

Dear **Allied Health Professional**,

I am pleased to confirm you are booked for a job interview. Please take the time to read the below information to help you to prepare.

Who are we?

We are NHS Professionals International (known as NHSPI), part of NHS Professionals Ltd. Owned by the Department of Health and Social Care, we work in partnership with Trusts, across the United Kingdom, to recruit and place internationally educated healthcare professionals into full-time jobs.

Our highly skilled international recruitment team are here to support you throughout your application journey. If you are successful in your interview, we offer further support and guidance with your next steps to relocating to the UK. If you have any questions from now until your arrival, please contact your International Recruitment Consultant or email international@nhsprofessionals.nhs.uk.

Using Microsoft Teams for your interview

You will shortly receive an email invite for your interview which will take place on Microsoft Teams. This platform is free to download on any device. We recommend trialling the platform before your interview to ensure the camera and microphone are working, and to become familiar with joining a meeting, taking yourself off mute and leaving a call.

On the day of your interview, please have your chosen device ready with internet enabled, and Microsoft Teams platform ready 15-minutes prior to your interview time. During this time, make sure you are comfortable, and your device is positioned appropriately for the interviewers to see your whole face. If using a mobile phone, we suggest leaning it against something, so you are not holding it throughout your interview. We may contact you on the day if other interviews are over running or behind schedule. Please keep an eye on your phone during this time.

Preparing for your interview

It is very important to prepare for your interview. We recommend visiting the Trust website to familiarise yourself with the Trust, the hospitals, and their values. It would be beneficial to research into the history of the NHS to understand why it was created and what it stands for. Additionally, we suggest you visit the HCPC's website to understand next steps after your interview. We will share further advice with you on preparing for your interview.

Examples of interview questions

Interviews usually last around 20- to 30-minutes and you will be asked on average, six questions.

Your interview will start with an opening question such as:

- Tell us about yourself?
- Tell us why you want to work in the UK and for our hospital?
- Do you have any friends or family living here in the UK?

Your questions will then move on to clinical scenarios. These may be asked in two different formats:

- Tell me a time when you experienced [interviewer will provide example]?
What did you do in this situation?

Or

- You have a patient with the following [interviewer will provide scenario] –
What would you do in this situation?

Listen to each question carefully. If you do not hear or understand the question, ask the interviewer to repeat themselves or to clarify. Answer the question fully, in-detail and in a logical order – considering the very first thing you would do, to the last.

The interviewers will be writing down your answers and can only score you on what you say. We recommend you consider the following:

- PPE – what do you mean by this?
- Infection prevention – what do you mean by this?

Think about what you want to tell the interviewers:

- What are you doing?
- What are you checking and looking for and what are you doing with the results?
- Do you need to report it or document it?

The interviewers may ask you a question about a difficult scenario to check your confidence in handling various situations, this could be about prioritisation, a complaint, or approaching a colleague who is in the wrong.

We recommend for you to be aware of the interviewer's communication with you. This will help you to know whether you need to develop your answer further. They may use phrases such as, "do you have anything else to add?" or, "let's move on". Ensure your answers are relevant to the job you are applying for.

The interviewers understand you may work differently in your country/ workplace, compared to UK policies. There will be knowledge gaps which the Trust will support you to learn when you start your new job. The interviewers may ask if you have any questions for them, ensure they are sensible and relevant.

Interview day

On the day of your interview, please ensure you are sat in a quiet room with any children, animals, and/or family in a different area. The interviewers will not allow an interview to take place if there are others present as this can be distracting for you while you are focusing on your interview.

Make sure you have your passport, a pen and paper with you but nothing else. Please note, if it appears that you are reading from any notes or have anyone else in the room, the interviewers may cancel your interview.

At the beginning of the interview, you will be joined by an NHSPI representative who will introduce themselves. They will ask to see your passport on screen – please hold it to the camera to allow the representative to verify your details. Once this has been completed, they will wait with you for the interviewers to join. An interview panel is normally made up of two members of the Trust. This can be senior Allied Health Professionals from the department recruiting, or members from Human Resources or recruitment department.

Interview feedback

NHSPI will provide feedback to either you directly, or your supplier, within a 24-hour period after your interview. If successful, you will be issued an offer letter.

If you have any questions, please contact your International Recruitment Consultant or email international@nhsprofessionals.nhs.uk.

We wish you the best of luck with your interview and hope to welcome you to the UK soon.

Kind regards,

NHS Professionals International.

