

North West of England School of Foundation Training

Academic Foundation Programme Recruitment : 2021-23

Shortlisting and Interview Scoring Criteria

(v1.2)

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Applicants please note from the outset that all white space questions, AFP score totals and criteria structures in the following document are indicative only and are currently under review. Therefore, this information may be subject to further minor changes between 10th August 2020 and 12th January 2021 as the North West of England School of Foundation Training prepares for the forthcoming AFP recruitment proces

North West of England School of Foundation Training

Academic Foundation Programme Recruitment - Shortlisting and Interview Scoring Criteria

This document details the white-space questions, shortlisting and Education Achievements scoring structure and interview criteria that we will be using here at the North West of England School of Foundation Training for the 2021-23 recruitment process. We advise applicants to fully read this document thoroughly and all UKFPO website content and FAQ's **before** contacting the foundation school.

The North West of England School of Foundation Training wants to ensure that applicants have access to the most up to date and accurate information. As we are a small team and the recruitment period is a very busy time here at the school, any queries that are directed to us for which the answer can be found here and individual requests regarding additional educational achievements and their projected scoring may not be prioritized during the national application window. This is due to us supporting applicants with technical queries such as registration issues that have a direct impact on their ability to complete their submission prior to the deadline.

We wish everyone the very best of luck with their AFP applications.

Section 1:

AFP Shortlisting - White Space Questions

Applicants are shortlisted for an AFP interview using a set of scoring guidelines which cover each of the following areas highlighted in Section 1 and 2:

White Space Questions

These supporting white-space questions are locally produced and are scored on the quality of the example and depth of the response given by each AFP applicant.

Q1: We recognise that applicants will have different experiences in research, medical education or within leadership roles. Please give one example of such an experience or role that you have had so far and its significance to your application for an Academic Foundation Programme. (max 200 words)

Q2: Academic medicine requires an individual to work successfully within a team. Give an example in which you have participated and contributed to the successful working of a team. The example should clearly identify your role and the skills you used to contribute to the achievements of that team. Explain the significance of this experience to your application for an Academic Foundation Programme. (max 200 words)

Q3: Provide a supporting statement about your future career aspirations and why you are suited to your chosen career. (max 200 words)

The maximum scores available for these questions are as follows:

Q1: 5 points

Q2: 10 points

Q3: 10 points

<Please note this scoring information may be updated and re-published on the NWPGMD website without warning >

Section 2:

AFP Shortlisting – Additional Educational Achievements

Applicants can record additional educational achievements on their application, aside to their Primary Medical Qualification. Points will **not** be awarded to any additional EA's that have been completed after the AFP application deadline on the 4th November 2020. This includes achievements that have been accepted prior to the deadline but delivered or published after 4th November 2020.

In addition, any achievements where their nature is not explicitly stated by the applicant (regional, national, international level etc) or key details are missing and not otherwise recognisable will be scored at the lowest points level.

COVID Statement – AFP 2021

We advise applicants to write their evidence clearly on the application text entry field if their accepted EA was cancelled due to the pandemic and to state the date the presentation/publication/prize was due to take place. Achievements that were originally scheduled for completion before the national deadline on 4th November 2020 will still be awarded points. This includes publications with delayed ID numbers, which will still be awarded points if originally due to be published prior to the national deadline.

Physical evidence (e.g scans, screenshots) supporting additional educational achievements cannot be uploaded to the AFP application form and the school will not require copies to be sent through other channels. Each achievement entered within a text entry field will be scored on face value, supported by your Oriel probity declaration.



Additional Degrees (Intercalated / BSc (Hons) / BMedSci or BA (Hons) or equivalent / MSc or MRes or PhD)

Scoring as follows:

0 points - Third Class, degrees still in progress

1 point - 2:2

2 points - 2:1

5 points - First Class, MSc, MRes – must have award confirmed

10 points - Awarded PhD including completing MB PhD (with evidence of completed studies)

Please note: Where an applicant has two additional degrees, points are only awarded for the degree which attracts the highest score.

Degrees must have been awarded at the time of application, but graduation ceremonies may still be pending.

Oral Presentations on Clinical, Healthcare, Education, Leadership or Research

Presentations should be medical in focus.

0 points – Local presentations, non-academic extracurricular.

2 points - Oral Presentation on research, medical education or leadership work delivered at a regional level / 'developer of regional teaching'

4 points - Oral Presentation on research, medical education or leadership work delivered at a national level / 'developer of national teaching' (first, second or last author)

7 points - Oral Presentation on research, medical education or leadership work delivered at an international level (first, second or last author)

Please note: Where an applicant has more than one presentation, points are only awarded for the presentation which attracts the highest score. To score at national or international level the presentation should be at an organised meeting either by personal invitation or by selection through competitive abstract screening.

Poster Presentations – Clinical, Healthcare, Education, Leadership or Research

For posters presented at organised meetings with competitive abstract screening. The scoring is as follows:

- 0 points** – Not first, second or last author activity.
- 1 point** - Regional posters (first, second or last author).
- 2 points** - National posters (first, second or last author).
- 4 points** - International posters (first, second or last author).

Please note: Where an applicant has more than one poster, points are only awarded for the presentation which attracts the highest score.

Publications – Clinical, Healthcare, Education, Leadership or Research

Articles must have been accepted in a peer reviewed PubMed indexed journal, not just submitted at the point of application. Publications should be medical (scientific, clinical, education or leadership) in focus.

Scoring as follows:

- 2 points** – Middle authorship on researched publication.
- 2 points** – First, second or last authorship of one non-researched publication e.g. letter, case study, audit.
- 4 points** – First, second or last authorship of one researched abstract, review article, QIP or book chapter that has been published in an indexed journal.
- 7 points** – First, second or last author of a full researched paper (on scientific, clinical leadership or education topic) published in peer reviewed PubMed indexed journal with an impact factor less than 6.
- 10 points** - First, second or last author of a full researched paper (on scientific, clinical leadership or education topic) published in peer reviewed PubMed indexed journal with an impact factor of 6 or higher.

Please note: Where an applicant has more than one publication, points are only awarded for the publication which attracts the highest score.

Prizes - Clinical, Healthcare, Education, Leadership or Research

Prizes awarded at University, Medical School primary degree prizes (Merits, Distinctions, Honours) are now specifically excluded and will not receive points.

Prizes can be awarded for academic achievement, leadership (including outside of the medical degree), education (e.g. for organising or running courses).

Scoring as follows:

- 2 points** - Academic Prize for an achievement within the curriculum of the MB chB (or equivalent programme)
- 3 points** - Prize given for academic or other achievement of extra-curricular nature from the university of qualification (local).
- 4 points** – Competitive prize given for academic work completed and presented on a regional basis. Also moderate academic prize (£100+)
- 7 points** – Competitive prize given for academic work completed and presented on a national basis. Also significant academic prize (£10K +)
- 10 points** – Competitive prize given for academic work completed and presented on an international basis. Also significant academic prize (£100K +)

Please note: Where an applicant has more than one prize, points are only awarded for the prize which attracts the highest score. A competitive prize for submitted work after elective, or a competitive award to undertake a specific project on an elective should receive points in this section. Co-applicants on a grant application awarded to another individual will not receive points. Commendation letters should be mentioned in the white space question responses and not awarded points in this section. Bursaries awarded simply towards covering expenses will not receive points.

The maximum totalised score available for all Educational Achievements is 41 points.

Degree: 10 points (max)

Presentations: 7 points (max)

Posters: 4 points (max)

Publications: 10 points (max)

Academic prizes: 10 points (max)

Please note that for August 2021 we will not be using the academic decile or EPM score to determine those shortlisted for interview. We will be using the white space application questions (1,2 & 3) and additional educational achievements for scoring only.

When completing the application, applicants should note that any Educational Achievements which are entered as part of the standard FP application will need to be re-entered under the AFP application section as these will not transfer across from the FP application form.

CVs and portfolios will not be accepted as part of this process.

Section 3:

AFP Interviews

Shortlisted applicants will be invited to attend an interview from the week commencing 16th November 2020 and will have 48 hours to accept or decline the invitation. Due to COVID-19, all interviews this year will be held online via Microsoft Teams on **Thursday 26th November 2020** with links emailed out to shortlisted applicants a few days beforehand. Applicants are reminded that this is still a formal interview and will be expected to ensure they are in an appropriate private room for the duration, with a functioning PC/laptop camera and screen large enough to be able to read a clinical scenario.

Due to the complexity of organising such an event, The North West of England School of Foundation Training will not be able to offer any alternative interview date(s). If applicants are unable to attend, their applications will not be progressed any further in the recruitment process.

Applicants invited to interview will be assessed and scored on the day. Interview slots are pre-booked via Oriel and applicants will be interviewed by the same two panellists for the entire interview, rather than be moved virtually between different interview stations.

Each interview will be 30 minutes in length and scored as follows for AFP 2021:

Section 1 – Clinical Scenario: (5 minutes prep / 10 minutes Q&A, 50 points max)

Section 2 – Career Aspirations: (15 minutes Q&A, 50 points max)

(with a maximum totalised score: **100 points**)

Please note this total score may change prior to or once the interviews have been completed as this is dependent on the number of panellists present on each interview station on the day and any last-minute panel alterations that may reduce/increase this figure due to the pandemic. We will publish the total score for AFP-2021 as soon as we are able to.

For information, late arrival at an AFP interview after the pre-arranged time, including any unforeseen sound, video or local wi-fi connection difficulties that could have been avoided through preparation and/or foresight may also lead to the applicant being declined an interview and their AFP application being rejected. Therefore, we advise all invited candidates to take care when considering these factors.

Following the interview, applicants will be awarded a final score. This will consist of the total score obtained from the three interview stations combined with the applicant's academic decile. This final match ranking score will be used in conjunction with an applicant's preferences to determine allocation. **Applicants will not be advised of their final score until AFP primary offers day on Wednesday 13th January 2021.**

Can we help you with anything else?

Further AFP related FAQ's are available on the webpage you downloaded this document from, as well as the [UK Foundation Programme Office website](#).

For any other queries relating to the national or local AFP process that are not covered on this document, our website or the UKFPO page, please send an email to foundation.nw@hee.nhs.uk

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We wish everyone the very best of luck with their AFP applications.

Document Control	
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