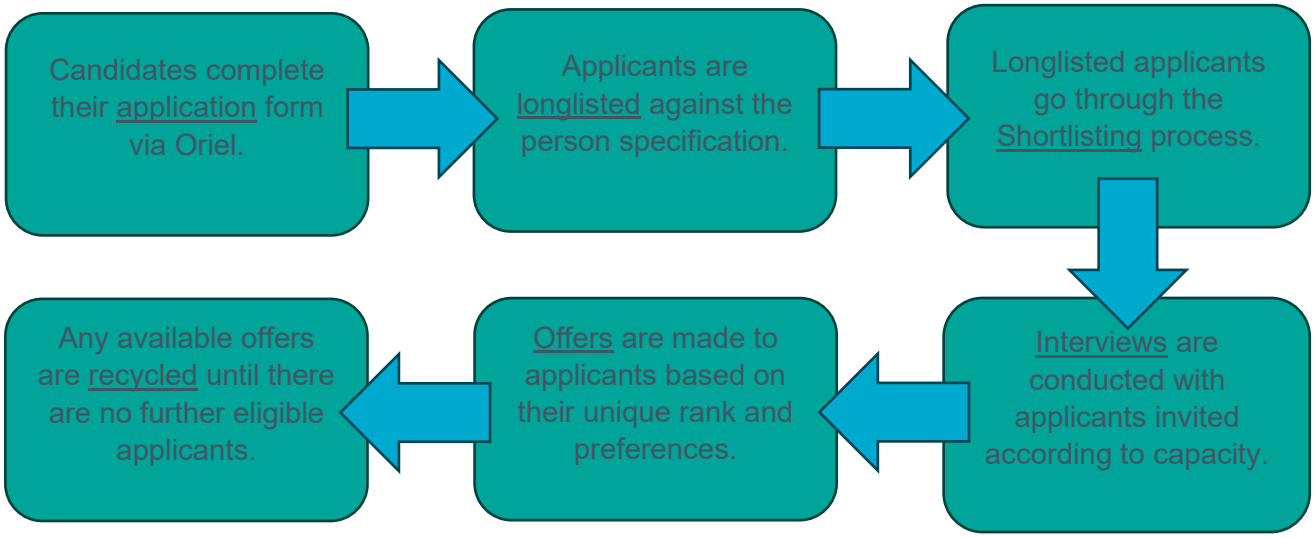
For a Paediatrics training post, an applicant makes **one** application to *all* participating NHS England Local Offices, Public Services Delivery Scotland (PSD Scotland), Northern Ireland Medical & Dental Training Agency (NIMDTA) and Health Education and Improvement Wales (HEIW).

The method used is known as a Single Transferable Score (STS) as applicants are not restricted to only being offered a post in the area in which they attended an online interview.

The system is designed to maximise the numbers of applicants and opportunities for successful appointment.

Copyright © 2023 NHS England

The Paediatric recruitment process is as follows:



1.3. Medical Training (Prioritisation) Act 2026

The Medical Training (Prioritisation) Act 2026 became law on 6 March 2026. The Act makes provision for the prioritisation of graduates from medical schools in the United Kingdom and certain other individuals for places on medical specialty training programmes.

The priority group consists of the following:

- Medical graduates from institutions in the United Kingdom, Republic of Ireland, Iceland, the Principality of Liechtenstein, Norway and Switzerland.
- Applicants who are currently in, or have previously completed the relevant qualifying training programme for entry to the specialty being applied to e.g. UK Foundation training, core training or a Locum Appointment for Training in the specialty of application

The Medical Training (Prioritisation for Specialty Training Programme) Regulations 2026 specify persons who must also be prioritised for interviews and offers of places on UK specialty training programmes from 2027 onwards, in addition to those individuals already prioritised under the Act. The categories of persons described in the regulations are:

- British citizens
- Commonwealth citizens who have the right of abode in the United Kingdom under section 2 of the Immigration Act 1971 (a)
- Irish citizens who do not require leave to enter or remain in the United Kingdom
- A person with indefinite leave to enter or remain in the United Kingdom
- A person who has leave to enter or remain in the United Kingdom which was granted by virtue of residence scheme immigration rules within the meaning given by section 17 of the European Union (Withdrawal Agreement) Act 2020 (b)

Copyright © 2023 NHS England

1.4. Timeline

ST3 Recruitment for August/September 2027	
Advert appears (17:00 UK GMT)	Wednesday 18 November 2026
Applications open (10:00am UK GMT)	Thursday 19 November 2026
Applications close (16:00pm UK GMT)	Thursday 10 December 2026
Shortlisting Window Opens	Friday 29 January 2027
Shortlisting Window Closes (12:00pm UK GMT)	Tuesday 23 February 2027
Invite to Interview & Applicant Declaration sent	Wednesday 3 March 2027
Deadline for Interview Booking & Applicant Declaration return	Friday 5 March 2027
Interview window opens	Tuesday 16 March 2027
Interview window closes	Wednesday 17 March 2027
Offers Released*	By Tuesday 13 April 2027
Hold Deadline (13:00pm UK GMT)	Wednesday 21 April 2027
Upgrade Deadline (16:00pm UK GMT)	Thursday 22 April 2027
Paperwork must be submitted by	Wednesday 5 May 2027

* Please note, this date can be subject to change – applicants will be informed of any change via an e-mail direct from Oriel and a message will be posted on the RCPCH website.

2. Application on Oriel

The application form is available on the Oriel system. Applicants can access the Oriel user guide here for detailed information on the application. This can be found via the Oriel resource bank.

Applicants are advised to refer to both the Resource bank (for general guidance on how to navigate Oriel and technical help with the on-line application form) and the Medical Specialty Recruitment website (for general information about the administration of national recruitment processes).

Advertisements will appear on the Oriel recruitment system on **Wednesday 18th November 2026**.

Copyright © 2023 NHS England

Applications will be accepted from **10:00am (UK GMT)** on **Thursday 19th November 2026** until **16:00pm** on **Thursday 10th December 2026**. Applications must be made through the Oriel system; applications will not be accepted in any other way. Oriel can be accessed here.

Part 1 (Oriel Application Form)

The application form is set up in a particular order. The first part of the application from is the personal section, which includes contact information, equality and diversity information and employment. Below is further information for some of the sections to help guide applicants.

2.1. Contact Information

Contact regarding applications will be via Oriel. Applicants are to ensure the most up to date email address is put into this section. If there are any changes to your email address, then this can be updated during the recruitment process. If you are using an academic/work email, please ensure emails are not blocked with your IT team.

It is recommended that applicants regularly check their Oriel account during the recruitment process to make sure to not miss any information that is sent out via Oriel. Applicants are advised to add noreply@oriel.nhs.uk to their safe senders list to prevent notification messages being sent to the email junk/spam folder. PAEDSNRO cannot take responsibility for applicants missing messages sent via Oriel.

2.2. Right to work in the UK

All applicants are requested to produce valid right to work documents. Applicants who do not have valid right to work documents will need to apply for Tier 2/Skilled Worker sponsorship. From 1 July 2021, EU/EEA citizens will need to either provide confirmation that they have obtained EU settlement or pre-settled status, have another valid right to work visa (e.g., dependent visa) or will need to apply for Skilled Worker sponsorship.

https://www.gov.uk/health-care-worker-visa

2.3. Employment History

All applicants should fill out their employment history when completing their application. When completing the employment history section of the application form, all previous clinical experience should be declared; this includes experience inside and outside of the UK, in both training and service posts. Applicants should also ensure that they detail any time spent out of work to ensure that there are no unexplained career gaps.

Applicants must also demonstrate here that they have **12 months or more specific experience** working in paediatrics, which must include **at least 6 months** in Neonatology at the point of application and **at least 6 months** in General Paediatrics. Applicants who do not complete their employment history will be longlisted out.

Copyright © 2023 NHS England

Failure to complete an employment history is tantamount to not fully completing the application form. Applicants who do not complete their employment history will be longlisted out.

It is not possible for an application to be amended after submission; this includes the employment history. Please ensure that all information provided is correct and accurate.

Part 2 (Oriel Application Form)

This part of the application form covers training history/Previous training details, References, Fitness to Practice, Competences/Eligibility and Declarations. The information below is supplementary information to the questions in this section.

2.4. Reapplication to Specialty Training

Specialty training posts and programmes are not normally available to any doctor who has previously relinquished or been released or removed from that training post/programme. However, the below needs to be considered.

2.5. Support for Reapplication to Specialty

If applicants have previously resigned or been removed from a Training Programme in **any** specialty, they will need to provide full details of the resignation/release/removal. This must be provided on the Support for Reapplication to a Specialty Training Programme form and approved by both the Head of School/Training Programme Director **and** Postgraduate Dean in the NHS England Local Office, PSD Scotland, NIMDTA or HEIW where training was previously undertaken.

This includes if applicants who have:

- Resigned from a training programme with satisfactory ARCP outcomes.
- ARCP outcome 4 at ARCP then they are deemed to have been released from training.
- ARCP outcome 3 and did not take an extension to training, they will also be considered to have been released from training.

This evidence **must** be uploaded to an applicant's Oriel account via the *Document Upload* dashboard as *supporting evidence* and attached to the application **at the point of application**. A new form must be completed, with appropriate support for application, in each recruitment year. Forms completed in previous recruitment years will not be accepted.

Any applications from excluded trainees without submitted evidence **will not** progress any further in the recruitment process.

Please note: If an applicant who has previously resigned, relinquished or been removed from a training programme is reapplying for specialty training **from another training post,** they **will not** need to submit a support for reapplication form. As they are in a training post, it is assumed that support has been given previously.

Copyright © 2023 NHS England

2.6. Support for Reapplication to Specialty Training in a Different Region

Trainees currently working in a Paediatrics Training Programme, applying to continue their training in another NHS England Local Office, PSD Scotland, NIMDTA or HEIW, without a break in service, will need to provide information relating to this. They must gain support from their current employing region by completing the Support for Reapplication of Specialty Training in a Different Region form. This form exists to ensure that any applicant moving region is currently performing to the required standard (i.e., satisfactory progress at ARCP).

This evidence **must** be uploaded to Oriel via the *Document Upload* dashboard as *supporting evidence* and attached to the application *at the point of application*. A new form must be completed, with appropriate support for application, each recruitment year. Forms completed in previous recruitment years will not be accepted.

Any applications without submitted evidence **will not** progress any further in the recruitment process.

2.7. Flexibility in Deployment of Trainees (UK)

There are formalised processes to assist applicants to train in desired locations.

2.7.1 Special Circumstances

A standardised national process is available for all specialty recruitment to ensure that applicants with special circumstances and a requirement to train in a specific region are treated in a fair and consistent way.

Any applicant who falls into one of the following eligibility criteria can apply to have their circumstances taken into consideration, allowing them to be pre allocated into a post, subject to it meeting the requirements of entering Anaesthetics training:

- **Criterion 1** – the applicant is the primary carer for someone who is disabled, as defined by the Equality Act 2010
- **Criterion 2** – the applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an *absolute* requirement.
- **Criterion 3 –** the applicant is in the process of adopting a child where there is a requirement to remain in the current location

Applicants wishing to be considered for special circumstances pre allocation should ensure they state this on their Oriel application form and complete the Special Circumstances Application Form (available from the Medical Specialty Training site) and forward this, together with the appropriate supporting evidence as a single scanned document by email to MDRS as soon as their application has been submitted.

Full details can be found here.

Copyright © 2023 NHS England

3. Part 3 Supporting information (Oriel Application Form)

This part of the application form covers experience, qualifications, and the questions used for Shortlisting. Applicants will be required to answer questions at time of application; it is not possible to amend answers after submission.

Answers will be marked against the application form Scoring Framework, by two Assessors. A copy of the framework can be found on the RCPCH Website.

3.1. Longlisting

All applications will be assessed against the essential criteria outlined in the ST3 Paediatrics Person Specification (2027) which can be found here.

Applicants that fail to demonstrate that they meet all the essential criteria by the closing date for applications will not progress any further. It is the applicant's responsibility to fully demonstrate in the application form their eligibility for the post applied for.

3.2. Assessment of Completion of Stage 1 Training

All applicants to ST3 posts are required to provide evidence of that they hold competences equivalent to those undertaken by someone who has completed ST1 and ST2 of the UK paediatric training programme by time of application. This can be demonstrated in the below ways:

- **Currently in a UK Paediatrics *training* post:** Applicants who are currently in a UK-approved paediatric training programme (NTN holder) and are on track to obtain a satisfactory ARCP outcome for their ST2 post. Applicants will be required to submit their most recent ARCP evidence at the point of application (via Oriel). Applicants will also be required to provide evidence of completion of ST2 capabilities, prior to commencing a ST3 post.

- **Already completed UK paediatric training up to and including ST2:** Applicants who have completed ST1 and ST2 in a UK approved paediatric training programme by intended start date of the post (August/September 2026) and have evidence of a satisfactory ARCP outcome. Applicants will be required to submit ARCP evidence at the point of application (via Oriel).

- **Anybody who is not covered by the above:** Applicants who do not fall in any of the above categories will be required to demonstrate that their experience to date has enabled them to successfully complete competences equivalent to those of a trainee in a UK approved paediatric training programme for Level 1. Applicants will need to provide evidence at the point of application (via Oriel) by submitting a fully completed

Copyright © 2023 NHS England

Certificate of Completion of Core Paediatric Training Capabilities 2026. This form can be found here.

No other form of evidence will be considered.

It is the responsibility of the applicant to ensure all evidence of Core Paediatric Training is provided satisfactorily and in full.

Applicants unable to provide evidence of achievement of appropriate Core Paediatric Training at time of application will be considered to have not met the eligibility criteria and their application will be withdrawn from the recruitment process.

Applicants who are unsure as to whether they can provide evidence of previous training should contact the PaedsNRO office for further assistance.

3.3. Specific Neonatal and General Paediatric experience

Applicants to ST3 must have at least 6 months general paediatric and 6 months neonatal experience. This includes all experience including locum and non-NHS experience.

Neonatal experience should include time working on a Neonatal Intensive Care Unit. This should be a level 3[1] unit (or equivalent) that treats babies of all gestations but experience from a level 2[2] unit (or equivalent) can be considered, provided they have gained the following skills and competencies:

- Vascular access and intubation of a term or prematurely born baby and managing complications
- Managing resuscitation of term born babies and independently initiating resuscitation effectively of both term and preterm births
- Appropriate neonatal life support qualifications (such as NLS, NRP or equivalent)
- Experience of attending deliveries for babies of all gestations including very preterm babies and being able to independently support stabilisation of such babies.

Applicants must also have at least 6 months experience of working in General Paediatrics, during which they should have gained the following skills and competencies:

- Management of inpatient common general paediatric conditions
- Attendance at the emergency department to assess children and young people
- Experience in Safeguarding is mandatory.

[1] Level 3 – a unit that treats babies of all gestations and often has associated specialist units, such as paediatric surgery.
[2] Level 2 – a unit that treats babies from 27 weeks onwards and provides short-term ventilation for up to 2 days.

Copyright © 2023 NHS England

Evidence will need to be provided via the Certificate of Completion of Core Paediatric Training Capabilities 2026form and signed off by a consultant, in addition to being highlighted within the employment history section of the Oriel application form.

If the applicant has any doubts about their ability in this domain, we suggest discussing their training needs with their educational supervisor and training programme director if appointed, ideally before commencing the post.

3.4. Achievement of MRCPCH

Applicants must hold two out of the three written MRCPCH examination papers (Foundation of Practice, Theory and Science, Applied Knowledge in Practice) by first initial offer date.

Information can be found here: Theory Examinations.

Please note that written exams are only valid for 7 years without completing the full MRCPCH. As such any exams that will be more than 7 years old by the start date of the post will not be accepted.

There are **no equivalent examinations** that will be considered for entry into Paediatric specialty training. Applicants who are unable to meet the above essential MRCPCH requirements at the time of application will not be considered eligible and will be rejected at the longlisting stage. Applicants with pending results will also be rejected at the longlisting stage.

3.5. GMC registration

Applicants will need to hold full registration with the General Medical Council **at the time of application** and hold a licence to practise by the time the post commences.

Further information can be obtained from:
www.gmc-uk.org/doctors/before_you_apply/registration_factsheet.asp

Failure to obtain full registration with the GMC by the time of application and to hold a current licence to practise on the date the post commences will result in the applicant being ineligible and they will be withdrawn from the recruitment process.

4. Shortlisting

Applicants will be required to answer questions at time of application, it is not possible to amend answers after submission.

Answers will be marked against the application form Scoring Framework, by two Assessors. A copy of the framework can be found on the RCPCH Website.

The maximum score available, per assessor, is **30**. The Total score is therefore **60**.

Copyright © 2023 NHS England

These scores will be used as a shortlisting tool to determine which applicants will be invited to an online interview if the number of eligible applicants exceeds the predetermined online interview capacity.

Applicants should be aware the number of eligible applicants (after longlisting) has exceeded the interview capacity available across our online interview centres in recent years by a good number.

IMPORTANT - Please note:

- The application form will be scored by two consultant paediatricians, marking independently, following the set scoring criteria and guidance.
- If applicants have been scored in previous rounds or recruitment years and their score is different to what has been awarded for this year, the score cannot be transferred.
- Confirmed scores will not be reviewed as assessors will be shortlisting in accordance with the established process published. There will also be no opportunity to amend or add more evidence to your application form after it has been submitted.
- PaedsNRO, via Oriel, will provide applicants the maximum possible shortlist score and the shortlist score and/or rank required to be invited to interview.
- An applicant's overall shortlisting score can be found by going into the ST3 application on Oriel and selecting "Shortlist".
- Upon request, applicants can request confirmation of their rank.

5. Preferencing

At the time of application, applicants will not need to indicate their regional programme preferences.

Applicants will be able to rank their preferences via Oriel from **Wednesday 10th March 2027 to 16:00pm (UK time) on Friday 9th April 2027.** Please note, this date can be subject to change – applicants will be informed of any change via an e-mail direct from Oriel and a message will be posted on the RCPCH website.

From this date, applicants will be asked to indicate their preferences from all ST3 Paediatric Training Programmes available in the UK, in rank order; this means that applicants can be considered for appointment across the whole of the UK. Applicants should only preference the programmes that they would be prepared to work in, *including those listed with zero vacancies as posts may become available at a later date.* ST3 Paediatric Training Programmes are available for an indicative 5-year duration. Scotland also offer a small number of Locum Appointment for Training (LAT) programmes – this information will be shown in the preference detail.

Applicants are also advised to read the regions' profile pages and access individual regional websites for more information about the opportunities available. We suggest that applicants

Copyright © 2023 NHS England

research not only the types of programmes offered in each region but also the geography of each region, the main Trusts within the geography, transport links to home and so on.

The ST3 Paediatric Training Programmes that are preferenced in an applicant's application will be used to make an offer, subject to the successful completion of the selection process.

5.1. Deferment of Start Date

Deferments to start dates will only be considered on statutory grounds as stated in the Gold Guide. Deferment for any other reason will not be permitted.

Deferment for any other reason will not be permitted.

If an applicant wishes to request a deferment to their start date, they must declare this on their application form. If an applicant accepts an offer they should contact their training region's NHS England Local Office, PSD Scotland, NIMDTA or HEIW as soon as possible regarding the deferment. PAEDSNRO are not responsible for deferments to start date.

5.2. Document Upload

As applicants progress through the recruitment process, they may be required to upload additional evidence to their application on Oriel to allow PAEDSNRO to assess their eligibility.

If applicants are required to do this, then to help PAEDSNRO, the following steps must be followed.

Applicants must:

- ensure the document is appropriately named.
- ensure the document is uploaded into the correct section.
- upload the document as one single upload and not as multiple pages where possible.
- ensure all required documentation is uploaded by the set deadlines.

PAEDSNRO reserves the right to request re-submission of documentation if the above process is not followed.

IMPORTANT: Applicants are advised not to upload anything other than documents specifically required to support the longlisting process at this stage.

6. Invitation to Online Interview

Applicants who are successful at both the Longlisting and Shortlisting stage, will be invited to attend an online interview. Applicants will be invited to attend *one* online interview and will be considered for appointment within their preferenced regions.

Dates are conducted by several different regional offices, and specific dates can be found on the RCPCH recruitment pages.

Copyright © 2023 NHS England

6.1. Booking an Online Interview

If an applicant is invited to attend an online interview, they will be required to log into their Oriel account and use the self-service functionality to book an online interview on a date and time of their choosing, subject to availability.

When booking an online interview slot, it is strongly recommended to avoid booking from a mobile device or on internet browsers that have reached the end of their product support lifecycle, such as Internet Explorer, as these are unlikely to be supported.

The Online Interview booking window is **Wednesday 3rd March 2027 to Friday 5th March 2027.** Slots will be available on a first come; first served basis.

Applicants who incur any problems whilst booking an online interview slot should email PAEDSNRO immediately. Our contact portal can be accessed via the following link: https://nhs-help.freshdesk.com/support/home

6.2. Adjustments under the Equality Act 2010

All recruiters are aware of the requirements of the Equality Act 2010 and in this regard, recruiters will make reasonable adjustments to accommodate applicants at online interview provided these are made known to them, in advance. Applicants who require adjustments (e.g. extra time) will be required to submit supporting evidence to substantiate the required adjustment. This evidence will need to be uploaded to Oriel via the Document Upload dashboard as "Supporting evidence" and attached to the application form at the point of application.
PAEDSNRO will be unable to review the request if supporting evidence is not provided.

When booking interview slots, applicants are advised to add detail of their reasonable adjustments as a confirmation on their online booking notes. Failure to provide this information in your booking notes may result in PAEDSNRO not being able to accommodate your adjustment.

Any additional adjustment requests, not already in your application form, need to be reviewed by PAEDSNRO, so applicants will need to write directly to PAEDSNRO.

Once applicants have booked a slot for an online interview, PAEDSNRO expects the applicant to forward any reasonable adjustment requests to the lead contact of the region that is conducting their interview.

If applicants would like their assessors to be aware of the reasons for the reasonable adjustment requests, they will need to let the lead contact of the region that is conducting their interview know when they contact them.

Further information is available on the MDRS Website.

6.3. Confirmation of booking

Copyright © 2023 NHS England

Once applicants have booked their online interview, they will receive an automated confirmation of booking message in Oriel and a secondary automated message will be sent to their registered email address.

If this confirmation is not received, applicants are advised to log into their Oriel account to confirm if the booking process was completed in its entirety.

6.4. Online Interviews

The online interview window is between **Tuesday 16th March 2027 to Wednesday 17th March 2027.**

If applicants are invited to participate in an online interview, instructions regarding access to the online system, proof of ID and participation guidelines will be provided in due course.

If applicants are invited to an online interview and are unable to attend due to unforeseen circumstances or an emergency, they must contact the region directly to ascertain whether alternative arrangements can be made. It is important to note that alternative arrangements cannot be guaranteed.

6.5. Online Interview Format

All online interviews will be a two-station format performed online via Qpercom. Each station will last 17 minutes and the whole process should take 55 minutes. This includes ID checks prior to interview.

Before the online interview date, applicants will receive information regarding how to log into the Qpercom system as well as a walkthrough video to ascertain how the system works and looks.

Applicants will be expected to login before their interview date to complete a compatibility test on their device for the Qpercom system.

Two assessors will interview in each station and score the applicant independently. The total score for the interview will therefore be out of **140 marks**.

Applicants are permitted to make notes during the interview process but are also allowed to bring notes with them to support them in answering the interview questions.

Applicants are permitted to make notes during the interview process but are also allowed to bring notes with them to support them in answering the interview questions.

Notes should only be on paper and not on an electronic device and should be prepared by the applicant i.e. a book would not be counted as notes.

Applicants should be advised that while notes are permitted, relying on these too much could disrupt the flow of the interview and engagement with the panel members.

Copyright © 2023 NHS England

Applicants should ensure that when using notes, that they only use these to answer the question being asked and don't just read everything they have prepared on the subject area.

6.6. Online Interview Domains

Applicants will be assessed, on the following domains in relation to their clinical experiences to date and their understanding of issues relevant to working in the NHS:

1. Communication **(40 marks total)**
2. Reflective Practice **(30 marks total)**
3. Clinical Thinking **(40 marks total)**
4. Governance and Leadership **(30 marks total)**

Domains Communication and Clinical Thinking last 10 minutes each and Domains Reflective Practice and Governance and Leadership last 7 minutes each.

At the end of each day of online interviews, all scores awarded during the day are reviewed by the panel, the Recruitment Lead and Clinical Lead, and any significant discrepancies in scores between assessors are highlighted and discussed. All final marks are agreed on the day by the interviewers, lay chair and Clinical Lead

6.6.1. Communication Scenario (10 minutes, 20 marks per assessor)

The first part of the interview will be used to assess the ability of the applicant to interact with patients/parents/carers. Applicants will be given the scenario to read 5 minutes before starting their virtual interview. The scenario will involve an explanation of a clinical condition or reasons for an intervention or transfer. The interaction will occur between the applicant and the role player. The assessors will be provided with a list of key points to use for scoring the content and overall performance of the applicant.

Each Assessor will be following a scoring framework tailored towards the specific scenario being undertaken, with positive and negative indicators to guide their marking.

6.6.2. Reflective Practice (7 minutes, 15 marks per assessor)

This part of the interview will assess an applicant's understanding of reflection and how they apply their experiences to their career progression.

Applicants will be asked to reflect on a significant clinical event from their career to date (where something has either gone well or not well) and reflect upon it to demonstrate how this has modified their practice and how they have disseminated their learning.

N.B. This station is designed to focus on the act of reflection and its subsequent application, so applicants should ensure they spend the minimum time on describing the event and their involvement, so the majority of the time can be spent exploring their reflection on it and how it has developed their practice

6.6.3. Clinical Thinking (10 minutes, 20 marks per assessor)

Copyright © 2023 NHS England

This station is designed to assess applicants' situational judgement and clinical problem-solving skills. Applicants will be given a scenario verbally, by one of the assessors. The assessors will then ask applicants to describe how they would manage and progress through the given situation in the scenario. Applicants will be asked a series of follow up questions as appropriate. The clinical content of the scenario will be commensurate with a doctor in training at the level applied for.

Each Assessor will be using a scoring framework tailored towards the specific scenario being undertaken, with positive and negative indicators to guide their marking.

6.6.4. Governance & Leadership (7 minutes, 15 marks per assessor)

This interview question is designed to assess the applicant's awareness and understanding of the role of governance in the workplace along with their ability to lead and manage related situations, commensurate with a doctor in training at the level applied for.

The scenario given may not be directly clinical and instead could concern staffing, patient management, complaint handling etc. Applicants will not be given any material to read ahead of this part of the interview and will be presented with the scenario verbally by the assessors.

Each Assessor will be using a scoring framework tailored towards the specific scenario being undertaken, with positive and negative indicators to guide their marking.

6.7. Appointability

For an applicant to be deemed successful they need to score a **minimum of 77 out of 140** in the online interview.

For further information on scores and ranks, please refer to *Offers*.

Applicants can score above the national cut-off and still be vetoed out of the process for serious concerns around behaviour, performance, and dangerous decisions. Vetoed applicants will not be considered for appointment in any region.

- 'Serious concerns' indicated on the scoresheet on any station by either or both assessors (Serious concerns will only be indicated if an applicant's response to a scenario highlights genuine patient safety issues, probity concerns or behaviours that could not be easily modified in their early training.)
- Low scores of 25% (or next highest denomination based on scoring structure) on any station by either or both Assessors. This may result in a referral to the applicant's Responsible Officer, where applicable. If the applicant is not currently employed in the UK, the Lead Postgraduate Dean may be notified.

A discussion between the assessors and the Clinical Lead will take place for any applicants who have any of the above raised before a final decision is made.

Copyright © 2023 NHS England

6.8. Observers on the Online Interview

As well as the two assessors, there may be observers during an interview. These include Lay Representative, External Assessors for the RCPCH and consultants or senior trainees learning to assess for national recruitment. These roles ensure that quality, consistency, and standardisation is present throughout the interview process.

Only the two assessors on the panel will take part in scoring the applicant. Observers have no role in the assessment of an applicant nor in deciding the appointability of an applicant at any stage of the process.

6.9. Guidance on Artificial Intelligence (AI) prevention measures

To support the integrity of online interviews and mitigate the risk of inappropriate use of artificial intelligence (AI) or third-party assistance, recruitment offices may implement appropriate assurance measures where these have been agreed nationally.

Such measures may include requiring applicants to use a secondary camera to provide an additional view of their interview environment and/or live invigilation by recruitment staff or other approved monitoring arrangements.

Applicants will be informed in advance of any such requirements as part of their interview invitation and provided with clear instructions on how these measures will be conducted. Any assurance measures used will be applied consistently to all applicants within the recruitment round.

For more information around the use of AI Click Here.

7. Offers

All offers will be made via Oriel by PAEDSNRO. Offers received in any other way will be deemed invalid. If an applicant is made an offer, they will need to respond to this on Oriel.

Applicants will be ranked in a single national list based on their performance at their online interview. Offers are made in rank order based on an applicant's national ranking.

Tied ranks occur when applicants achieve the same overall score. The applicants' unique rank will be achieved in the following order:

1. Overall Score
2. Clinical thinking and Governance & Leadership
3. Communication and Reflective Practice
4. Clinical thinking Assessment
5. Clinical thinking Escalation
6. Communication listening and non-verbal skills
7. Communication verbal skills

Copyright © 2023 NHS England

The first wave of offers will be sent out by PAEDSNRO by **Tuesday 13th April 2027.** Please note, this date can be subject to change – applicants will be informed of any change via an e-mail direct from Oriel and a message will be posted on the RCPCH website.

We ask that applicants do not contact PAEDSNRO about offers prior to this date, as it could delay the release. This date can be subject to change – applicants will be informed of any change via e-mail direct from Oriel and a message will be posted on the RCPCH website.

Applicants will be given 48 hours (exclusive of weekends) to respond to an offer. Applicants have the option to accept, decline or hold.

If an applicant fails to respond to an offer within the 48-hour window, the offer will expire, and the applicant will be deemed to have declined the offer.

Please note, if applicants find themselves in this position, PAEDSNRO are only able to reinstate the application *status* back to Interview Complete if requested, so the applicant can be included in the upcoming offer recycles. PAEDSNRO are unable to reinstate the *original* offer.

Once an applicant accepts a Paediatrics post they will be withdrawn from any other specialties within the same recruitment round and will not receive any further offers from them.

Offers that are declined will be recycled and offered in rank order to the next eligible applicants.

Only **one** offer can be held at any one time, across all specialty applications in the same recruitment round. If applicants are already holding an offer, and try to hold another offer, the original held post will be automatically declined by the system. If they choose to hold an offer, they can hold this up until **13:00pm (UK GMT) on Wednesday 21st April 2027**. Please be aware that PAEDSNRO are unable to reverse this.

Before this deadline, applicants must go back into Oriel and make a final decision on the offer. Any offers still held when the deadline is reached will be deemed to have been declined and the system will automatically change the status to Offer Declined.

After the hold deadline has passed, any offers made will only have the option of being accepted or declined.

For further information, please refer to the Medical Specialty Recruitment website page on *Offers*.

7.1. Upgrading of Offers

Up to the offers stage, applicants will have the ability to rank preferences for training programmes and geographies within their allocated cluster. If an applicant ranks highly enough to be made an offer, this will be made to the highest ranked preference that is available when their rank is reached. If they are happy with this offer, they can choose to simply accept it.

However, if an applicant would prefer the option of a higher ranked preference, should they become available, they can opt into upgrading. The upgrading option is available to all offers

Copyright © 2023 NHS England

that have been held or accepted, but not where an offer has been declined. An applicant who has accepted or held an offer can opt in or out of Upgrading at any time during the window which runs until **16:00pm on Thursday 22nd April 2027.**

If an applicant opts into upgrading and a higher preference post becomes available, subject to their ranking, the upgrade will be automatic. They will be placed in the higher preference post *without* PAEDSNRO making any further contact with them and they *will not* be given 48 hours to decide whether they wish to accept or decline the new post. If an upgrade is made, the previously held or accepted post will be released and will be reoffered to another applicant. This automatic upgrade **cannot** be reversed. Applicants must opt **out** of upgrading if they do not wish to be considered for a higher preferenced post than the one they have.

Once applicants have been upgraded, they will be contacted via an automated email message to inform them of this. Details of the upgrade will be made available on the Oriel System.

Once the upgrading deadline has passed, no further upgrades will be offered, even if a higher preference becomes available at a later date.

Upgrading of offers will not continue beyond the stated Upgrade deadline, even if a preferred post becomes available later. Vacant posts will be offered to the next eligible applicant who has preferenced the post and is yet to receive an offer, not to applicants who have already accepted a post. This can include new or additional posts submitted to PAEDSNRO after the upgrade deadline.

7.2. Offer Exchanges/Enhanced Preferencing

There is increased applicant flexibility for upgrading of offers as described in Section 7.2. Any applicant that has accepted or held an offer, and opted into upgrades, can amend their preference options as many times as they like up until the upgrade deadline. Applicants will be able to re-rank their preference options so that they can move lower ranked preferences, or preferences originally not wanted, into a higher ranked preference than their current offer. This will then mean that these newly ranked preferences are considered for an upgrade in subsequent offer iterations

Please note: *Any changes to preferences made between the offers' algorithm being run and offers being released will* ***not*** *be considered until the next offers match is run.*

The above process will continue up until the Upgrade deadline at **16:00pm on Thursday 22nd April 2027.**

Applicants will **not** be able to make changes to their preferences once the Upgrade deadline has passed.

8. References

Referees should be contacted at the earliest opportunity to confirm that they are happy to support the application and provide a reference. Applicants are required to give details of three referees who have supervised their clinical training in the last 2 years.

The deadline for submitting references on Oriel is at **16:00pm Wednesday 5th May 2027.**

Copyright © 2023 NHS England

It is not the responsibility of PAEDSNRO or the region where an applicant's post is based to chase up outstanding references that may be requested once the Oriel deadline has passed. This responsibility lies solely with the applicant.

Once the deadline for submission of references to Oriel passes, the responsibility then moves to the employing organisation; any outstanding references will be requested from the referee by the employing organisation when they complete all pre-employment checks.

8.1. Reference Requests

Reference requests are an automated process in Oriel. A request will be triggered and sent electronically to an applicant's nominated referees when they accept or, accept with upgrades an offer of Paediatrics training. To ensure that the requests are not blocked or filtered by their referees' email providers, applications are strongly advised to inform their referees to add *noreply@oriel.nhs.uk* to their email whitelist.

Referees are required to submit references electronically, using the online referee portal in Oriel. Applicants will be advised, via their Oriel portal, when their referee has submitted a reference.

Should a referee have any issues accessing the request, please contact PAEDSNRO directly.

8.2. Changing Your Nominated Referee

For any references that have not yet been submitted applicants are able to update the details of, or change, their nominated referees. However, if a referee has already submitted the reference, applicants will not be able to make any changes to their details.

If changes to the email address for a referee is made, a new reference request will be sent to the newly provided email address, and the original request will be withdrawn.

9. Feedback

Applicants will be given feedback throughout the recruitment process and will not need to make a formal request to receive it.

Applicants who are rejected at the longlisting stage will be advised of the reason their application was rejected.

If shortlisting is deployed, scores will be disclosed before the invites to interview have been sent. Where capacity enables all applicants to be interviewed, shortlisting scores will be disclosed along with online interview feedback.

Overall scores will be published in an applicant's Oriel account against their ST3 Paediatrics application up to 5 working days after the initial offer date. This will be found under the "Interview" tab in their Application Summary and includes Total Interview Score.

Copyright © 2023 NHS England

Detailed guidance on how to locate or view these scores is contained in the *Oriel Applicant User Handbook*.

All applicants will receive their interview feedback scoresheets within 7 working days of initial offers. We ask for consideration to be given to PAEDSNRO staff by applicants in busy periods as their scoresheets could take longer to receive. We advise applicants to add **feedback@qpersoft.com** to their safe senders list to prevent scoresheets being sent to the email junk/spam folder.

If applicants do not receive their scoresheet, they will need to check Qpercom before contacting PAEDSNRO to request them.

There is no further feedback that can be provided after scoresheets have been received.

10. Offers of Employment & Pre-Employment Checks

The offer and allocation of a Training Programme referred to above is **not** an offer of employment. An employment contract detailing the terms and conditions of employment will be issued by the responsible employing organisation and is made subject to satisfactory pre-employment checks. An applicant's offer of employment will include the name of their employer, the start date and length of the period of employment, the location, the hours, the minimum rate of remuneration and the notice period applicable.

Information regarding pay, hours, sick pay, and annual leave entitlements, notice period, study leave, pension scheme etc. are set out in the national terms and conditions available from NHS Employers. A framework for a written contract of employment for Paediatric specialty registrars is also available from the BMA. Individual NHS England Local Office, PSD Scotland, NIMDTA or HEIW websites may also provide additional local information and links to individual employer websites.

The employing organisations carry out several pre-employment checks before an offer of employment can be confirmed. These will include verification of identity, registration, and qualifications, right to work (immigration), employment history and employment reference checks (these are different from the clinical reference checks that the NHS England Local Office, PSD Scotland, NIMDTA or HEIW needs), a Disclosure and Barring Service (DBS) check and an occupational health check. Some of these (verification of identify, registration and qualifications and right to work for example) may also be undertaken by the NHS England Local Office, PSD Scotland, NIMDTA or HEIW during the recruitment process.

11. Complaints Procedure

All National Recruitment Offices use a nationally agreed process for handling complaints about recruitment. If an applicant feels their application has not been managed correctly and have evidence of a failure in the process, they should explore this route.

Complaints should be made in line with the MDRS Complaints Policy and Procedures. This can be found within the MDRS Complaints Policy page on the Medical Training website. A Complaints Policy Submission form is also available on this page.

Copyright © 2023 NHS England

12. Raising Concerns

Applicants wishing to raise concerns about any part of the recruitment process, where this falls outside the scope of the complaints policy should forward these, in confidence to MDRS.

Concerns raised without detail are difficult to investigate due to the volume of applications received. Applicants are therefore requested to provide details of the specialty and, where applicable, the applicants concerned. Any information provided would be treated in the utmost confidence.

Copyright © 2023 NHS England