

# Application Guide for 2022 Intern Positions

## Who can apply?

### PMCV Group 1 Eligible Candidates

- Australian permanent residents or citizens and New Zealand citizens graduating from a Victorian medical schools (i.e. graduates of University of Melbourne, Monash University, Deakin University and University of Notre Dame: Melbourne & Ballarat Clinical Schools).

### PMCV Group 2 Eligible Candidates

- Australian temporary resident graduates of Victorian medical schools (Group 2).

### PMCV Group 3 Eligible Candidates

- Australian permanent resident graduates of interstate or New Zealand universities (including previous residents of Victoria);
- Australian temporary resident graduates of interstate universities;
- New Zealand temporary resident graduates of New Zealand universities; and
- Graduates from an overseas campus of an Australian/New Zealand University accredited by the Australian Medical Council (e.g. Monash University – Sunway Campus, Malaysia).

Queries regarding eligibility to apply for Intern positions in Victoria should be addressed to the PMCV on (03) 9670 1066 in the first instance.

## Computer Match Process

Candidates must register with the Postgraduate Medical Council of Victoria (PMCV) before you apply to Austin Health as all Intern positions will be filled through the centrally-coordinated Allocation and Placement Service (APS). For further information on the Computer Match process, please refer to the PMCV [website](#).

## Important Dates for Computer Match Process

1 May 2021	Medical Careers Expo – ‘virtual’ event
<b>4 May 2021</b>	<b>Match and Austin Health online application process opens</b>
3 June 2021	National closing date for Intern applications / Match closes
4-6 June 2021	Candidates to complete recorded video interview
<b>18 June 2021</b>	<b>Email advice sent to shortlisted candidates advising their selection for interview review</b>
18 June -2 July 2021	Austin Health interview review process take place
6-8 July 2021	Health Service Ranking.
<b>12 July 2021</b>	<b>Round 1 Offers: Priority Group 1 ONLY</b>
Aug – date TBC	Round 2 Offers: Priority Group 2 ONLY
<b>TBA</b>	<b>Round 3 Offers: Unmatched Priority Group 2 and Priority Group 3 Candidates</b>
10 January 2022	Austin Health Intern Orientation commences (5-days)
<b>17 January 2022</b>	<b>2022 Internship commences</b>

Refer [PMCV match dates and VRPA process](#)

# Application Guide for 2022 Intern Positions

## Intern Application Process

During the application process via the Austin Health on-line recruitment system, you will be asked to attach the following documents to your application:

- Cover letter
- Curriculum Vitae (and a Photograph as an inclusion of the standardized CV)
- One non-clinical reference

You will also be asked to provide your PMCV Candidate ID number when submitting your application. This is our way of identifying that you are eligible for the Intern Allocation and Placement Service process. If you do not provide a PMCV Candidate ID number, it will be assumed that you are not eligible and your application will not proceed through the short listing process.

**Applications open: 4 May 2021**

**Applications close: 3 June 2021**

Applications for 2022 Intern positions will only be accepted on-line via the [Austin Health Careers](https://austinhealth.mercury.com.au/) website (<https://austinhealth.mercury.com.au/>). Hard copies or emails will not be accepted.

**Please note:** Late applications cannot be considered, so please ensure you allow sufficient time to complete your application before the closing date.

## Prospective Intern Information

Due to the COVID-19 pandemic, Austin Health will not be running an on-site Intern Information Session. However, we have prepared some Presentations to help provide further information on Intern recruitment and training opportunities at Austin Health. These are available for you to refer to on our Careers page. We have also included many of the Frequently Asked Questions (FAQ's) in this document that may be helpful, but if you have a query that is not answered in the slides or in the FAQ's, please send your query through to our intern recruitment email address: [internrecruitment@austin.org.au](mailto:internrecruitment@austin.org.au).

Austin Health will also be holding a 2022 Prospective Intern Information Session on **Tuesday, 4 May 2021** virtually via Microsoft Teams. We will have a presentation followed by a question and answer session, so please do come along and listen to our presentation. Please ask about anything that you want to know about if this is not covered in our presentation regarding internship at Austin Health.

# Application Guide for 2022 Intern Positions

## Cover Letter

Your cover letter should be limited to one page and should address **why Austin and why you?** A cover letter is an opportunity for you to tell us a little more about yourself.

Please address your cover letter to Ms Ashleigh Donaldson, Medical Workforce Coordinator, Medical Workforce Unit.

## Curriculum Vitae

Please ensure you use the **Standardised CV Template**, available on the Austin Health Medical Careers website for you to download.

## Clinical Reference

Your clinical references (2) should be from people who have worked with you as a student during the last twelve months. It is preferable to ask those who have seen you work in a clinical capacity. We do not mind if the reference is completed by two Consultants from the same specialty, or from one Registrar and one Consultant.

Your clinical reference submission is via the PMCV Allocation and Placement Service; you do not have to submit these forms to Austin Health with your application to us.

## Non-Clinical Reference

You must provide **one** non-clinical reference with your application to Austin Health.

For your non-clinical reference, please select someone who knows you well and can comment on your skills and attributes, such as punctuality, reliability, teamwork, leadership and communication skills.

Some examples of people you could use are a past employer/manager/supervisor or someone you have worked with as part of a volunteer or community organisation or sporting group.

## Shortlisting for Video Interview Assessment

We will be reviewing applicants who have ranked Austin Health in their top 5 preferences in the APS ranking via PMCV for internship placements in 2022. Each of these applicants will be scored according to the criteria below:

- Cover Letter – 35%
- Curriculum Vitae – 15%
- Non- Clinical Reference – 15%
- Clinical References – 35%

Those who are selected for review of their video interview will be notified on 18 June 2021 via email. If not advised that your video has been selected for review, this does not mean that you will not be ranked.

# Application Guide for 2022 Intern Positions

## Interviews

As part of our selection process, Austin Health will review the Video Interviews of our short-listed candidates submitted through PMCV and provide a score for each candidate based on interview responses.

We will then combine the Video Interview score with the score for the cover letter, CV and referee reports to come up with a final score for ranking candidates in the match.

## Selection Criteria

Candidates will be ranked based on the below criteria and weighting:

- Application (Cover letter, CV and referee reports) – 60%
- Video Interview – 40%

Applicants who are not selected for video interview review but who were reviewed in the short-listing process may also be ranked by Austin Health.

## Offers

All offers are made subject to the applicant successfully completing all requirements of their medical degree and being eligible for provisional registration with the Australian Health Practitioner Regulation Agency (AHPRA). This includes English language requirements being met for temporary resident candidates successfully matched to Austin Health.

Match results for first round offers (Priority Group 1) will be available on **Monday, 12 July 2021**. All successfully matched candidates will be notified via email by Austin Health, and will need to confirm acceptance by no later than **Thursday, 15 July 2021 at 10.00am**. Second round offers (Priority Group 2) will be made following the Priority Group 1 match, at a date yet to be advised by the PMCV. The acceptance period for second round offers is also three days.

*PLEASE NOTE: Under the rules of participation in the Victorian Computer Match, candidates will be unable to accept any position in Victoria other than the position to which they have been matched if they decline a matched position.*

## Commencement

Mandatory Intern Orientation will be held the week commencing **10 January 2022**, with official Intern year commencing on **Monday, 17 January 2022**.

If you have any queries about the application process that have not been answered here, please feel free to contact the Medical Workforce Unit via [internrecruitment@austin.org.au](mailto:internrecruitment@austin.org.au) Alternatively, if your query is not specifically related to Internship at Austin Health, please contact [PMCV](#) who will be able to help with your query.

# Application Guide for 2022 Intern Positions

## Available Rotations

CORE ED	DESCRIPTION	CAMPUS	POSTS
	Emergency Medicine	Austin	11
	Emergency Medicine	Echuca	1
	Emergency Medicine	Mildura	1
CORE MEDICINE	DESCRIPTION	CAMPUS	POSTS
	Endocrinology and Rheumatology	Austin	1
	Gastroenterology	Austin	1
	Liver Transplant Unit (LTU)	Austin	1
	General Medicine	Austin	12
	Stroke (Neurology)	Austin	2
	Acute Aged Care	Repatriation Campus	2
	General Medicine	Mildura	1
CORE SURGERY	DESCRIPTION	CAMPUS	POSTS
	Ear, Nose and Throat	Austin	2
	Hepatobiliary Surgery	Austin	4
	UGI/Endocrine Surgery	Austin	3
	Colorectal Surgery	Austin	3
	General Surgery	Repatriation Campus	1
	Urology	Austin	1
NON CORE	DESCRIPTION	CAMPUS	POSTS
	Cardiac Surgery	Austin	1
	Orthopaedic surgery	Austin	3
	Psychiatry (Acute Psych Unit)	Austin	3
	Psychiatry (Eating Disorders/Mother Baby Unit)	Austin	1
	Psychiatry (Psychiatric Assessment & Planning Unit) (Acute/Adult in Emergency Setting)	Austin	1
	Radiology/LTU	Austin	1
	Breast Surgery	Austin	1
	Spinal Medicine	Austin	2
	Vascular	Austin	1
	Rehabilitation/Sub Acute	Repatriation Campus	2
	General Medicine	Echuca	1
	Annual Leave	Austin	1
			65

# Application Guide for 2022 Intern Positions

## Annual Rotations/Roster Allocations

All successfully matched interns have the opportunity to preference ‘pre-developed’ annual rosters.

All attempts will be made to accommodate special requests i.e. annual leave for major personal events, rotation allocation based on training and career goals etc., however, please be aware not all requests can be accommodated and/or granted.

In 2021, 65% of interns received a roster within their Top 3, 94% within Top 10 and unfortunately one roster at 21<sup>st</sup> preference.

### Sample Rosters from 2021:

Roster No.	Annual Leave			11/01/2021	22/03/2021	31/05/2021	16/08/2021	25/10/2021
	Weeks	Dates		Term 1	Term 2	Term 3	Term 4	Term 5
6	5	6	8/2 - 21/2	AI-ED2	AI-SURG1A	AI-WARD11	AI-SURG2	AI-MED3
7	13	14	5/4 - 18/4	AI-MED4	AI-ED2	AI-SURG1A	AI-ED1	AI-SURG2
8	23	24	14/6 - 27/6	AI-SPINAL1	AI-MED4	AI-ED2	AI-SURG1A	AI-PSYCH2
9	9	10	8/3 - 21/3	AI-ED5	AI-SPINAL1	AI-MED4	AI-ED2	AI-SURG1A
10	11	12	22/3 - 4/3	AI-SURG1A	AI-ED8	AI-SPINAL1	AI-MED4	AI-ED2
11	29	30	26/7 - 8/8	AI-MED1	AI-SURG1B	AI-ED5	AI-SPINAL1	AI-MED4
12	40	41	11/10 - 24/10	AI-MED5	AI-ED3	AI-SURG1B	AI-ED5	AI-SPINAL1
13	25	26	28/6 - 11/7	AI-SPINAL2	AI-MED5	AI-ED3	AI-SURG1B	AI-ED6
14	38	39	27/9 - 10/10	MILDI-MED	AI-SPINAL2	AI-MED5	AI-ED3	AI-ENT2
15	46	47	22/11 - 5/12	AI-SURG1B	MILDI-MED	AI-SPINAL2	AI-MED5	AI-ED3
16	9	10	8/3 - 21/3	AI-ED4	AI-SURG1C	MILDI-MED	AI-SPINAL2	AI-MED5
17	17	18	3/5 - 16/5	AI-MED6	AI-ED4	AI-SURG1C	MILDI-MED	AI-SPINAL2
18	27	28	12/7 - 25/7	AI-ORTHO1	AI-ENDO/RHEUM	AI-ED4	AI-SURG1C	MILDI-MED
19	36	37	13/9 - 26/9	AI-GASTRO1	AI-ORTHO1	AI-MED6	AI-ED4	AI-SURG1C
20	48	49	6/12 - 19/12	AI-SURG1C	AI-GASTRO1	AI-ORTHO1	AI-MED6	AI-ED4

# Application Guide for 2022 Intern Positions

## Frequently Asked Questions

- **I am an Aboriginal and/or Torres Strait Islander; how should I identify this in my application?**

Aboriginal and/or Torres Strait Islanders will automatically be shortlisted for video interview assessment at Austin Health.

When completing your online application, you will be asked "Are you Aboriginal and/or Torres Strait Islander?" in the Equal Opportunity section of the application. Information provided in this section is not made available to recruiting managers/MWU until the candidate is successful. However, our Aboriginal Employment team will receive notification of your status and support the recruiting manager/MWU to ensure a welcoming and culturally safe recruitment process.

Should you require support throughout the application or recruitment process, please contact our Aboriginal Employment Officer via email: [Diversity&inclusion@austin.org.au](mailto:Diversity&inclusion@austin.org.au)

Austin Health has one position dedicated to an Aboriginal and/or Torres Strait Islander intern, and look forward to reviewing all Aboriginal and/or Torres Strait Islander applications for these internship opportunities in full.

- **What support and programs of work are available to me as an Aboriginal and/or Torres Strait Islander employee at Austin Health?**

Austin Health launched its first Reconciliation Action Plan (RAP) in May 2019. This [Reflect RAP](#) formalised our commitment to improving health care outcomes for Aboriginal and Torres Strait Islander Peoples, as well as advancing employment and career development opportunities.

We are continuing our commitment to reconciliation through the development of our second RAP which will be an Innovate RAP. We are also developing a new Aboriginal Employment Plan which will launch mid this year. If you would like more information, please visit our [website](#).

There are also opportunities to get involved in various committees across the organisation working in this space, as well as connecting other staff who identify as Aboriginal and/or Torres Strait Islander at our monthly networking sessions, along with members of our Ngarrá Jarra Aboriginal Health Program.

- **When can I expect to hear if I have been selected for review of my interview?**

Intern applications for 2022 will close on **June 3 2021**. Please note, this is a **Thursday**. After we have finished shortlisting, we will send emails to all applicants to inform them of the outcome of their application. Applicants will be advised whether they have been selected for video interview assessment, or whether the application was reviewed but missed out on selection for video review.

# Application Guide for 2022 Intern Positions

All candidates whose cover letter, CV clinical references and non-clinical reference were reviewed in the shortlisting process will still be ranked by Austin Health accordingly.

- **How long will the interview go for?**

The online interview process will be conducted between **4 June and 6 June 2021**. You **must** complete your online application during this timeframe, and you **MUST** have registered with the PMCV Allocation and Placement Service (APS) before this date.

The length of the interview is approximately six (6) minutes, and comprises 3 questions. There will be plenty of time for you to provide your response.

- **What education opportunities are available for interns?**

All interns have protected training time each week. Those on rotation to a Rural Health Service also have protected training time. In addition to formal weekly education sessions, there are a number of other educational opportunities for interns, including specific workshops (surgical skills, the deteriorating patient), career preparation evenings, weekly surgical audits conducted by the Department of Surgery and Austin Hospital Grand Rounds. At the moment, intern education and most other educational opportunities are being conducted remotely, with face-to-face sessions suspended due to COVID-19 restrictions. There are some exceptions to this (e.g. ALS/BLS). There is a plan to reintroduce face to face learning for interns as restrictions permit.

- **Are there any research opportunities for interns?**

Yes, there are research opportunities available for interns. Research opportunities can be discussed with the Supervisor of Intern training, Medical Lead of the Clinical Education Unit, supervising Consultants or the Office of Research. All would be happy to assist in putting those interested in clinical research in touch with the relevant departments.

- **Will I have a rural rotation?**

Of our 65 intern positions, we expect 20 to have the opportunity to undertake a rural rotation. We currently have two rotations to Mildura Base Hospital and two rotations to Echuca Regional Health. These rotations provide excellent learning opportunities and are valued by those who undertake them each year, with great feedback about the level of support provided, particularly early in the intern year.

- **I did my clinical training at a hospital other than Austin. Does this affect my chances of being selected as an Intern?**

No, this will not affect your chances of selection. What might affect your chances of selection is whether you are eligible for selection as a Priority Group 1 or Priority Group 2 candidate; Group membership is determined by the PMCV eligibility criteria (see [PMCV website](#)). Priority Group 1 candidates are all eligible for selection at Austin Health, Priority Group 2



# Application Guide for 2022 Intern Positions

- **Do I need to provide an academic transcript with my application?**

There is no need to provide an academic transcript with your application for 2022 internship. We are not reviewing academic results for 2022 internship due to the impact that COVID-19 has had on making this information available. Candidates will also be eligible for selection, although in much smaller numbers than Priority Group 1.

- **How many Priority Group 2 and Group 3 does Austin Health usually recruit?**

This varies each year, depending on various circumstances.

In 2021, four Priority Group 2 candidates were successfully appointed to intern positions at Austin Health.

The number of Priority Group 2 candidates appointed to Austin Health is determined annually by the Department of Health via the PMCV in the Priority Group 2 matching process. The Priority Group 2 match occurs shortly after the Priority Group 1 match process and acceptance period. The date for the Priority Group 2 match is yet to be announced for the 2022 intern intake.

It is rare that a Priority Group 3 candidate would be offered a position at Austin Health, or in Victoria in general. Candidates in this group are only eligible for offer after the completion of the Priority Group 2 match, and when the Department of Health and Human Services advises PMCV and health services that this offer process can commence. Priority Group 3 appointments are generally only made after late withdrawals occur.

- **I have a special event that I need specific annual leave for. Can this be accommodated?**

If you know in advance of a special event, you will need to notify the Medical Workforce Unit staff via email as well as on your Annual Roster ranking sheet as soon as possible after they are received. This gives us the best opportunity to meet your needs. Unfortunately, we cannot accommodate all requests, and so only significant special events should be notified, for example your own wedding. Family reunions overseas at Christmas unfortunately do not meet the requirements for specific annual leave allocation.

- **If I am successful in securing an intern position can I choose my rotations?**

All successfully matched interns have the opportunity to rank annual rosters that match 1) their annual leave requirements, and 2) rotational interests. The Annual Roster ranking sheet is generally released in August, and notification of your Annual Roster allocation happens around September/October. In most cases, we are able to give people one of their top ten choices. For those with specific requirements re: leave (e.g. your own wedding), please advise when you submit your preferences, as this will obviously be given priority when allocating rosters.

# Application Guide for 2022 Intern Positions

- **I'm an interstate medical graduate; how can I get a job with Austin Health?**

All intern positions in Victoria are matched through the Postgraduate Medical Council of Victoria ([PMCV](#)). Victorian and interstate medical school graduates, and graduates of New Zealand medical schools (including full fee paying students of New Zealand medical schools) all need to register an application and meet the eligibility requirements of the matching process through the PMCV to be eligible for a position in the intern computer match.

Once the video interview review process has been completed and the selections entered into the match by Austin Health and the individual candidates, the PMCV will determine the proportion of Australian Trained (Permanent Resident) Graduates of Victorian Medical facilities, and "other" graduates allocated to Austin Health; in 2021, this split was 58 Australian Trained (Permanent Resident) graduates of a Victorian Medical Facility and 4 from the remaining candidates. The proportion in 2022 may differ slightly, depending on the final number of Priority Group 1 candidates graduating in 2021.

- **Should I include a cover letter with my application?**

Yes, you need to include a cover letter as part of your application. The cover letter allows you to personalise your application and tell us about yourself in more detail than is possible in a CV.

- **How long should my cover letter be?**

Your cover letter should be no longer than one page in length. There is no exact word limit, but anything over a page is probably too long.

- **In what format should my application be submitted?**

All applications are to be submitted electronically via the [Austin Health Careers](#) website using the standardised template available via the PMCV.

Please do not delete sections of the CV. If you have nothing to enter for the particular section, just leave it blank.

- **Who should I address the cover letter to?**

Please address the cover letter to Ms Ashleigh Donaldson, Medical Workforce Coordinator, Austin Health.

- **Who can I use as a referee when I apply to Austin Health?**

For interns applying for 2022, Austin Health will require one non-clinical reference to be submitted as part of your online application.

We will also assess the two clinical referee reports submitted via PMCV to assist in our shortlisting for video interview review.

# Application Guide for 2022 Intern Positions

- **What evidence needs to be provided for special consideration?**

The PMCV has developed a number of policies on the eligibility of candidates to apply for special consideration. If granted under the specifics of the policy, the candidate will be eligible to move from Priority Group 3 to Priority Group 2 for match purposes.

Being granted special consideration does not, however, guarantee you a position in the PMCV match.

Please refer to the PMCV Special Consideration policy for further information and eligibility criteria for consideration of Priority Group 3 to be reviewed as Priority Group 2, and also Special consideration for Priority Group 1 candidates and the eligibility for special consideration relating to extenuating circumstances.

- **What happens if I don't get an interview?**

If you are unsuccessful in being shortlisted for review of your video interview, you will be advised via email. Unfortunately, due to the large volume of applications we receive (we anticipate over 800 applications for internship) we will not be able to provide a breakdown of your application score/s. Every effort has been made to streamline the application process to make it a fair and transparent process.

- **How much annual leave are interns given and how is it allocated?**

Interns are allocated annual leave in the Annual Roster for the year. Two weeks leave will be allocated within the clinical year, usually in the Emergency Medicine term, and three weeks leave is paid out at the end of the clinical year.

- **Can I apply for conference leave?**

Yes, you can apply to the hospital for conference leave and we will try to accommodate your application where possible. The entitlement is for a minimum of one week, and up to three weeks per year (at the discretion of the hospital). Applications need to be made in writing by 31st March of the year in which the leave will be taken, or not less than three months' notice.

A number of factors are considered in granting conference leave, including whether the leave will impact your core training requirements, whether cover for your leave is required and/or available during the requested leave period.

# Questions and Answers

## 2022 Intern Recruitment Information Session

### Tuesday, 4 May 2021

---

- **Is the standard CV Template for Austin Health the same as the PMCV CV Template?**

Yes, please use the Example CV Template 2021 available through the PMCV. This can be downloaded from the [PMCV website](#).

We have also included a copy on our [Intern Recruitment](#) web page.

---

- **Is there a page limit to the CV?**

We have not set a page limit for CVs; however, it is important that content included in the CV is relevant and appropriate.

The standardized CV template provides various headings/sections for you to complete and follow.

---

- **Can the non-clinical reference be a research supervisor?**
- **Can the non-clinical reference be an academic supervisor/mentor that hasn't supervised us in a clinical setting?**

The non-clinical reference can be anyone of your choice, however, it is recommended that you select a referee who has known you well enough to provide a strong character reference and able to comment on your skills, attributes and abilities.

Examples of non-clinical referees could include a past employer/manager/supervisor or someone you have worked with as part of a volunteer or community organisation, a sporting group or research supervisor.

---

- **Is there a form for the non-clinical reference to complete or is this just a general written reference?**
- **Will the non-clinical referee be asked to rate us on a sliding scale, give worded responses or both?**

There is no specific form, template or rating scale for non-clinical references, this is just a general written reference/letter. Ideally, the reference should only be one page.

Your referee should outline:

- Their role and the nature of their relationship with you (i.e. direct manager/supervisor),
- Confirm the period for which they have known/worked with you (i.e. start and end dates with the organisation), and
- Provide comment on your role, performance, strengths and abilities.

The non-clinical reference is an opportunity for Austin Health to obtain further insights about you and your performance in a non-clinical environment.

# Questions and Answers

## 2022 Intern Recruitment Information Session

### Tuesday, 4 May 2021

- 
- **When referring to ‘Intern Review Process’ occurring between 18 June – 2 July, does this refer to our pre-recorded interview or a ‘live’ interview?**

The period between 18 June – 2 July will be the period for which Austin Health will review the pre-recorded interviews for those who have been shortlisted for review.

Unfortunately, due to the new application framework and limited timeframe for Health Service selection and recruitment processes, Austin Health will not be conducting our own/separate interviews in 2021.

- 
- **How many places are there for intern Radiology rotations and Radiology pathway at Austin Health?**

We have one Radiology/Liver Transplant Unit rotation available in Internship, thus will be an opportunity for 5 interns to complete this rotation.

There are no Radiology rotations available in our HMO training streams, however, all three (general, medical or surgical) provide a pathway to Radiology Training.

In terms of Radiology Training, we have four (4) First Year Radiology Registrar positions and can provide all Radiology training requirements at Austin Health.

Radiology Registrars who complete their examination requirements (usually in the first year of training) and wish to continue, are generally offered a four-year contract with Austin Health thereafter for the remaining duration of their training.

In addition to Radiology Registrar/Trainee positions, we also have a number of Radiology Fellow positions, including in Interventional Neuroradiology.

- 
- **How does the mentoring program work? Would interns be matched with a HMO or Consultant?**

Austin Health Doctors Mentor Program is an initiative involving doctors who have pledged to become mentors so that they can be approached for advice and guidance by their colleagues and peers.

There are mentors from all departments and from different levels - participation in the program is completely voluntary and is open to all medical staff (from interns to consultants). All mentors also get formal training which has been touted as best in class by PMCV.

We did think about matching interns but feedback was that it did not allow flexibility.

# Questions and Answers

## 2022 Intern Recruitment Information Session

### Tuesday, 4 May 2021

- 
- **Who should we address our cover letter to?**

Please address your cover letter to Ms Ashleigh Donaldson, Medical Workforce Coordinator, Medical Workforce Unit.

- 
- **It was mentioned that 2 category 2 applicants may be able to secure a position. Are there any category 3 applicants who were successful last year or in past years?**

As part of the PMCV Intern Match process, Health Services nominate a minimum number of positions that they would like to withhold for Round 2/Priority Group 2 candidates. These numbers are generally based on positions in excess of Priority Group 1 requirements.

Austin Health generally and will be nominating 2 positions for 2021, however, following the Round 1 (Priority Group 1) match, more positions may become available where an offer is declined.

For 2021, four (4) Priority Group 2 candidates were matched to Austin Health.

Unfortunately, we did not have any Priority Group 3 candidates in 2021 or 2020.

- 
- **Would you advise that we enter our applications as early as possible to ensure more time for review, or will they only be looked at after the Intern Match close date (03/06/2021)?**

There is no need to rush your applications. Our advice would be to be well prepared and obtain all the information you need prior to applying.

Allow time to prepare your CV, carefully consider your referees and contact them where necessary (especially for clinical referees who you may not have been in close contact with in the past year or two), research the Health Services you wish to apply to and put some effort into your application letters.

At Austin Health, we do not plan to start reviewing applications until a week before applications close.

- 
- **With regards to flat hierarchy and support of JMOs, how does medical workforce support JMOs who have witnessed poor behaviour from senior doctors without fear of ramifications of career progression?**

At Austin Health, we do not accept poor behaviour at any level and across any discipline.

There are many avenues for JMOs to report poor behaviour (or any matters of concern), these can be via formal reporting lines or channels such as Human Resources.

JMOs should not have any fear in 'speaking up', however, should this be a concern, both our teams will be able to support JMOs through the process and provide anonymity should this be required.

# Questions and Answers

## 2022 Intern Recruitment Information Session

### Tuesday, 4 May 2021

The Clinical Education and Medical Workforce Units are independent units that oversee, monitor and provide organisational support and governance. As such, we are not accountable or aligned to any unit/specialty, and are able to confidentially and collaboratively manage these situations from an organisational viewpoint and approach.

---

- **Is there an opportunity to get involved with the Melbourne Brain Centre as an intern?**

Absolutely! There are always opportunities to get involved with any of Austin's hospital departments, partner universities and independent research institutions.

It is only a matter of asking and expressing interest. If not sure, approach your CEU or MWU and we'll be able to facilitate introductions and connections.

---

- **Are there any statistics on the spread of interns from a variety of the Victorian Universities or is it primarily a University of Melbourne intake?**

Austin Health recruit to Intern positions based on merit and do not rank according to clinical schools or universities. Although, all Austin Clinical School students are automatically shortlisted for 'interview review'.

In terms of stats, the numbers vary each year, but we generally see a 50/30/20 or 40/40/20 spread (Melbourne/Monash/Deakin and Notre Dame).

---

- **What opportunities are there beyond internship for those of us interested in O&G? Are we able to undertake rotations at Mercy in PGY2?**
- **Does the General HMO year in PGY2 include O&G and Paediatrics?**

Both O&G and Paediatrics rotations are available in our General Stream.

In HMO2 year, an Ophthalmology/Gynaecology rotation is available at Austin Health and in HMO3 we have two (2) O&G positions on rotation at Mercy Health for Women and one O&G position at Mildura Public Hospital.

For Paediatrics, we have a rotation at Mildura Public Hospital in HMO2 and there is possibility to adapt a Paediatric experience at Katherine District Hospital in the Northern Territory in HMO3.

Please refer to our [HMO Recruitment](#) page for further information on our training streams and available rotations.

---

- **Could you please talk about BPT at Austin and the supports available for BPT trainees?**

Austin Health is part of the Central North West Basic Physician Training Consortium, one of the largest and most successful BPT programs in the state.

For detailed information on our BPT program, please refer to our [HMO Recruitment](#) page.

**Questions and Answers**  
**2022 Intern Recruitment Information Session**  
**Tuesday, 4 May 2021**



- 
- **Is there potential for a critical care year in HMO2?**

Unfortunately, Austin Health currently does not offer a Critical Care Year in HMO2, however, we do have a very strong and competitive HMO3 Critical Care program.

- 
- **Will the Austin use the filter function to see/select applicants who preference Austin in the top 3 or 5?**

The option for Health Services to filter applicants who have ranked them in their Top 3 or 5 will be available through the PMCV.

Austin Health may use this filter depending on how many applicants rank us in their Top 3, 5 or 8.

Our plan is to review approx. 500 applications and shortlist 300-350 for interview assessment. If 500 applicants rank us in their Top 5, then this filter would be appropriate, however, if there are only 300, then we would review all applicants who have ranked Austin in their 8.