

## Application Support Pack – Nursing & Midwifery

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## Introduction

We're excited you have expressed interest in joining our UK Healthcare programme. Here at NHS Professionals, we want to ensure you have the best possible experience of coming to live and work in the United Kingdom (UK).

Therefore, we've designed this information pack to simply explain the processes you will be going through when working towards your Nursing or Midwifery career in the UK. This document focuses on providing guidance on our application and interview process, including:

- Your application:
  - Key information to include on your Curriculum Vitae (CV)
  - English Language requirement
- Interview preparation:
  - Preparing for the NHS Trust and research
  - Preparing for competency-based questions

Note, we work with the National Health Service (NHS) to support them in filling staffing gaps at various hospitals across the UK. The National Health Service is the publicly funded healthcare system in England, and one of the four National Health Service systems in the United Kingdom (the others include Wales, Scotland and Northern Ireland).

## Your application

In order to submit your application for a Nursing or Midwifery role in the UK, you will need the following:

- Updated Curriculum Vitae (CV) / resume
- A copy of your passport
- Provide proof you are from an English-speaking country and a native speaker or successfully completed and achieved a pass mark in English from either Occupational English Test (OET) or academic International English Language Testing System (IELTS).

## Curriculum Vitae (CV)

Your CV is your opportunity to sell yourself to the hospital you wish to apply to. It allows you to summarise your education, professional skills, and experience. This will enable the employer to identify whether you meet the specification required for this role.

Your CV should be presented in the following order:

1. **Personal details** - Your personal details should include your full name as it appears on your passport. There is no need to specify your age, marital status, or religious belief. We also do not require a photograph on your CV, however if you would like to include one, please ensure this is a head and shoulders shot only on a blank background.
2. **Contact details** - You should include your contact details e.g., telephone number (with area code) and email address.
3. **Education** - In this part of your CV you should include details of your degree or diploma and any other relevant educational history e.g., training courses relevant to your profession.
4. **Professional experience** - You should list your experience with your most recent employer first. Each time period of employment should contain the name of the employer, the date in month and year form of which you were employed, your job title specifying the clinical area you worked, followed by a description of your roles and responsibilities, preferably in bullet point form. You should also include any processes and procedures you can perform, as well as listing any specialist equipment that you are competent to use independently.

If you need support in completing your CV, please inform a member of the team who will be happy to share a CV template to help guide you.

## English Language Test

In order to join our UK Healthcare programme, you will need to be either from an English-speaking country or pass an English language test. The Nursing and Midwifery Council (NMC) accepts two language tests as evidence that you can communicate effectively in English.

These are:

- **International English Language Test System (IELTS)**  
*If you have completed an IELTS examination you must provide an IELTS academic certificate that confirms you have achieved a minimum Level 7.0 in speaking, listening, and reading and Level 6.5 in writing and overall Level 7.0.*
- **Occupational English Test (OET)**  
*If you have completed an OET examination, you must provide a certificate that confirms you have achieved a minimum Level B in speaking, listening, and reading and Level C+ in writing.*

More information regarding IELTS/OET can be found in our English Language FAQ's.

## Preparing for your interview

Your interview is an opportunity for the NHS Trust to find out a bit more about you and assess how you would care for their patients if you were to be successful.

It is common for people to get nervous or anxious before interviews. We want you to remember that, if you have been shortlisted for interview, you have demonstrated in your CV that you match the person specification for this role. It's now your time to prepare, so that on the day you can shine like the STAR that you are!

## Preparation on the Trust

If successful, your employer will be an NHS Trust, and therefore it's important that you do some independent research on the specific Trust and Hospital location that you are interviewing for. Your recruitment representative will be able to provide you with some information, but it really helps if you have used your initiative and researched the Trust in detail. We recommend you research the following:

### 1. **Trust Values**

The values describe the core ethics and principles which the Trust will abide by. These values will be patient centred, and the Trust will expect all staff members to always demonstrate these values.

### 2. **Trust Mission Statement**

This is a brief description of the Trusts fundamental purpose. This will relate to how the Trust wish to care for patients, staff, and their wider community.

### 3. **Understanding the area and field of work**

Whilst it's important to understand the geographical location of where you wish to work, the cost of living in that area and local amenities, it is also vital that you understand the professional environment you want to work in.

You should have a clear understanding of whether you wish to work in a general Nursing or Midwifery environment (medical or surgical), or a specialist area e.g., Theatres, Paediatrics, ICU, Neonatal, Mental Health, Cardiology, Cancer Services. You should then do some specific research on the Trust you are applying for and the type of services they provide to patients receiving care.

### 4. **The 6 C's of Care**

The 6 C's – care, compassion, courage, communication, commitment and competence – are a central plank of Compassion in Practice. Each of the six values, which were also backed by six areas of action, carry equal weight and focus on putting patients at the “heart of everything” that healthcare workers do, including Nurses and Midwives. You should do specific research as to what this will mean in your role and to you.

### 5. **NMC Code of practice, law and ethics of Nursing and Midwifery in the UK**

The Nursing and Midwifery Council (NMC) is the independent regulator for Nurses and Midwives in the UK, and Nursing Associates in England. Working as a Nurse or Midwife in the UK, you will need to follow the NMC code and professional standards of practice and behaviour. Therefore, you should do some specific research into what the code means to you. You can read the code using the link below:

<https://www.nmc.org.uk/standards/code/read-the-code-online/>

## Preparation for competency-based questions

Each Trust will have their own interview style; however, most Trusts will assess your suitability through a competency-based interview. With this interview style, the Trust will ask questions to assess how you have used specific skills in your previous experience and how you approach tasks, problems and challenges.

In order to assess your skills and ability, you may be asked several scenario-based questions. This is your opportunity to shine and show them how much of a STAR you are! You can do this by answering questions using the STAR method.

### **What does this mean?**

When asked a question, take your time to listen to the question and make sure you understand what you are being asked. Allow the interviewer time to finish asking the question before you reply. By being attentive and listening you will give yourself some time to think of an event to demonstrate your experience.

- **S - Situation** - Describe the event of situation for the example you would like to give.
- **T - Task** - Explain the task you had to be complete.
- **A - Action** - Describe the specific action you took to complete the task. Remember the interview panel are asking about what you did as an individual, not your team. Please ensure that you are speaking in the first person (use 'I' and not 'we'), stating what you did and not as a team.
- **R - Results** - Close with the results of your efforts. Describe what the outcome was and any learning from this scenario. Your learnings can be both positive and negative.

## After the interview

Following your interview, your NHSP representative will give you feedback from the interview panel. You will be notified of the outcome 24-48 hours after the interview is complete.