



## 2022 Intern Application Guide: Western Health

### Internship at Western Health

Internship is an exciting time in every doctor's medical career. At Western Health, we provide an internship program to support your year from start to finish, and develop your skills, strengths and career interests.

In 2022 Western Health will be offering 70 intern positions.

For further details about starting your medical career at Western Health, please see our dedicated junior doctor website: <https://westerndoctors.wh.org.au>.

### How to apply

**Applicants must apply to both the PMCV, and to Western Health, in that order.**

The Postgraduate Medical Council of Victoria (PMCV) coordinates the intern match, by:

- Determining who is eligible for the match and which category they are in
- Receiving all applications for Victoria
- Setting out a standard CV format
- Hosting the online interviews via the *VidCruiter* platform
- Calculating the match algorithm based on your preferences and the hospital preferences **(both are essential for the match)**
- Allocating candidates to positions

Note that hospitals cannot find out your preferences.

(For further information see: <https://allocations.pmcv.com.au/content/match/43>)

### PMCV Intern Application and Computer Match Process

The candidate guide, important dates, interview details and other important information can be found at the PMCV Allocation and Match Service. As there have been several changes for the 2022 intern match it is strongly recommended that you read this information carefully before applying.

**Candidates must register with the PMCV before applying to Western Health.**

**Some key dates for Computer Match Process (refer to PMCV for full schedule):**

Tuesday 4 May 2021	PMCV Match and Western Health online application process open
Thursday 3 June 2021	Closing date for PMCV Match and WH Intern applications Candidates complete online VidCruiter interview via PMCV
Friday 4 June 2021 to Sunday 6 June 2021	PMCV Video interviews start at 10:00am Candidates log in to choose a slot, the interview will take about 10 minutes (2 minutes per question)
Sunday 6 June 2021	Candidate Interviews released to Health Services at 5:00pm
Monday 7 June to 7 July	Health Services assess candidates
Thursday 8 July 2021	Health Services submit ranking of candidates to PMCV
Monday 12 July 2021	Round 1 Offers: Priority Group 1 only
Late 2021, date TBD	Round 2 Offers can be made
Monday 3 January 2022	Intern Orientation commences, including a five-day program with skills training and shadowing of outgoing interns
Monday 10 January 2022	Clinical duties commence

### Western Health Intern Application Process

Applications must be submitted on-line via the Western Health Careers website (<https://westernhealth.mercury.com.au/>). Hard copies or emails cannot be accepted.

You will need to attach the following documents to your application:

1. **Cover letter**
2. **Curriculum Vitae**
3. **Western Health JMS Application Form** (form is attached to the e-Mercury advertisement)

We will download the **Referee Reports** from the PMCV, and view the **online interview**.

Please ensure that you provide your PMCV Candidate ID number when submitting your application so your eligibility can be verified.

### Preparing your application

A good application should reflect who you are and why you will be a good intern. There is no one 'type' of application that we are looking for. We are looking for diversity and a range of skills and attributes across our cohort of interns, which may include:

- teamwork and leadership
- contributions and connections to the community
- academic success and recognition of excellence
- relevant life experience

## Cover Letter

A cover letter allows you the opportunity to highlight the personal qualities, values and achievements which would make you a good intern, and what makes you unique. In your letter you should specifically address why you wish to apply to Western Health and how you see yourself fitting within the hospital culture. Don't try to include everything. Be concise.

We suggest you limit your cover letter to one page using a font size at least 11 point. Please address your cover letter to Dr Sean Fabri, Supervisor of Intern Training, Western Health, or to Carolyn Ward, Manager, Medical Workforce, Western Health.

## Curriculum Vitae

Your CV allows you the opportunity to showcase your skills and experience relevant to starting your medical career as an intern.

Please ensure you use the Standardised CV Template from PMCV.

## Interview

Interviews will be centrally submitted via the PMCV using the VidCruiter platform.

*\*\* this information about the centralised PMCV interview process is determined by the PMCV, so please refer to the PMCV website for updates and full details \*\**

The PMCV VidCruiter online interview process is scheduled to take place from 10am on Friday 4-4-Jun-2021 to 6-Jun-2021. You must have registered with the PMCV Allocation and Placement Service (APS) before this date. The interview duration will be roughly 10 minutes, with 3 – 4 questions lasting two minutes each, with some reading time pre-question.

We recommend that you prepare your setup and practice your interview technique in this setting.

## Selection Criteria

In 2022 Western Health will be offering 70 intern positions.

Candidates will be assessed based on the following criteria and weighting:

- Curriculum vitae 10%
- Referee reports 20%
- Cover letter 30%
- PMCV video interview 40%

In the event that the scoring of the above produces a large number of candidates with the same ranking, we will invite that band of applicants to supply short answers to three key questions to assist us to differentiate. Don't worry if you don't hear from us about this – it probably means we haven't found it necessary.

Please note that it is not a requirement to have been placed at Western Health during your medical degree, nor to have been affiliated with any specific university.

### **Offers of Employment**

We will notify successfully matched candidates in Round 1 via telephone on Monday 12 July. You will need to confirm your acceptance by 10 am on Thursday, 15 July 2021.

Dates for Round 2 & 3 offers are to be confirmed.

Please refer to [www.allocations.pmcv.com.au](http://www.allocations.pmcv.com.au) for any updates to match dates.

### **Rotation selection**

Your internship will include five rotations: three core rotations in medicine, surgery and emergency medicine, and two other rotations, which can be preferenced from a broad range of training opportunities including general and specialty medical (eg cardiology, neurology, respiratory, infectious diseases) and surgical terms (eg orthopaedics, urology, plastics), as well as anaesthetics/perioperative medicine, radiology, and a range of psychiatry terms.

Interns are mainly based at our two main campuses in Footscray and Sunshine. In addition, each term two interns go on external rotation to Mildura (one in ED and one in the general surgical unit), and two will be based at an inpatient psychiatry unit at Werribee Mercy Hospital.

Shortly after you have successfully matched for internship at Western Health, we will provide you with a table which shows the 70 available positions with the specific combination of rotations. You can then preference your choices of positions from 1 - 70.

We use a computer algorithm and then check by hand to ensure the best match overall across all the interns. No candidate is given a higher priority for match of job compared to any other candidate.

There is naturally a lot of competition for popular rotations (but which rotations are popular depends on the cohort, and varies from year to year). After the match and before the year starts, it is possible for interns to arrange to swap specific terms, as long as this is approved by the Supervisor of Intern Training, and does not affect the Medical Board of Australia requirements.

### **Commencement of Intern Year**

Internship commences on Monday 3 January 2022 with a comprehensive five-day orientation program with skills training and shadowing of outgoing interns. Clinical duties commence on Monday, 10 January 2022.

### **Further information for prospective interns**

Further information about intern recruitment and training opportunities at Western Health is available at <https://westerndoctors.wh.org.au>.

## Frequently Asked Questions

### How long are the interviews?

The PMCV pre-recorded interviews will run for approximately 10 minutes.

The PMCV interview consists of 3 – 4 questions, each taking two minutes with a 30 second reading time. It will be conducted online over the three day period of 4-Jun-2021 to 6-Jun-2021. You must complete your online application on this day, and you MUST have registered with the PMCV Allocation and Placement Service (APS) before this date.

It's not practical for us to review a second set of interviews for the large number of applicants we receive.

The CV, referee report, cover letter and PMCV interview will be used to inform our ranking, with the possibility of a further round of short answers to three questions if we encounter trouble differentiating applicants. This will take place in the 4 week period from 7-Jun-2021.

### I didn't study at Western Health during my medical course. Will this affect my chances of being offered an intern position?

While it is helpful if you have completed rotations at Western Health, it is not a prerequisite. Over half of our current interns have not spent time here as a student.

In 2021, we employed a substantial number of interns from every medical school in Victoria (Deakin University, Monash University, The University of Melbourne and The University of Notre Dame), as well as some from interstate.

### Does Western Health only take students from the Western Clinical School of The University of Melbourne?

No. Over recent years the number of interns who trained at the Western Clinical School has ranged between 24 - 35. This will only fill half of our 2022 intern positions.

### How many Priority Group 2 candidates does Western Health recruit?

This varies each year. In 2021, six Priority Group 2 candidates were successfully appointed to intern positions at Western Health.

### How do you allocate rotations for the intern year?

Allocation of rotations is via preferencing against the list of 70 intern term rotations.

We use a computer algorithm and then check by hand to ensure the best match overall across all the interns. No candidate is given a higher priority for match of rotation compared to any other candidate. There is naturally a lot of competition for popular terms. After the match and before the year starts, it is possible for interns to swap specific terms, as long as this doesn't affect Medical Board of Australia requirements, and is approved by the Supervisor of Intern Training.

### **How likely is it that I will have a rural rotation?**

Two interns go to Mildura Base Hospital each term; one for ED and the other for General Surgery. You will affect these chances by how you list your preferences.

These rotations provide valuable learning opportunities within a 165 bed rural hospital offering a wide range of services. Interns also have the opportunity to collaborate with interns who rotate to Mildura from Austin Health and Monash Health. Mildura Hospital provides free accommodation adjacent to the hospital.

### **What specific rotations are available each term?**

- 16 General Medicine (Footscray & Sunshine campuses)
- 13 Emergency Department (Footscray & Sunshine campuses)
- 4 General & Breast Surgery
- 4 Aged Care
- 3 Upper GI Surgery
- 3 Colorectal & General Surgery
- 3 Orthopaedics
- 2 General & Endocrine Surgery
- 2 Acute Adult Psychiatry, Sunshine Hospital
- 1 Aged Persons Inpatient Psychiatry Unit, Sunshine Hospital
- 1 Adult Mental Health Rehabilitation Unit, Sunshine Hospital
- 2 Acute Inpatient Mental Health, Werribee Mercy Hospital
- 1 Inpatient Psychiatry Unit, Orygen Health Footscray
- 1 Drug & Alcohol Community Residential Withdrawal Unit, Footscray
- 2 split term Medical Nights / Rehabilitation
- 1 Plastic Surgery
- 1 Urology
- 1 Anaesthetics
- 1 Cardiology
- 1 Respiratory
- 1 Infectious Diseases
- 1 Neurology
- 1 Radiology
- 1 Medical Nights
- 1 Mildura Emergency Department
- 1 Mildura General Surgery

Total is 70 positions each term.

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

All interns have an hour of protected training time each week on Tuesday from 12:30-1:30pm, with lunch provided. (Currently due to COVID restrictions these are conducted via Zoom, but we will resume face to face education as soon as possible to do so.)

Throughout the year, the Medical Education Unit organises a number of workshops on clinical procedures including suturing, plastering, lumbar puncture, ultrasound guided intravenous cannulation. Each intern is allocated to a deteriorating patient simulation session throughout the year, which are conducted in small groups. Our professional workshops are strongly focused on career progression, including preparing a cover letter & CV, job interview skills, and preparing for specific training pathways.

As well as the overall intern education program, each unit runs its own dedicated teaching sessions.

### **What teaching opportunities exist for interns?**

Western Health hosts medical students from The University of Melbourne and The University of Notre Dame. There are many opportunities to become involved in informal teaching and in formal teaching roles.

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

Many of our clinical units are committed to research. In particular, Western Health is the home of the Australian Institute of Musculoskeletal Science, a collaboration between Western Health, The University of Melbourne and Victoria University.

Examples of Western Health research activity from AIMSS and other units can be seen in the Western Health Research report which is published by the Office for Research.

Because the year is busy, some interns prefer to plan and scope their research so they can begin projects in earnest in their HMO year.

### **Can Western Health accommodate requests for special leave such as a wedding, sporting competition events or defence forces commitments?**

At Western Health we support a healthy work-life balance and we will work with you to meet your commitments. The best approach is to contact the Medical Workforce Unit as early as you can. This allows time to find a solution that will fit your needs and ensure safe patient care.

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

Western Health is committed to promoting your career progression and understands that attending and presenting at conferences is a part of this process. Each year, several interns attend important medical conferences around the world.

As interns are essential personnel, and there are no "spare" interns, each request for conference leave requires creative solutions. We will do our best to accommodate appropriate requests for conference leave, as long as we receive your request before 31-Mar-2022 to allow enough time for suitable arrangements to be made.

**How is annual leave allocated for interns?**

Interns are allocated annual leave at a set time. Two weeks leave will be allocated within the clinical year, usually in the Emergency Medicine term, and three weeks leave at the end of the intern year (16-Jan-2023 to 5-Feb-2023), before the HMO2 year commences.