Standardised Selection Process

Higher Specialist Training in
EMERGENCY MEDICINE

Guide to the Marking System

July 2012 Intake

October 2011
The selection process for Higher Specialist Training in Emergency Medicine (HSTEM) is an objective process which has been agreed by the Irish Committee on Emergency Medicine Training (ICEMT). The process is based on an objective marking scheme and is designed to be fair and equitable to all trainees. The process is also intended to be completely transparent with the selection criteria freely available to applicants.

Applications for HSTEM will be made on a standard application form which contains all of the information required to objectively assess applicants. Submission of a separate curriculum vitae is not required. Documentary evidence of the various components of the educational and academic record should be submitted with the application form. Any applicant who provides misleading or false information in an attempt to improve their score will be automatically disqualified and will not be allowed to make any future applications for Higher Specialist Training.

The marking scheme for the selection process for Higher Specialist Training is based on two separate sections:

A. Professional Development
B. Suitability for Higher Professional Training
A. Professional Development 50%

Clinical Development 20%

- Clinical Experience in Specialty: (15%)
  Marks will be awarded for relevant clinical experience that the candidate has undergone pre-HSTEM. Posts must be recognised for training by ICEMT (this might include EM experience in posts in Ireland, UK, Australia and New Zealand typically, but might also include posts in Canada or the USA). **Only recent EM experience (i.e. within the last five years) will be counted.** Full marks will be awarded per six month post, half marks for 3-6 months experience in a post and no marks will be awarded if the post is less than 3 months duration. The marks awarded are:

  **Registrar in Emergency Medicine**
  Up to 1 year Emergency Medicine Registrar experience in the two years prior to attaining the qualifying examination will be counted:
  - First Year: 4%
  - Second Year: 0%
  - Third Year: 0%

  **SHO in Emergency Medicine**
  - Per six months - 1.5% per six months (max of 12 months = 3%)
  - For 3rd year BSTEM trainees who undergo six months as an EM SHO in that 3rd year, that six-month SHO in EM post will be awarded 3.5% (this will be in addition to the max 3% indicated above)

  **SHO/ Registrar in Paediatric Emergency Medicine or Paediatric Medicine**
  - Per six months – 1.5% (max awarded 6 months only)

  **SHO / Registrar in Anaesthesia / ICU**
  - Per six months – 1.5% (max awarded 6 months only)
Experience in other specialties relevant to Emergency Medicine

Experience in the following specialties is accredited (per six months – 1.5% [Max 1.5% per specialty e.g. extra marks will not be awarded to an applicant who has done six months in GIM and also has six months in another ‘medical’ specialty e.g. cardiology]):

- Medicine
  - Acute Medicine
  - General Internal Medicine
  - Cardiology
  - Medicine for the Elderly
  - Respiratory Medicine
- Trauma & Orthopaedics
- Plastic Surgery

Experience in the following specialties is accredited, but only at 0.25% per six months and to a maximum of 0.25%:

- Medicine
  - Infectious Diseases
  - Dermatology
  - Rheumatology
  - Diabetes & Endocrinology
  - Nephrology
- Surgery
  - General Surgery
  - Neurosurgery
  - Urology
  - Ophthalmology
  - ENT Surgery
- Psychiatry

- Approved Skills Courses: (5%)

Up to 5% may be awarded under this heading for participation in approved skills courses. Please note that from 2012, ACLS, ATLS and APLS will be mandatory requirements for entry to HST and will therefore not have marks allocated. In addition, no extra marks will be awarded for courses similarly themed e.g. PALS, EPLS and APLS. Candidates will be awarded 1 point per
relevant course to a maximum of 5 points. One day courses score 0.5%. Courses must be of
direct relevance to EM to be considered.

Courses scored include (but are not exclusive to):

- MedicALS;
- MIMMS;
- HMIMMS;
- Level I Ultrasound;
- Level II Ultrasound.

Courses that will not be considered include:

- Basic Surgical Skills;
- Exam Preparation Courses;
- CcRISP;
- Any other courses not relevant to clinical practice in Emergency Medicine.
A maximum of 30% may be awarded in this section.

- **Relevant Degrees / Diplomas**  
  (Max 7%)  
  - Must be awarded and be of direct relevance to Emergency Medicine (half marks may be awarded for degrees/diplomas not of direct relevance)  
  - PhD 7%  
  - MD 5%  
  - Postgraduate MSc 3%  
  - MBA (health services related) 3%  
  - Postgraduate BSc or M Med Sc 2%  
  - Diplomas 1%

- **Publications**  
  (Max 10%)  
  - Must be relevant to Emergency Medicine and/or be published in high impact journals. If the publication is not directly relevant half marks may be awarded.

  - Original Peer Reviewed Scientific Papers  
    - First Author 3%  
    - Second Author 2%  
    - Other 1%

  - Book Chapter  
    - First Author 3%  
    - Second Author 2%  
    - Other 1%

  - Invited Article  
    - First Author 2%  
    - Second Author 1%  
    - Other 0.5%

  - Evidence Based Publications  
    - Cochrane Review  
      - First Author 3%  
      - Second Author 2%  
      - Other 1%  
    - Cochrane Protocol  
      - First Author 2%  
      - Second Author 1%  
      - Other 0.5%  
    - BestBET  
      - First Author only 1%

  - Electronic (peer-reviewed) Publications  
    - First Author 2%  
    - Second Author 1%
• Case Report
  • First Author 1%
  • Second Author 0.5%

No points will be awarded for submitted Abstracts

Articles ‘accepted for publication’ must be accompanied by a letter to that effect from the relevant journal.

• Presentations at Scientific Meetings (Max 5%)
  o (must be directly related Emergency Medicine)
    ▪ International Oral 2%
    ▪ National Oral 1%
    ▪ International Moderated Poster 1%
    ▪ International/National Poster 0.5%

The same topic presented twice (or more) will only be counted once. Where applicable, the higher mark (e.g. international conference) will be awarded.

Oral presentations will only be counted where the applicant has presented personally.

• Research Prizes / Research Grants (Max 2%)
  ▪ International 2%
  ▪ National 1%

• Audit (Max 3%)
  • Completed Audit Project 1%

To achieve the mark the applicant must specify all of the following:
  1. Title
  2. Standard used
  3. Intervention
  4. Evidence of two audit cycles (i.e. demonstrate closing the loop)

• Clinical Practice Guidelines (Max 3%)
  • Completed Guideline development 1%

To achieve the mark the applicant must specify all of the following:
  1. Title
  2. Rationale for specific guideline
  3. Evidence of departmental implementation

The cut-off date for the award of marks in this section will be the date of shortlisting. Under no circumstances will marks be given after that date for accepted thesis, publications or presentations.
This component of the selection process is comprised of 8 ‘stations’, each of 15 minutes duration. The individual ‘stations’ will cover the spectrum of assessments previously undertaken during Aptitude Testing and the traditional SpR Interview.

The selection process will cover a broad range of areas related to suitability for Higher Specialist Training. These can be grouped under three principal headings:

A. Personal attributes
   - Emotional stability / Emotional intelligence
   - Self awareness / Insight
   - Interpersonal skills / Communication skills
   - Team work / Leadership
   - Professional integrity
   - Organisational abilities / Time and workload management
   - Work ethic
   - Adaptability
   - Empathy
   - Negotiating skills / Conflict resolution
   - Knowledge of current issues related to Emergency Medicine
   - Commitment to life long learning

B. Management of critical events
   - Situational awareness
   - Error recognition / Error recovery / Patient safety awareness
   - Critical decision making
   - Problem solving / Verbal and numeric reasoning
   - Strategy development
   - Perseverance / Endurance in difficult situations

C. ‘Interview’ performance
   - Evidence of preparation for stations
- Drive, enthusiasm and general disposition

At the end of the selection process, the marks obtained in each section will be added together to give the total mark in the selection process. Candidates will then be ranked and will be appointed according to their rank and the number of positions available.

All information contained in documents relating to the selection process are deemed to be a record held by ACEMT and is subject to the provisions of the Freedom of Information Acts 1997 and 2003.

**Structured References**

Each candidate should submit five detailed structured references on an official trainer’s assessment form. At least one reference should be from a current trainer or supervisor. A set of detailed descriptors will be given to the trainers to assist completion of these forms. Trainers who award an overall grade of ‘5’ or ‘1’ (5 = strongest possible support; 1 = very little support) on the structured reference form must clarify this decision in writing at the end of the form. It will be the responsibility of the candidate to ensure that the structured reference forms are submitted to the Administrator for EM Training in time for consideration by the Shortlisting Committee.

References will not be included in the allocation of marks but will provide independent guidance to ICEMT on the general suitability of the applicant.