

## AUDIOVESTIBULAR MEDICINE – ST3

### ENTRY CRITERIA

ESSENTIAL CRITERIA	WHEN EVALUATED <sup>i</sup>
<p style="text-align: center;"><b>Qualifications</b></p> <p>Applicants must have:</p> <ul style="list-style-type: none"> <li>• MBBS or equivalent medical qualification</li> <li>• A qualifying postgraduate examination from one of the below training programmes or EEA eligibility<sup>ii</sup> <ul style="list-style-type: none"> <li>➢ <b>Physician Training (e.g. CMT) - MRCP (UK) Part 1</b> at time of application, and MRCP (UK) full diploma by the published deadline<sup>iii</sup></li> <li>➢ <b>Paediatric Training – Full MRCPCH diploma</b> passed by the published deadline</li> <li>➢ <b>Otolaryngology (ENT) Training – Full MRCS plus DOHNS (now known as MRCS (ENT)) or MRCS (ENT)</b> passed by time of application</li> <li>➢ <b>General Practice – Full MRCGP</b> by time of application</li> </ul> </li> </ul>	<p>Application form</p> <p>Application form</p> <p>Interview/selection centre<sup>iv</sup>, pre-employment check</p>
<p style="text-align: center;"><b>Eligibility</b></p> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>• Be eligible for full registration with, and hold a current licence to practise<sup>v</sup> from, the GMC at the advertised post start date<sup>vi</sup></li> <li>• Have evidence of achievement of foundation competences from a UKFPO-affiliated foundation programme or equivalent, by time of application in line with GMC standards/Good Medical Practice;</li> <li>• Have evidence<sup>vii</sup> of competence via <b>one</b> of the following methods, in the three years preceding the advertised post start date for the round of application, as defined by the relevant curriculum: <ul style="list-style-type: none"> <li>➢ Current employment in a UK core medical training or ACCS (acute medicine) programme and on track to successfully complete the training programme by the advertised post start date</li> <li>➢ Successful completion, by no earlier than 1 January 2014, of a UK core medical training or ACCS (acute medicine) programme<sup>viii</sup>, evidenced by ARCP</li> <li>➢ Evidence of achievement of core medicine competences at application. Acceptable evidence is only permitted via the standard <i>Alternative Certificate of Core Competence</i><sup>ix</sup> by time of application</li> <li>➢ Current employment in a UK paediatrics training programme and on track to successfully complete Level 1 competences by the advertised post start date</li> <li>➢ Successful completion, by no earlier than 1 January 2014, of Level 1 paediatric competences, evidenced by ARCP</li> <li>➢ A fully completed <i>Certificate of Completion of Paediatric Level 1 Competency</i> by time of application</li> <li>➢ Successful completion, by no earlier than 1 January 2014, of core surgical competences supported by evidence from work-based assessments of clinical performance and Multi Source Feedback or equivalent</li> <li>➢ Current employment in a general practice training programme at ST2 level and on track to successfully complete ST2 by the advertised post start date</li> <li>➢ Successful completion of UK ST2 general practice training. Acceptable evidence includes ARCP or RITA documentation by time of application</li> <li>➢ Eligibility for the GP Register. This must be evidenced either by entry on the GMC GP Register, or documentation from the GMC confirming eligibility</li> </ul> </li> <li>• Be eligible to work in the UK</li> <li>• Advanced Life Support Certificate from the Resuscitation Council UK or equivalent<sup>x</sup> (as required to complete core medical competences) by intended start date</li> </ul>	<p>Application form</p> <p>Application form, interview/selection centre</p> <p>Application form, interview/selection centre</p> <p>Application form</p> <p>Application form, interview/selection centre, pre-employment check</p>
<p style="text-align: center;"><b>Fitness to practise</b></p> <p>Is up to date and fit to practise safely</p>	<p>Application form, references</p>

<p style="text-align: center;"><b>Health</b></p> <p>Applicants must meet professional health requirements (in line with GMC standards / Good Medical Practice)</p>	<p>Application form, pre-employment health screening</p>
<p style="text-align: center;"><b>Language skills</b></p> <p>Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about medical topics with patients and colleagues, as assessed by the General Medical Council<sup>xi</sup></p>	<p>Application form, interview/selection centre</p>
<p style="text-align: center;"><b>Career progression</b></p> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>• Be able to provide complete details of their employment history</li> <li>• Have evidence that their career progression is consistent with their personal circumstances</li> <li>• Have evidence that their present level of achievement and performance is commensurate with the totality of their period of training</li> <li>• Have sufficient experience<sup>xii</sup> working in medical specialties (not including foundation level experience) by the advertised post start date, This can be via either:             <ul style="list-style-type: none"> <li>➢ Training completed in either core medical training, ACCS (acute medicine) or broad based training with the further year in CT2 core medical training, <b>or</b>,</li> <li>➢ Applicants must have at least 24 months' experience in one of the qualifying specialties by time of commencement of ST3 training. This experience must be/have been gained in <b>one of the following</b>:                 <ul style="list-style-type: none"> <li>➢ In medical specialties<sup>xiii</sup> (of which at least <b>12 months</b> must include the care of acute medical in-patients). Experience in certain acute care common stem specialties can be counted towards the 24 months in some circumstances<sup>xiv</sup> <b>or</b></li> <li>➢ Paediatrics <b>or</b></li> <li>➢ In surgical posts, of which at least <b>6 months</b> must have been gained in otolaryngology (ENT) posts <b>or</b></li> <li>➢ general practice</li> </ul> </li> </ul> </li> <li>• Applicants must have notified the Training Programme Directory of the specialty training programme they are currently training in if applying to continue training in the same specialty in another region. <sup>xv</sup></li> <li>• Not already hold, nor be eligible to hold, a CCT/CESR in the specialty they are applying for and/or must not currently be eligible for the specialist register for the specialty to which they are applying</li> <li>• Applicants must not have previously relinquished or been released / removed from a training programme in this specialty, except if they have received an ARCP outcome 1 or under exceptional circumstances<sup>xvi</sup></li> <li>• <b>For those wishing to be considered for Locum Appointment for Training posts (where available):</b> no more than 24 months experience in LAT posts in the specialty by intended start date</li> </ul>	<p>Application form Interview/selection centre</p>
<p style="text-align: center;"><b>Application completion</b></p> <p>ALL sections of application form completed FULLY according to written guidelines</p>	<p>Application form</p>

**SELECTION CRITERIA**

ESSENTIAL CRITERIA	DESIRABLE CRITERIA	WHEN EVALUATED
<p style="text-align: center;"><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• As above – see entry criteria</li> </ul>	<ul style="list-style-type: none"> <li>• For physician entrants, full MRCP (UK) at the time of application; for paediatric entrants, full MRCPCH (UK) at the time of application</li> <li>• Intercalated BSc or equivalent</li> <li>• Higher degrees including MSc, PhD or MD (where the research thesis is not part of first medical degree)</li> </ul>	<p>Application form, interview/selection centre</p>

<b>Career Progression</b>		
<ul style="list-style-type: none"> <li>Evidence that present achievement and performance is commensurate with totality of training</li> </ul>		Interview/selection centre
<b>Clinical Experience</b>		
<ul style="list-style-type: none"> <li>Evidence of a broad background in acute general medicine/paediatrics/otolaryngology (ENT)/GP training</li> </ul>	<ul style="list-style-type: none"> <li>Experience of 'tasters' in audiovestibular medicine (note – there is no requirement to have completed a post in audiovestibular medicine at ST level)</li> </ul>	Application form Interview/selection centre References
<b>Clinical Skills – Clinical Knowledge and Expertise</b>		
<ul style="list-style-type: none"> <li>Demonstrates awareness of the basics of the working practices of audiovestibular medicine</li> <li>Competence at core completion level in the management of medical emergencies, in patients and out patients</li> <li>Appropriate knowledge base, and ability to apply sound clinical judgement to problems</li> <li>Proficiency in a range of medical procedures (as defined by the core curriculum) as an indication of manual dexterity and hand-eye coordination</li> <li>Able to work without direct supervision where appropriate</li> <li>Able to prioritise clinical need</li> <li>Able to maximise safety and minimise risk</li> </ul>	<ul style="list-style-type: none"> <li>Evidence<sup>xvii</sup> of some competences in the specialty, as defined by the relevant curricula</li> <li>Competence in management of medical emergencies and in patients, evidenced by continuous work based assessments or equivalent</li> <li>Evidence of skills in the management of patients not requiring hospital admission</li> </ul>	Application form Interview/selection centre References
<b>Academic skills</b>		
<p><b>Research and Audit Skills:</b></p> <ul style="list-style-type: none"> <li>Demonstrates understanding of research, including awareness of ethical issues</li> <li>Demonstrates understanding of the basic principles of audit, clinical risk management, evidence based practice, patient safety and clinical quality improvement initiatives</li> <li>Demonstrates knowledge of evidence informed practice</li> <li>Demonstrates an understanding of clinical governance</li> </ul> <p><b>Teaching:</b></p> <ul style="list-style-type: none"> <li>Evidence of teaching experience and/or training in teaching</li> </ul>	<p><b>Research and Audit skills:</b></p> <ul style="list-style-type: none"> <li>Demonstrates an understanding of research methodology</li> <li>Evidence of relevant academic and research achievements, and involvement in a formal research project</li> <li>Evidence of relevant academic publications</li> <li>Evidence of involvement in an audit project, a quality improvement project, formal research project or other activity which:                             <ul style="list-style-type: none"> <li>➢ Focuses on patient safety and clinical improvement</li> <li>➢ Demonstrates an interest in and commitment to the specialty beyond the mandatory curriculum</li> </ul> </li> <li>Evidence of a portfolio of audit/quality improvement projects, including where the audit loop has been closed and there is evidence of learning of the principles of change management</li> <li>Evidence of exceptional achievement in medicine</li> </ul> <p><b>Teaching:</b></p> <ul style="list-style-type: none"> <li>Evidence of involvement in teaching students, postgraduates and other professionals</li> <li>Evidence of participation in a teaching course</li> </ul>	Application form Interview/selection centre References
<b>Personal Skills</b>		
<p><b>Communication Skills:</b></p> <ul style="list-style-type: none"> <li>Demonstrates clarity in written/spoken</li> </ul>	<p><b>Management and Leadership Skills:</b></p> <ul style="list-style-type: none"> <li>Evidence of involvement in management</li> </ul>	Application form Interview/selection

<p>communication, and capacity to adapt language to the situation, as appropriate</p> <ul style="list-style-type: none"> <li>• Able to build rapport, listen, persuade and negotiate</li> </ul> <p><b>Problem Solving and Decision Making:</b></p> <ul style="list-style-type: none"> <li>• Capacity to use logical/lateral thinking to solve problems/make decisions, indicating an analytical/scientific approach</li> </ul> <p><b>Empathy and Sensitivity:</b></p> <ul style="list-style-type: none"> <li>• Capacity to take in others' perspectives and treat others with understanding; sees patients as people</li> <li>• Demonstrates respect for all</li> </ul> <p><b>Managing Others and Team Involvement:</b></p> <ul style="list-style-type: none"> <li>• Able to work in multi professional teams and supervise junior medical staff</li> <li>• Ability to show leadership, make decisions, organise and motivate other team members; for the benefit of patients through, for example, audit and quality improvement projects</li> <li>• Capacity to work effectively with others</li> </ul> <p><b>Organisation and Planning:</b></p> <ul style="list-style-type: none"> <li>• Capacity to manage/prioritise time and information effectively</li> <li>• Capacity to prioritise own workload and organise ward rounds</li> <li>• Evidence of thoroughness (is well prepared, shows self discipline/commitment, is punctual and meets deadlines)</li> </ul> <p><b>Vigilance and Situational Awareness:</b></p> <ul style="list-style-type: none"> <li>• Capacity to monitor developing situations and anticipate issues</li> </ul> <p><b>Coping with Pressure and Managing Uncertainty:</b></p> <ul style="list-style-type: none"> <li>• Capacity to operate under pressure</li> <li>• Demonstrates initiative and resilience to cope with changing circumstances</li> <li>• Is able to deliver good clinical care in the face of uncertainty</li> </ul> <p><b>Values:</b></p> <ul style="list-style-type: none"> <li>• Understands, respects and demonstrates the values of the NHS (e.g. everyone counts; improving lives; commitment to quality of care; respect and dignity; working together for patients; compassion)</li> </ul>	<p>commensurate with experience</p> <ul style="list-style-type: none"> <li>• Demonstrates an understanding of NHS management and resources</li> <li>• Evidence of effective multi-disciplinary team working and leadership, supported by multi-source feedback or other workplace based assessments</li> <li>• Evidence of effective leadership in and outside medicine</li> </ul> <p><b>IT Skills:</b></p> <ul style="list-style-type: none"> <li>• Demonstrates information technology skills</li> </ul> <p><b>Other:</b></p> <ul style="list-style-type: none"> <li>• Evidence of achievement outside medicine</li> <li>• Evidence of altruistic behaviour e.g. voluntary work</li> </ul>	<p>centre References</p>
<p style="text-align: center;"><b>Probity – Professional Integrity</b></p> <ul style="list-style-type: none"> <li>• Demonstrates probity (displays honesty, integrity, aware of ethical dilemmas, respects confidentiality)</li> <li>• Capacity to take responsibility for own actions</li> </ul>		<p>Application form Interview/selection centre References</p>
<p style="text-align: center;"><b>Commitment to Specialty – Learning and Personal Development</b></p> <ul style="list-style-type: none"> <li>• Shows initiative/drive/enthusiasm (self-starter, motivated, shows curiosity, initiative)</li> </ul>		<p>Application form Interview/selection</p>

<ul style="list-style-type: none"> <li>• Demonstrable interest in, and understanding of, the specialty</li> <li>• Commitment to personal and professional development</li> <li>• Evidence of self-reflective practice</li> </ul>	<p>activities relevant to the specialty</p> <ul style="list-style-type: none"> <li>• Attendance at relevant courses/training, e.g. deafness and disability awareness, manual communication skills</li> <li>• Evidence of attendance at organised teaching and training programme(s)</li> </ul>	<p>centre References</p>
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<sup>i</sup> 'When evaluated' is indicative, but may be carried out at any time throughout the selection process.

<sup>ii</sup> Applicants who are EEA nationals and have trained in a non-UK EEA nation may be eligible to apply without MRCP(UK) under the EU directive 2005/36/EC. To qualify training must meet defined criteria to be considered comparable to core medical training in the UK. For further information, please refer to the JRCPTB website: <http://www.st3recruitment.org.uk/recruitment-process/am-i-eligible/mrcp-uk>

<sup>iii</sup> 'The published deadline' refers to a deadline date set in each recruitment round; this date will be specified clearly within the published advertisement for that recruitment round. However, please note that those applying via the EEA eligibility route will need their eligibility at time of application.

<sup>iv</sup> 'Selection centre' refers to a process, not a place. It involves a number of selection activities which may be delivered as part of the assessment process.

<sup>v</sup> The GMC introduced the licence to practise in 2009. Any doctor wishing to practise in the UK after this date must be both registered with and hold a licence to practise from the GMC at time of appointment.

<sup>vi</sup> 'The advertised post start date' refers to the first date from which the posts recruited in a round commence. This will be specified clearly within the published advertisement for that recruitment round.

<sup>vii</sup> All routes must be supported by evidence eg ARCP or equivalent, Certificate C or equivalent certification of competences.

<sup>viii</sup> Doctors who have an ARCP outcome with all competences signed off apart from the full MRCP(UK), will be eligible to apply on this basis, subject to the normal rules on completing the MRCP(UK)

<sup>ix</sup> The *Alternative Certificate of Core Competence* is a document designed by the JRCPTB listing the necessary core competences required for progression to ST3, as defined in the GIM curriculum: <http://www.jrcptb.org.uk/trainingandcert/ST3-SpR/Pages/General-Internal-Medicine.aspx>. The certificate is available to download from the ST3 Recruitment website: <http://www.st3recruitment.org.uk/recruitment-process/am-i-eligible/core-competences>. Applicants must ensure they are using a permissible version of the form as detailed on the website; previous versions of the form may not be accepted.

<sup>x</sup> Information on equivalents to ALS can be found on the ST3 Recruitment website: <http://www.st3recruitment.org.uk/recruitment-process/am-i-eligible/other-requirements>

<sup>xi</sup> Applicants are advised to visit the GMC website which gives details of evidence accepted for registration.

<sup>xii</sup> Any time periods specified in this person specification refer to full time equivalent.

<sup>xiii</sup> The list of 30 'physicianly medical specialties', as defined by JRCPTB, can be viewed on their website at: <http://www.jrcptb.org.uk/trainingandcert/ST3-SpR/Pages/Introduction.aspx>

<sup>xiv</sup> For information on how experience in acute care common stem specialties will be counted, please visit the ST3 Recruitment website: <http://www.st3recruitment.org.uk/recruitment-process/am-i-eligible/experience>

<sup>xv</sup> The '**support for application to another region**' form, signed by the Training Programme Director of their current specialty training programme confirming satisfactory progress must be submitted to the recruitment office at time of application.

<sup>xvi</sup> Exceptional circumstances may be defined as a demonstrated change in circumstances, which can be shown on the ability to train at that time and may include severe personal illness or family caring responsibility incompatible with continuing to train. Applicants will only be considered if they provide a 'support for reapplication to a specialty training programme' form signed by both the Training Programme Director / Head of School and the Postgraduate Dean in the LETB / Deanery that the training took place. No other evidence will be accepted.

<sup>xvii</sup> Evidence can include portfolio, logbook, ARCP, or equivalent. Where relevant/applicable, workplace-based assessments (eg CbD, mini-CEX, ACAT, DOPS, MSF, or equivalent) may also be used to demonstrate achievement of competences.