NHS England

ST1 & ST2 Neurosurgery National Recruitment

2027 Applicant Handbook

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Introduction

The National Recruitment Office for ST1 & ST2 Neurosurgery is NHS England North East and Yorkshire. We are recruiting to ST1 & ST2 posts across England, Northern Ireland, Scotland and Wales.

This handbook aims to provide applicants with information regarding all aspects of the 2027 Neurosurgery recruitment process.

General information about applying to specialty training posts is available on the Specialty Training website and in the Medical Specialty Recruitment Applicant Handbook which can be downloaded from the Oriel Resource Bank. We recommend that all applicants read this document in full.

Timeline and Key Dates

Recruitment to ST1 & ST2 Neurosurgery in 2027 will follow the timeline below:

Applications open	At 10am on Thursday 22 October 2026
Application deadline	At 4pm on Thursday 19 November 2026
MSRA Window	TBC
Self-Assessment Evidence Upload Window	16th – 23rd December 2026
Interviews	Tuesday 16th & Wednesday 17th March 2027
Initial offers released	By 5pm on Tuesday 6 April 2027
Holding deadline	At 9am on Friday 9 April 2027
Upgrade Deadline	At 4pm on Wednesday 14 April 2027

Please note: all dates are subject to change at any time

Contact details

We have a recruitment helpdesk to assist applicants through the recruitment process. You can contact the recruitment helpdesk in the following ways:

By email: england.neurosurgeryrec.yh@nhs.net We aim to respond to all emails within 48 working hours. However, please be aware that this may not always be possible.

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Vacancies

NHS England (NHSE) is responsible for educating and training doctors, dentists, nurses and all healthcare professionals in England. Medical and Dental training programmes in England are managed locally by NHSE's Local Offices. Training programmes in Wales are managed by Health Education and Improvement Wales. Training programmes in Northern Ireland and Scotland continue to be managed by Deaneries. Links to the individual Local Offices and Deaneries are provided in Appendix 2.

Vacancy numbers will be published on the national Neurosurgery recruitment webpage once confirmed.

LAT Vacancies

Recruitment to Locum Appointment for Training (LAT) posts in England ceased on 1 January 2016 for all specialties. Scotland, Wales and Northern Ireland may continue to recruit to LAT posts.

All vacancy numbers are indicative and are subject to change at any time.

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Application

Applications will only be accepted through the Oriel recruitment system. For further guidance on creating an account, registering and submitting your application using the system please refer to the Oriel Applicant User Guide which can be downloaded from the Oriel Resource Bank.

Completing your application

The application form for Neurosurgery will open at 10am on Thursday 22 October 2026. Use the Vacancy Search tool to navigate to the national Neurosurgery vacancy and click "Apply".

Please complete all sections of the application form in full before submitting it. Once you have submitted your application, the only sections you will be able to change are your personal details and your referee details.

We strongly advise all applicants to **opt in** to SMS when registering on Oriel to ensure all notifications are received in a timely manner, particularly regarding interviews and offers.

Self-Assessment Questions

There are a number of multiple-choice Self-Assessment questions built into the application form. For these questions, you need to select the most appropriate response from a drop-down list. The Self-Assessment questions, the list of responses and details of suitable evidence can be found on the national Neurosurgery recruitment webpage.

Your responses to the Self-Assessment questions will be validated against the evidence you submit following application. Evidence to substantiate your answers must be easily identified and follow the strict guidance given in the policy.

The Recruitment Office is not able to advise you about which response you should select for any question. You must select the response you feel you will be able to justify to the shortlisting panel, using the evidence you provide.

If it is discovered that any response is false or misleading or if you provide evidence containing Patient Identifiable Data, you may be referred to a Probity Panel. The Probity Panel procedure can be found in Appendix 1.

You will need to upload your evidence to Qpercom between **10am on 16 December 2026 and 4pm on 23 December 2026**. Further details including an applicant user guide for the Qpercom Portfolio will be provided at a later date.

Application Deadline

The deadline for submitting applications is **4pm on Thursday 19 November 2026.** After this time no applications will be accepted. **There will be no exceptions to this deadline.** You are advised to complete and submit your application at least 24 hours ahead of the deadline to allow for any unforeseen problems.

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When you submit your application, you should receive an automatic confirmation email. If you do not receive this email within two hours you should check to ensure that you have successfully submitted your application.

Academic Benchmarking

If you have applied for local Neurosurgery Academic Clinical Fellowship (ACF) vacancies at ST1 and/or ST2 level and require clinical benchmarking, you must complete a National ST1 and/or ST2 Neurosurgery application and be deemed appointable at interview.

For more information about clinical benchmarking and the ACF process please see the Medical Specialty Recruitment Applicant Handbook which can be downloaded from the Oriel Resource Bank.

Eligibility and Longlisting

The eligibility criteria for ST1 & ST2 Neurosurgery are listed in the 2027 Person Specifications. It is your responsibility to demonstrate that you meet the eligibility criteria. Applications will be assessed against the eligibility criteria both during longlisting and after offers where necessary. Any applications which do not meet the eligibility criteria will be longlisted out of the process and will not progress to the next stage.

By allowing applicants to progress to the interview stage, NHS England North East and Yorkshire DOES NOT accept or confirm that applicants meet all eligibility requirements. This includes immigration status, evidence of achievement of core competencies or equivalent, and requisite length of time in training as per the national 2027 Person Specification. This list is not exhaustive and is applicable to all eligibility criteria.

You may still be withdrawn from the application process at any stage, including after the interviews have taken place, if the evidence pertaining to an eligibility criterion is found to be unsatisfactory.

GMC Registration and Licence to Practice

Applicants are required to hold full registration with the General Medical Council (GMC) at the time of application, **and** hold a current licence to practise on the date your post commences. You will be asked to confirm that you will meet this requirement on your application form.

Assessment of Competency

ST1

Applicants must have achieved foundation competences by the time of appointment. Foundation competence can be demonstrated in the following ways:

Applicants currently undertaking a UK Foundation Programme Office (UKFPO) affiliated foundation programme

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- If you are currently in FY2 post, you do not need to provide any further evidence at the time of application. However, any offer of a training post will be conditional on successful completion of foundation training. You will be required to provide a Foundation Programme Certificate of Completion (FPCC) to your employing Trust prior to commencement.

Applicants who have previously completed a UK Foundation Programme Office (UKFPO) affiliated foundation programme

- If you have successfully completed a UK Foundation Training programme you are required to provide a FPCC at the time of application. You must attach scanned or PDF copies of your FPCC to your application.

Applicants currently employed in a GMC approved Specialty Training Programme

- If you are currently employed in a GMC approved Specialty Training Programme you are required to provide your NTN or DRN and details of your training programme in your application.

All other applicants

- **If you have not completed or are not currently undertaking a UK Foundation Programme Office (UKFPO) affiliated foundation programme or you are not currently employed in a GMC approved Specialty Training Programme**, you are required to provide a Certificate of Readiness to Enter Specialty Training at the time of application. A proforma can be downloaded from the Oriel Resource Bank. Only the 2024 proforma will be accepted in this round of recruitment.

ST2

ST2 applicants must have achieved ST1 competences by the time of appointment. ST1 competence can be demonstrated in the following ways:

Applicants who are currently undertaking UK Neurosurgery training programme

- Current employment in a UK Neurosurgery training programme which leads to successful achievement of ST1 competences by the advertised post start date for the vacancy; or

- Achievement of ST1 competences from a UK Neurosurgery programme, evidenced by a satisfactory ARCP outcome. This must be submitted with your application.

All other applicants

- If you are not currently undertaking UK Neurosurgery training programme you are required to provide a Neurosurgery ST2 Alternative Certificate of ST1 Competence at the time of application. The Neurosurgery ST2 Alternative Certificate of Competences can be found on the national Neurosurgery recruitment webpage

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Uploading Evidence of Competences to Oriel

Scanned copies of each piece of evidence must be uploaded to your application as a single document.

Applicants who submit their competency evidence within the application window will only have 1 opportunity to resubmit incomplete or inaccurate competency documents.

Applicants who fail to submit a competency document during the application window will be longlisted out of the process.

Specialty Specific Criteria

ST1

Applicants must have no more than 24 months clinical experience. All experience above is by time of intended start date and excluding foundation modules.

All clinical experience (after 24 months Foundation Modules) is counted, this is regardless of the post level, locum or permanent posts or country the experience is gained in.

ST2

Applicants must have completed the relevant ST1 competences in Neurosurgery as described in the Neurosurgery specialty curriculum by the advertised post start date.

The Neurosurgery ST2 Alternative Certificate of Competences can be found on the national Neurosurgery recruitment webpage.

Immigration/Right to Work

You must have the right to work as a doctor in training in the UK. Your application will be assessed based on your immigration status at the time of application.

Applicants requiring visa sponsorship in order to take up a post are eligible to apply.

Career Progression and Experience

You must provide a complete employment history going back to completion of your primary medical degree on your application form. If you are in a rotational training programme, please also list posts that you are *due* to rotate to up until the end of July 2027 or until completion of your Foundation Programme if this is later. You must provide an explanation for employment gaps of more than four weeks.

Trainees released or removed from a training post or programme

Specialty training posts and programmes are not normally available to anyone who has previously relinquished or been released/removed from a training post/programme in the same specialty. When applying for a post you will be asked if you have previously relinquished or been released or removed from a training programme in the specialty to which you are applying.

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If you answer yes to this question, you will need to upload a completed **"Support for Reapplication to a Specialty Training Programme - Exclusion Policy Support Form"** to your application no later than the application deadline. This form can be downloaded from the Oriel Resource Bank.

Trainees applying to continue training in a different region

Applicants who are currently undertaking a specialty training programme (and who have a National Training Number), who are reapplying to continue their training in a different region must declare this on their application form.

If you are reapplying to continue your training in a different region, you must also upload a completed **"Support for Reapplication of Specialty Training in a Different Region - Support Form"** to your application no later than the application deadline. This form can be downloaded from the Oriel Resource Bank.

Applicants on the Specialist Register

You are not eligible to apply if you already hold or are eligible to hold a Certificate of Completion of Training (CCT) in Neurosurgery. You are not eligible to apply if you are currently on the specialist register in any EU member state.

Prioritisation

The Medical Training (Prioritisation) Act 2026 became law on 6 March 2026. The Act makes provision for the prioritisation of graduates from medical schools in the United Kingdom and certain other individuals for places on medical specialty training programmes.

From 2027 recruitment, all information to determine priority status will be collected in the application form and status determination will be automated and displayed to applicants in Oriel.

All information relating to prioritisation can be found here: Prioritisation for Specialty Recruitment webpage.

Criminal Records and Fitness to Practice

The application form contains a Criminal Records and Fitness to Practice Declaration. If you answer **'Yes'** to any of the questions on this page you must fully complete and submit a separate **'Fitness to Practise Declaration Form'**. **This must be received no later than 4pm on Thursday 19 November 2026.**

This form is available from the Oriel Resource Bank and must be submitted to england.ftprec.yh@nhs.net. Please mark your email '**CONFIDENTIAL – Neurosurgery**'.

Both declarations and any information provided in relation to them will be kept securely and in confidence, and access to it will be restricted to designated persons within the

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Recruitment Office and other persons who need to see it as part of the selection process and who are authorised to do so.

If you are successfully appointed to a training post, this information will be passed to designated persons in the NHSE local office / Deanery which will be responsible for your training and subsequently to your employing organisation and any organisations through which you rotate as part of the training programme.

No information relating to your declaration form will be made available to any members of the selection panel at any time during the recruitment process.

Applying for a Deferred Start Date

Applicants can request deferred entry to specialty training programmes on statutory grounds (e.g. maternity leave, ill health etc.) only. Deferred entry to training programmes is not permitted for any other reason. Refer to the Gold Guide for more information about deferring start dates.

If you intend to apply for a deferred start date you should indicate this on your application form. If offered a training programme you will need to apply separately for a deferred start date via the Local Office/area where you are offered a post.

The final decision regarding any deferment will be made by the NHSE local office / Deanery which will be responsible for your training according to their local policies.

Applying for Less Than Full Time Training

Trainees may train on a Less Than Full Time (LTFT) basis for a variety of well-founded reasons. Refer to the Gold Guide for more information about Less Than Full Time Training.

All posts offered through this recruitment process will be offered as full-time posts. If you intend to request Less Than Full Time Training, you can indicate this in the relevant section on the application form.

If offered a training programme you will need to apply separately for Less Than Full Time Training via the Local Office/area where you are offered a post. You will only be able to apply for Less Than Full Time Training once you have accepted a full-time post.

The final decision regarding Less Than Full Time Training will be made by the NHSE local office / Deanery which will be responsible for your training according to their local LTFT policies.

Shortlisting

Shortlisting is a method of reducing the field to a manageable number of applicants, being unsuccessful at shortlisting does not affect subsequent applications.

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Applicants will be shortlisted using a combined score of their validated Self-Assessment score and their MSRA score, with the highest scoring applicants being invited to attend an interview. Please read the Self-Assessment section of this handbook for more information.

Please note: If there are a significantly greater number of applications than the interview capacity, we will shortlist out candidates whose self-assessment score is too far away from the interview capacity cut off to have a chance of being shortlisted. Where this is the case, we will withdraw candidates at an early stage, usually soon after applications close once numbers can be assessed against capacity

MSRA

All applicants will be required to sit the MSRA.

The Multi-Specialty Recruitment Assessment (MSRA) is a computer-based assessment, delivered in partnership with Work Psychology Group and Pearson VUE, has been designed to assess some of the essential competences outlined in the ST1 Person Specifications and is based around clinical scenarios. The purpose of the MSRA in the neurosurgery shortlisting process is to give applicants the opportunity to demonstrate the knowledge and skills that they have acquired during foundation training and medical school. It also tests professional capabilities and decision making which are key components of neurosurgical practice and complements the selection centre. It will account for 40% of the total shortlisting score. Further details of the MSRA process can be found on the Specialty Recruitment website.

All neurosurgery applicants (ST1 & ST2) are required to sit the MSRA in the first recruitment round of any given recruitment year. There are no exceptions or exemptions to this requirement.

Please note – if you do not attend the MSRA, your application will be removed from the recruitment process.

Self-Assessment Verification

Your responses to the Self-Assessment questions on the application form will be verified against the evidence you upload to Qpercom. Your evidence will be reviewed by a panel of clinicians who will confirm the scores awarded.

Following verification, you will be provided with a copy of your scoresheet confirming the scores awarded for each question. If the panel have amended any of your scores a written explanation will be provided.

Appeals

Once you have received your Self-Assessment scoresheet, if you feel you have been scored incorrectly you can submit an appeal. Instructions for submitting an appeal will be included in the email containing your scoresheet. You will be given 72 hours to submit your

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appeal. You will **not** be able to upload any additional documents during the appeals process; appeals can only be made using the evidence originally submitted.

An appeals panel will review your appeal. Scores awarded by the appeals panel are final and there is no further recourse to appeal.

Interviews

Booking an Interview Slot

If you are invited to attend an interview, you will need to book an interview time slot in Oriel. Interview slots are offered on a first come first served basis. You must book your interview slot by the deadline stated in the invite email. Please refer to the Oriel Applicant User Guide for instructions on booking your interview slot. You can download a copy of the Oriel Applicant Guide from the Oriel Resource Bank.

You should receive an automatic confirmation email once you have booked your interview slot. If you do not receive this email within two hours of booking, please check your Oriel account to ensure that you did successfully book a slot.

If you experience problems booking your interview slot, please contact england.neurosurgeryrec.yh@nhs.net for assistance.

Interview Dates and Venue

The interviews for Neurosurgery will take place online on **16th and 17th March 2027.**

You will be sent a link and joining instructions after booking your interview and in advance of the interview date.

Applicants with Disabilities

If you have a disability which may require specific arrangements or adjustments to enable you to attend an interview, please indicate this on your application form and contact england.neurosurgeryrec.yh@nhs.net to discuss your requirements.

Applicants with Reasonable Adjustments will be allocated to specific interview slots. If an applicant subsequently chooses to change their interview slot, it may not be possible to accommodate the requested adjustment(s).

Documents Required at Interview

You will be required to prove your identity at the start of the interview by showing your Passport or Driving License. You will be notified of all requirements on the invite to interview sent via Oriel.

Technical requirements for the Online Interview

All interviews in 2027 will be held online via Qpercom VIDs. Full details of the system, and instructions for attending an interview will be provided to applicants in due course.

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When undertaking your online interview, you must ensure that you are in a location with a stable and reliable internet connection and use a device that is suitable for a video interview with a camera and microphone. The administration staff from NHSE and panel members will be unable to assist you with any technical issues.

In the event of technical difficulties during the interview, we will attempt to resume the interview once the issue has been resolved. However, if we are unable to resume the interview at the scheduled time we will, where possible, aim to rearrange the remainder of the interview at a later date or time however we cannot guarantee this will always be possible. Where the interview has been partially completed, only the sections that were disrupted will be rescheduled; scores from interview questions that are completed without disruption will stand.

Technical issues that happen outside of the interview itself must be reported to the Recruitment Team, with details of the issues experienced, providing screenshots where possible, within one hour of the allocated interview time. Technical issues reported outside of this timeframe cannot be considered.

Your interview will not be recorded by NHSE or panel members. Applicants are also not permitted to record the interview. If it is found that you have recorded any part of the interview process, a probity panel will be convened to investigate. Details of the Probity Panel procedure can be found in Appendix 1.

Interview Format

The published interview slots are **120** minutes long; this includes 30 minutes to complete your pre interview checks as well as those of other candidates and resolve any technical issues. There may therefore be a short wait either before or after your ID check.

Your interview will last 90 minutes (15 minutes per question plus **5** minutes to read the scenario and a further 5 minutes for the interviewers to complete your score sheet), followed by 10 minutes contingency at the end.

The interview will consist of a multi-station 60 minute interview panel designed to assess the selection criteria detailed on the 2027 Person Specification.

Candidates are permitted to bring notes into the interview and to make notes during the interview itself. However, you should avoid relying heavily on notes such that this could disrupt the flow of the interview and your engagement with the panel members. Where notes are used, you must ensure that these are only used to answer the question being asked and not as an opportunity to recite everything you have prepared on the subject area.

Notes should only be on paper and **not** on an electronic device and must be prepared by you. Books are not considered to be notes and are not permitted.

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Candidates are instructed that any notes should be confidentially destroyed as soon as the interview has taken place and should not be shared by any means (physically, verbally, typing online or photographically).

All candidates are reminded that the four nation Postgraduate National Recruitment Programme Board has issued a position statement on the use of Artificial Intelligence (AI) during interviews for postgraduate training programmes, including medical specialty training. The full statement can be found on the Specialty Recruitment website.

Please note that the panel members will be using a device to record your scores into a secure online system.

The interview will be split into four 15 - minute stations:

- **Clinical Station**
- **Management Station**
- **Telephone Referrals Station**
- **Motivation and Understanding of Specialty Station**

Before each station there will be 5 minutes of reading time when a document will be shared with you. Candidates may make brief notes during this time. Candidates are instructed that this information should be confidentially destroyed as soon as the interview has taken place and should not be shared by any means (physically, verbally, typing online or photographically).

Lay Representatives

A Lay Representative may be present during your interview to observe the process. The Lay Representative will not score or assess your performance in the station; they are there to ensure the process is fair and consistent.

Confidentiality

You should ensure that the content of the interview assessments remains confidential and must not be discussed with other applicants or published where they can be accessed by other applicants. This includes on websites, online forums or discussion groups and all other forms of social media.

Remember, this is a competitive process, and you may reduce your own chances of appointment by giving an unfair advantage to other applicants.

Reporting Issues During Your Interview

The vast majority of interviews are conducted without issue. However, if there are any issues during your interview which may affect your assessment, it is vital that you report them to a member of the NHSE North East and Yorkshire Recruitment Team by emailing england.neurosurgeryrec.yh@nhs.net

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Any issues must be reported as soon as possible and **ideally within 1 hour of the completion of your interview**. This will give us the best possible chance to investigate and, if necessary, take action to remedy the issue. It is not usually possible to investigate issues or take remedial action once the interviews have concluded.

Scoring and Ranking

Your performance in each domain will be scored using a structured scoring system. The scores from each interview station will be combined to produce your overall interview score.

Your ranking will be based upon your overall interview score and your individual station scores. NHSE may set a minimum required score in any individual domain and should your score in an individual domain not meet that requirement you will be ranked 0.

Appointability

To be considered appointable you will need to achieve the following scores:

Applicants at ST1 who achieve 65% of the marks available will be considered appointable.
Applicants at ST2 who achieve 74% of the marks available will be considered appointable.

Tied Scores

In the event of tied overall interview scores, the final shortlisting score and the individual station scores in the order below will be used to differentiate between applicants:

1. Clinical Station
2. Telephone Referral Station
3. Management Station
4. Motivation and Understanding of Specialty Station
5. Final shortlisting score

References

References will only be requested through the Oriel system once an offer of training has been accepted. Referees will be contacted by email, so it is important that the contact details provided are correct. We strongly advice that you inform your chosen referees so that they are aware they may be asked to provide a reference.

If a referee is unable to complete the reference prior to the deadline date, responsibility for requesting and collecting the reference will pass to the employer. You and/or your referees will be contacted directly by the employer if further references are required. There is no need for you or your referees to do anything until this contact is made.

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Offers

All recruitment offices will be using the Oriel system to make offers to training posts in all specialties. You can download a copy of the Oriel Applicant Guide from the Oriel Resource Bank.

Selecting Your Preferences

You will be asked to rank your preferences using the Oriel Recruitment System. You will receive an email when Preferencing opens. Please note that this may not take place until after the online interviews have taken place.

Once preferencing is open, it will remain open so you can change your preferences at any point in the process, including during and after the offers process.

For guidance on submitting your preferences please refer to the Medical Specialty Recruitment Applicant Handbook and the Oriel Applicant User Guide which can be downloaded from the Oriel Resource Bank

Receiving and Responding to Offers

The initial offers for Neurosurgery are expected to be released by 5pm on 6th April 2027. If this date changes, we will contact eligible applicants via Oriel.

If you are offered a post, you will have 48 hours from the time of your offer (excluding weekends but not bank holidays) to decide whether to accept, reject or hold it (please see the national timeline for the hold deadline). You must respond to the offer through the Oriel system. No other form of response will be accepted.

For guidance on responding to offers, please refer to the Medical Specialty Recruitment Applicant Handbook and the Oriel Applicant User Guide which can be downloaded from the Oriel Resource Bank

Any offer made through this recruitment process is an offer of an allocation to a training programme; it is not an offer of employment. Offers of employment can only be by an employing organisation following completion of satisfactory pre-employment checks.

Withdrawing from the Recruitment Process

You may withdraw from the recruitment process at any time up until offers are released via your Oriel account. Once you have withdrawn your application it cannot be reinstated.

Once an offer has been accepted, applicants wishing to withdraw will need to contact the recruitment office directly.

You are reminded of the GMC's Good Medical Practice guidance which states: "*Patient safety may be affected if there is not enough medical cover. So you must take up any post you have formally accepted and work your contractual notice period before leaving a job, unless the employer has reasonable time to make other arrangements.*"

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Feedback

Feedback will be provided at the following stages of the recruitment process:

Longlisting

If you are not longlisted you will be provided with the reasons for this.

Self-Assessment Verification

Following the Self-Assessment Verification process, you will be sent a copy of your verified scores and any written feedback provided by the verifier.

Interview Ranking

You will be able to view your total interview score and rank online through your Oriel account once offers are released. Please note that a thorough Quality Assurance and validation process is carried out on all applicants' scores following the interviews. No scores will be released until this process is complete.

Interview Scores

Following the conclusion of the offers process, you will be able to view a breakdown of your interview scores including a breakdown of the scores you achieved in each interview station online through your Oriel account. You will also receive an electronic copy of your interview scoresheets, including your scores and written feedback.

Evaluation of the Selection Process

Following the conclusion of the 2027 recruitment process, an evaluation of the recruitment process will be carried out. This will include an analysis of anonymised interview scores, appointment data and feedback from a number of groups involved in the process.

Feedback Surveys

Feedback about the recruitment process will be collected from the following groups:

- Applicants
- Interview Panel Members
- Lay Representatives

This feedback will be analysed and will help to inform changes and improvements to the recruitment process for 2028.

Privacy Notice

In order to manage and quality assure your training, NHS England needs to collect, store and process information about you. This is done in compliance with the General Data Protection Regulation. Among other matters, this requires that your data must be processed fairly and lawfully.

We will process data about you in accordance with the General Data Protection Regulation, and will do so for three main purposes:

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1. Processing your data during the recruitment process.
2. Processing of successful applicants' data by NHS England's local offices, Deaneries and Royal Colleges.
3. Use of recruitment data for evaluation, research and testing purposes

For more information about how we safeguard and process your data please see our Privacy Notice.

Appeals, Complaints and Confidential Concerns

Appeals

With the exception of the Self-Assessment appeals process, it is not possible to appeal the scores you are awarded or the outcome of any part of the recruitment process. If you have **evidence** that the published recruitment process has not been followed correctly, the Complaints Policy and Procedure should be followed.

Complaints

However hard we try to respond to the wishes and aspirations of the healthcare professionals accessing our recruitment services, we do recognise that, on occasion, our service may fall short of expectations.

The Complaints Policy and Procedure explains how you can make a complaint and how it will be handled. A copy of the Policy can be downloaded from the Oriel Resource Bank. Complaints must be submitted using the Complaint Submission Form linked within the policy.

Confidential Concerns

If you have a concern that falls outside of the national complaints policy e.g. fraudulent submissions by other applicants you can confidentially email the MDRS Recruitment Team on england.mdrs.confidential@nhs.net. This address cannot be used as a way of raising a complaint and bypassing the process detailed in the complaints policy.

Appendix 1: Probity Panel Procedure

An applicant may be referred to a Probity Panel for a variety of reasons including when the veracity of the information contained an applicant's application form or documentation provided at interview is brought into question.

In the event of such an occurrence the applicant will be asked to explain in writing and provide copies of any supporting documentation upon which they will seek to rely. When a response is received, or in the absence of a response within the deadline, a Probity Panel will be convened. The panel will be made up of at least three people including a Postgraduate Dean or their representative and a medical workforce/HR professional.

The Probity Panel will decide whether or not the applicant should remain in the recruitment process. The panel will also recommend whether any further action should be taken which may include referral to the GMC.

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Appendix **2: Useful Links**

Online Recruitment Systems

System	Link
Oriel Recruitment System	https://www.oriel.nhs.uk/web/

NHSE Local Offices and Deanery Websites

Offices	Link
NHS England - East Midlands	https://www.eastmidlandsdeanery.nhs.uk/
NHS England - East of England	https://heeoe.hee.nhs.uk/
NHS England - Kent, Surrey and Sussex	https://www.kssdeanery.ac.uk/
NHS England - London	https://london.hee.nhs.uk/
NHS England - North East	https://madeinheene.hee.nhs.uk/
NHS England - North West	http://www.nwpgmd.nhs.uk/
Northern Ireland Medical & Dental Training Agency	http://www.nimdta.gov.uk/
Scottish Medical Training	http://www.scotmt.scot.nhs.uk/
NHS England - South West	https://southwest.pgmdeducation.nhs.uk/
NHS England - Thames Valley	http://www.oxforddeanery.nhs.uk/
Health Education and Improvement Wales	https://heiw.nhs.wales/
NHS England - Wessex	https://wessex.hee.nhs.uk/
NHS England - West Midlands	http://www.westmidlandsdeanery.nhs.uk/
NHS England – Yorkshire and the Humber	http://www.yorksandhumberdeanery.nhs.uk/

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- **Other Useful Organisations**

Organisation	Link
General Medical Council	http://www.gmc-uk.org/
The Intercollegiate Surgical Curriculum Programme	https://www.iscp.ac.uk/
NHS Employers	http://www.nhsemployers.org/
Royal College of Surgeons of England	http://www.rcseng.ac.uk/
Royal College of Surgeons of Edinburgh	http://www.rcsed.ac.uk/
Royal College of Physicians and Surgeons of Glasgow	http://www.rcpsg.ac.uk/
UK Visas and Immigration	https://www.gov.uk/government/organisations/uk-visas-and-immigration

Appendix 3: Tie breaks

In the event of tied overall interview scores, the final shortlisting score and the individual station scores in the order below will be used to differentiate between applicants:

1. Clinical Station
2. Telephone Referral Station
3. Management Station
4. Motivation and Understanding of Specialty Station
5. Shortlisting Score

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