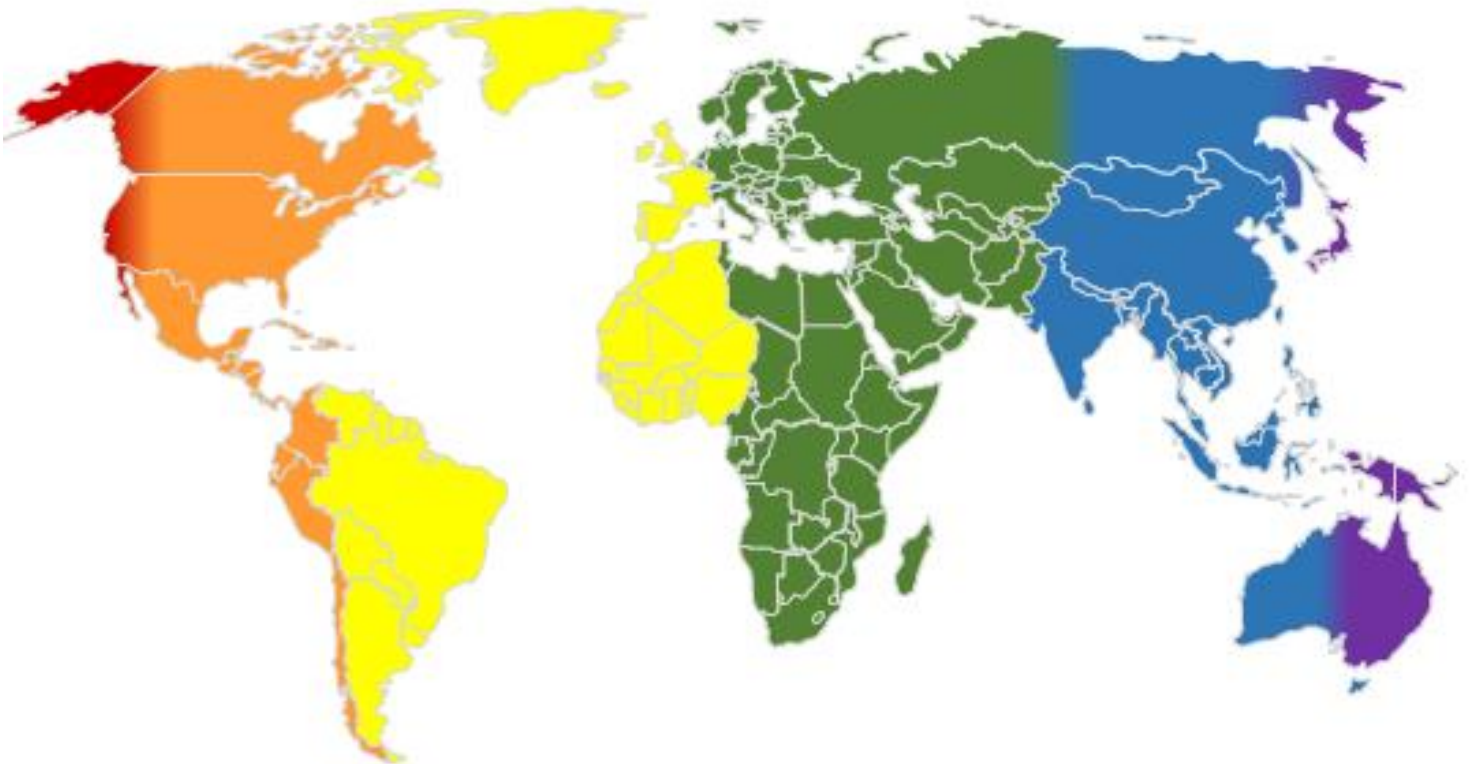


GLOBAL FELLOWS PROGRAMME EMERGENCY MEDICINE (GFP-EM)



Candidate Information Document

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INTRODUCTION

[Health Education England \(HEE\)](#), supported by the [Royal College of Emergency Medicine \(RCEM\)](#) and the [Society of Emergency Medicine India \(SEMI\)](#), formed a collaboration which designed and launched the [Global Fellows Programme - Emergency Medicine \(GFP-EM\)](#). This programme is aimed at recruiting International candidates with an Emergency Medicine background to complement our existing trainees, consultants and specialty doctors. Each post will be fully integrated within the specialty team in one of a number of Trusts within two Regions in England supporting the high-quality provision of patient care in Emergency Medicine. These posts will provide excellent and varied opportunities for doctors with diverging career aspirations. The programme is fully endorsed by the RCEM and the SEMI to give international doctors established UK based training with a view to them taking these skills back to their home countries. The Programme hopes to recruit up to 60 exceptional candidates a year into hospital Trusts within two Regions. To maximise the effectiveness of the support programmes, start dates will be fixed. That said, candidates may be grouped into smaller cohorts, depending on their readiness to travel to the UK.

GLOBAL FELLOWS PROGRAMME - OVERVIEW

GFP-EM is part of the wider Global Fellows Programme which is a series of International Fellows Programmes designed to support the development and learning of global healthcare professionals who wish to improve and share their knowledge, skills and

experience. This is a key priority for the NHS in England and a growing priority for many countries around the world.

In 2017, HEE developed a technique to quantify historic workforce flows to model and project future flow. This enabled an understanding of the movements into and out of key employment groups. This initiative was then used to develop the [Securing the Future Workforce for Emergency departments in England](#) paper. Amongst several recommendations this paper proposed recruiting an additional 100 doctors per year for four years into 'other' Programmes that develop skills in Emergency Medicine, at a range of levels to ensure the best mix of junior and middle grade expertise for Emergency Departments. Of this commitment to recruit an extra 100 EM doctors there was a pledge to recruit 50 from overseas fellowships, in particular via the earn, learn and return schemes, from this GFP-EM was developed.

The GFP-EM provides an ethical route for the recruitment of competent international doctors into the NHS for a period of between 2 to 3 years, in order to develop their specialist interest, while delivering service work. GFP-EM is not intended to promote migration; it is not intended for trainees and therefore does not attract a National Training Number (NTN).

GFP-EM is a collaborative development between the NHS (through Health Education England), The Royal College of Emergency Medicine, The Society for Emergency Medicine India, the East of England and South East Regions within England, all working together to attract and recruit overseas doctors who have worked in

Emergency Medicine for around 3 years with either full F/MRCEM or PLAB plus a part of the F/MRCEM which will attract a tier 2 visa or for those that do not hold a full F/MRCEM diploma there is the opportunity to join the GFP-EM on a tier 5 (MTI) visa.

KEY STAKEHOLDERS

HEALTH EDUCATION ENGLAND

Health Education England (HEE) supports the delivery of excellent healthcare and health improvement to the patients and public of England by ensuring that the workplace of today and tomorrow has the right numbers, skills, values and behaviours at the right time and in the right place.

HEE is an Executive Non-Departmental Public Body (NDPB) and an arm's-length body (ALB) of the Department of Health and Social Care (DHSC). Its role is to provide system-wide leadership and oversight for workforce planning, education and training across England.

Making sure that patients receive the best quality care across the NHS, the independent sector and public health is at the heart of everything HEE does. It funds the highest quality education and training at both undergraduate and postgraduate levels - resulting in world class health professionals working together for the benefit of patients.

As well as planning for and training our future workforce, we are committed, alongside employers and other stakeholders to the development of our current workforce.

THE ROYAL COLLEGE OF EMERGENCY MEDICINE

The College is established to advance education and research in Emergency Medicine. The College is responsible for setting standards of training and administering examinations in Emergency Medicine for the award of Fellowship and Membership of the College as well as recommending trainees for certificate of completion of training (CCT) in **Emergency Medicine**. The College works to ensure high quality care by setting and monitoring standards of care and providing expert guidance and advice on policy to relevant bodies on matters relating to Emergency Medicine.

THE SOCIETY FOR EMERGENCY MEDICINE INDIA

The Society for Emergency Medicine India (SEMI) is a registered society formed in 1999 with the single goal of developing emergency medicine in India. SEMI is a full member of the International Federation of Emergency Medicine (IFEM) and is the only organization representing India in the global emergency medicine community.

MISSION

- To promote and improve the standards of emergency healthcare in India
- To promote academic and scientific activity in the field of emergency medicine in India
- To promote awareness among fellow doctors and the public regarding emergency care
- To maintain the honor and dignity of the medical profession in general and in particular the members
- To promote co-operation among its members

- To ensure adequate numbers of suitably trained staff and other resources so as to meet and maintain the standards
- To publish scientific papers, journals, monographs and textbooks aimed at upgrading the knowledge and skill
- To support and encourage research in the field of emergency medicine
- To conduct regular conferences and CMEs to empower knowledge and skills
- To promote high standards in the diagnosis and management of acute and critical aspects of illness and injuries affecting patients of all age groups
- To facilitate universities, medical colleges, academic institutes and hospitals in India to start structured emergency medicine postgraduate training in India

THE EAST OF ENGLAND REGION

[Health Education England, East of England \(HEE | EoE\)](#) is the Local Education and Training Board that covers Bedfordshire, Hertfordshire, Cambridgeshire, Norfolk, Suffolk and Essex. HEE | EoE is a subcommittee of [HEE](#) and they exist to ensure the security of workforce supply and to continuously improve the quality of education, training and development in the East of England. They also aim to enable the health and care workforce to respond effectively to the needs of patients, carers and families in the east of England's 5.8m population.

The East of England covers a geographically wide area and as such offers a wide variety of environments in which to live and work. From university cities such as Norwich and Cambridge to urban populations in Basildon and Harlow and more rural settings such as

King's Lynn and Great Yarmouth. Many of these rural areas have a good supply of relatively affordable housing with good travel connections to London. The East of England is steeped in history. There are many opportunities for outdoor pursuits as well as the arts and city culture. The Royal family have their Christmas residence in Sandringham Castle which is in West Norfolk.

Hospitals in this region have an excellent history of recruiting and supporting international medical graduates. Candidates will be welcomed by the existing diverse communities of healthcare professionals practising in the East of England and across the country.

East of England Region Hospitals Trusts

There are 17 Acute hospital Trusts within the East of England Region, for more information on each Trust click on the links below.

- [Addenbrookes Hospital, Cambridge](#)
- [Basildon Hospital](#)
- [Bedford Hospital](#)
- [Broomfield Hospital, Chelmsford](#)
- [Colchester Hospital](#)
- [Hinchingsbrooke Hospital, Huntingdon](#)
- [Ipswich Hospital](#)
- [James Paget Hospital, Great Yarmouth](#)
- [Lister Hospital, Stevenage](#)
- [Luton and Dunstable Hospital](#)
- [Norfolk and Norwich Hospital, Norwich](#)
- [Peterborough City Hospital](#)
- [Princess Alexandra Hospital, Harlow](#)
- [Queen Elizabeth Hospital, Kings Lynn](#)
- [Southend Hospital](#)
- [West Herts Hospital, Watford](#)
- [West Suffolk Hospital, Bury St. Edmunds](#)

Research & Teaching in the East of England Region

The East of England boasts three universities with medical schools in Cambridge ([Cambridge University](#)), Norwich ([University of East Anglia](#)) and Chelmsford ([Anglia Ruskin University](#)) teaching medical students as well as offering Masters programmes for advanced clinical practice and physician associates. There are well established research programmes and a strong support for development of educational faculty with offers of bursaries for postgraduate certification in medical education. Many of the hospitals have access to simulation suites on site.

The East of England is at the forefront of training in the subspecialty of pre-hospital Emergency Medicine and also offers sub-specialisation in Paediatric Emergency Medicine. The School of Emergency Medicine in the East of England provides a comprehensive suite of courses and workshops to help trainees with each component of the F/MRCEM exams.

The Southeast Region: Kent, Surrey & Sussex

Health Education England, Southeast, Kent Surrey & Sussex (HEE | KSS) is the Local Education and Training Board that covers the three counties of Kent, Surrey and Sussex.

HEE | KSS is a subcommittee of HEE and exists to ensure the security of workforce supply and to continuously improve the quality of education, training and development in Kent, Surrey and Sussex. We also aim to enable the health and care workforce to respond effectively to the needs of patients, carers and families in the area.

KSS covers a geographically wide area and as such offers a wide variety of

environments in which to live and work. It offers many outdoor and other pursuits as well as the arts, culture, great walking grounds in the Downs and the seaside.

We are committed to providing a high quality of training in several acute trusts across KSS, and we are also dedicated to improving recruitment to training posts and retention by making the rotations more attractive and coherent.

Kent, Surrey and Sussex Hospital Trusts

There are twelve training sites in KSS and the below are the Trusts able to offer training with this initiative:

Sussex

- Brighton and Sussex University Hospitals NHS Trust
- St. Richards Hospital
- Worthing Hospital

Surrey

- Frimley Park Hospital
- Ashford & St. Peter's Hospital

Kent

- Medway Maritime Hospital NHS Foundation Trust

Research & Teaching in KSS Region

There are two medical Schools in KSS:

- BSMS at Brighton
- New Kent and Medway Medical School in Kent, teaching medical students as well as offering PG certificate, diplomas and master's programmes for all multi-professional members.

The School of Emergency Medicine in KSS offers trainees exam preparation, Ultrasound and Simulation training as well as individual coaching and mentoring opportunities.

Excellent healthcare depends on a caring, compassionate highly skilled and educated workforce working in a supportive culture.

It is our responsibility to ensure that the NHS and all healthcare providers across the private, voluntary and independent sector in our region have the right people, with the right skills at the right time in the right place. Our job is to ensure that that all our healthcare workers are equipped to meet future challenges and to support employers developing their own workforces today.

THE NORTH-EAST & YORKSHIRE REGION

North-East & Yorkshire Hospital Trusts

There are 23 Acute NHS Trusts across the North-East and Yorkshire Region, click on the link below for more information on the Trusts:

- [Airedale NHS Foundation Trust](#)
- [Barnsley Hospital NHS Foundation Trust](#)
- [Bradford Teaching Hospitals NHS Foundation Trust](#)
- [Calderdale & Huddersfield NHS Foundation Trust](#)
- [City Hospitals Sunderland NHS Foundation Trust](#)
- [County Durham & Darlington NHS Foundation Trust](#)
- [Doncaster and Bassetlaw Hospitals NHS Foundation Trust](#)
- [Gateshead Health NHS Foundation Trust](#)
- [Harrogate and District NHS Foundation Trust](#)
- [Hull & East Yorkshire Hospitals NHS Trust](#)
- [Leeds Teaching Hospitals NHS Trust](#)
- [Mid Yorkshire Hospitals NHS Trust](#)

- [Newcastle Upon Tyne Hospitals NHS Foundation Trust](#)
- [North Cumbria University Hospitals NHS Trust](#)
- [Northumbria Health Care NHS Foundation Trust](#)
- [Northern Lincolnshire & Goole NHS Foundation Trust](#)
- [North Tees and Hartlepool NHS Foundation Trust](#)
- [Sheffield Teaching Hospitals NHS Foundation Trust](#)
- [South Tees Hospitals NHS Foundation Trust](#)
- [South Tyneside NHS Foundation Trust](#)
- [The Rotherham NHS Foundation Trust](#)
- [Wrightington, Wigan & Leigh NHS Foundation Trust](#)
- [York Teaching Hospitals NHS Foundation Trust](#)

Learning & Training in the North-East and Yorkshire Region

Following significant investment, Health Education England, North-East and Yorkshire Region is at the forefront of clinical skills and simulation. Learners have access to extensive clinical skills facilities including state-of-the-art high-fidelity simulators, manikins, and simulated patient environments. This allows trainees to develop their skills on simulators and in clinical skills laboratories in advance - resulting in increased confidence. This investment has led to immediate patient safety benefits.

Within the North-East and Yorkshire Region, our hospitals have a vast experience of recruiting and supporting international medical graduates and is a friendly, welcoming place to live and work.

THE POSTS

Global Fellows

Successful candidates will be provided an opportunity to experience specialty training and development in the UK's National Health Service (NHS). They will receive training at Specialty Training Year 3, supervised by a qualified NHS consultant. The training plan is usually tailored to suit their educational objectives to help them to work towards attainment of competences relevant to their level of training and thus to support their continued career development and progression.

Pastoral Support

Candidates shall be able to receive additional financial funding, subject to contract and written agreement, to support their move to England. This amount will be confirmed at interview and will be in line with Regional relocation policy.

Successful candidates will be allocated a named educational supervisor for the tenure of their post who will meet regularly to agree and review short and longer-term goals and personal development needs.

Upon commencement doctors will have a regional induction to orientate them with respect to working within the NHS and settling into a new country, with some of the idiosyncrasies of the local language. They will also be put through a well-established regional training programme comprising of a mixture of simulation scenarios, workshops and lectures on a fortnightly basis over 2-3 months. In addition, they will be able to access the appropriate trainee resources and regional training.

The aim of the GFP-EM will be that candidates can return home with valuable experience gained from working within the NHS having achieved their desired outcome, be that completion of the FRCM, or completion of a defined period of training. GFP-EM is designed to provide the foundations for further training and employment in a variety of settings.

Salary

Candidates, based on their level (stage of non-training) of recruitment, may receive a basic salary between **£39,467** and **£50,017** per annum with the potential to earn additional unsocial hours pay which would increase the basic salary to between **£55 - £65,000** per annum.

Leave

Annual leave entitlement is set out within the Terms and Conditions of Service for hospital medical staff.

Study leave is available as provided for under the Terms and Conditions of Service for Hospital Medical and Dental staff, subject to the approval of the Supervising Consultant and Clinical Director.

RESPONSIBILITIES

Clinical Commitments

Successful applicants will be fully integrated into the Emergency Department team at their chosen hospital and will participate in the provision of urgent and emergency care on a full shift rota including work at nights and weekends according to the requirements of the chosen placement.

Administration

The post holder will undertake the administrative duties associated with the care of his/her patients and the running of the department.

Professional Development

The successful candidates will be fully supported regarding their personal and professional development and will, where required, be given advice, assistance and encouragement to participate in research. There are well developed junior doctor teaching programmes in each Trust and opportunities will exist for international fellows to participate in and deliver teaching. A majority of Trusts in England have a vast amount of experience in integrating international doctors into their teams and it is envisaged that successful candidates will be placed with at least one other doctor from the GFP-EM. The regional training provides an excellent opportunity for successful candidates to meet centrally and share experiences and peer support. Post-holders will be offered up to 6 weeks' funded study leave to support relevant professional development according to the national terms and conditions.

Successful applicants will be provided the opportunity to attend the set regional programme for International Fellows and subsequently make use of the appropriate regional events for trainees.

Training Opportunities

Successful applicants will be supported to meet the training requirements equivalent to the relevant stage of the

training programme. The Educational Supervisor will monitor this through regular appraisal meetings and the educational agreement. Successful applicants will be provided with the same training opportunities of equivalent UK appointed trainees within the training programme.

Research & Publication

There will be the opportunity for the successful applicants to be involved in research or Audit/Quality Improvement and/or publication.

Terms & Conditions of Service

Successful candidates will receive a basic annual salary equivalent to that of an ST3 post, (new junior doctor contract). This is based on the pay and conditions of service for hospital medical and dental staff. In addition to the basic salary, they will receive the standard pay premium for the unsocial hour's commitment. This will vary between placements according to the intensity of the rota.

The pay band doctors will be offered will be that operational at the time they sign their contract in line with Medical and Dental terms and conditions of service.

Shortlisted candidates will be required to complete a health statement and the Trust may require an individual to pass a medical examination as a condition of appointment. Before commencing he/she will be required to furnish us with proof of their Hepatitis B immunity status and that they have not been exposed to Hepatitis C infection. Certification is only acceptable if it is taken by an Occupational Health Service (OHS) within the UK, dated within 5 years of current date and shown to be an identified validated

sample (i.e. proof such as a passport or driving licence was provided to the OHS at the time of providing the blood sample).

Satisfactory Disclosure and Barring Service (DBS) clearance or Certificate of Good Standing and references will be sought by the Trust prior to commencement in the post. The DBS was established in 2012 to help prevent unsuitable people from working with vulnerable groups, including children.

Due to the nature of the work in this post, it is exempt from the provision of **section 4 (2) of the Rehabilitation of Offenders Act 1974**, by virtue of the **Rehabilitation of Offenders Act 1974 (Exemption Order 1975)**.

Applicants are therefore not entitled to withhold information about convictions, including those, which, for other purposes are “spent”, under the provisions of the Act, and are required to disclose convictions, including those pending, to the Trust. Failure to disclose such information may result in dismissal or disciplinary action.

Appraisal & Development

Annual Appraisal of all International Fellows is expected to occur within your chosen Trust. This is conducted by a trained, Trust-nominated appraiser. It is expected that you will comply with the process and engage with the software within the designated timeframe. Yearly appraisals are a key element to the Department of Health’s Re-validation cycle for all medical staff in the NHS.

Equal Opportunities

The post holder must at all times carry out responsibilities and duties with due regard to the relevant Trust’s Equal Opportunities Policy.

Health and Safety

International fellows are expected to undertake the appropriate management responsibilities and be aware of individual responsibilities in accordance with the relevant Trust’s Health and Safety Policy and report, as necessary, any untoward accident, incident or potentially hazardous environment. The post-holder will promote and implement the Health and Safety Policy.

Personal Data

All Person’s Identifiable Information (PII) must be held in the strictest confidence and should be disclosed only to authorised people in accordance with NHS Confidentiality Guidelines and the Data Protection Act 2018 unless explicit written consent has been given by the person identified; or where information sharing protocols exist.

International fellows are responsible for meeting the requirements of the Data Protection Act 2018 to ensure that PII is up to date, that data is timely, and that information is securely stored and safely disposed of when there is no continuing requirement for its retention. All clinicians are responsible for ensuring that clinical information extracts or reports are accurate prior to distribution.

APPLICATIONS

Applications to the GFP-EM will be open from the 01st April 2021 and can be made by completing the application form. The application form can be found at Annex G to this document and, once completed should be forwarded to the GFP-EM team at apply.GFP-EM@hee.nhs.uk.

INTERVIEWS

Due to COVID restrictions interviews are virtual and utilise the TEAMs platform. When international borders are re-opened the interviews will take place in three countries to enable all candidates to have fair access to the programme.

The countries that are identified as interview hubs are; India (Hyderabad or Chennai), Malaysia (Kuala Lumpur) or Singapore and the United Arab Emirates (Dubai). There is the opportunity to be considered for two interview dates, but candidates need to be aware that the later they interview the later the start date.

The interviews will consist of five stations and will last up to two hours.

Candidates will be assessed on;

1. Prioritisation
2. Patient Safety
3. OSCE Exam
4. Portfolio Check
5. Informal Chat, Heads of Schools
- 6.

SELECTION & ONBOARDING

The selection process will utilise a combination of online and/or face-to-face interviews and competence assessments. Successful candidates will be matched to NHS trusts that can support the development of their specialty interest. The Regions will work with the Trusts during the matching process.

Prior to Global Fellows commencing work in the UK, they will be supported through an induction programme in India which will focus principally on cultural acclimatisation to the NHS and equipping the candidates with the ability to 'hit the ground running'

clinically on arrival in the UK. The induction will also develop appropriate support strategies for candidate access whilst they are in the UK, to build on their existing technical competence.

INDUCTION PROGRAMME CONTENT

Life & work in the UK

- NHS values and NHS Constitution
- Good Medical Practice
- Continuing professional development including audit and quality improvement
- Appraisal and Revalidation
- Contracts and job plans
- Supporting professional activities

Values & Behaviours

- Expected standards of behaviour
- Customer service (how to treat patients)
- Interacting with clinicians.
- Informed consent
- Intimate examinations and use of chaperones

Team Working

- Working within a multi-disciplinary team
- Working with medical and non-medical colleagues
- Roles and responsibilities of an Emergency Medicine Professional

Governance

- Patient confidentiality and information governance.
- Raising concerns and challenging colleagues
- Managing clinical incidents
- Concept of 'discrepancy' and using these for learning.

The Trusts will also provide a local Work Induction Programme (WIP) to the Global Fellow at the start of their role in UK. The GMC are providing free 'Welcome to UK practice' events which provides information for doctors and employers and explores ethical challenges.

INTERNATIONAL FELLOW IN EMERGENCY MEDICINE PERSON SPECIFICATION GFP-EM

REQUIREMENTS	ESSENTIAL	DESIRABLE
Qualifications.	<ul style="list-style-type: none"> • MBBS. • Minimum of 36 months in Emergency Medicine at SHO/ST or SpR level. • ALS/ACLS provider. • <i>F/MRCEM Primary and Intermediate SAQ.</i> • PLAB plus part of the FRCEM exam • <i>IELTS (level 7.5) or OET (Grade B in all areas)</i> certificate at standards shown allowing GMC registration and eligibility for Tier 2 visa. 	<p>APLS/ EPALS/ PALS.</p> <p>ATLS/ETC.</p>
Registration.	<ul style="list-style-type: none"> • Eligible for full registration with and hold a current licence to practice from the General Medical Council at intended start date. This will require PLAB plus if candidate has not obtained the MRCEM diploma 	
Communication skills.	<ul style="list-style-type: none"> • Good written and verbal communication skills. • Evidence of the ability to communicate with patients, colleagues, and staff at all levels. 	
Leadership skills.	<ul style="list-style-type: none"> • Ability to motivate and teach junior medical staff. • Ability to lead, direct and delegate tasks appropriately. 	
Other requirements.	<ul style="list-style-type: none"> • Ability to gain the trust and confidence of colleagues and patients. • Competent in all relevant IT packages, including Microsoft and patient administration systems and PACS. • Ability to work as part of a multi-disciplinary team with appropriate 	

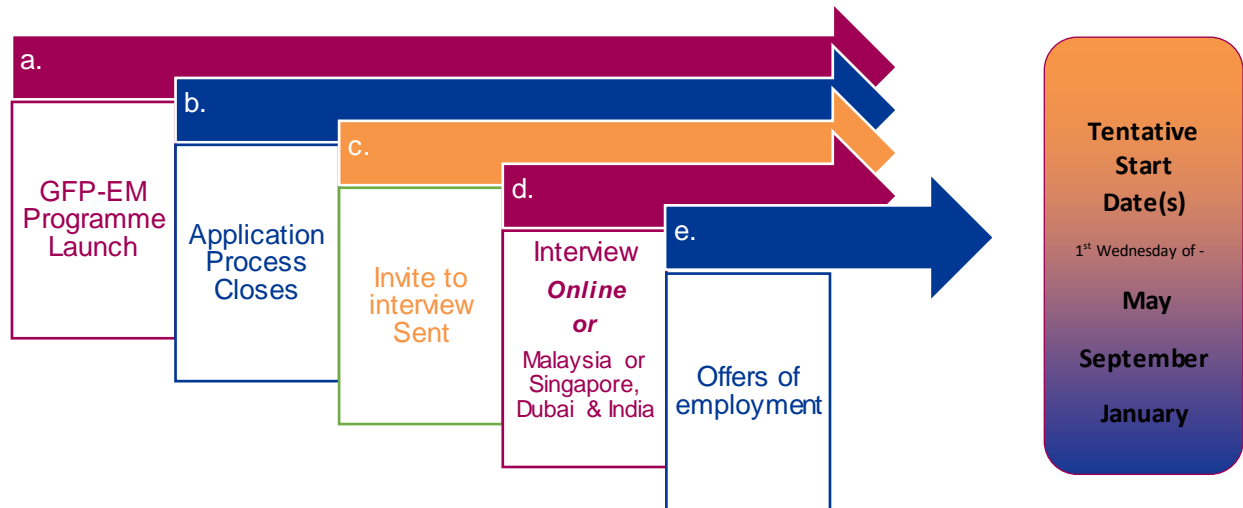
	<p>interpersonal skills for effective team working.</p> <ul style="list-style-type: none"> Understands the principles of data protection and patient confidentiality. 	
Transport.	<ul style="list-style-type: none"> Ability to travel to all Trust sites and other locations as required. 	
Health.	<ul style="list-style-type: none"> Full immunisation schedule in accordance with Occupational Health. Capacity to work under pressure. 	
Audit and Clinical Governance.	<ul style="list-style-type: none"> Interest in, and knowledge of, medical audit and understands the principles of evidence-based audit. An understanding of the principles of Clinical Governance. 	Evidence of audit participation.

**INTERNATIONAL FELLOW IN EMERGENCY MEDICINE PERSON
SPECIFICATION GFP-EM (Diversified)**

REQUIREMENTS	ESSENTIAL	DESIRABLE
Qualifications.	<ul style="list-style-type: none"> MBBS. Minimum of 24 months in Emergency Medicine at SHO/ST or SpR level. ALS/ACLS provider. <i>F/MRCEM Primary and Intermediate SAQ.</i> <i>IELTS (level 7.5) or OET (Grade B in all areas)</i> certificate at the standards shown allowing GMC registration and eligibility for Tier 5 visa. 	<p>APLS/ EPALS/ PALS.</p> <p>ATLS/ETC.</p>
Registration.	<ul style="list-style-type: none"> Candidate Selected RCEM Informed by HEE RCEM sponsors for GMC registration RCEM recommends to AoMRC to sponsor Tier 5 visa 	
Communication skills.	<ul style="list-style-type: none"> Good written and verbal communication skills. Evidence of the ability to communicate with patients, colleagues, and staff at all levels. 	

<p>Leadership skills.</p>	<ul style="list-style-type: none"> • Ability to motivate and teach junior medical staff. • Ability to lead, direct and delegate tasks appropriately. 	
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LEARNER JOURNEY



More information can be obtained by contacting the GFP-EM team on; jon.james@hee.nhs.uk or Jennifer.Davidson@hee.nhs.uk

THE GLOBAL FELLOWS JOURNEY



Before Arrival

- MRCEM qualifications
- Recruitment to GFP-EM
- IELTS/OET completed
- UK professional registration
- Pre-employment induction

UK Induction

- Your new community and environment
- Your role, workplace and networks
- Professional, pastoral and educational support
- Mandatory training and trust workplace induction

Integration into living and working in the UK

- Integration into professional practice
- Agreeing PDP and academically accredited modules

Working in your chosen clinical area

- Integrating theory and skills into practice
- Using your networks
- Develop speciality skills and experience

Complete your academic programme

- Celebrate your Global Fellows journey
- Continue to network and learn on-line
- Decide next step with new skills, knowledge and experience from the earn, learn, return scheme

FREQUENTLY ASKED QUESTIONS

Key - Q = Question, A = Answer

- Q** What is immigration health surcharge and what does it cover?
- A** Immigration health surcharge or IHS is paid by non-EEA visa applicants to use the NHS services during their study or work in the UK for more than 6 months. You will still need to pay for certain types of services such as prescription, dental treatments, eye tests.
- Q** I have private medical insurance; do I still need to pay for IHS?
- A** Yes, you still need to pay even if you have private medical insurance.
- Q** What visa should I apply for to travel to UK for this programme?
- A** This will be dependent on which Programme you are being offered. If it is GFP-EM it will be Tier 2 visa, if GFP-EM Diversified it will be a tier 5 visa.
- Q** What will be the visa status for dependent's?
- A** It will be PBS (points-based system) Dependent – Partner Visa /PBS Dependent – Child Visa. They would have to apply online and will need to attend an appointment at one of the 19 visa application centres in India whichever is most convenient to you. More information could be found [here](#).
- Q** What if I have already had my credentials verified?
- A** All doctors intending to practise medicine in the UK regardless of their nationality are required to be registered with the General Medical Council (GMC), must follow the GMC practice guidance and be subject to the GMC Fitness to Practice actions.
Doctors who hold registration but not a licence may work as an academic but cannot undertake any clinical work for which UK law requires them to hold a licence to practise.
- Q** Which English language test is the most suitable to cover the respective visa and GMC applications?
- A** International English Language Test System (IELTS) is most suitable for both visa and GMC applications, details found [here](#). You can also complete the Occupational English Test (OET), details can be found [here](#).
- Q** I have not yet submitted my GMC application as I will first have to get my IELTS results and EPIC verification [which may take a couple of months]. Should I still submit an application for the Programme?
- A** Yes, so long as you have an intended date(s) for any of the highlighted pre-requisite criteria we will interview you.

- Q** If I have completed my International Language Test System (IELTS) do I need to undertake the Professional and Linguistic Assessment Board (PLAB) test?
- A** There are two answers to this question due to the varied routes onto the Programme.
1. If you have cleared full F/MRCEM then the answer is no, as this gives you PLAB exemption.
 2. If you are joining the programme without full F/MRCEM on the MTI route the answer is also no but, be clear that this will not attract a tier 2 visa.
- Q** I was not successful in my Intermediate FRCEM exam and there is a long wait for next attempt, I don't mind doing PLAB, would this still make me eligible to apply for the programme?
- A** Completing PLAB is a route onto the Programme but, it is critical that you also complete at least one part of the F/MRCEM process.
- Q** What if I already have a hospital of my choice?
- A** As long as the hospital that you have chosen is part of the Programme then please indicate this in your application form and we will accommodate this where we can.
- Q** Would there be any further training /onboarding when I start with trust?
- A** Trusts have a local workplace induction checklist, corporate induction and mandatory training requirements which are standard requirements for any new starter.
- Q** Will I be working at the same NHS trust for the duration of the programme or will there be some rotations included?
- A** This will be dependent on the arrangement with the Trust. The Programme provides opportunity for development with the Trusts providing training which will be Regionally led.
- Q** After completing the programme will I get some letter of recognition or fellowship completion certificate?
- A** Yes, you will receive a certificate indicating that you have taken part in the Global Fellows Programme to mark your achievement.
- Q** I am well established in my country of origin and would unsettle this only if I get some preference and assurance to pursue subspecialty consultancy and stay in UK after completion of the programme.
- A** The programme is on an earn, learn and return model therefore there is no assurance that you would stay in UK after completion of the programme. That said, there is no restriction either to stop you from staying in the UK provided you satisfy immigration laws.
- Q** My spouse is also a doctor and will eventually be moving with me to the UK. Is there support for her in obtaining work?
- A** Some trusts do and this could be clarified during the interview stage and would depend on if they could accommodate your spouse's specialty. However, this is not a part of the core programme offer.

Q Would there be any option to leave the programme if a circumstance would deem it necessary during my fellowship? If yes, what is the notice period?

A Patient care is at the heart of all NHS Trusts. A lot of effort is put into ensuring that the workforce is at its best state to provide this. Therefore, should you opt to leave before the end of the contracted period of the programme there is no obligation beyond the need to work a notice period. This notice period would depend on your salary band and this information would be available once a Trust has been identified for you. In most circumstances 3 months' is the norm.

Q Is the stated salary fixed or could it be negotiated based on an individual's experience?

A The advertised basic salary is **£47,142** per annum with the potential to earn additional unsocial hours pay which would increase your basic salary to between **£55 - £65,000** per annum. Any negotiation outside these would be through your allocated Trust. It could be an interview question from you.

Q Will this experience be helpful for applying CESR?

Eligibility for Certificate of eligibility for specialist registration (CESR) will depend on your demonstration that your skills, knowledge and experience are equivalent to that of the relevant CCT curriculum to join the Specialist registers.

Q Is the post eligible for locum jobs outside duty hours (within the trust or outside)?

A The Global Fellows Programme will be appointed on full time basis to work an average of 40 hours a week, equivalent level to UK. There is no restriction on supplementary hours, including locum shifts, as long as it does not impact on your ability to safely work as a Global Fellow.

Q I am currently in employment in my country and would be required to give a specified notice period. Would my application still be eligible if I provide my available date as a date after the specified period?

A Yes, please indicate and state the reason e.g. 3 months' notice period to be given to current employer from the date of Global Fellow offer.

Q Why should I join this Programme as, after completing my MRCEM diploma I will be able to apply anywhere in UK?

A You can work anywhere, even if you do not have the full MRCEM, it's only a question of what type of visa you can get. The advantage of GFP-EM is that you are appointed by the region and so the regional School of Emergency Medicine will take joint responsibility for you. There will be regional meetings for those who have joined and support from those heavily involved in education and RCEM to facilitate career progression and provide appropriate advice. Whilst you can get that in some hospitals, our experience is that sometimes support is promised but does not always materialise. We have specifically requested standard NHS terms and conditions as the programme is primarily focussed on education and career development, not about any one department trying to fill its service rota.

Q I have heard you do not need to sit OET/IELTS if you pass your OSCE?

A When applying to the GFP-EM the OET/IELTS is a mandatory requirement.

Q Having passed the MRCEM primary, Intermediate and OSCE, would I be Eligible to apply for GMC registration (without needing to write PLAB) Basically, what I am asking if I can safely go through MRCEM as an alternative route for me to relocate to and work in the UK rather than the PLAB route.

A Yes, this is exactly what you can do. Having Full MRCEM (Diploma) negates the need to complete PLAB.

Q What level will I be employed at after clearing OSCE?

A We would still be looking at ST3-5 level in the first instance as our experience is that you will need several months' adjustment to be able to work at ST4+ level as the most senior doctor in the department.

Q What will be the minimum salary and is there the opportunity to increase my salary range?

A ST3-5 base salary is currently £50K pa for a 40-hour week. All rotas have enhancements for working additional hours/evenings/nights/weekends which normally add £8-15K pa.

Q What will be my duty hours?

A There will be a basic 40-hour week, but most departments have a rota giving 42-48 hours per week full shift. Duty hours vary according to department.

Q Will there be any banding for extra hours?

A Pay is not calculated according to banding anymore but according to the actual hours worked and how many are in premium time (nights/weekends/evenings).

Q Will I be able to join a training post within the NHS/EM Department later?

A You can apply for training. If you come on a Tier 5 visa, the rules currently are that you cannot switch straight away to a Tier 2 visa for a training programme but must have a 'cooling off' period which is officially 12 months out of the country. We are aware that some doctors have circumvented this, but we cannot say that this will happen for you. If you have the OSCE you will be able to come on a Tier 2 visa directly which then does mean you can switch to another Tier 2 sponsor directly for a training programme.

Global Fellows Programme Emergency Medicine (GFP-EM) Application Form

Please complete all sections and return to apply.GFP-EM@hee.nhs.uk

If you have any queries about completing this form, please email apply.GFP-EM@hee.nhs.uk

1. Contact Information:

Surname/Family Name:	Click here to enter text.
First Name:	Click here to enter text.
Middle Name:	Click here to enter text.
Preferred Name:	Click here to enter text.
Date of Birth:	Click here to enter text.
Address Line 1:	Click here to enter text.
Address Line 2:	Click here to enter text.
Address Line 3:	Click here to enter text.
Post Code:	Click here to enter text.
Country:	Click here to enter text.
Home Telephone <small>(Inc Country Code):</small>	Click here to enter text.
Mobile Telephone <small>(Inc Country Code):</small>	Click here to enter text.
Email Address:	Click here to enter text.

2. Personal Details

Do you have a disability which requires any specific arrangements/adjustments to enable you to attend an interview?

Yes No

If 'Yes' please supply details of what those specific arrangements/adjustments are:
Click here to enter text.

3. Professional Registration

Do you have FULL registration with a Licence to Practise awarded by the UK GMC?

Yes No

If 'Yes', please provide your GMC Number:	Click here to enter text.
If 'No', please explain why you think you will be able to gain full UK GMC registration by your preferred start date:	Click here to enter text.

4. Language Skills

As a Doctor you are required to demonstrate skills in written and spoken English which allow you to perform your clinical skills safely and to communicate effectively on medical and/or health topics with patients, colleagues and the public.

Was your undergraduate training in English?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have your language skills been tested through the Academic IELTS (International English Testing System) level 7.5 or via the Occupational English Test (Medicine) (OET) level B in the last 24 months.	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you have sat the IELTS exam, please mark your scores in each domain:	
Overall	<input type="checkbox"/> 7.5 <input type="checkbox"/> 8.0 <input type="checkbox"/> 8.5 <input type="checkbox"/> 9.0
Reading	<input type="checkbox"/> 7.0 <input type="checkbox"/> 7.5 <input type="checkbox"/> 8.0 <input type="checkbox"/> 8.5 <input type="checkbox"/> 9.0
Writing	<input type="checkbox"/> 7.0 <input type="checkbox"/> 7.5 <input type="checkbox"/> 8.0 <input type="checkbox"/> 8.5 <input type="checkbox"/> 9.0
Listening	<input type="checkbox"/> 7.0 <input type="checkbox"/> 7.5 <input type="checkbox"/> 8.0 <input type="checkbox"/> 8.5 <input type="checkbox"/> 9.0
Speaking	<input type="checkbox"/> 7.0 <input type="checkbox"/> 7.5 <input type="checkbox"/> 8.0 <input type="checkbox"/> 8.5 <input type="checkbox"/> 9.0
Date of IELTS sitting Click here to enter text.	
If you have sat the OET (Medicine) exam, please mark your scores in each domain below:	
Overall	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C+ <input type="checkbox"/> C <input type="checkbox"/> D
Reading	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C+ <input type="checkbox"/> C <input type="checkbox"/> D
Writing	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C+ <input type="checkbox"/> C <input type="checkbox"/> D
Listening	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C+ <input type="checkbox"/> C <input type="checkbox"/> D
Speaking	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C+ <input type="checkbox"/> C <input type="checkbox"/> D
Date of OET (Medicine) sitting Click here to enter text.	
Any other information Click here to enter text.	

5. Right to work in the UK

Your eligibility to be considered for this position will be determined by your immigration status on the closing date for applications for this post. Some applicants may be considered before others on the basis of immigration status, in accordance with the **Immigration, Asylum and Nationality Act 2006**. You must inform us if your immigration status changes at any point in the recruitment process. If your immigration status changes after an offer of training has been made, this could affect your right to work.

Your nationality:	Click here to enter text.
Are you a European Union (EU) national, a European Economic Area (EEA) national or Swiss national?	<input type="checkbox"/> Yes <input type="checkbox"/> No
UK Immigration Status (if applicable):	Click here to enter text.
Start date of your UK visa:	
End date of your UK visa:	Click here to enter text.
CAS number:	Click here to enter text.
Current Sponsoring Organisation:	Click here to enter text.
COS number:	Click here to enter text.
COS lead employer:	Click here to enter text.

6. Criminal Records and Fitness to Practise

It is vitally important that you read, understand and answer the questions asked in this section by ticking each box. Please read the notes below carefully before completing this part of the form. If you require further information, please contact the GFP-EM team directly. All enquiries will be treated in strict confidence.

We aim to promote equality of opportunity and are committed to treating all applicants for positions fairly and on merit regardless of race, gender, marital status, religion, disability, sexual orientation or age. We undertake not to discriminate unfairly against applicants on the basis of criminal conviction or other information declared.

The position you have applied for has been identified as a regulated activity within the terms of the **Safeguarding Vulnerable Groups Act (2006)**, as amended by the **Protection of Freedoms Act (2012)** and is eligible for an enhanced criminal records check under the provisions of the **Police Act 1997** (Criminal Records) Regulations. The enhanced criminal record check will, where appropriate to the role, also include any information which may be held against the barred lists for working with children and/or adults.

Before you can be considered for appointment in a position of trust as a doctor in this position we need to be satisfied about your character and suitability. The position you have applied for is exempt from the **Rehabilitation of Offenders Act 1974**. This means that you must declare all criminal convictions, including those that would otherwise be considered 'spent', under this Act, unless they are considered protected.

Answering 'yes' to any of the questions will not necessarily bar you from an appointment. This will depend on the nature of the position for which you are applying for and the particular circumstances.

Prior to making a final decision concerning your application, we shall discuss with you any information declared by you that we believe may have a bearing on your suitability for the position. If we do not raise this information with you, this is because we do not believe that it should be taken into account. You still remain free, should you wish to discuss the matter with the interviewing panel. As part of assessing your application, we will only take into account relevant criminal record and other information declared.

The **Data Protection Act 2018** requires us to provide you with certain information and to obtain your consent before processing sensitive data about you. Processing includes obtaining, recording, holding, disclosing, destruction and retaining information. Sensitive personal data includes any of the following information: Race, ethnicity, politics, religion, Trade Union Membership, genetics, biometrics, health records, sex life, sexual orientation.

The information that you provide in this Declaration Form will be processed in accordance with the **Data Protection Act 2018**. It will be used for the purpose of determining your application for this position. It will also be used for purposes of enquiries in relation to the prevention and detection of fraud in the interest of patient safety.

This Declaration Form and any information provided relating to a positive declaration will be kept securely and in confidence, and access to it will be restricted to designated persons within the recruiting organisation and other persons who need to see it as part of the selection process and who are authorised to do so. If successfully appointed to the GFP-EM programme, this information may be passed to designated persons in your first or lead employing organisation and any organisations through which you rotate.

Please answer the following questions. If you answer 'Yes' to any of the questions, please provide full details to the following email address: apply.GFP-EM@hee.nhs.uk. Please mark the email 'Confidential' and indicate clearly which questions you have answered 'yes' to.

If you would like to discuss what effect any previous convictions, police investigations or fitness to practise proceedings taken or being taken either in the UK or by an overseas licensing or regulatory body might have on your application, please contact the GFP-EM team on apply.GFP-EM@hee.nhs.uk.

Please answer the following questions:

Are you currently bound over, or do you have any convictions or cautions (including warnings and reprimands), which are not deemed 'protected' under the amendment to the Exceptions Order 1975, issued by a Court or Court-Martial in the United Kingdom or in any other country? N.B. You do not need to tell us about parking offences, but other driving offences must be declared (excluding fixed penalty notices)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been charged with any offence in the United Kingdom or in any other country that has not yet been disposed of?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you aware of any current NHS Counter Fraud and Security Management Service (CFSMS) investigation following allegations made against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been investigated by the Police, NHSCFSMS or any other Investigatory Body resulting in a current conviction or dismissal from your employment or volunteering position? Investigatory bodies include: Local Authorities, Customs and Excise, Immigration, Passport Agency, Inland Revenue, Department of Business, Innovation and Skills, Department of Work and Pensions, Security Agencies, Financial Service Authority, or any successor bodies to the above. Note: This list is not exhaustive, and you must declare any investigation conducted by an Investigatory Body.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been dismissed by reason of misconduct from any employment, volunteering, office or other position previously held by you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been disqualified from the practice of a profession or required to practise subject to specified limitations/conditions/warnings following fitness to practise proceedings by a regulatory or licensing body in the United Kingdom or in any other country?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you currently the subject of any investigation or fitness to practise proceeding by any licensing or regulatory body in the United Kingdom or any other country?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you subject to any other prohibition, limitation, or restriction that means we are unable to consider you for any position for which you are applying?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you know of any other matters in your background which might cause your reliability or suitability for employment to be called into question?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have answered 'Yes' to any of these questions, please provide full written details by email to the following email address: apply.GFP-EM@hee.nhs.uk. Please mark the email 'Confidential' and indicate clearly which questions you have answered 'yes' to. Emails should be received by no later than the submission deadline.

7. Entry Qualification & Experience

Please give details of your Primary Medical Qualification

Qualification:	Click here to enter text.
Entry date to Medical School/University:	Click here to enter text.
Date of qualification:	Click here to enter text.
Internship Year Location:	Click here to enter text.
Medical School/University name:	Click here to enter text.
Medical School / University Address:	Click here to enter text.
Post Code:	Click here to enter text.
Country of Primary Medical Education:	Click here to enter text.

Please give details of your Postgraduate qualification and experience

Have you completed the M/FRCEM?	Click here to enter text.
Have you completed any of the M/FRCEM exam components?	Click here to enter text.

Length of time in EM practice/training?	Click here to enter text.
Are you an ALS/ACLS provider?	Click here to enter text.

8. References

Reference reports are not used at eligibility checking or at the selection centre but will be requested by the Trust that will employ you. The reference process is designed to check the accuracy of your previous employment and training history, and to provide assurance of your suitability for employment.

You **must** provide contact details of **three references** who have supervised your clinical training during the last two years of your employment or undergraduate training. One referee must be your current or most recent consultant or educational supervisor familiar with your clinical development.

NHS pre-employment checks require your NHS Employer to take up references spanning the last three years of work and education. You may be required to provide further referee details to your NHS employer, if appointed. You should contact your referees in advance to confirm that they will be willing to provide a reference and are available and able to do so in the time period required for selection and appointment.

Referee 1	Referee Title:	Click here to enter text.
	Referee Forename:	Click here to enter text.
	Referee Surname:	Click here to enter text.
	Job title of Referee:	Click here to enter text.
	What was their role in relation to you:	Click here to enter text.
	Contact email address:	Click here to enter text.
Referee 2	Referee Title:	Click here to enter text.
	Referee Forename:	Click here to enter text.
	Referee Surname:	Click here to enter text.
	Job title of Referee:	Click here to enter text.
	What was their role in relation to you:	Click here to enter text.
	Contact email address:	Click here to enter text.
Referee 3	Referee Title:	Click here to enter text.
	Referee Forename:	Click here to enter text.
	Referee Surname:	Click here to enter text.
	Job title of Referee:	Click here to enter text.
	What was their role in relation to you:	Click here to enter text.
	Contact email address:	Click here to enter text.

9. Confirmation and Declaration

I have met/or am expecting to meet the essential entry criteria as set out in the person specification for the programme and entry level to which I am applying:	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

The **Data Protection Act 2018** requires us to advise you that we will be processing your personal data. Processing includes holding, obtaining, recording, using, sharing and deleting information. **The Data Protection Act 2018** defines 'sensitive personal data' as racial or ethnic origin, political opinions, religious or other beliefs, trade union membership, physical or mental health, sexual life, criminal offences, criminal convictions, criminal proceedings, disposal or sentence.

The information that you provide in this Application Form will be processed in accordance with the **Data Protection Act 2018**. It will be used for the purpose of determining your application for this position. It will also be used for purposes of enquiries in relation to the prevention and detection of fraud.

Once a decision has been made concerning your appointment, the recruiting organisation will not retain this declaration for any longer than is necessary. This declaration will be kept securely and in confidence. Access to this information will be restricted to designated persons within the trust who are authorised to view it as a necessary part of their work.

I declare that the information I have given in support of my application, including information supplied on this form and any attached appendices, is, to the best of my knowledge and belief true and complete. I understand that if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information, particularly on criminal convictions and/or fitness to practise and/or have breached the confidentiality guidance (2009) stipulated by the General Medical Council / any other licensing or regulatory body of which I am a member, my application may be disqualified. If I have already been appointed, I understand that I may be dismissed, and I may be reported to the General Medical Council or any other licensing/regulatory body of which I am a member.	<input type="checkbox"/> Yes <input type="checkbox"/> No
I understand that if I am allocated to a GFP-EM scheme opportunity, any subsequent contract of employment will be subject to satisfactory pre-employment checks and subject to a condition that the information provided on the application form or any related documents is correct. I also understand that pre-employment checks will be carried out to review and confirm the details of my application.	<input type="checkbox"/> Yes <input type="checkbox"/> No
I understand that employment offered in this programme is subject to satisfactory medical clearance which may include a medical examination and/or blood test. Where applying for a medical post, I am aware of the GMC guidance on Gateways to the profession explaining how health and disability issues should be handled by education and training providers.	<input type="checkbox"/> Yes <input type="checkbox"/> No
I understand that if recommended for training I will be subject to a Disclosure and Barring Service (DBS) check (previously known as CRB). I am aware that I must inform the GFP-EM Recruitment Office of any new criminal convictions, police investigations or fitness to practise proceedings that arise after the completion of this application form.	<input type="checkbox"/> Yes <input type="checkbox"/> No
I have read and understand the Fair Privacy Notice and understand that my Personal and Sensitive Personal Data will be processed in the manner set out in this Notice	<input type="checkbox"/> Yes <input type="checkbox"/> No
I confirm that my data may be used anonymously for research and evaluation purposes in particular for the continued development of national application processes and shared with the GMC and Royal Colleges for this purpose	<input type="checkbox"/> Yes <input type="checkbox"/> No

10. Locations

Subject to the relevant pre-employment checks by the local Trusts, GFP-EM posts are expected to be available in the East of England (EoE) and South East Regions. Please note that the Regions/ Trusts will need to complete pre-employment checks, including an assessment of your prescribing skills. Unfortunately, your precise location cannot be specified at this stage as the Region will aim to fill posts within Trusts that they choose.

Offers will be made in interview rank order taking your preferences and the available posts into account. Please indicate your Regional area of preference:

Region	Your Preference: 1 (Highest) – 2 (Lowest)
East of England	
South East (KSS)	

Further information about each Region can be found via our website: <https://hee.nhs.uk/hee-your-area>

10.1 Linked Applications

You can link your application to that of another applicant to ensure that you will both be allocated to the same Region. You can only link to one other person – they can be a partner, friend, sibling etc. if you and another applicant wish to link applications both of you must rank the Regions in the same order of preference

Do you wish to link your GFP-EM application with another candidate?

Yes No

If 'Yes' please provide the name of the applicant, you wish to be linked with:

[Click here to enter text.](#)

Please note that the link will only be honoured if:

- You have both requested a linked application
- Neither you nor the other individual has been pre-allocated to a region on the grounds of special circumstances
- You have both ranked the available posts in the same order of preference
- There are two places available in a region when it is your turn to be allocated based on the lower of both scores

10.2 Interview Locations

To ease the burden on you as a candidate the GFP-EM will be conducting interviews in three separate countries. Please indicate which country is best for you. **Due to COVID restrictions all interviews will take place online**

Country	Your Preference: 1 (Highest) – 4 (Lowest)
India – Chennai or Hyderabad	
UAE – Dubai	
Singapore	
Malaysia - Kuala Lumpur	

11. Information

Please provide the details of the organisation/agency/individual that provided you with the information and motivation to apply for the GFP-EM programme.

[Click here to enter text.](#)

Please provide the details of any social media platform that you visited to learn more about the GFP-EM.

[Click here to enter text.](#)

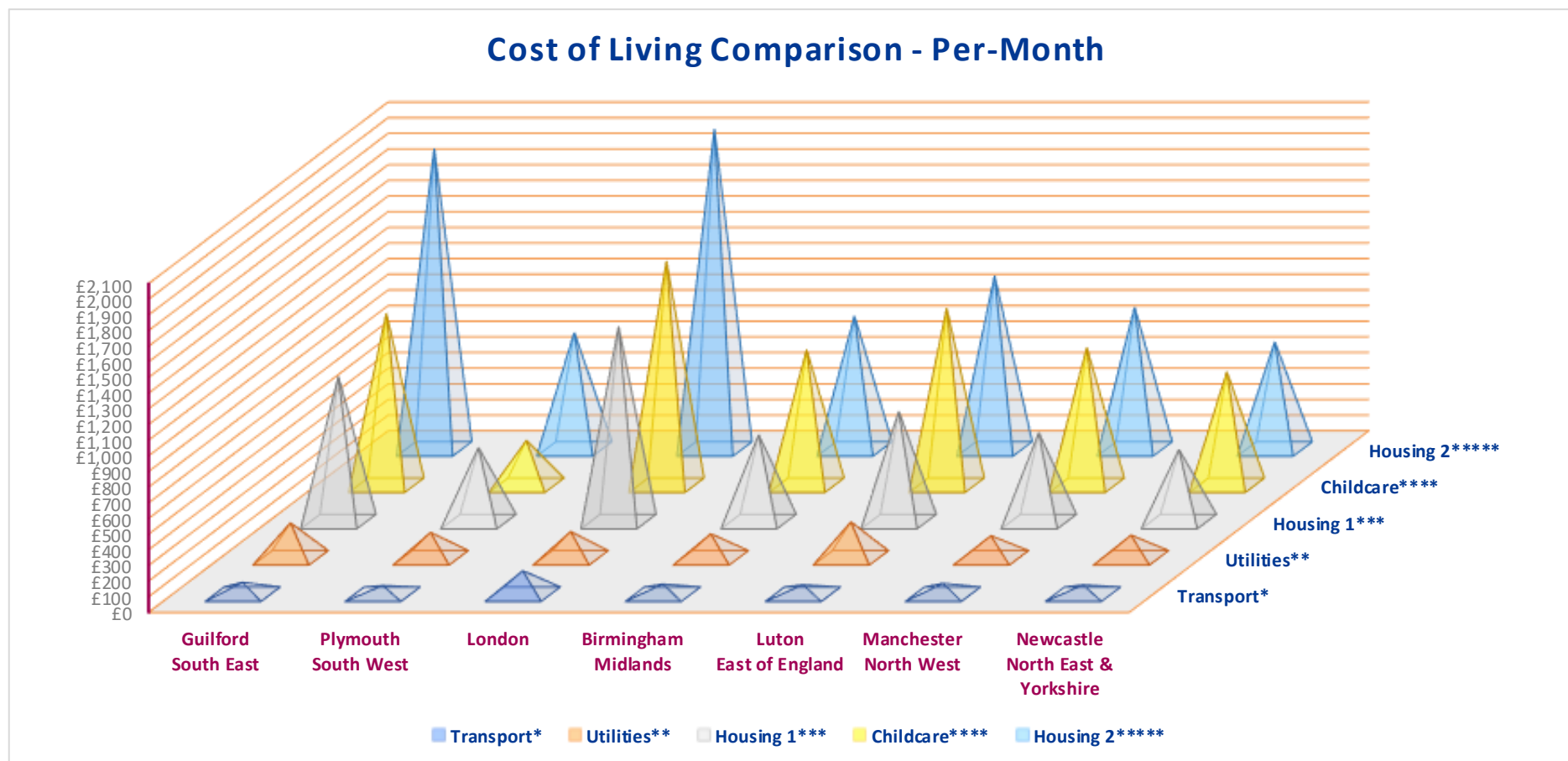
Applicants Signature:	Click here to enter text.
Applicants Name:	Click here to enter text.
Date of Completion:	Click here to enter text.

Once the form is completed, return to apply.GFP-EM@hee.nhs.uk

Good luck and the team wholeheartedly look forward to seeing you at interview.

COST OF LIVING COMPARISON

This comparison is based on 1 random city within the seven NHS England Regions and is aimed at providing candidates with a quick glance guide to the cost of living within each Region. The data was collected from [Numbeo.com](https://www.numbeo.com) which is a leading price comparison site. All prices are based on a price per-month. Table 1 contains a breakdown of the actual costs per-month.



Price Comparison Table

To work out the percentage difference between the randomly selected cities within the NHS Regions London was used as the base rate as it is widely recognised as the most expensive place to live in England. London was therefore given a percentage of zero.

Key for Graph & Table

* Monthly Transport Pass (Regular Price)

** Basic Utilities – Electricity, Heating, Air-Con, Water, Garbage for an 85m2 Apartment

*** 1 Bedroom Apartment Outside of the City Centre

**** Pre-school Childcare

***** 3 Bedroom Apartment Outside of the City Centre

Region & City	Transport*	Utilities**	Housing 1***	Childcare****	Housing 2*****	TOTAL 1	TOTAL 2 ¹	Percentage Difference ²
South East Guilford	£76.09	£224.29	£927.78	£1,100.00	£1,919.11	£4,247.27	£3,319.49	- 13%
South West Plymouth	£55.50	£163.04	£472.92	£286.67	£744.44	£1,722.57	£1,249.65	- 77%
London	£150.00	£168.37	£1,246.84	£1,433.63	£2,045.46	£5,044.30	£3,797.46	0% (baseline)
Midlands Birmingham	£65.00	£153.96	£554.23	866.93	£850.74	£2,490.86	£1,936.63	- 49%
East of England Luton	£60.50	£229.63	£704.17	£1,133.33	£1,107.14	£3,234.77	£2,530.60	- 33%
North West Manchester	£69.57	£141.63	£567.67	£879.56	£905.77	£2,564.20	£1,996.53	- 47%
North East & Yorkshire Newcastle	£60.00	£145.33	£459.80	£725.00	£684.55	£2,074.68	£1,614.88	- 55%

¹ Total 2 is calculated using the following formula: Total 1 minus Housing 1

² The formula to work out the cost of living percentage is (City) Total 2 ÷ (Base rate) Total 2 × 100 = %

Onboarding and Induction Guidelines

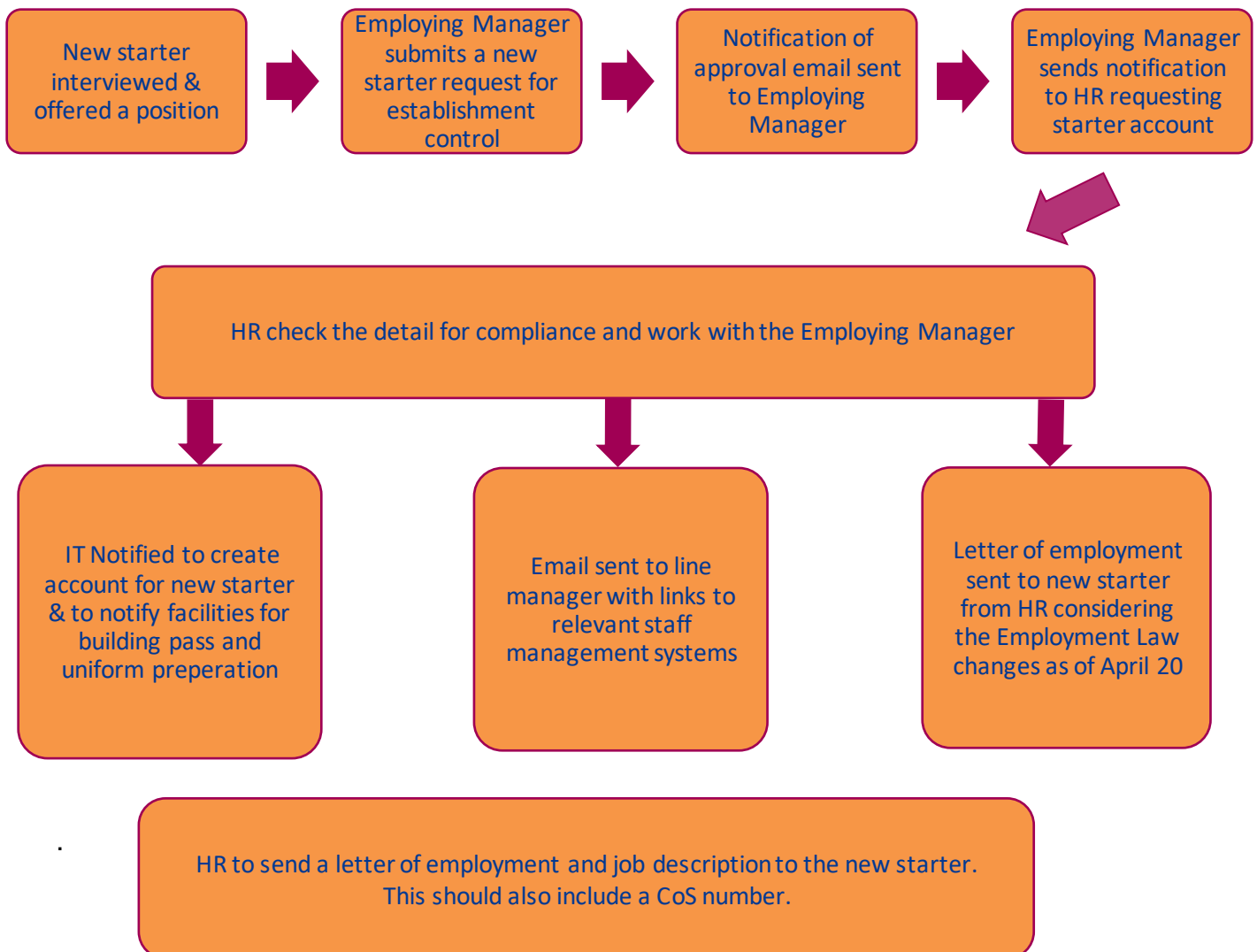
Introduction

Health Education England’s (HEE) Global Engagement (GE) Directorate have created this document in order to guide Regional/Trust International Recruitment (IR) teams which are participating in the Global Fellows Programmes Emergency Medicine (GFP-EM) Programme which is aimed at recruiting international Emergency Medicine Doctors into the NHS. This guide is designed to work in conjunction with Regional Induction and NHS Trust Workplace Induction Programmes (WIP). It is designed to provide additional information, resources and contacts in completing the Project Phase of onboarding and inducing employees from overseas prior to their travel to the UK.

Consideration has been given to the upcoming changes in Employment Law whereby all workers will have the right to receive a written statement of employment particulars for any person starting work on or after the 6th April 2020 which must be issued no later than their first day of employment.

This guidance also takes account of the recently issued NHS Employers International Recruitment Toolkit.

Post Appointment Letter



Prior to Arrival

Candidate – Supplier – Regions



Guidance for Region/Trust

	ITEM/TASK	Completed
1	Issue welcome letter or email to new starter	
2	Create an induction programme, schedule meetings with relevant people	
3	Inform others in the team/department of new members of staff arrival	
4	Identify and liaise with new starters 'induction buddy' if applicable	
5	Introduce new starter to buddy and block out some time with new starter from welcome letter to arrival	
6	Organise and prepare IT, phone, passes & keys	
7	Organise uniform fittings and applicable PPE	
8	Check that IT has been configured by relevant department	
9	Arrange for ID/Smartcard to be completed on first day	

10	Book staff on corporate induction and organise any essential training, coaching and mentoring	
11	Manager to confirm occupational health requirements and book appointments	
12	Ensure relevant documentation such as policy and employee handbooks as required	

In Country Induction Agenda

Life & Work in the United Kingdom

- NHS values and constitution
- Health and Care Professions Council
- Continued professional development including audit and quality improvement
- Appraisals
- Contracts and job plans
- Provision of Emergency Medicine services
- UK legislative requirements including Health & Safety
- Cultural and language briefings (specific to Regions)
- Detail of salary contributions (NI, tax etc) and deductions
- Detail of work patterns, weekends, on call, sick leave, leave, rotation structure, breaks

Values and Behaviours

- Expected standards of behaviour
- Customer service (how to treat patients)
- Interacting with clinicians and other colleagues
- Informed consent
- Intimate examinations and use of chaperones

Team Working

- Working within a multi-disciplinary team
- Working with medical and non-medical colleagues
- Roles and responsibilities of an Emergency Medicine Doctor

Governance

- Patient confidentiality and information governance
- Duty of Candour, raising concerns and challenging colleagues
- Managing clinical incidents
- Risk management and quality processes
- NHS Long Term Plan

Click on this link for [‘The NHS Explained: How the Health System in England Really Works’](#) by Kings Fund

Summary

This induction is intended to help potential candidates to understand what keeps the world’s fifth largest employer running, explore the challenges facing the NHS and how to ensure it is fit for purpose.