

Junior Medical Officer - 2014 Annual Recruitment Campaign Dates

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Functional Sub group Corporate Administration - Governance
Clinical/ Patient Services - Medical Treatment
Clinical/ Patient Services - Governance and Service Delivery
Personnel/Workforce - Recruitment and selection
Personnel/Workforce - Employment Screening

Summary The purpose of this Information Bulletin is to outline the Junior Medical Officer Annual Recruitment Campaign dates for 2014.

The recruitment dates advise the system when Junior Medical Officer positions may be advertised, interviewing may commence, offers may be made, system reporting by HealthShare NSW commences and when the processing of successful applicants will occur. These are developed in consultation with the Senior Clinicians, National Medical Colleges and NSW Health stakeholders.

Replaces Doc. No. Junior Medical Officer - 2013 Annual Recruitment Campaign Dates [IB2012_010]

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Applies to Local Health Districts, Board Governed Statutory Health Corporations, Chief Executive Governed Statutory Health Corporations, Specialty Network Governed Statutory Health Corporations, Affiliated Health Organisations, Public Health System Support Division, Community Health Centres, Dental Schools and Clinics, NSW Ambulance Service, Public Health Units, Public Hospitals

Audience All staff involved in the recruitment of junior medical staff

Distributed to Public Health System, Divisions of General Practice, Health Associations Unions, Ministry of Health

Review date 17-Apr-2018

Policy Manual Not applicable

Director-General **File No.** H12/72070

Status Active

JUNIOR MEDICAL OFFICER

- 2014 ANNUAL RECRUITMENT CAMPAIGN DATES

PURPOSE

The purpose of this Information Bulletin is to outline the Junior Medical Officer Annual Recruitment Campaign dates for 2014.

The recruitment dates advise the system when Junior Medical Officer positions may be advertised, interviewing may commence, offers may be made, system reporting by Health Support Services commences and when the processing of successful applicants will occur. These are developed in consultation with the Senior Clinicians, National Medical Colleges and NSW Health Stakeholders.

KEY INFORMATION

This document should be brought to the attention of all personnel involved in the recruitment of junior medical staff. It is the responsibility of the employing facility to ensure that the recruitment dates are adhered to.

ATTACHMENTS

1. NSW Health – Junior Medical Officer Annual Recruitment Campaign Dates – 2014.

NSW Health – Junior Medical Officer Annual Recruitment Campaign Dates - 2014

Advertising for the annual Junior Medical Officer recruitment is organised by the NSW Ministry of Health. Organisations within the NSW public health system must not independently advertise junior medical staff positions commencing the following clinical year within the centralised recruitment period (from 25 July to 30 September 2013).

Advertising Commences: 25 July 2013 (Thursday) 9am AEST

Advertising Closes: 15 August 2013 (Thursday) 5pm AEST

First Round Interviews and Offers:

POSITIONS	INTERVIEW DATES	EMAIL OFFER DATES
Advanced Physician trainee positions	- 31 August to 20 September	- From 3 September
All other positions not otherwise listed	- 2 September to 20 September	- From 3 September
Anaesthetic Scheme Trainee	- 2 to 12 – September	- 17 September
Anaesthetic Provisional Fellow positions	- 2 to 12 – September	- 17 September
All other Anaesthetic positions not otherwise listed	- 2 to 12 – September	- 17 September
Basic Physician Training positions	- 2 to 4 September	- 17 September
NSW Surgical Skills Program positions	- 2 to 4 September	- 17 September
All Psychiatry positions	- 2 to 6 September	- 16 September
All Radiology Positions (Networked & Non Networked positions)	- 2 to 13 September	- 17 September
All Nuclear Medicine Positions	- 9 to 13 September	- 17 September
Endocrinology – Statewide Centralised Recruitment	- 3 September	- 6 September
Emergency Network Trainees	- 2 to 6 September	- 17 September
All other Emergency positions	- 2 to 6 September	- 17 September
Geriatric Medicine – All positions	- 2 to 3 September	- 5 September
Intensive Care Medicine – All positions	- 9 to 13 September	- 17 September
NSW Rural Generalist Training Program positions	- 2 to 10 September	- 16 September
All RMO and SRMO positions (unless otherwise listed above)	- 2 to 13 September	- From 19 September
Obstetrics and Gynaecology Provisional Fellows and Senior Registrar positions*	- 2 to 13 August	- From 16 August
Ophthalmology – 1st year Advance Trainee recruitment only	- 24 August	- 4 September
Paediatric Network Positions		
Paediatric Provisional Fellow Network positions (including Clinical Genetics Provisional Fellow positions) **	- 7 to 16 August	- From 21 August
Advanced Paediatric Network Training Positions	- 2 to 4 September	- 10 September
Basic Paediatric Network Trainee positions	- 2 to 6 September	- 16 September
Paediatric resident positions (≥ PGY 3) Network Positions	- 2 to 6 September	- 16 September
Respiratory - Advance Trainee – Statewide Centralised Recruitment	- 12 to 13 September	- 17 September

*Obstetrics and Gynaecology Provisional Fellows and Senior Registrar positions	**Paediatric Provisional Fellow Network positions (including Clinical Genetics Provisional Fellow positions)
Advertising Opens: Monday 15 July 2013 Applications Close: Friday 26 July 2013	Applications Opens: Monday 15 July 2013 Applications Close: Friday 2 August 2013

To assist with Junior Medical Officers declining more junior position/s due to receiving offers for more senior position/s later in the recruitment period, it is recommended that the priority of interviewing and offers are as follows:

- Post Graduate Fellow
- Senior Registrar/Provisional Fellow
- Advance Trainee
- Basic Trainee
- All other positions.

Preference Matched Groups -

All positions using preference matching are required to be ready for the preference match by no later than midday the day prior to the above email offer dates.

Statewide Centralised Recruitment Panels

All positions must be uploaded by 2nd week the JMO eRecruit system is open for uploading positions.

Second Round Interviews and Offers:

- ***Second Round Advertising and Applications commence from*** : 23 September 2013
- ***Second Round Interviews commence from:*** 25 September 2013
- ***Second Round Preliminary Email Offers commence from*** : 25 September 2013
- ***Second Round Advertising and Applications close:*** 4 October 2013
- ***Second Round Email Acceptances close:*** 11 October 2013

Recruitment System Processing Dates:

- ***Duplicate Report sent from:*** 11 September 2013
- ***All preliminary email offers finalised (accepted or declined)by COB:*** 14 October 2013
- ***Pre-employment checks Commence:*** 23 September 2013
- ***Applicants "Complete Offer Details Form" information finalised for uploading commencing:*** 18 October 2013
- ***Written letters of Appointment sent from:*** October 2013
- ***Recruitment Review:*** November 2013