

Ireland's Interns 2010

A Guide to Application and Appointment to Intern Training in Ireland 2010

Part 1

Purpose of this Guide

This Guide is designed to inform prospective applicants to intern posts in Ireland of the reforms of the intern year which are underway, the effects of these reforms on intern training in 2010 and the requirements of students applying for intern training posts in Ireland this year. The Guide is also designed to provide information to all those involved in providing and facilitating intern training, including trainers, training bodies, medical schools, hospitals, other clinical sites and health service managers.

The Guide is divided into two parts; Part 1 provides an overview of the principal reforms of the Intern Year that are underway. Part 2, which will be available in the coming weeks, will provide more detailed information for prospective applicants on the application process and related matters.

Prospective candidates should read Parts 1 & 2 of the Guide before applying for an intern post. This part of the Guide provides information on a number of areas, including the following:

In Part 1 of the Guide:

- **The reform of the Intern Year**
- **Intern Training Networks**
- **Intern Educational Programmes**
- **Application & selection process**

Purpose of Intern Training

The Intern Year provides medical graduates with the opportunity to experience the reality of patient care in a range of healthcare settings.

The intern year should provide an appropriate combination of education and training and clinical responsibility, enabling interns to develop the professional and personal competencies that result in good patient care and provide a foundation for lifelong learning.

The Intern Year is the first level of postgraduate medical training and is an essential step in every doctor's career. It should be a challenging and rewarding year, providing graduates with a supervised and supportive learning environment that will provide them with the basis for future practise as a medical practitioner in their chosen field.

Successful completion of the intern year leads to the award, by the Medical Council, of a Certificate of Experience. This Certificate is required for eligibility to apply to the trainee specialist division or general division of the Register of Medical Practitioners maintained by the Medical Council and, therefore, to proceed with a medical career in the Irish health service. The Certificate of Experience is also required by most other competent authorities in order to register in other countries.

Reform of the Intern Year

Government policy on undergraduate medical education and postgraduate medical education and training is set out in the “Fottrell” and “Buttimer” reports, respectively.¹

The National Committee on Medical Education and Training (NCMET) was established to oversee the implementation of the recommendations of these reports. In 2008, the NCMET made a series of recommendations for the reform of the intern year.²

The reform of the intern year is being jointly implemented, through the Intern Implementation Group which was established in 2009, by the Health Service Executive (HSE), the Medical Council, the Medical Schools, the Postgraduate Medical Training Bodies, hospital medical workforce management and individual hospitals and community services.

Principal reforms being implemented include:

- The establishment of intern training networks
- The development and delivery of agreed educational programmes for internship training
- The introduction of a modular structure and new specialties to the intern year
- The establishment of a national application system and matching system for intern posts
- curricular reform
- European Working Time Directive compliance

Intern Training Networks

Six intern training networks are being established. Each network is based around an existing medical school. Intern posts will be structured so that all modules take place within a single intern network. In July 2010, five intern networks will be in place; the Mid-West network will take effect from 2011, to coincide with the first graduating class from the University of Limerick medical school.

Each Intern Network is led by an Intern Coordinator who is a consultant doctor with educational experience. This appointment, which is made by the Medical School in each Network, is funded by the HSE.

The Intern Coordinator will be responsible for organising and overseeing intern training within their network and ensuring the provision of appropriate, agreed educational programmes for interns. The Intern Coordinators will collaborate collectively and with the HSE on a national basis to ensure consistency across the networks. Intern Coordinators will also be expected to meet requirements set by the Medical Council in relation to intern training and sign-off, in order to satisfy the Council’s criteria for granting a Certificate of Experience.

The Intern Networks will bring together, as required, representatives from all parties involved in the intern year, including postgraduate training bodies, intern tutors, Clinical Directors, the medical schools, local medical manpower managers and representatives from clinical sites.

Existing intern posts are being realigned on a geographical basis within Intern Training Networks. Historical links between medical schools and large teaching hospitals (particularly where significant investment has been made by Medical Schools) will be maintained, wherever this is feasible and appropriate.

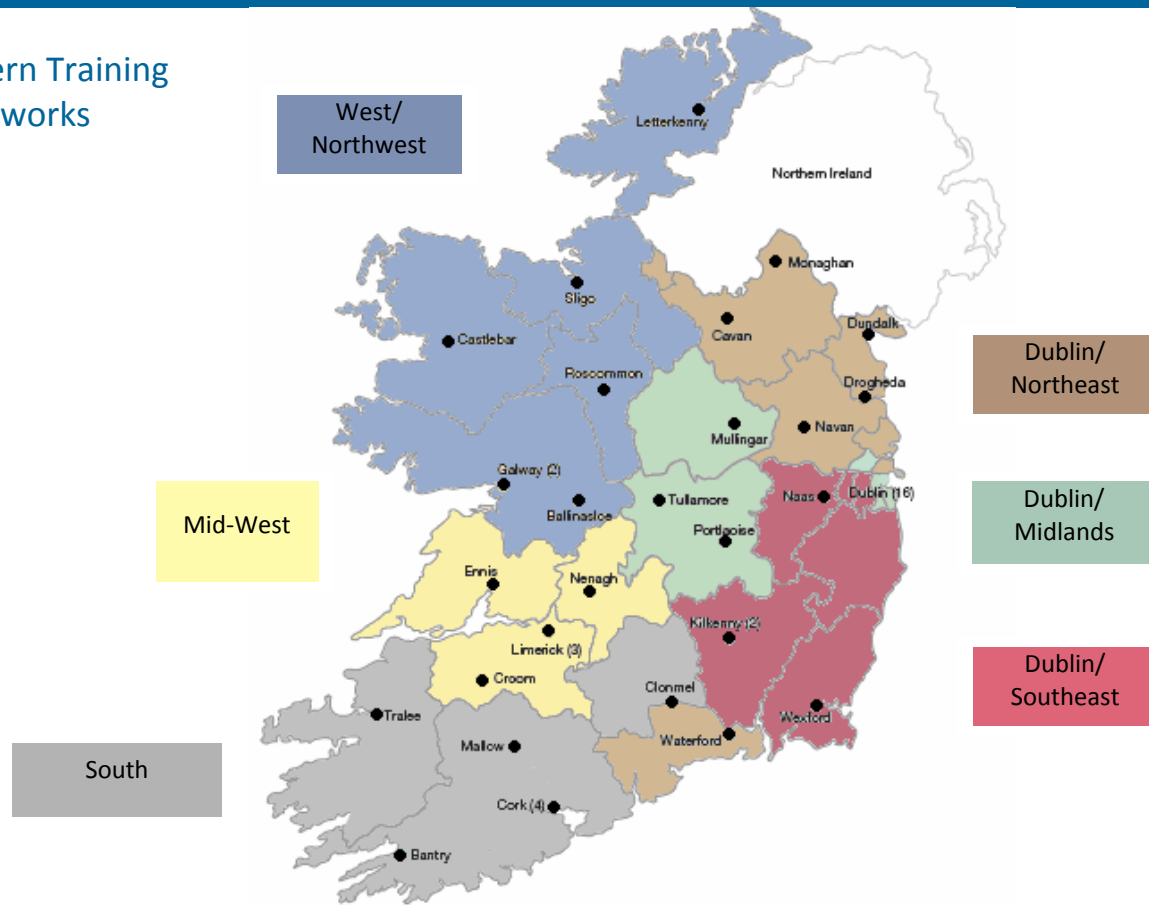
The map overleaf illustrates the new Intern Training Networks and the locations of hospitals in Ireland. The Table overleaf lists the networks, the linked medical school for each and the clinical sites included for intern training in each network.

The medical school in each network will provide the focal point for the delivery of the intern training programme.

¹ *Medical Education in Ireland: A New Direction – Report of the Working Group on Undergraduate Medical Education and Training (“Fottrell Report”), 2006. Preparing Ireland’s Doctors to meet the Health Needs of the 21st Century (“Buttimer Report”), 2006. Both reports available www.dohc.ie.*

² *National Committee on Medical Education & Training: Report of the Intern Sub-Committee (2008). Available www.hse.ie/eng/services/publications/corporate/etr*

Intern Training Networks



Intern Training Network 2010 ³	Linked Medical School	Hospitals / Clinical Sites in Network 2010
West / North west	National University of Ireland, Galway	<ul style="list-style-type: none"> Galway Regional Hospitals Letterkenny General Hospital Primary Care, Letterkenny Mayo General Hospital Portiuncula Hospital Roscommon General Hospital Sligo General Hospital
Dublin / Northeast	Royal College of Surgeons in Ireland	<ul style="list-style-type: none"> Beaumont Hospital Connolly Hospital Waterford RH (exception, given RCSI investment on site) Our Lady of Lourdes Hospital Drogheda Louth Hospital Dundalk
Dublin / Midlands	University College Dublin	<ul style="list-style-type: none"> Mater Misericordiae Hospital St. Vincent's Hospital St. Columcille's Hospital Midland Regional Hospital Mullingar Midland Regional Hospital Tullamore Midland Regional Hospital Portlaoise Mid-West Regional Hospital Limerick³ St. John's Hospital Limerick³
Dublin / Southeast	Trinity College Dublin	<ul style="list-style-type: none"> St. James's Hospital AMiNCH Tallaght Hospital Naas General Hospital St. Luke's GH Kilkenny Wexford General Hospital
South	University College Cork	<ul style="list-style-type: none"> Cork University Hospital Mercy University Hospital South Infirmary-Victoria Hospital Tralee General Hospital South Tipperary Clonmel Bons Secours (private) Mallow General Hospital Bantry General Hospital

³ The Mid-West Network will take effect from 2011 to coincide with the first graduating class from the University of Limerick Graduate Entry Medical School. For the July 2010 intern intake, posts which fall within the Mid-West Network will be assigned to the Dublin/Midlands Network and the South Network.

Intern Educational Programmes

Each Intern Training Network will provide an intern educational programme. The development of the programme will be led by the Intern Coordinator in conjunction with those involved in intern training within the network. It is envisaged that the educational programmes in individual networks will include nationally agreed elements as well as aspects tailored to take account of geographic variance in health service provision.

Intern Training Posts

Intern training posts will commence on July 1st 2010. Posts are available in hospitals throughout Ireland and in a small number of primary care settings. Internship training must comprise a minimum of 12 months, during which interns must complete a minimum of three months in each of medicine and surgery and may complete two to three months in other specialties which have been recognised by the Medical Council for intern training⁴. Details of posts available in July 2010 will be provided in Part 2 of the Guide.

Who should Apply?

The Intern Year is only open to those who are required to complete it in order to gain the Certificate of Experience, which enables the holder to apply for registration on the Trainee Specialist Division (other than as an intern) or General Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland.

Graduates from medical schools in many European countries⁵ who wish to practise medicine in Ireland may apply directly for Senior House Officer positions and for registration on the Trainee Specialist / General Division of the Register of Medical Practitioners without completing an intern year in Ireland.

Thus, such graduates are not required to complete an intern training year and are therefore ineligible to apply for intern positions.

All applicants to intern posts must have a documented right to work in Ireland. In line with current Department of Enterprise and Employment Work Permit requirements, applicants who require a permit to work in Ireland will only be considered in the event that all eligible applicants who do not require a permit to work in Ireland have been assigned to intern posts.

Application Process for Intern Posts

Applications for intern posts will be invited through a single, national recruitment campaign. Application will be through the health service recruitment website, www.hse/eng/staff/jobs.ie. Part 2 of the Guide will provide details of the date that the application process will open and close.

When the application process opens, an application form will be available to download. Candidates should download the form and complete it by typing in their responses. Hand-written applications will not be accepted, except for those pages of the form that require signatures. Applicants will be required to submit the completed form, along with all required supporting documentation, in hard copy by post to the HSE. All details will be provided on the application form.

The application form will allow applicants to select a preference for individual Intern Training Networks and for a specified number of individual posts. Interns will ordinarily spend the full year within a single intern network but students of any medical school may apply to any network. Matching of applicants to posts and networks will depend on their position in the overall ranked list of applicants. See the section on "Selection Process" below.

⁴ The specialties currently recognised by the Medical Council for internship training are obstetrics & gynaecology, emergency medicine, paediatrics, psychiatry, general practice and anaesthesia (incorporating perioperative medicine). Details of rotations available in some of these specialties will be provided when the application process opens.

⁵ Applicants for registration must provide documentary evidence of their qualifications; the required documentation is set out in EU Directive 2005/36/EC. Graduates from the following European countries are not required to complete a separate internship and may therefore apply directly for SHO positions and for Trainee Specialist / General registration: These countries are: Austria, Belgium, Bulgaria, Estonia, Germany, Greece, Spain, France, Cyprus, Iceland, Latvia, Hungary, Netherlands, Romania, Slovenia, Switzerland and the Slovak Republic. Graduates from these countries are therefore not eligible to apply to intern training posts in Ireland.

Selection Process

When applications for intern posts are received by the HSE, an initial eligibility check will be carried out.

A national ranked list of applicants will be prepared based on medical degree marks of applicants. The centile rank⁶ of each applicant in their final class will form the primary ranking criterion. Centile rankings of all applicants from Irish medical schools will be provided directly to the HSE by the medical schools. In the case of applicants graduating from medical schools outside the Republic of Ireland, all applicants will be required to provide verified evidence of their documented centile ranking, signed off by the Dean of the relevant Medical School.

Applicants who require a permit to work in Ireland will be ranked after those who do not require a permit to work in Ireland.

The process of matching applicants to intern posts will take place in two stages: national and regional. The overall centile rankings will be the principal consideration at both stages of the match. Post preference will be the key determinant in the first stage of the match; network preference will be the key consideration in the second stage of the match.

The first stage of the match, i.e. the national match, will be undertaken centrally by the HSE's Medical Education & Training (MET) Unit. The top ranked applicant will be matched to his/her first preference post. The second ranked applicant will then be matched to his/her first preference post, or next available choice if their first choice is not available. The matching process will continue in this way until all of the applicants' preferences have been exhausted.

The match then moves on to the second stage. Applicants who have not been matched at the first stage will be allocated by the HSE's Medical Education and Training Unit to the regional intern networks, based on

applicants' preferences for Intern networks and the number of posts still available in each network after the first stage of the match has been completed.

Each intern network will establish a small assessment group, convened by the Intern Coordinator. This group will consider the applications forwarded to them on the basis of, firstly, national ranking, followed by the preferences indicated by the applicant for individual posts, which will provide a broad picture of the applicant's preference for particular specialty and sub-specialty areas, locations etc. For example, if an applicant did not rank highly enough to be matched at the first stage but demonstrated through their post preferences an interest in a particular hospital and/or a particular specialty or sub-specialty, every effort will be made to match candidates to a suitable post, where feasible. As with the first stage of the match, the second stage will commence with the highest ranked individual and continue until the remaining eligible applicants have been matched to the remaining available posts. All networks will work to a common, agreed process to ensure consistency and transparency.

In cases where all posts in a network have been filled and a subsequent applicant has indicated their preference for that network, this applicant's preference will revert to the next network of choice.

Successful applicants will be matched to a single intern post. There will be no second round of offers and, therefore, no option to reject the matched post in favour of another post. Refusal of the allocated post will remove the applicant from the selection process and from the intake to intern training in 2010. Applicants should therefore carefully select their network and post preferences. A reserve list will be created; in the event that an applicant matched to a post chooses not to proceed, the post will be offered to the highest ranked candidate on the reserve list.

⁶ The centile rank is a method of determining an applicant's place in their graduating class relative to the other graduates in their own class. For example, if a candidate is on the 60th centile, this means that 60% of the applicant's classmates achieved a score equal to or less than the candidate.

Selection Process for Intern Posts 2010

Advertisement

Advertisement of Intern Posts

Application

Completed applications submitted to HSE-Medical Education and Training Unit

Applications verified
Centile rankings provided & national ranked list generated

Match Stage 1

Stage 1: National Match

Matched to a post

Not matched to a post

Applicants and hospitals / clinical sites
informed of allocation of places

Applicants not matched at Stage 1 proceed to
Stage 2: regional match

Match Stage 2

Stage 2: Regional Match

Applications allocated to networks on basis of
preference for networks and posts remaining
in networks after Stage 1

Post available in preferred network?

Yes

No

Application sent to
next preference
network where a
post is available

Applicant considered by assessment team in
network and matched to a post in order of
rank. Match takes into account specialty and
location interests of applicant.

Applicants and hospitals / clinical sites
informed of allocation of places

Pre-employment checks

All necessary pre-employment checks are completed
Contract documents issued by employing authority

Induction

Interns complete mandatory pre-employment induction course

Appointment

Interns commence in post on July 1st 2010

Medical Council Registration

All appointees to intern posts must, on the date of commencement of employment, be registered as an intern on the Trainee Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland.

It is an indictable offence to practise medicine in Ireland while unregistered.

Prospective applicants should note that the process of registration is a separate process to application for employment as an intern. Applicants should apply for internship registration prior to applying to intern training posts to avoid any delays.

The Medical Council has received lists of students taking their final examinations in the first half of 2010 from each of the Medical Schools in Ireland. Those students will receive an application pack from the Medical Council during April, which should be completed and returned to the Medical Council by May. Registration is not automatic so if you do not receive an application form from the Medical Council before May you should contact them urgently regarding your application.

More information on internship registration is available from the Medical Council www.medicalcouncil.ie.

Timing of allocation of places

The process of matching applicants to intern posts may only commence after the deadline for receipt of centile rankings of all applicants. Due to variations in timing of release of final results between medical schools in Ireland, it is expected that applicants will only be informed of their allocation to posts in late May/early June. Applicants should bear this in mind in terms of making personal arrangements for accommodation etc.

Such arrangements are the responsibility of the applicant.

Garda / Police Vetting

All appointees to intern posts in the Irish health service must undergo a process of vetting by An Garda Síochána. The application form for Garda vetting will be provided along with the application form for employment when the application process opens. The Garda vetting process covers residence in the Republic of Ireland and Northern Ireland only. Prospective applicants who have resided outside Ireland will be required to provide Police Clearance from each country in which they resided for a period of 6 months or more.

Induction

All incoming interns are required to complete a mandatory induction course prior to commencement of employment. The induction course will ordinarily take place at the location of the intern's first training module or another specified site within the Intern Training Network. The duration of the induction course, which may be up to two weeks, depends on the clinical site to which the intern has been allocated. Following assignment to a post, successful applicants will be notified of the time and location of the induction course.

Employment Contract

Interns will receive the Contract of Employment for Non-Consultant Hospital Doctors. The contract will be provided by the employing authority after the applicant has successfully been allocated to an intern post.

In some cases, where an individual intern is employed by more than one employing authority (e.g. a voluntary hospital and a HSE hospital), separate contracts may be issued. The total duration of internships commencing in July 2010 will be just over one year, from July 1st 2010 to July 10th 2011.

Sign-Off of the Intern Year

The Medical Council of Ireland is statutorily responsible for granting Certificates of Experience to medical practitioners who have successfully completed a period of internship. Final criteria for sign-off of the intern year Certificate of Experience are being developed via the Intern Training Sub-Committee of the Medical Council. Further information on the process of sign-off of interns will be available in due course from the Medical Council at www.medicalcouncil.ie.

More information:

Queries should be raised in the first instance with your Medical School. Each Medical School in Ireland has been assigned to an individual Intern Training Network and an Intern Coordinator has been appointed to develop the Network. Medical Schools will collate queries and discuss these, as required, with the Intern Implementation Group and the HSE's Medical Education and Training Unit.

Part 2 of the Guide, which will be available in the coming weeks, will provide more detailed information on the application process and requirements, along with a list of frequently asked questions.

Prospective applicants should read Parts 1 and 2 of the Guide before applying for an intern position.

The Guide is available from the HSE website (www.hse.ie/eng/services/publications/corporate/etr). The recruitment process for intern posts will be notified on www.hse.ie/eng/Staff/Jobs.ie. Information on the application process will also be provided through medical schools in Ireland.

Useful Websites:

www.hse.ie/eng/Staff/Jobs.ie

www.hse.ie/eng/services/publications/corporate/etr

www.hseland.ie

www.medicalcouncil.ie