

## OTOLARYNGOLOGY – 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>• Successful completion of MRCS (ENT) by time of interview or equivalent (see below)</li> <li>• Diploma of Otolaryngology, Head and Neck Surgery (DOHNS) <b>plus</b> MRCS is equivalent at time of interview, or</li> <li>• Diploma of the European Board of Otorhinolaryngology (DipEBORL) <b>plus</b> MRCS is equivalent at time of interview</li> </ul>	<p>Application form, interview/selection centre<sup>ii</sup></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>iii</sup> from, the GMC at intended start date<sup>iv</sup></li> <li>• Have evidence of achievement of <b>foundation competences</b> from a UKFPO-affiliated foundation programme or equivalent, in line with GMC standards / Good Medical Practice; including: <ul style="list-style-type: none"> <li>▪ make the care of your patient your first concern</li> <li>▪ provide a good standard of practice and care</li> <li>▪ take prompt action if you think that patient safety, dignity or comfort is being compromised</li> <li>▪ protect and promote the health of patients and of the public</li> <li>▪ treat patients as individuals and respect their dignity</li> <li>▪ work in partnership with patients</li> <li>▪ work with colleagues in the ways that best serve patients' interests</li> <li>▪ be honest and open and act with integrity</li> <li>▪ never discriminate unfairly against patients or colleagues</li> <li>▪ never abuse your patients' trust in you or the public's trust in the profession.</li> </ul> </li> <li>• Evidence of achievement of <b>CT/ST1 competences in core surgery</b> at time of application and <b>CT/ST2 competences in core surgery</b> by time of appointment<sup>v</sup>, supported by evidence from work-based assessments of clinical performance (DOPs, Mini-CEX, CBD, ACAT) and Multi Source Feedback or equivalent.</li> <li>• Be eligible to work in the UK</li> </ul>	<p>Application form</p> <p>Application form, interview/selection centre</p>
<p style="text-align: center;"><b>Fitness to practise</b></p> <p>Is up to date and fit to practise safely and is aware of own training needs.</p>	<p>Application form, references</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>vi</sup></p>	<p>Application form, interview/selection centre</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>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 satisfactorily completed an approved Core Surgical Training programme or equivalent by start of post</li> <li>• Have completed the relevant competencies in Otolaryngology as described in the Core Surgical Training curriculum</li> <li>•</li> <li>• Applicants must have notified the Training Programme Director of the specialty training programme they are currently training in if applying to continue training in the same specialty in another region. <sup>vii</sup></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>viii</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>• <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>Career progression</b></p> <ul style="list-style-type: none"> <li>• As above</li> </ul>	<ul style="list-style-type: none"> <li>• A minimum of 6 months experience in Otolaryngology ➤ 1</li> </ul>	<p>Application form, interview/selection centre, References</p>

<b>Clinical skills – clinical knowledge and expertise</b>		
<ul style="list-style-type: none"> <li>Capacity to apply sound clinical knowledge and judgement to problems</li> <li>Ability to prioritise clinical need</li> <li>Demonstrates appropriate technical and clinical competence and evidence of the development of diagnostic skills and clinical judgement</li> <li>Validated logbook documentation of surgical exposure to date</li> </ul>	<ul style="list-style-type: none"> <li>Shows aptitude for practical skills, e.g. hand-eye coordination, dexterity, visuospatial awareness</li> <li>Attendance at relevant courses e.g. ATLS, Basic Surgical Skills or equivalent, CCrISP or equivalent, ALERT or equivalent, ALS, PLS and two ENT craft courses</li> </ul>	<p>Application form, interview/selection centre, References</p>
<b>Academic skills</b>		
<p><b>Research and audit skills:</b></p> <ul style="list-style-type: none"> <li>Demonstrates understanding of the basic principles of audit, clinical risk management and evidence-based practice</li> <li>Understanding of basic research principles, methodology and ethics, with a potential to contribute to research</li> <li>Evidence of participation in audit</li> </ul> <p><b>Teaching</b></p> <ul style="list-style-type: none"> <li>Evidence of contributing to teaching and learning of others</li> </ul>	<p><b>Research and audit skills:</b></p> <ul style="list-style-type: none"> <li>Evidence of relevant academic and research achievements, e.g. degrees, prizes, awards, distinctions, publications, presentations, other achievements</li> <li>Evidence of participation in risk management and/or clinical/laboratory research</li> <li>Completing audit projects including audit of personal practice</li> <li>Involvement in courses</li> </ul>	<p>Application form Interview/selection centre</p>
<b>Personal skills</b>		
<p><b>Communication skills:</b></p> <ul style="list-style-type: none"> <li>Capacity to communicate effectively and sensitively with others</li> <li>Able to discuss treatment options with patients in a way they can understand</li> </ul> <p><b>Problem solving and decision making:</b></p> <ul style="list-style-type: none"> <li>Capacity to think beyond the obvious, with analytical and flexible mind</li> <li>Capacity to bring a range of approaches to problem solving</li> <li>Demonstrates effective judgement and decision-making skills</li> </ul> <p><b>Managing others and team involvement:</b></p> <ul style="list-style-type: none"> <li>Capacity to work effectively in a multi-disciplinary team</li> <li>Demonstrate leadership, when appropriate</li> <li>Capacity to establish good working relationships with others.</li> </ul> <p><b>Organisation and planning:</b></p> <ul style="list-style-type: none"> <li>Capacity to manage time and prioritise workload, balance urgent and important demands, follow instructions</li> <li>Understands importance and impact of information systems</li> </ul> <p><b>Vigilance and situational awareness:</b></p> <ul style="list-style-type: none"> <li>Capacity to monitor and anticipate situations that may change rapidly</li> </ul>		<p>Application form Interview/selection centre References</p>

<p><b>Coping with pressure and managing uncertainty:</b></p> <ul style="list-style-type: none"> <li>Capacity to operate effectively under pressure and remain objective in highly emotive/pressurised situations</li> <li>Awareness of own limitations and when to ask for help</li> </ul> <p><b>Values:</b></p> <ul style="list-style-type: none"> <li>Understands, respects and demonstrates the values of the NHS Constitution (e.g. everyone counts; improving lives; commitment to quality of care; respect and dignity; working together for patients; compassion)</li> </ul>		
<p style="text-align: center;"><b>Probity – professional integrity</b></p> <ul style="list-style-type: none"> <li>Takes responsibility for own actions</li> <li>Demonstrates respect for the rights of all</li> <li>Demonstrates awareness of ethical principles, safety, confidentiality and consent</li> <li>Awareness of importance of being the patients' advocate, clinical governance and the responsibilities of an NHS employee</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 realistic insight into Otolaryngology and the personal demands of a commitment to surgery</li> <li>Demonstrates knowledge of training programme and commitment to own development</li> <li>Shows critical and enquiring approach to knowledge acquisition, commitment to self-directed learning and a reflective/analytical approach to practice</li> </ul>		<p>Application form Interview/selection centre References</p>

<sup>i</sup> 'When evaluated' is indicative, but may be carried out at any time throughout the selection process.

<sup>ii</sup> 'Selection centre' refers to a process, not a place. It involves a number of selection activities which may be delivered within the unit of application

<sup>iii</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>iv</sup> 'Intended start date' refers to the date at which the post commences, not (necessarily) the time an offer is accepted.

<sup>v</sup> Time of appointment refers to the date at which the post commences

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

<sup>vii</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>viii</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.