

**NOTES TO APPLICANTS FOR ANAESTHETICS TRAINING
OXFORD DEANERY**

Please see notes attached to this application. The form should be completed and returned to:

MAIRI HILLS
PROGRAMME MANAGER
OXFORD DEANERY
THE TRIANGLE
ROOSEVELT DRIVE
HEADINGTON
OXFORD OX3 7XP

By 12 Noon (midday) Friday 25 January 2008

Please copy 10 copies of the application form but only 3 copies of the personal details form are required.

NOTES TO APPLICANTS FOR POSTS IN THE OXFORD DEANERY

Prospective applicants should note the following:-

1. late applications i.e. those received after the stated time and date will not be put forward for shortlisting
2. applications must contain the correct number of copies requested otherwise they will not be put forward for shortlisting
3. no email applications will be accepted
4. amendments to applications will not be accepted prior to shortlisting
5. candidates are responsible for ensuring that the application is delivered on time. It should be noted that the Oxford Deanery is not open at the weekend so special deliveries can only be made Monday to Friday. This is also applicable to candidates hand delivering their applications. The Oxford Deanery does not have a letter-box so candidates should be aware that the offices can only be guaranteed to be manned from 8.30 am to 5.00 pm
6. candidates hand delivering their application will receive an email confirming receipt on the next available working day
7. the specialty for which you are applying should be noted on the outside of the envelope to help administrators identify applications easily
8. applications **must** be submitted by 12 noon on the stated closing date otherwise they will be deemed late
9. postal applications with insufficient postage will not be collected from the post office

Please note that candidates should not contact the Deanery to check whether they have been shortlisted as telephone calls will not be answered or visitors seen as this detracts from the working time staff have available. The Deanery will contact candidates by email at the relevant stages of the recruitment process.

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no)***

NESC – Oxford Deanery – Application form for ANAESTHETICS

Please circle the posts applied for:		
ST1	ST3	FTSTA2

1) Current Employer

Employing NHS Trust : _____	FOR OFFICE USE ONLY (DO NOT WRITE IN THIS BOX)
Current Hospital(s) : _____	
Specialty : _____	
Type : SpR Rotation [] LAT [] FTTA [] LAS [] SHO []	
Other [] Please specify : _____	
Appointed in open competition ? Yes [] No []	
Date Commenced _____ Expected Duration _____	
Research Post ? YES / NO Honorary Contract YES / NO	

2) General Medical Education

Medical School & Country of Qualification	Start Date	Finish Date	Qualifications & Date Conferred

3) Postgraduate ANAESTHETIC qualifications

Examination, Qualification, Diploma, Certificate, etc.	Country Where Obtained	Date Passed
Part 1 Fellowship		
Part 2 Fellowship		
New Primary Fellowship		
Part 3 Fellowship		
New Final Fellowship		
European Diploma Part 1		
European Diploma Part 2		
Other (please specify)		

4) Other relevant medical or professional qualifications (e.g. MRCP, MD, DPhil, ALS, PALS,

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ATLS)

Qualification, Diploma, Certificate, etc.	(DO NOT WRITE IN THIS BOX)	Date Certificate Obtained / Course Booked etc *
* If ALS, PALS or ATLS please indicate if Provider (P) / Instructor (I) / Booked (B) / Completed (C) / Updated (U).		

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5) **Posts held since Medical School in chronological order. Include details of research posts.**

Specialty	Grade - Locum or Substantive	Hospital / University / Other	Start Date	End Date	Duration of post YR MO	Comments (eg approved for training)	FOR OFFICE USE ONLY (DO NOT WRITE IN THIS BOX)

6) **Time since initial medical qualification** **Years** _____ **Months** _____

7) **Time in Anaesthetics training** **Years** _____ **Months** _____

UK / IRISH REPUBLIC :

SHO **Years** _____ **Months** _____

REGISTRAR **Years** _____ **Months** _____

OVERSEAS :

SHO **Years** _____ **Months** _____

SHO **Years** _____ **Months** _____

8) **Do you hold any medical prizes ? Please give details.**

Name of prize, Date awarded, Awarding body, Nature of Award etc. Indicate undergraduate (U) or postgraduate (P).

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(Continue on separate sheet if necessary).

9) Do you have any publications in indexed medical journals ? Please attach full details for your publications, quoting *Medline* references whenever possible.

Title, Authors, Journal Reference. If not yet published, indicate subject in preparation (P) / submitted (S) / accepted (A) / for publication (Please note, references may be checked).

(Continue on separate sheet if necessary).

10) Teaching Activity ? (Lectures, tutorials etc).

Please list each topic and indicate number of occasions covered, where (anaesthetic department, other departments, other hospitals, etc), with whom (doctors, nurses, medical students etc).

(Continue on separate sheet if necessary).

11) Audit Activity ?

Please detail projects, outcomes, etc, and indicate stage (initiated [I] or completed [C]) and level of involvement (sole or principal contributor [S] or as a member of a group etc [G]).

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(Continue on separate sheet if necessary).

12) Additional information.

Please give any further information not covered above that you consider to be relevant to your application for this post, eg particular training needs, career aims, administration / management experience, information technology skills, etc. If relevant, please attach copies of any correspondence with the Royal College, Specialist Training Authority, etc regarding further training required.

(Continue on separate sheet if necessary)

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