

# APPLICANTS' GUIDE

**CT1 Core Psychiatry Training  
in England, Scotland, and Wales  
&  
ST1 Child & Adolescent Psychiatry Training  
In England**

**August 2022 intake**

**Version 2 – 01 November 2021**



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# 1. Introduction

This guide is for doctors applying for Specialty Training posts in Psychiatry in England, Scotland and Wales at CT1/ST1 level commencing from August 2022.

All applications will be managed using an online application system which can be accessed via the following link: <https://new.oriel.nhs.uk/>. Since 2020 there has been a fully integrated recruitment process which allows applicants to be considered for both CT1 Core Psychiatry and ST1 Child and Adolescent Psychiatry through a single application.

It is hoped that run-through posts in Psychiatry of Learning Disability will be available from August 2022.

Further details will be announced via [https://www.nwpgmd.nhs.uk/national\\_Psychiatry\\_Recruitment](https://www.nwpgmd.nhs.uk/national_Psychiatry_Recruitment) as they become available

There will be a single application process for CT1 Core Psychiatry and ST1 Learning Disability Psychiatry which is listed in Oriel as CT1 Core Psychiatry. Applicants will have the opportunity to preference available posts in either or both specialties when preferences open.

All participating Health Education England (HEE) Local Offices/Deaneries use the same eligibility requirements, assessment methods and appointability criteria to ensure the process is fair, transparent, and equitable. The process involves:

- A standardised application and longlisting process
- A standardised computer-based test: the Multi-Specialty Recruitment Assessment (MSRA)

Please note that there will be no face-to-face or online interviews for this round of recruitment. Offers will be based on MSRA scores only. Further information about this decision can be found in section 8.

Northern Ireland will not be participating in this round of recruitment. Further information can be found on the Northern Ireland Medical and Dental Training Agency website: <http://www.nimtdta.gov.uk>.

Further information on this round of recruitment, including anticipated vacancy numbers, is available on our website:

- CT1 Psychiatry: [https://www.nwpgmd.nhs.uk/ct1\\_psy\\_current\\_round](https://www.nwpgmd.nhs.uk/ct1_psy_current_round)
- ST1 Child and Adolescent Psychiatry: <https://www.nwpgmd.nhs.uk/node/2406>

Academic Clinical Fellowships (ACF) are also available in Psychiatry training however these are independent from the national process and are recruited to locally by individual HEE Local Offices and Deaneries. Therefore this guidance deals only with the CT1 Psychiatry/ST1 Child and Adolescent Psychiatry programme.

## 2. Changes since 2021 Recruitment

## 2.1. Foundation Competence

For this round of recruitment only the **2021** version of the Certificate of Readiness to Enter Specialty Training (CREST) will be accepted as evidence of foundation competency. The CREST can be found on the Specialty Training website: <https://specialtytraining.hee.nhs.uk/resources-bank>. Further information about the various ways of demonstrating foundation competency can be found in section 7.

Please read this guidance in conjunction with the Applicant Guidance available on the [HEE Specialty Training Website](#).

## 2.2. Transferring Recruitment Scores

The ability to transfer your recruitment score (MSRA results) is not permitted in this round of recruitment.

## 3. Timeline

<b>CT1 Core Psychiatry and ST1 Child and Adolescent Psychiatry Recruitment Timetable August 2022 Intake</b>	
<b>Advert placed</b>	Tuesday 02 November 2021
<b>Oriel application window opens</b>	Thursday 04 November 2021 (10am, UK Time)
<b>Oriel application window closes</b>	Wednesday 01 December 2021 (4pm, UK Time)
<b>Longlisting</b>	Thursday 04 November – Wednesday 17 December 2021
<b>Invitations to Multi-Specialty Recruitment Assessment (MSRA) Expected by</b>	Week commencing Monday 20 December 2021
<b>MSRA Window</b>	Thursday 06 January 2022 and Saturday 15 January 2022 at various locations in the UK, and limited locations overseas (subject to COVID-19 restrictions).  Please note that there will be no face-to-face or online interviews for this recruitment round.
<b>MSRA Results and Rank Released</b>	Week commencing Monday 31 January 2022
<b>Preferences open on Oriel</b>	Wednesday 16 February 2022
<b>Preferences close on Oriel</b>	Wednesday 02 March 2022
<b>Initial Offers Released</b>	Week commencing Monday 07 March 2022
<b>Hold Deadline</b>	Tuesday 5 April 2022, 1pm (UK Time)

<b>Upgrade Deadline</b>	Monday 11 April 2022 (4pm, UK Time)
<b>Anticipated Start Date</b>	Wednesday 03 August 2022

## 4. Making an application

You are advised to read the following information BEFORE you begin and keep it to hand whilst completing your application.

### 4.1. Application Window

You must apply between 10am UK time on Thursday 04 November 2021, and 4pm UK time on Wednesday 01 December 2021 via <https://new.oriel.nhs.uk/> Late or incomplete applications will not be accepted.

You can register your details on Oriel before the application window, but you will not be able to submit your application until the application window opens. Please refer to the Oriel Applicant Guide (<https://new.oriel.nhs.uk/Web/ResourceBank>) for further information on how to use the Oriel system

The application form will only ask for factual information about you and your employment history. Once your application has been submitted you will not be able to make changes, apart from to update your own contact and referee details and so please ensure that you do not submit unless it is complete.

It is likely that you will need several sessions to complete your application. You should aim to submit your application well before the closing date. You will NOT receive any reminder emails to complete your application. You will receive an email to confirm your application has been received.

Late or incomplete applications will not be accepted.

### 4.2. Application Portal and Registration Process

You must apply via <https://new.oriel.nhs.uk/>

To register, please go to <https://new.oriel.nhs.uk/> and click on Account Registration. You will not be able to access the online application form until the application window opens. You will be asked to provide the following details when you register:

- **Your name** – this must be entered exactly as it appears on the GMC register
- **A valid email address** - Please ensure you register with a secure and individual email address which you check regularly
- **A password** – at least 8 characters in length & contain at least one upper case letter and one numeric value

Once the system has validated these details you will be taken to the selection page where you can choose the specialty you are applying for and the relevant recruitment round and year. You will not see details of specific posts until preferencing has opened (see section 11 for further details). The indicative number of posts in each specialty/HEE area or region is published [here](#).

### 4.3. Communications regarding an application

Communication regarding your application will be via direct messaging through the Oriel system. An email will also be sent by Oriel as a secondary form of communication however, as emails are external to Oriel, delivery cannot be guaranteed and therefore this method of communication should not be relied upon. Please ensure that you check your Oriel account regularly for messages throughout the entirety of the recruitment process.

To ensure that messages from the Psychiatry National Recruitment Office (PSYNRO) are not filtered by your email providers junk/spam filters, you are strongly advised to add 'psychiatryrecruitment.nw@hee.nhs.uk' and 'noreply@oriel.nhs.uk' to your email whitelist.

Failure to check your messages via your Oriel account may mean that you do not respond to requests in time. Your application may fail to progress, offers may expire or your application may be rejected as a result.

### 4.4. Location Preferences

In this recruitment round you are only able to submit one application (Core Psychiatry) regardless of whether you wish to apply for CT1 Core Psychiatry or ST1 Child and Adolescent Psychiatry, or both. There is no separate ST1 Child and Adolescent Psychiatry application process.

Applicants who are found eligible via the longlisting process will be invited to rank all available CT1 and ST1 posts in England, Scotland and Wales in order of preference. Offers will be made according to MSRA performance rank and will take personal preferences and available posts into account.

## 5. Equality and Diversity

We are committed to ensuring our selection procedures are fair and that, in line with the Equality Act 2010, no-one is disadvantaged on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation.

All applicants are assessed against the nationally agreed CT1/ST1 Psychiatry Person Specifications which can be accessed via: <https://specialtytraining.hee.nhs.uk/Recruitment/Person-specifications>

### 5.1. Less than Full Time Training

If you have a valid reason why you are unable to work full time you can select the less than full time (LTFT) training option at the time of applying. Please note that this information will not be considered during the offers process. Please refer to the relevant HEE area/region website for more information on policies, procedures and how to apply for LTFT training. You can find HEE area/region contact details via <https://specialtytraining.hee.nhs.uk/Contacts>

### 5.2. Disabled Applicants

If you have a disability that will require special arrangements to be made for the MSRA, please state this within your application when asked to do so.

As there will be no interviews for this round of recruitment, consideration under the 'Disability Confident Scheme' (formerly known as the 'Guaranteed Interview Scheme') will not apply. All applicants meeting entry eligibility criteria will be invited to the MSRA.

### 5.3. Right to Work in the UK

All applicants will be requested to produce valid right to work documents. Applicants who do not have valid right to work documents will need to apply for Tier 2/Skilled Worker sponsorship.

From 1<sup>st</sup> July 2021, EU/EEA citizens will need to provide confirmation that they have obtained *EU settlement status*, have another valid right to work visa (e.g. a dependent visa) or will need to apply for Tier 2 / Skilled Worker sponsorship.

Further information for applicants who require a visa to work in the UK can be found on the following website: <https://specialtytraining.hee.nhs.uk/Recruitment/Overseas-Sponsorship>

## 6. Overview of Eligibility Requirements

You should read the relevant 2022 Person Specifications (available from <https://specialtytraining.hee.nhs.uk/Recruitment/Person-specifications>) to determine whether you are eligible and meet the entry and selection criteria listed there.

The minimum entry requirements are as follows:

REQUIREMENT	DESCRIPTION
<b>A recognised primary medical qualification</b>	If you do not hold a recognised primary medical qualification, then you will not be considered.
<b>Eligibility for full registration with the GMC and a current licence to practise</b>	You need to be eligible <sup>1</sup> for full GMC registration by the application closing date and hold full registration by the time of post start date. All doctors wishing to practise medicine in the UK are required by law to hold both registration and a licence to practise. This applies to full time, part time, locum, private and NHS practitioners.
<b>Eligibility to work in UK</b>	From 6 October 2019, all medical practitioners have been added to the Shortage Occupation List in the UK. This means that all medical practitioners are exempt from the Resident Labour Market Test (RLMT) and can apply for any specialty in any recruitment round, subject to eligibility.
<b>English Language skills</b>	Applicants must have demonstrable skills in written and spoken English, adequate to enable effective communication about medical topics with patients and colleagues, as assessed by the General Medical Council. Applicants are advised to visit the GMC website which gives details of evidence accepted for registration: <a href="http://www.gmc-uk.org">www.gmc-uk.org</a>

<sup>1</sup> If you have completed an acceptable internship either overseas or in the UK you will be eligible for full registration with a licence to practise. If you have not completed an acceptable internship you will be eligible for provisional registration with a licence to practise.



<p><b>Match to specialty level</b></p>	<p>Your employment history must show that your career progression is consistent with your personal circumstances and that your present achievement and performance is commensurate with the length of time you have spent in training.</p>
<p><b>Evidence of Achievement of Foundation Competence</b></p>	<p>Please see section 7 for details on demonstrating foundation competence.</p>
<p><b>Previously relinquished, released or removed from Core Psychiatry Training</b></p>	<p>If you have previously relinquished, been released or removed from a UK core psychiatry training programme, then you are not normally eligible to apply except under exceptional circumstances. Should you be in this position, your application can only be considered if</p> <ul style="list-style-type: none"> <li>• accompanied by a letter of support from the postgraduate dean, or designated deputy, of the HEE area/region in which you worked <b>OR</b></li> <li>• accompanied by the Exclusion Policy Support form you can download from the Oriel Resource Bank - <a href="https://new.oriel.nhs.uk/Web/ResourceBank">https://new.oriel.nhs.uk/Web/ResourceBank</a></li> </ul> <p>Please ensure you attach this information to your Oriel application before you submit your application. Applicants requiring this support are advised to start the process early.</p>
<p><b>Support for Reapplication of Specialty Training in a Different Region</b></p>	<p>Applicants currently working in a Core Psychiatry/ST1 Child and Adolescent training programme, applying to continue their training in another region, without a break in service need the support of their current Head of School/Programme Director in order to reapply.</p> <p>Applicants must ask their Head of School/Programme Director in their current HEE area/region to complete a <i>Support for Reapplication of Specialty Training in a Different Region</i>, available to download from the Oriel Resource Bank - <a href="https://new.oriel.nhs.uk/Web/ResourceBank">https://new.oriel.nhs.uk/Web/ResourceBank</a></p> <p>Applications will not be considered without a fully completed and signed form, <b>which must be submitted at the time of application</b>. Please ensure you attach this information to your Oriel application before you submit your application.</p> <p>Applicants requiring this support are advised to start the process early.</p>
<p><b>Fitness to Practise</b></p>	<p>If you answer “yes” to any of the Fitness to Practise questions, please complete the ‘Fitness to Practise’ (FTP) Declaration Form which is available to download from the Oriel Resource Bank - <a href="https://new.oriel.nhs.uk/Web/ResourceBank">https://new.oriel.nhs.uk/Web/ResourceBank</a></p>

Please ensure that you email this form to us by no later than the closing date for applications.

Please note that answering “yes” to one or more of the Fitness to Practise questions does not necessarily mean your application cannot progress.

Emails should be sent to [fitnesstopractise.nw@hee.nhs.uk](mailto:fitnesstopractise.nw@hee.nhs.uk)

## 7. Evidence of Foundation Competences

Person Specifications for entry to all CT1/ST1 Specialty Training Programmes require applicants to provide evidence of achievement of Foundation Competence within the last 3.5 years in line with GMC standards/Good Medical Practice including:

- Make the care of your patient your first concern
- Provide a good standard of practice and care
- Take prompt action if you think that patient safety, dignity, or comfort is being compromised
- Protect and promote the health of patients and of the public
- Treat patients as individuals and respect their dignity
- Work in partnership with patients
- Work with colleagues in the ways that best serve patients' interests
- Be honest and open and act with integrity
- Never discriminated unfairly against patients or colleagues
- Never abuse your patients' trust in you or the public's trust in the profession

There are 6 ways you can demonstrate that you possess Foundation Competence, and the application form will ask you a series of questions to help you determine the most appropriate form of evidence for you to submit.

1. If you are currently undertaking a UKFPO affiliated foundation programme which is due to finish on or after Tuesday 02 August 2022, we will ask you to confirm the name of your Foundation School. You do not need to submit any evidence at the time of application. Any offer of a programme will be conditional upon you successfully completing this programme and being awarded an FPCC by August 2022.

If you are undertaking a 'Stand Alone' FY2 post that is not part of a recognised foundation programme attached to a UK Foundation school and you do **not** expect to be awarded with an FPCC upon satisfactory completion, then you must answer 'No' to this question on the application form ("Are you currently on a UK Foundation Year 2 Programme?") and you will then be required to submit alternative evidence as detailed in point 6 below.

2. If you have completed a UK Foundation programme within 3.5 years of the post start date (i.e. since 01 February 2019), we will ask you to confirm that you have been awarded an FPCC. You **MUST** attach a scanned copy of your FPCC to your application. You do not

need to do anything else at this stage, but you will be expected to provide the original certificate further along in the process.

3. If you are currently working in a 'Widening Access to Specialty Training' (WAST) post, you will need to obtain a fully completed and signed 'Certificate of Readiness to Enter Specialty Training' by the start date of the post you are applying for. You do not need to provide any further information with your application.
4. If you are currently in active clinical or clinical and academic practice in a UK educationally approved training post (CT/ST/LAT or equivalent), holding either a National Training Number (NTN) or Deanery Reference Number (DRN), you will be considered as having had your foundation competences assessed on entry to your current post and do not need to demonstrate these again, regardless of when the foundation competences were signed off. In such cases you are not required to upload a copy of your FPCC/FACD or Alternative Certificate/CREST. Please ensure you enter your NTN or DRN on your application where requested.
5. If you are applying for a specialty where you have previously held a NTN or DRN but voluntarily resigned before completion, you can upload evidence of satisfactory progress with training, prior to resignation, in the form of ARCP documentation. This can only occur when the specialty being applied to is the same as the specialty that you were previously training in.
6. If you have **not** undertaken a UK Foundation programme since 01 February 2019, you will need to submit alternative evidence by asking a consultant who has supervised you for at least 3 months, whole time equivalent, since 01 February 2019 to attest to your achievement of foundation competency. You **MUST** attach a scanned copy of your Certificate of Readiness to Enter Specialty Training (CREST) form to your application.

You must submit a single CREST form. You can download the 2021 CREST via: <https://specialtytraining.hee.nhs.uk/Resources-Bank>. Only a 2021 CREST will be accepted in this round of recruitment. Older versions of the CREST will not be accepted.

### 7.1. Additional Information for applicants completing the CREST

Please note that the CT1 Core Psychiatry/ST1 Child & Adolescent Psychiatry Training Person Specifications state that you need to have had 12 months' experience after full GMC registration (or equivalent) and evidence of achievement of Foundation Competences.

We therefore expect ALL doctors applying to CT1 Core Psychiatry/ST1 Child and Adolescent Psychiatry Training to have at least 24 months' experience in appropriate posts, either in the UK or overseas, since gaining their primary medical qualification and before taking up a specialty training programme.

Appropriate posts are as follows:

- 12 months' satisfactory completion of a pre-registration, internship, or Foundation year 1 (FY1) post AND 12 months' full time satisfactory completion in posts approved for the purposes of medical education by the relevant authority

OR

- 12 months' satisfactory completion of a pre-registration, internship, or Foundation year 1 (FY1) post AND 12 months' full-time experience at a publicly funded hospital in at least two specialties with acute medical responsibilities.

OR

- 12 months' satisfactory completion of either a pre-registration, internship, or Foundation year 1 (FY1) post AND a 12-month full time FY2 post.

You will not be required to submit evidence of your previous experience at the application stage, but the HEE Local Office may request you provide it during the recruitment process.

## 7.2. When is my eligibility checked?

Once you have submitted your application it will be reviewed by a central longlisting team to ensure that longlisting decisions are applied consistently to all applications.

During longlisting, applications are screened against the entry criteria on the person specifications. If your application does not meet the entry criteria, you will be informed by email, and your application will not progress any further.

Regrettably, it is not always possible to be certain whether you have met the entry requirements at the longlisting stage. There is a possibility that you might be permitted to progress if it is not possible to determine your eligibility at this time. If it is subsequently established that you do not meet the entry criteria at any stage in the recruitment process it is normal practice that your application will be rejected at that time. This still applies even if you have been interviewed and / or have received an offer.

If you know or become aware that you are not eligible, but have not disclosed relevant information, it is much better to let us know at the earliest opportunity to save both you and the recruiters the time and resources needed to progress your application.

## 7.3. Document Upload

As you progress through your application, it may become apparent that you will be required to upload some form of documentation to allow the recruitment team to assess your eligibility.

If you are required to do this, then in order to help the recruitment team you are required to follow some 'house rules':

- Ensure that the document is uploaded as a whole and not in separate pages
- Ensure that the document is appropriately named for clarity
- Ensure that the document is uploaded into the correct document section
- Provide a password if the document is password-protected

Please ensure that all required documentation is uploaded by the required deadlines. The recruitment team reserve the right to request re-submission of documentation if the above 'house rules' are not followed.

## 8. Special Circumstances

A standardised national process is available for all specialty recruitment to ensure that applicants with special circumstances and a requirement to train in a specific region are treated in a fair and consistent way.

Any applicant who falls into one of the following eligibility criteria can apply to have their circumstances taken into consideration allowing them to be pre-allocated into a post:

- **Criterion 1** – the applicant is the primary carer for someone who is disabled, as defined by the Equality Act 2010
- **Criterion 2** – the applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement.

Applicants wishing to be considered for special circumstances should complete the special circumstances application form (available from <https://specialtytraining.hee.nhs.uk/Resources-Bank>) and forward this, together with the following supporting evidence, as a single scanned document to [mdrs.nationalrecruitment@hee.nhs.uk](mailto:mdrs.nationalrecruitment@hee.nhs.uk). This request must be submitted by no later than the application closing date – by 4pm UK Time on Wednesday 01 December 2021.

Further information can be found on the Specialty Training website (<https://specialtytraining.hee.nhs.uk/Recruitment>). The Special Circumstances Form for completion can be found via <https://specialtytraining.hee.nhs.uk/Resources-Bank>.

## 9. Accreditation of Transferable Competences Framework (ATCF)

Many core competences are common across some, but not all, specialty curricula. When moving from one approved training programme to another, competences gained in core, specialty or general practice training should not have to be repeated if already achieved.

The Academy of Medical Royal Colleges has developed the Accreditation of Transferable Competences Framework (ATCF) to assist trainee doctors in transferring competences achieved in one core, specialty or general practice training programme, where appropriate and valid, to another training programme.

Trainees who decided to change career path could transfer competences achieved in another training programme and reduce the length of their new training programme.

The ATCF applies only to those moving between periods of GMC approved training and is aimed at the early years of training. The time to be recognised within the ATCF will need to be reviewed at the trainee's first Annual Review of Competence Progression (ARCP), if appointed.

Applicants wishing to be considered for accreditation of transferable competences should indicate this on their application form and raise with their Training Programme Director or Head of School within three months of starting a Core Psychiatry/Child and Adolescent Psychiatry training post.

The Royal College has some frequently asked questions available on their website: <https://www.rcpsych.ac.uk/traininpsychiatry/curriculaandguidance/specialtytrainingguides.aspx>

Further information can be found here: <http://www.aomrc.org.uk/publications/reports-guidance/accreditation-of-transferable-competences-0914/>.

## 10. Multi-Specialty Recruitment Assessment (MSRA)

Eligible applicants will be invited to attend the MSRA which is a computer-based assessment and will form the selection process in 2022. The assessment has been fully researched and evaluated and has shown to be a strong predictor of performance in Psychiatry examinations.

The MSRA is being used by the following specialties in 2022 with the results counting towards any applications you make for these specialties: Core Psychiatry, ST1 Child and Adolescent Psychiatry, General Practice, Obstetrics and Gynaecology, Ophthalmology, Nuclear Medicine, Clinical Radiology, Community Sexual and Reproductive Health and Neurosurgery.

### 10.1. Transferring Recruitment Scores

Applicants are not permitted to transfer MSRA scores they may have received in a previous round of recruitment.

### 10.2. MSRA Assessment Centre Locations

The MSRA will be delivered at Pearson VUE testing centres throughout the UK and in selected overseas locations, with remote testing provisions in place for those who are isolating/shielding due to COVID-19 or depending on their geographical location, local or national COVID-19 lockdown measures preventing access to a testing centre.

Please note that the capacity at each centre is finite and there may be a requirement to travel to the nearest location with availability if there is no availability at your preferred location.

### 10.3. Overseas MSRA Assessment Centre Locations

If you are outside of the UK during the MSRA window you will have the opportunity to sit the MSRA outside of the UK at a test centre nearest to your location, subject to seat availability.

### 10.4. Attendance at the MSRA

Applicants must present themselves at the test centre 15 minutes before the scheduled appointment time to complete the necessary check-in procedures. It is absolutely essential that you arrive on time – applicants who arrive late will not be admitted.

Applicants who attend the MSRA but do not commence the exam will be classed as having not attended and will receive no marks. This in turn will make their application ineligible to proceed further in the recruitment process.

Applicants should note that children are not permitted at any of the test centres.

Failure to attend a booked test will result in the Psychiatry National Recruitment Office informing your referees and passing the cost on to you. If you are unable to attend your scheduled test, you **MUST** cancel 24 hours before the test is due to be delivered via [www.pearsonvue.com/nro](http://www.pearsonvue.com/nro) website.

Expenses incurred by applicants in sitting the MSRA will *not* be reimbursed by the Psychiatry recruitment team.

### 10.5. MSRA Adjustments

All recruiters are aware of the requirements of the Equality Act 2010 and in this regard, recruiters will make reasonable adjustments to accommodate applicants at assessment centres provided these are made known in advance. Applicants who require adjustments (e.g. wheelchair access, extra time, nursing mothers) will be required to submit supporting evidence to substantiate the required adjustment. This evidence will need to be attached to the application form at the point of application.

Adjustments cannot be guaranteed if evidence is provided late and no adjustments can be made on the day of the assessment.

In some instances, to satisfy requests for adjustments, it may be necessary to schedule the MSRA at a specific time or a specific location.

### 10.6. Confirmation of Identity

You will be required to present a current valid passport or current valid UK EU photo card driving licence as means of identification. If you present a biometric passport that does not have a signature, you will need to provide a secondary form of identification with your full name and signature for example, a debit or credit card. The name on your identification documents must match the name used on your Psychiatry specialty training application form. If the names are different, you must present official documentation that links the two names e.g. marriage/civil partnership certificate, deed poll document.

### 10.7. MSRA Format

There are two parts to the MSRA; both are designed to assess some of the essential competences outlined in the national Person Specification and are based around clinical scenarios.

### 10.8. Professional Dilemmas Paper (95 Minutes)

This part focuses on your approach to practising medicine. The paper lasts 95 minutes. You are presented with scenarios you might meet when practising as a doctor. Each scenario encapsulates a professional dilemma and you are asked about dealing with it. The paper is designed to assess your understanding of appropriate behaviour for a doctor in difficult situations and allow you to demonstrate the application of competencies such as professional integrity, coping with pressure and empathy and sensitivity. The paper assumes familiarity with typical primary and secondary care procedures.

Your responses should represent appropriate behaviour for a second year Foundation doctor. Scoring is based on how close your responses are to the most appropriate response for the

question. The most appropriate response is determined by an expert panel. We only include questions that have been tested and where there is a consensus among our expert panel regarding the most appropriate response to the situation. Applicants can score highly in these questions by providing an answer that is close, but not identical to that from the expert group. The closer your answer is to our experts' responses, the more points you will gain for the question.

### 10.9. Clinical Problem Solving Paper (75 Minutes)

This part lasts 75 minutes. The questions present clinical scenarios and require you to exercise judgement and problem-solving skills to determine appropriate diagnosis and management of patients. This is not a test of your knowledge, but rather your ability to apply it appropriately. The topics will be taken from areas with which a Foundation Programme Year 2 doctor could be expected to be familiar.

Questions may be presented in a variety of formats and you will have to choose your answer from the given responses according to your clinical judgement. The examples available for download illustrate some of the question formats that may be used and the type of topics to be covered. Other question formats may be used when appropriate.

You can download examples of Clinical Problem Solving and Professional Dilemma's questions from the General Practice National Recruitment website - <https://gprecruitment.hee.nhs.uk/Downloads>. This includes some practice questions.

In addition to the MSRA Test Blueprint and Information document and sample questions, Pearson VUE offer a generic demo to aid you in familiarising yourself with the controls and screen layouts in advance of the test. This demo can be accessed via:

<https://home.pearsonvue.com/nro>.

### 10.10. MSRA Preparation Hints

- You can take a generic tutorial to familiarise yourself with the controls and screen layouts in advance – see [Pearson Vue](#) for details.
- Papers are NOT negatively marked so make sure you answer all the questions.
- Read the instructions and questions carefully. There may be times when you would like more information to answer questions. Just give your best answer given the information provided.
- Read the example question carefully. If you feel you would benefit from revisiting some areas of knowledge or practice in order to be better able to show your capability then you should do this before the assessment.
- We will provide a glossary where questions use terms or abbreviations which are not in universal use or may be misunderstood by some applicants.
- None of the question writers take part in or endorse any preparation courses or books.

We understand that applicants may wish to revise and prepare for the MSRA with each other in small groups. However, sharing information about the actual assessments is unacceptable and is viewed as unprofessional behaviour. The MSRA uses a large number of different equated test forms and therefore knowledge of questions in one paper will not necessarily benefit others. We would also remind all applicants that entry to specialty training is competitive.



Further information about the MSRA is available in the 'Guidance' section of our website: [https://www.nwpgmd.nhs.uk/ct1\\_psy\\_recruit\\_guidance\\_docs](https://www.nwpgmd.nhs.uk/ct1_psy_recruit_guidance_docs)

## 11. Choosing your Psychiatry Post

Preferencing is a process of ranking specific posts or sectors within a region/area.

In this round of recruitment, you will be able to preference all available CT1 Core Psychiatry and ST1 Child and Adolescent Psychiatry posts available in England, Scotland and Wales via the Oriel system. The initial Preference window will open on Wednesday 16 February 2022 and close on Wednesday 02 March 2022. This part of the process will reopen to applicants after initial offers are released.

Prior to the Preference window opening, **anticipated** vacancy numbers will be published on our website: [https://www.nwpgmd.nhs.uk/ct1\\_psy\\_current\\_round](https://www.nwpgmd.nhs.uk/ct1_psy_current_round)

Offers are made on the basis of your MSRA performance ranking and your preferencing of available posts, it is therefore a very important step in the process, and you should carefully consider and only preference the posts you are willing to accept.

### 11.1. Preferencing in Oriel

Preferencing in Oriel involves marking each option as being in one of two different states:

**Preference** – If an option is marked as a "Preference" it means you wish to be considered for posts within this programme. You must rank these options to specify an order of preference. If you come to be made an offer you will be offered your highest ranked preference where posts remain available.

**Not Wanted** – If an option is marked as "Not Wanted" it means you are not willing to accept an offer for this programme under any circumstances and therefore do not wish to be considered for these posts.

### 11.2. Preference Details

When you select the option (e.g. "HENE 1") – a pop-up box will appear with a brief description of the are/trusts/hospital involved, the number of posts available and the post start date. This description will also indicate whether the post is for CT1 Core Psychiatry or ST1 Child and Adolescent Psychiatry. If you are having difficulty assessing the website we would recommend using a laptop/desktop computer and the Chrome Browser.

The level of detail available at the Preferencing stage may differ between regions. Information about the different regions can also be found on our website: [https://www.nwpgmd.nhs.uk/ct1\\_psy\\_recruit\\_locations](https://www.nwpgmd.nhs.uk/ct1_psy_recruit_locations)

Important: please only preference the programmes that you would be prepared to work in, including those listed with zero vacancies as posts may become available at a later date. Selecting a preference with zero posts will not put you at a disadvantage.

If you preference a post, it is assumed that you will be able to accept this, if offered. It is therefore imperative that applicants consider their preference choices before submitting them. During the offer process applicants will have a limited time - 48 hours - to respond to offers and so we would recommend researching regions carefully in advance.

The Preferencing page on Oriel is a 'live page' and will save the changes you make as you go along. The requirement to 'submit' or 'save' is not necessary. You can continue to amend your programme preferences until the preference window closes on the published deadline. The preferencing process will reopen between offer cycles to allow you to amend your preferences further.

Preference choices should be made solely on desirability of the associated post for the individual applicant, not the perceived desirability for all applicants. Ranking a less popular preference highly will have no bearing on when an offer will be made.

Holding/accepting an offer will not increase your chances of receiving an upgrade.

By ranking a preference, applicants are stating that they would be prepared to undertake a training programme in that area. Applicants should not preference or accept posts if they are unable to commence training in them.

Applicants who are made an offer and then decline it will be withdrawn from the process and will not be made any further offers for that specialty.

## 12. Scoring

MSRA results will be released to applicants via the Oriel system week commencing Monday 31 January 2022, prior to initial offers being released week commencing Monday 07 March 2022.

The results will consist of your MSRA score in each paper, your overall score and your individual rank. The rank relates to MSRA performance for applicants to Core Psychiatry only.

In order to be considered 'appointable', applicants must score at least 186 (raw score) in each of the two MSRA papers.

### 12.1. Tied Scores

If these are tied scores, the stations will be weighted in this order:

- MSRA Raw Score – Professional Dilemma Paper
- MSRA Raw Score – Clinical Problem Solving Paper

### 12.2. Appealing the Outcome

The outcome is final and cannot be reviewed, remarked or disputed. There is no appeals process.

## 13. Offers

The decision whether to make you an offer of a training programme will be based on your individual MSRA performance ranking and score. It will take your personal preferences into consideration.

If your interview score meets or exceeds the appointability requirements outlined in section 12 you will be deemed appointable. Please note that being deemed appointable does not guarantee you a post. Applicants are ranked according to their MSRA performance score and offers will depend on your ranking coupled with your preferencing of available posts in each local area/region. The higher your interview score, the more likely you are to be offered a training post.

Any offer and allocation of a training programme you receive is NOT an offer of employment. An employment contract detailing the terms and conditions of employment will be issued by the employing organisation where you will be based and is made subject to satisfactory pre-employment checks. Your offer of employment will include the name of your employer, the start date and length of the period of employment, the location, the hours, the minimum rate of remuneration and the notice period applicable. Information regarding standard pay, hours, sick pay and annual leave entitlements, notice period, study leave etc. are set out in the national terms and conditions available from the NHS Employers website via: <http://www.nhsemployers.org/Pages/home.aspx>.

If you are deemed eligible for appointment but your interview score places you below the number of vacancies available, you could still receive an offer if initial offers are rejected by higher scoring applicants.

If you are not deemed 'appointable' you will receive a message confirming this.

### 13.1. Receiving Offers

Offers will be released by Health Education England (North West) on behalf of all areas/regions via the Oriel recruitment system the week commencing Monday 07 March 2022.

The nationally set dates relevant for this offer process are as follows:

Hold Deadline:	Thursday 05 April 2022 (1pm, UK Time)
Upgrade Deadline:	Monday 11 April 2022 (4pm, UK Time)

### 13.2. Responding to an offer

You will be given 48 hours (exclusive of weekends and bank holidays) to respond to an offer and have the option to accept, decline or hold.

When you receive an offer, you have three options:

- Accept / Accept with Upgrades
- Hold / Hold with Upgrades
- Reject

Accepting an offer is a two-stage process, so please ensure that you have completed both stages and that your offer screen in Oriel correctly reflects that an offer has been accepted upon

completion of the process. Failure to do so could result in the offer expiring and being offered to another candidate.

Please note that if you reject an offer you will not be considered for any further CT1 Psychiatry / ST1 Child and Adolescent Psychiatry posts in this recruitment round. If you fail to respond to an offer within the 48-hour window, you will be deemed to have declined the offer.

### 13.3. Responding to an offer - Examples

Example One – You are ranked 1<sup>st</sup> overall and therefore will be offered your first preference.

Example Two – You are ranked 21<sup>st</sup> overall and have preferenced Post A as your first choice, with Post B as your second choice. Unfortunately, Post A has already been accepted by someone who ranks above you – therefore you will be offered Post B. You can accept this post, or you can accept with upgrades – guaranteeing you Post B, but also meaning you could be upgraded to Post A should it become available.

Example Three – You ranked 150<sup>th</sup> overall, and have ONLY preferenced Post C and Post D. These posts have, however, been already accepted by applicants that rank above you, so you will not receive any offers.

The examples above are not, of course, exhaustive – there are other possible combinations of events. Offers will be recycled until either all posts are filled, or all candidates have been considered.

**Only one offer can be held at any one time, across all specialty applications you have made in each round.** If you are holding an offer and try to hold another, the original held post will be automatically declined on your behalf by Oriel.

Once you have accepted a post, you will not receive any further offers from any other specialty.

Offers that are declined or expire will be recycled and offered in rank order to other applicants.

If you choose to hold an offer, you can hold this until the deadline (Wednesday 13<sup>th</sup> October 2021 at 1pm UK Time). Before this deadline, you will be required to amend your response to the offer on the Oriel system.

Any offers still held when the deadline is reached will be deemed to be declined and the system will automatically change your status to show that you have declined the post. The post will then be offered to another applicant.

After the hold deadline has passed, any offers made will only have the option of accept or decline.

If you opt into upgrades and a higher preferenced offer becomes available, the upgrade will be automatic. You will be placed in the higher preferenced post and an automated message will be sent you via Oriel informing you of the upgrade; you will **not** be given 48 hours to decide whether you wish to accept or decline the upgrade. If an upgrade is made, the previously held or accepted post will be released and reoffered to another applicant. Once you have been upgraded you will be sent an automated message through Oriel to inform you of this. Details of the upgrade made will be available in the relevant section on Oriel.

Please note that the upgrading of offers will not continue beyond the stated upgrade deadline (Monday 11 April 2022, 4pm UK Time), even if a preferred post becomes available at a later date. After the upgrade deadline, vacant posts will be offered to the next eligible applicant who has preferred the post and who has yet to receive an offer, not to applicants who have already accepted a post. This includes situations whereby an applicant has accepted a Locum Appointment for Training post and an NTN post becomes available. Applicants are advised to consider this when making their programme preferences.

### 13.4. Offer Exchanges and Enhanced Preferences

During the Offers process all appointable candidates will have the option to amend their preferences should they wish to.

In the case of appointable candidates who do not receive an Offer in the initial matching process this may assist them in achieving an Offer in the subsequent matching processes.

When an Offer is accepted with upgrades, or, held with upgrades, you will also have the opportunity to amend your preferences. This will allow you to remove preferences that you originally ranked above your current offer and alter the order of your preferred programmes.

An Example:

- As an applicant I receive an offer for programme B that I assigned a rank of 2
- Due to changes in my circumstances, I do not wish to opt in for upgrades to programme A. Instead I would like to opt in to upgrades for programmes G - J, that I had ranked between 7 and 10.
- I amend my preferences so that the offer I received is now my 5<sup>th</sup> ranked preference, so I can opt into upgrades for programmes J – H.

Before		After	
Rank	Programme	Rank	Programme
1	A	1	J
2	B	2	H
3	C	3	I
4	D	4	G
5	E	5	B
6	F	6	C
7	G	7	D
8	H	8	E
9	I	9	F
10	J	10	A

### 13.5. Deferring your Start Date

Applicants can defer the start of their programme on statutory grounds such as personal ill health or maternity/paternity/adoption leave in line with the Gold Guide (<https://www.copmed.org.uk/gold-guide/>).

### 13.6 Next Steps

Once you have accepted an offer of training and the Upgrade Deadline has passed, your information will be released to your new recruiting region. In the weeks after this deadline the region will contact you directly to discuss the next steps and your pre-employment checks.

The Psychiatry Recruitment team does not have any involvement after this stage – any queries should be sent to the region where the training offer was received. Once offered a training

programme within a region it is expected that the region will have a further process to allocate individual posts. Each region has its own allocation policy.

### 13.7 Offers of Employment & Pre-Employment Checks

The offer and allocation of a training programme is **not** an offer of employment. An employment contract detailing the terms and conditions of employment will be issued by the responsible employing organisation and is made subject to satisfactory pre-employment checks. Your offer of employment will include the name of your employer, the start date and length of the period of employment, the location, the hours, the minimum rate of remuneration and the notice period applicable.

Information regarding pay, hours, sick pay and annual leave entitlements, notice period, study leave, pension scheme etc. are set out in the national terms and conditions available from NHS Employers.

The employing organisation carry out several pre-employment checks before an offer of employment can be confirmed. These will include verification of identity, registration and qualifications, right to work (immigration), employment history and employment reference checks (these are different from the clinical reference checks that the region needs), a Disclosure and Barring Service (DBS) check and an occupational health check. Some of these (verification of identity, registration, qualifications, and right to work, for example) may also be undertaken by the region during the recruitment process.

## 14. References

Referees should be contacted at the earliest opportunity to confirm that they are happy to support the application and provide a reference. Applicants are required to provide details of your last three clinical/educational supervisors from your current post, your previous post and the post before that.

All offers will be made on the condition of the offered region receiving three satisfactory references. Obtaining references is an applicants' responsibility. The offered region will not chase your referees.

### 14.1. Reference Requests

Reference requests are an automated process in Oriel. A request will be triggered and sent electronically to your nominated referees when you accept (or accept with upgrades) an offer of training. To ensure that requests are not blocked or filtered by your referees' email providers you are strongly advised to inform your referees to add 'noreply@oriel.nhs.uk' to their email whitelist.

### 14.2. Completing a Reference

Referees are required to submit references electronically, using the online referee portal in Oriel. You will be advised, via your Oriel portal, when your referee has submitted a reference. The system will then send regular reminders until the reference has been received. In rare cases there may be a need for your reference to be provided on paper. We will instruct you if this is necessary. You can download a Structured National Reference Form from the [Oriel Resource Bank](#) and you

### 14.3. Changing your Nominated Referee

For any references that have not yet been submitted you are able to update the details of, or change your, nominated referees. However, if the referee has already submitted your reference you will not be able to make any changes to their details.

If you change the email address against a referee, a new reference request will be sent to the newly provided email address, and the original request will be withdrawn.

## 15. Further Information

If you have any further questions, please see the information on our website or contact us via the email address below.

CT1 Website: [https://www.nwpgmd.nhs.uk/ct1\\_psy\\_current\\_round](https://www.nwpgmd.nhs.uk/ct1_psy_current_round)  
 ST1 Website: <https://www.nwpgmd.nhs.uk/st1-child-and-adolescent-psychiatry-training-recruitment-current-round>  
 Email: [Psychiatryrecruitment.nw@hee.nhs.uk](mailto:Psychiatryrecruitment.nw@hee.nhs.uk)

## 16. Useful Links

- Applicant Guidance:  
<https://specialtytraining.hee.nhs.uk/Recruitment/Application-guidance>
- Overseas Sponsorship Guidance:  
<https://specialtytraining.hee.nhs.uk/Recruitment/Overseas-Sponsorship>
- Person Specifications:  
<https://specialtytraining.hee.nhs.uk/Recruitment/Person-specifications>
- Psychiatry Training Curriculum:  
<http://www.rcpsych.ac.uk/traininpsychiatry/corespecialtytraining/curriculum.aspx>
- Recruitment Portal  
<https://new.oriel.nhs.uk/>
- Specialty Training website  
<http://specialtytraining.hee.nhs.uk/>
- UK Visas and Immigration Website:  
<https://www.gov.uk/government/organisations/uk-visas-and-immigration>