## ENTRY CRITERIA

### ESSENTIAL CRITERIA

<table>
<thead>
<tr>
<th>Criteria</th>
<th>WHEN EVALUATED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualifications</strong></td>
<td></td>
</tr>
<tr>
<td>Applicants must have:</td>
<td></td>
</tr>
<tr>
<td>- MBBS or equivalent medical qualification</td>
<td>Application form</td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
<td></td>
</tr>
<tr>
<td>Applicants must:</td>
<td></td>
</tr>
<tr>
<td>- Be eligible for full registration with, and hold a current licence to practise(^2) from, the GMC at intended start date(^3)</td>
<td>Application form</td>
</tr>
<tr>
<td>- Have evidence of either:</td>
<td></td>
</tr>
<tr>
<td>- current employment in a UKFPO-affiliated foundation programme</td>
<td>Application form, interview/selection centre</td>
</tr>
<tr>
<td>or:</td>
<td></td>
</tr>
<tr>
<td>- 12 months’ experience after full GMC registration, and evidence of achievement of foundation competences in the three years preceding the intended start date from a UKFPO-affiliated foundation programme or equivalent, in line with GMC standards / Good Medical Practice; including:</td>
<td>Application form, interview/selection centre</td>
</tr>
<tr>
<td>- make the care of your patient your first concern</td>
<td></td>
</tr>
<tr>
<td>- provide a good standard of practice and care</td>
<td></td>
</tr>
<tr>
<td>- take prompt action if you think that patient safety, dignity or comfort is being compromised</td>
<td></td>
</tr>
<tr>
<td>- protect and promote the health of patients and of the public</td>
<td></td>
</tr>
<tr>
<td>- treat patients as individuals and respect their dignity</td>
<td></td>
</tr>
<tr>
<td>- work in partnership with patients</td>
<td></td>
</tr>
<tr>
<td>- work with colleagues in the ways that best serve patients’ interests</td>
<td></td>
</tr>
<tr>
<td>- be honest and open and act with integrity</td>
<td></td>
</tr>
<tr>
<td>- never discriminate unfairly against patients or colleagues</td>
<td></td>
</tr>
<tr>
<td>- never abuse your patients’ trust in you or the public’s trust in the profession.</td>
<td></td>
</tr>
<tr>
<td>- Be eligible to work in the UK</td>
<td>Application form</td>
</tr>
<tr>
<td>- Hold current valid driving licence or provides an undertaking to provide alternative means of transport to fulfil the requirements of the whole training programme</td>
<td></td>
</tr>
<tr>
<td>- Advanced Life Support Certificate from the Resuscitation Council UK or equivalent (as required to complete Foundation competences) by intended start date</td>
<td></td>
</tr>
<tr>
<td><strong>Fitness to practise</strong></td>
<td>Application form, references</td>
</tr>
<tr>
<td>Is up to date and fit to practise safely and is aware of own training needs.</td>
<td></td>
</tr>
<tr>
<td><strong>Language skills</strong></td>
<td></td>
</tr>
<tr>
<td>Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about medical topics with patients and colleagues; as demonstrated by one of the following:</td>
<td>Application form, interview/selection centre</td>
</tr>
<tr>
<td>- undergraduate medical training undertaken in English;</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>- academic International English Language Testing System (IELTS) results showing a score of at least 7.0 in each domain (speaking, listening, reading, writing), with an overall score of at least 7.5, to be achieved in a single sitting and within 24 months of the time of application</td>
<td></td>
</tr>
</tbody>
</table>

\(^1\) Includes GMC personal data and induction forms.

\(^2\) Where an electronic version of the licence is held, please provide a copy of the licence.

\(^3\) Evidence of fee paid and licence issued.

\(^4\) Evidence of fees paid and licence issued.

\(^5\) Evidence of fees paid and licence issued.

\(^6\) Evidence of fees paid and licence issued.
## PERSON SPECIFICATION 2015

### Health
Applicants must meet professional health requirements (in line with GMC standards / Good Medical Practice).

### Career progression
Applicants must:
- Be able to provide complete details of their employment history
- Have evidence that their career progression is consistent with their personal circumstances
- Have evidence that their present level of achievement and performance is commensurate with the totality of their period of training
- Not have previously relinquished or been released / removed from a core psychiatry or higher psychiatry training programme, except under exceptional circumstances.
- Not previously resigned, been removed from, or relinquished a post or programme with resultant failure to gain the award of a FACDS, except under extraordinary circumstances and on the production of evidence of satisfactory outcome from appropriate remediation.

### Application completion
ALL sections of application form completed FULLY according to written guidelines.

## SELECTION CRITERIA

<table>
<thead>
<tr>
<th>ESSENTIAL CRITERIA</th>
<th>DESIRABLE CRITERIA</th>
<th>WHEN EVALUATED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualifications</strong></td>
<td>• As above</td>
<td>• Additional related qualifications, e.g. intercalated degree, BSc, BA, BMedSci or equivalent</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Application form, interview/selection centre, References</td>
</tr>
</tbody>
</table>
| **Career Progression** | • As above | • **18 months’ experience**
                            | | in Psychiatry (not including Foundation modules) by time of intended start date |
|                     | • Clinical exposure to a community based specialty | Application form, interview/selection centre, References |
| **Clinical skills – clinical knowledge & expertise** | • Ability to apply sound clinical knowledge and judgement to problems |
|                     | • Ability to prioritise clinical need |
|                     | • Ability to maximise safety and minimise risk |
|                     | • Demonstrates appropriate knowledge base and sound clinical judgement | Application form, interview/selection centre, References |
### PERSON SPECIFICATION 2015

---

#### Academic skills

**Research and audit skills:**
- Demonstrates understanding of research, including awareness of ethical issues
- Demonstrates understanding of the basic principles of audit, clinical risk management, evidence-based practice, patient safety, and clinical quality improvement initiatives
- Demonstrates knowledge of evidence-informed practice

**Research and audit skills:**
- Evidence of relevant academic and research achievements, e.g., degrees, prizes, awards, distinctions, publications, presentations, other achievements
- Evidence of involvement in an audit project, a quality improvement project, formal research project or other activity which:
  - focuses on patient safety and clinical improvement
  - demonstrates an interest in and commitment to the specialty beyond the mandatory curriculum
  - shows some awareness of specific principles of research in psychiatry
  - understanding of service-user contribution to and perspective of audit and research

**Teaching:**
- Evidence of interest in, and experience of, teaching
- Evidence of feedback for teaching

---

#### Personal skills

**Communication skills:**
- Demonstrates clarity in written/spoken communication, and capacity to adapt language to the situation, as appropriate
- Able to build rapport, listen, persuade and negotiate.

**Problem solving and decision making:**
- Capacity to use logical/lateral thinking to solve problems/make decisions, indicating an analytical/scientific approach.

**Empathy and sensitivity:**
- Capacity and motivation to take in others’ perspectives and treat others with understanding; sees patients as people
- Demonstrates respect for all.

**Managing others and team involvement:**
- Able to work in multi-professional teams and supervise junior medical staff
- 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
- Capacity to work effectively with others.

---

#### Management and leadership skills:

- Evidence of involvement in management commensurate with experience
- Demonstrates an understanding of NHS management and resources
- Evidence of effective multi-disciplinary team working and leadership, supported by multi-source feedback or other workplace-based assessments
- Evidence of effective leadership in and outside medicine.

**IT skills:**
- Demonstrates information technology skills.

**Other:**
- Evidence of achievement outside medicine
- Evidence of altruistic behaviour, e.g., voluntary work
- Evidence of organisational skills — not necessarily in medicine, e.g., grant or bursary applications, organisation of a university club, sports section, etc.

---
PERSON SPECIFICATION 2015

**Organisation and planning:**
- Capacity to manage/prioritise time and information effectively
- Capacity to prioritise own workload and organise ward rounds
- Evidence of thoroughness (is well-prepared, shows self-discipline/commitment, is punctual and meets deadlines.)
- Ability to keep effective notes/records

**Vigilance and situational awareness:**
- Capacity to monitor developing situations and anticipate issues.

**Coping with pressure and managing uncertainty:**
- Capacity to operate under pressure
- Demonstrates initiative and resilience to cope with changing circumstances
- Is able to deliver good clinical care in the face of uncertainty

**Values:**
- Understands, respects and demonstrates the values of the NHS Constitution\(^{\text{iii}}\) (e.g. everyone counts; improving lives; commitment to quality of care; respect and dignity; working together for patients; compassion)

**Probity – professional integrity**
- Demonstrates probity (displays honesty, integrity, aware of ethical dilemmas, respects confidentiality)
- Capacity to take responsibility for own actions and demonstrates a non-judgemental approach towards others

**Commitment to specialty – learning and personal development**
- Demonstrates interest and realistic insight into psychiatry and mental health
- Shows initiative/drive/enthusiasm (self-starter, motivated, shows curiosity, initiative)
- Commitment to personal and professional development
- Evidence of attendance at organised teaching and training programme(s)
- Extracurricular activities / achievements / interest and realistic insight relevant to psychiatry
- Evidence of self-reflective practice.

---

\(^{\text{i}}\) When evaluated is indicative, but may be carried out at any time throughout the selection process.

\(^{\text{ii}}\) 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.

\(^{\text{iii}}\) ‘Intended start date’ refers to the date at which the post commences, not (necessarily) the time an offer is accepted. For 2015 CT1 posts this will normally be 5 August 2015, unless a different start date is specifically indicated in advance by the employing trust/LETB.

\(^{\text{iv}}\) ‘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.

\(^{\text{v}}\) Applicants are advised to visit the GMC website which gives details of evidence accepted for registration.
Applications will only be considered if applicants 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. Extraordinary 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. Completed forms must be submitted at the time of application. No other evidence will be accepted.

Failure to satisfactorily complete an F2 programme once started should normally be addressed by returning to complete it. Extraordinary circumstances may be defined as a demonstrated change in circumstances which can be shown to impact on the ability to train at that time and may include severe personal illness or family caring responsibility incompatible with continuing to train as a F2 doctor, either through sickness absence, as a LTFT trainee or in a period out of programme.

Non training non EU posts, or UK/EU posts such as e.g. staff grade, associate specialist, locum consultant, specialty doctor, locum appointment for service (LAS), Trust SHO, not prospectively approved by the competent authority (STA/PMETB/GMC in UK), do not count towards the award of the Certificate of Completion of Training (CCT). Doctors who have spent time in such posts will be eligible for appointment to the specialty training programme leading to the award of the Certificate of Eligibility for Specialist Registration via a combined programme of non-training and training posts (CESR CP). Any time periods specified in this person specification refer to full time equivalent.

The NHS Constitution - the NHS belongs to us all 26 March, 2013