

Higher Specialist Scientist Training (HSST) Programme

Guidance for applicants and employers 2018

Release 1.0

It is recommended that you read these in conjunction with the National School of Healthcare Science Frequently Asked Questions available on the website (<http://www.nshcs.hee.nhs.uk>).

Please note this document will be updated frequently; therefore please ensure you review its contents on a regular basis during the recruitment process. Each updated issue will be dated and version controlled.

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1 Introduction

Recruitment to the Higher Specialist Scientist Training (HSST) programme in 2018 is being coordinated by the National School of Healthcare Science (NSHCS).

This guidance document is intended to provide information to applicants and employers on all stages of the recruitment process

1.1 Purpose and scope

This document outlines the 2018 national recruitment and selection processes for both direct and in-service applicants to HSST. The guidance outlines the:

- National advertising process
- Recruitment and selection process
- Allocation of trainees to host training placements.

1.2 Definitions

Direct entry (External):

Applicants entering the training programme via the national recruitment/appointment process from outside the NHS, who do not hold a substantive employment contract in the NHS (NHS employees wishing to access this route must resign from any existing post to do so at the time of any unconditional offer). Applicants follow the whole programme full-time (except for any exemptions further defined in FAQs, accessed here <http://www.nshcs.hee.nhs.uk/current-hsst/nhs-higher-specialist-scientific-training/frequently-asked-questions>) and all the 'External (direct entry)' processes through to award, whilst occupying fixed-term five year training contract of employment with the host organisation.

In service (Programme):

Applicants entering the programme via local training commissioning processes and application to the national recruitment process, who hold a substantive contract of employment as a clinical scientist where the employer wishes to, support the individual to undertake the HSST programme. Trainees will be employed and salaried by the employer throughout the programme. Applicants follow the whole programme (except for any exemptions further defined in FAQs) and all the 'in service (programme)' processes through to award.

Only individuals nominated by their employer, who achieve the entry standard for HSST through the appointment process described below, are eligible to take up HSST in service training. See Appendix A for further information concerning in service training for both applicants and employers.

This document will outline the process for both direct entry and in service applicants and will in addition set out the roles and responsibilities of the various stakeholders. Applicants should note that the process and timetable varies for direct entry and in service applicants and can be found under recruitment timeline of the NSHCS recruitment webpages.

1.3 Consistent standards and high quality

The HSST curricula have been developed with the support of the Academy of Medical Royal Colleges and through joint working with individual medical royal colleges, senior scientists, scientific professional bodies, employers and patients. Its underpinning academic doctoral programme has been developed through joint working with the Council of Healthcare Science in Higher Education and workforce commissioners. The approach to implementation (including recruitment) of these programmes is through the NSHCS and certification (including registration on the Higher Specialist Scientist Register), as well as the process for recognising previous training, experience and qualifications (equivalence) is through the Academy for Healthcare Science (AHCS). Clinical scientists in HSST programmes are employed during the five-year work based programme supported by an underpinning part time doctoral level programme.

The full range of HSST specialisms are shown in Appendix B, although not all programmes are necessarily available for 2018 since this will depend on the training opportunities commissioned through trusts and Health Education England Local Teams [HEE Local Teams].

1.4 Roles and responsibilities

The NSHCS will communicate all information for employers relating to the recruitment process via the HEE Local Team Healthcare Science (HCS) Leads in the first instance. In order for communication to be effective it is important that contact information for those employers with posts is provided to the NSHCS by the HEE Local Team HCS leads as early in the process as possible. This will enable the NSHCS to ensure that information is communicated in a timely and appropriate fashion so that the shortlisting and interview processes can be delivered as required. In addition, since advertising for the HSST programme can only go ahead once

commissions have been received and confirmed by HEE Local Teams/commissioners, it is essential that information about commissions are received within the required timescales.

The NSHCS will communicate directly with employers, HEIs, professional bodies, medical royal colleges and lay representatives for the elements of the process in which these stakeholders are directly involved e.g. shortlisting and interviews and with applicants through the web-based application process as detailed below

Employers should note that there is a requirement for them to ensure that:

- Local established control processes for posts are instigated as soon as the post(s) has been confirmed by the HEE Local Team HCS Lead.
- A member or member(s) of the department are nominated to participate in both the shortlisting and interview processes for both direct and in-service applicants.
- The relevant members of their local HR department are engaged at the beginning of the process so that it understands and is aware of the national process with respect to the appointment timetable and the transfer of information about it.

2 Applying to HSST

2.1 HSST Entry requirements

- Individuals who enter a HSST programme must be Clinical Scientists *at the start of the HSST programme*. Although individuals may submit an application for a HSST programme whilst in the process of applying for equivalence to the AHCS or for registration with the HCPC, if appointed to an HSST programme the successful applicant may not start it until their registration as a Clinical Scientist is complete.
- *Normally* at least one further year in the workplace should be undertaken before entry to a HSST programme in order to consolidate and enhance clinical scientific skills, learning and experience (including research and education) although this may vary between specialisms.
- Be able to demonstrate meeting any additional specific selection criteria required for a particular specialism.

In addition, applicants should review the core HSST person specification (Appendix C) to self-assess that they meet the eligibility criteria before commencing their application. Additional guidance on applying to HSST is also available in the [FAQ document](#) on the NSHCS website.

2.2 Recruitment and selection process

The NSHCS coordinates the recruitment and delivery of the work based learning elements, in close cooperation with HEE Local Teams and other commissioning organisations.

Appointment will be through a national selection and benchmarking process developed by the NSHCS taking expert advice, and outlined within this guidance document. Suitable applicants are invited to participate in the appointment process led by the NSHCS which will convene appointment panels comprising employers, professional bodies, medical representatives and lay/patient members for shortlisting and interview.

The appointment process uses methods that assess the suitability, values, skills and experience of an applicant using multiple-station interviews involving clinical problem solving, scientific, research and innovation skills and values based (reflecting the *NHS Constitution*) assessment processes.

Application window

Advertisements for HSST programmes will appear on the NSHCS website and on the online application portal.

Applicants will be required to meet the eligibility criteria in order to progress with the completion of their application form. These will be evaluated through a number of initial screening questions. Applicants will then be asked to provide personal, academic, work experience, general employment and equality and diversity data (some of this data may have already provided when competing the full registration process). Applicants will also be required to complete a series of short answer questions that offer the opportunity to demonstrate their suitability, understanding and motivation for programme. ***Any false declarations will invalidate the opportunity for an interview and any subsequent offer of training.***

2.3 Registration on the online application portal (Oriel)

All applicants for HSST in 2018 must apply using the online application portal, Oriel. Oriel can be accessed through the NSHCS website at: <http://www.nshcs.hee.nhs.uk/join-the-programme/nhs-higher-specialist-scientific-training/applying-to-the-programme>

Applicants are required to complete an initial registration by clicking on "[Not a registered user?](#)" from the Sign In part of the menu of the screen. This will create a user account from which an application can be made. Applicants can register on the portal as early as they wish but will not be able to apply until the application window for the vacancy opens.

- Once initial registration has been completed, applicants are advised to click on "**Proceed to Applicant Registration**". This will allow completion of further registration details, which will then be used to populate parts of the application form against any vacancy applied for. Please note that if an application is commenced for a vacancy before you complete the full registration process, the information will *not* pre-populate into the application form.

2.4 Applying to HSST

To apply, search on "**Higher Specialist Scientific Training Programme**" from the vacancies menu and select the appropriate vacancy and click "**To Apply**". Please note that there will be two types of vacancies for HSST displayed - one for **direct entry** and one for **in service**. Applicants should be careful to select the appropriate vacancy that reflects the route through which they are applying to the programme.

In service applicants will need a code to complete the in-service application form in order to verify their nomination for the training. This code will be sent to them by their employer. Direct entry applicants do *not* require an employer code to complete their application.

2.5 HSST Posts and preferences

Direct entry applicants are able to view the training post locations and specialisms that are available via a link on the application tool to the NSHCS website. Locations are displayed at regional level. Note that availability of posts may be subject to change during the recruitment process. The NSHCS website is updated on a regular basis to reflect any changes to posts so applicants should ensure that they regularly check this throughout the recruitment process.

Direct entry applicants have a maximum of one choice of specialism and can choose as many choices of location/employers as there are available in that specialism at the relevant stage of the process. Applicants will be asked to give their preference for their choice of specialism during the completion of the application form during the application window. Only direct entry applicants invited to the interview stage of the process will then be asked to identify their preferred choice(s) of location/employer(s).

In service applicants do not have any choice of post location or specialism. They are eligible only to apply for the training place for which they are being nominated by their current employer. NSHCS will need to be provided with evidence that permission has been obtained from their employer and the relevant commissioning parties to apply for the training programme and will need to send evidence of their academic qualifications (copy of degree certificate) to the NSHCS during the application window.

2.6 Fitness to practise

Applicants who answer **yes** to any of the Fitness to Practise questions on the application form will be required to provide further information by no later than the closing date for applications to the NSHCS at: hcsapplicants@hee.nhs.uk. Failure to do so will result in the application being rejected. Please mark the email as 'confidential'.

When applicants submit their application, they are confirming that the detail contained within it is true and accurate. If it later transpires that an applicant has answered **yes** to any of these questions in error, and their application is rejected as a result of this, their application will not be reinstated.

2.7 Application process for international graduates

Please refer to national guidance from Health Education England and UK Visas and Immigration (UKVI) to confirm whether or not you are eligible to apply, through accessing the following links: <http://hee.nhs.uk/> and <http://www.ukba.homeoffice.gov.uk/>

2.8 Shortlisting and offers of interviews

2.8.1 Direct entry applicants:

- Shortlisting is undertaken on a national basis. Applicants who are successful in the shortlisting process will be invited to attend national interviews.

- The results of the shortlisting will be collated by the NSHCS. Applicants will be ranked in order of the allocated scores.
- The number of interview places available for a specialism will be based on a 3:1 ratio of posts available plus any applicants for the Guaranteed Interview Scheme. Please note the NSHCS reserves the right to increase this interview ratio as it sees fit in response to workforce demand and planning.
- A reserve list equal to the number of posts available will also be collated should any of the shortlisted applicants withdraw before the interview stage. This ensures that the number of reserves is proportionate to the number of posts for each specialism.
- The NSHCS will undertake a review of the results of the shortlisting to ensure consistency across specialisms and to ensure that the number of applicants invited for interview are proportionate to the number of posts available.
- Once the shortlisting is processed, an applicant's status on the online application portal will change to show one of the following 3 outcomes: *shortlist unsuccessful*, *shortlist reserve* or *shortlisted*.

2.8.2 In service applicants:

- Will apply via the same national online process as the direct entrants but will not be entered into the shortlisting process since they are not in competition for their substantive post. In service applicants who meet the criteria will be invited to attend national interviews.

2.8.3 Guaranteed Interview Scheme (GIS)

The HSST recruitment process will be running the disability guaranteed interview scheme. This means that those applicants with a disability as defined by the Equality Act (2010) and are deemed to meet the minimum criteria in the person specification at short listing will be offered an interview.

The following gives guidance on how the Guaranteed Interview Scheme is applied:

Minimum criteria - these are the requirements that have been agreed for the post which include qualifications, experience and skills. For shortlisting scoring purposes, the NSHCS uses the following ratings:

0 – Criteria not met / demonstrated

1 – Criteria partially met

2 – Criteria fully met

3 – Exceeds criteria

To be successful at shortlisting stage, applicants should achieve a minimum score of 2 marks across each criterion for the role as set out in the person specification. Applicants scoring 0 or 1 in any of the essential criteria will not be invited to interview.

If, on the application form, an applicant has indicated that they have a disability and require any specific arrangements/adjustments to enable them to attend an interview, assessment or other selection process and/or an applicant has indicated they would like to be considered under the Guaranteed Interview Scheme, please ensure that you contact the recruitment lead (hcsapplicants@hee.nhs.uk) with further information and supporting evidence within 5 days following the completion of the shortlisting process. However, if preferred applicants can send this evidence during the application window.

A status of “interview” will mean that an applicant will be invited to interview.

A status of “shortlist unsuccessful” will mean that an applicant has not been successful at shortlisting and hence their application will not progress any further.

A status of “shortlist reserve” gives a shortlisting score that was not ranked high enough to be offered an interview place at this stage in the process.; however should any of those offered interviews withdraw, and dependent on the ranking of an applicant’s shortlisting and online test scores, an applicant could be offered an interview place later on in the process and at short notice.

2.8.4 Special circumstances

A process is being implemented, across the HSST national recruitment processes, to ensure that applicants with special circumstances and a requirement to train in a particular location are treated in a fair and consistent way.

Any applicant who falls into one of the following eligibility criteria will be pre allocated into the post, subject to it meeting the requirements of their training programme:

- **Criterion 1** – the applicant is the primary carer for someone who is disabled, as defined by the Equality Act 2010
- **Criterion 2** – the applicant has a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement

Applying for special circumstances

Applicants wishing to be considered for special circumstances pre allocation should ensure that they state this on their application form and submit supporting evidence by email. Requests for consideration of special circumstances received in any other way will not be accepted.

Supporting evidence

Applicants wishing to be considered for special circumstances should complete the special circumstances application form (available from [NSHCS website](#) and forward this, together with the following supporting evidence by email to hcsapplicants@hee.nhs.uk, as soon as the application has been submitted electronically.

Criterion 1

- Written statement from a general practitioner or social services professional who you will have normally known for at least 6 months, confirming your role as primary carer for this person; and
- Care plan; and
- Proof of current address e.g. driving licence, utility bill dated within the last 3 months

Criterion 2

A report by the current medical specialist treating your condition or Occupational Health physician, in which they will be required to: Describe the current medical condition or disability Describe the nature of the ongoing treatment and frequency Explain why the follow up must be delivered in a specific location rather than by other treatment centres in the UK; and Proof of address

Special circumstances applications will be reviewed by a national eligibility panel and a decision on whether the application has been successful will be communicated to the applicant.

Where the applicant is unhappy with the decision of the national eligibility panel, they are permitted to submit an appeal to the national review panel. The decision of the national review panel will be final.

Allocation (if applicable)

Applicants who have been approved as having a special circumstance will be pre-allocated into the region of their choice, subject to the following criteria being met (if applicable):

- Applicant is deemed appointable at interview/selection centre;
- Applicant is ranked highly enough to receive an offer e.g. if there are 10 posts available, applicant will need to rank in the top 10;
- The region the applicant wishes to be allocated to can fulfil all requirements of the curriculum for the specialism for which they have applied.

If all of these conditions are met, the applicant will be pre allocated into the preferred region, before the main offers algorithm is run. Applicants are not guaranteed their preferred programme within the preferred region. Special circumstances applicants will be offered the highest ranked post within that region that they would have been offered, had the normal offers process run. Where applicants with special circumstances would not have been offered a post in the preferred region, they will be pre allocated one of their ranked programmes within that region.

Where applicants with special circumstances do not rank highly enough to be offered a post in the first round of offers they will be placed on a reserve list, pending more posts becoming available or offers being declined. There is no guarantee of matching special circumstances applicants to preferred locations after the first round of offers has been completed. An applicant without special circumstances who has accepted a post in the preferred location of an applicant with special circumstances **will not** be displaced to allow allocation of the applicant with special circumstances.

When ranking sub-preferences (employers/locations), applicants with approved special circumstances must ensure that they only rank programmes/posts that they are willing to accept and undertake. Applicants will be allocated based on these sub-preferences.

When choosing posts, applicants must ensure that they meet the eligibility for those posts. This includes applicants who are currently on, or will require a Tier 2 visa. Where the choice of post

requires the applicant to meet the Resident Labour Market Test, the offer cannot be pre allocated.

3 Entry Requirements

3.1 Interview process

Applicants will have 5 working days from the date of receiving the notice for interview to confirm acceptance of the interview by booking a time online.

Direct entry applicants are interviewed on a competitive basis for available posts. The purpose of interviewing in service applicants is for them to provide evidence that they have achieved the minimum agreed quality standards (entry criteria).

Further information on the interview process will be on the [NSHCS website](#).

3.2 What documents should be brought to the interview?

An applicant must bring the original and *one copy* of each of the following items to the interview:

- Passport
- Two forms of photographic identification with copies such as driving license or passport.
- One original visa plus one copy of an applicant's visa/Home Office documents if non UK/EEA
- International Language English Testing System (ILETS) examination certificate or alternative evidence of English language proficiency if applicable (please contact us if an applicant requires further information regarding this)
- Evidence of registration with HCPC as a clinical scientist or proof of application to the AHCS via equivalence
- NARIC equivalence for those with international qualifications (<https://www.naric.org.uk/naric/>).

4 Interview outcomes and allocation process

All applicants who attend an interview will be informed by email of the outcome of their application via the online application portal. Applicants are encouraged to regularly check their emails throughout the entire recruitment process.

Direct entry applicants: subsequent to the interviews, scores will be quality checked for accuracy. This could take up to two weeks depending on the number of applicants interviewed. Once these are finalised the NSHCS will contact all direct entry applicants through the online application portal informing them of the outcome of their interview. Regret notifications will be sent to unsuccessful applicants and reserve notifications sent to those on reserve lists.

In service applicants: scores will be identified as being either above or below the minimum benchmark for having met the requirements for entry to HSST and are therefore not subject to further ranking. In service applicants and their managers will be notified of the outcome of their interview via email from the NSHCS. The sponsoring employer must then confirm that the applicant will join the HSST programme. Where applicants do not reach the benchmark for appointment they and their employers will be notified of this.

5 Allocation of posts – direct entry only

The NSHCS will forward the name of the allocated training placement to the successful applicant. Only one allocation will be made per applicant. Once an applicant accepts the allocated post this cannot be altered. Individual departments will be informed about the applicants they have been allocated. The applicant's details will then be made available to the employing organization which should commence local employment processes including Disclosure Barring Service (DBS), Occupational Health and reference checks. The NSHCS will provide details of the appointed applicant to the lead contact from the employing department so that they can progress their employment with them. The NSHCS will take no further part in the process once the trainee's details have been sent to the employer. **Please note: a condition of an applicant accepting a post is that that the NSHCS has the applicant's permission to share their contact details with the employing organisation.**

Applicants should be aware that in accepting the training post offered, they will be committing to being based with that employer for the full 5 years of training. There will not be an opportunity to transfer to another employer at a later date.

Those applicants who are placed on the reserve list may subsequently be offered an available post should any of the higher scoring applicants fail to take up an offer of training.

5.1 Employment status and grade

All direct entry trainee healthcare scientists will be employed on a five-year, full time, fixed term training contract. This is funded at no less than AFC Band 7.

5.2 Feedback

Feedback from interviews will only be provided on request and will be limited to rank and/or score and the total number of applicants interviewed. All interview feedback requests should be made in writing via e-mail to hcsapplicants@hee.nhs.uk.

5.3 Contacts and useful information

Applicants should ensure that they have read this guidance document and the FAQs available prior to submitting a query. Any additional queries regarding the national recruitment process should be sent to hcsapplicants@hee.nhs.uk

Useful information and documentation relating to this year's recruitment process can be found on the NSHCS website at the following link; <http://www.nshcs.hee.nhs.uk/join-the-programme/nhs-higher-specialist-scientific-training>

Appendix A

Additional information for employers and applicants

1. Trainees can be appointed as a Clinical Scientist in HSST either through successfully competing for a Direct Entry post or through nomination by their employer as an In-Service candidate.

It follows that the opportunities afforded to either trainee throughout the 5-year programme must be equivalent and that both will:

- receive training which is of an equivalent standard;
 - will receive a National Training Number (HSSNTN) from the NSHCS;
 - employer receives £13,000 training allowance per annum;
 - HEE commissioned HSST places have tuition fees paid.
2. In adopting the principles of equality of training above, it is recommended that the **Employer** must agree and confirm that:
 - The candidate will remain employed during the training (still subject to NHS terms and conditions). The local employer is responsible for considering any issue of pay protection or payment at a higher salary for the duration of the training where applicable.
 - There is awareness of the relevant curriculum and programme and their requirements and that any HR, rota or staffing issues caused by the candidate's attendance at academic sessions or in other workplace environments in order to achieve the learning outcomes of the curriculum will be managed appropriately.
 - The candidate's assessor/supervisor/s attend any approved Train the Trainer programme presented by NSHCS (for example, webinar's), that they have the capacity and time to undertake the role, and that the department has the facilities needed to deliver all the required learning outcomes – either from their own resources, or in partnership with others.
 - When necessary, the clinical scientist will be released from clinical service for study and training as appropriate, in order to provide equity of the training experience between direct entry and in-service trainees.
 - Internal processes for providing access to training and development opportunities are fair and equitable in accordance with local HR policies.

- For an in-service trainee that the training forms part of the employers overall commissioning and workforce plans, and that the Clinical Scientist in HSST is an existing member of their workforce (i.e. not employed for the purpose of undertaking the training).
- That if unsuccessful in the appointment process, an in-service applicant will remain in their substantive post - or employed according to the terms of agreement made with their employer for this eventuality. If as an in-service trainee they fail to progress and have to leave the training programme early, they will continue in their substantive post - or employment according to the terms of the agreement made with their employer in accepting the training place. [It is recommended that the employer establish an agreement with the potential applicant on these points before the clinical scientist is put forward for in-service appointment to the training programme].
- Is aware that in all instances of a trainee in difficulty whilst in the training programme, the NSHCS should be contacted for support at an early stage.

3. For their part, an In-service applicant must:

- Be aware of the application and admissions criteria and processes with which they will need to comply and understand that their training place is dependent on these criteria and standards being met.
- Have secured confirmation of the support of their Head of Department (or responsible fund-holder) to undertake HSST training - including any necessary workplace placements - and to attend the academic programme.
- Be aware of the University providing the relevant MSC-accredited doctoral degree.
- Obtain confirmation from that University that their qualifications meet the admissions criteria in order to undertake the doctoral programme.
- Agree to undertake all the required elements of the training programme.
- Be aware of any potential additional cost to themselves associated with undertaking the programme e.g. travel and subsistence if on placement away from their employer.

Furthermore, employers should check with their local HR departments with regard to contractual arrangements for HSST trainees, particularly those entering by the direct entry route, to address any issues arising from potential redundancy entitlement.

Appendix B HSST specialism programmes

Note that not all of the specialisms will have posts for 2018.

Current information on posts will be available at:

<http://www.nshcs.hee.nhs.uk/join-the-programme/nhs-higher-specialist-scientific-training>

Physiological Sciences

- Audiological Science
- Cardiac Science
- Respiratory and Sleep Physiological Sciences
- Neurophysiological Science

Life Sciences (completion of HSST will include the requirement to achieve the Fellowship Examination of the Royal College of Pathologists by examination)

- Clinical Biochemistry
- Clinical Immunology
- Reproductive Science
- Haematology
- Histocompatibility and Immunogenetics
- Genetics
- Microbiology
- Molecular Pathology of Acquired Disease
- Virology

Physical Sciences

- Medical Physics (which includes diagnostic imaging sciences and radiotherapy physics)
- Clinical Biomedical Engineering

Clinical Bioinformatics

- Clinical Bioinformatics (Genomics)
- Clinical Bioinformatics (Physical Sciences)
- Clinical Bioinformatics (Health Informatics)

Appendix C Core Person Specification for Higher Specialist Scientist Training

Entry requirements	Core Person Specification for HSST Trainee	Assess by
Registration	<p>Registration with the HCPC as a Clinical Scientist.</p> <p><i>Note: applicants who are eligible for such registration, and have their application underway, may apply for the HSST programme but if appointed are not eligible to commence an HSST training position until registered.</i></p> <p>This registration requires education to the level of MSc in Clinical Science, or equivalent.</p>	A
Scientific Skills demonstrated in a work (or study context)	A passion for (committed, in-depth interest in and enjoyment of) clinical scientific practice and its application to patients and healthcare in a clinical environment.	A&I
	<p>Ability to analyse and critically evaluate scientific, technical, educational and medical literature.</p> <p>Ability to identify opportunities for research and innovation and successfully complete and disseminate findings.</p> <p>Ability to make judgments, including clinical judgments involving facts or situations that impact on patients.</p>	A&I
	Have a detailed understanding and experience of quality assurance in a science or laboratory context.	A & I
	Proficiency in the performance of routine and complex techniques currently in use within the specialism (including following Standard Operating Procedures accurately) and the ability to develop, validate and implement new techniques.	A&I &R
	Able to identify problems associated with scientific equipment, inappropriate testing and incompatible results and to	A&I

Entry requirements	Core Person Specification for HSST Trainee	Assess by
	investigate these, plan corrective action confirming appropriateness with senior colleagues and follow up, e.g. ability to use, maintain and troubleshoot scientific equipment.	
	Evaluates the current and future role of their chosen specialism in providing patient centred healthcare and can debate current issues and future challenges and the strategic direction of the specialism.	A&I
	Excellent IT skills and knowledge of common computing packages for word processing, spreadsheets, presentation packages, databases, reference management and handling of clinical data sets.	A&I
	Ability to analyse complex information comprising laboratory or workshop data, images and clinical information. Knowledge acquired through study and experience to formulate appropriate advice and make appropriate judgments.	A&I
Transferable skills demonstrated in study, work or non-work contexts	<p>Excellent interpersonal and communication skills, both written and verbal, in order to:</p> <ul style="list-style-type: none"> • explain analytical, scientific and clinical aspects of the work to a variety of people including scientific colleagues, clinical professionals, service managers, patients and the public , listen and respond to their concerns, questions and needs • present scientific research, innovation and new developments to groups of colleagues • be involved in curriculum review and further development, teaching and assessment using a range of a methods. 	A&I
	Good active listening skills to build rapport in order to encourage an open discussion and ability to use questioning to	A&I

Entry requirements	Core Person Specification for HSST Trainee	Assess by
	maximise exchange of information.	
	Self aware and flexible enough to adopt a range of evaluative and empathising communication styles reflecting a wide range of needs.	A&I
	Ability to work autonomously in the planning and execution of their own work and training and development.	A&I
	Evidence of the ability to lead others and contribute to the leadership and strategic direction of the service in which they work.	A&I
	Demonstrably excellent interpretative skills in the formulation of advice to multi-disciplinary team members on diagnosis and appropriate treatment of patients and where appropriate the ability to explain findings to patients.	A&I
	Good personal organisational and project management skills, knowledge of finance, budgets, business case and service development, change management, managing and appraising staff.	A&I
	Effective team worker, willing to adopt a role working in collaboration with others or as team leader. Provide training for internal/external individuals or groups.	A&I
	Ability to handle patient samples, hazardous reagents and chemicals in a safe manner in accordance with Health and Safety regulations.	A&I
	Ability to support distressed patients (or their carers) including those with a range of acute or chronic clinical conditions, perhaps terminal, and disabilities in a variety of healthcare settings.	A&I

Entry requirements	Core Person Specification for HSST Trainee	Assess by
Personal qualities	Ability to be non-judgmental and work within an ethical framework respecting the views of colleagues and patients.	A&I
	Must be able to demonstrate and practice the values, behaviours and attitudes which support those set out in the NHS Constitution.	A&I, R
Physical requirements <i>(Reasonable adjustments will be made in accordance with the Equality Act 2010)</i>	Ability to work under pressure (emotional resilience and ability to prioritise and plan work) and tenacity.	I & R
	Highly developed physical skills where accuracy is important for manipulation of fine tools, materials/high degree of precision, coordination.	R
	Ability to meet the travel requirements of the training role and any clinical rotations.	I & R