

# Recruitment, Interview Assessment Centre & Training



## Recruitment

- Attract more than 3,000 applications nationally every month
- Recruit on average 450 fully-screened and vetted flexible workers each month
- Comply fully with NHS Employment Check Standards Including all statutory and legal checks
- Insist on 100% compliance and 100% completion of mandatory training for all applicants

## Attracting new applicants

To attract suitable agency and Trust employed staff to join the bank, the team work with the Trust communications and estates teams to help extend the reach of advertising by using Trust-based communications channels.

Continuous marketing to attract new applicants to the bank via a wide range of online and offline media channels, for example: social networking sites, NHS Jobs, industry publications/websites, email shots, exhibitions and more.

Our approach to recruitment is subject to constant improvement as we seek to provide the highest quality flexible workers to the NHS.

## Interview Assessment Centre

NHS Professionals (NHSP) uses interview and assessment days as part of its recruitment process.

The assessment component consists of a randomly generated multiple-choice online assessment covering areas such as the 6Cs, ensuring dignity and meeting privacy needs.

The assessment for Nurses, Midwives and Theatre Practitioners includes questions on medicine administration and drug calculation tests.

The assessment for Care Support Workers (CSWs) reflects the knowledge required to meet the standards of the Care Certificate as well as questions to test basic numeracy skills. Those CSWs who need to carry out clinical observations must take observation-based questions in addition to a practical assessment of their ability to carry out observations.

Once the assessment is complete, provided the applicant has passed, they will proceed to an interview with one of our experienced Nurse Interviewers.



## Training

NHSP ensures all flexible workers meet full legal training requirements and offers the following training before workers begin their first assignments;

- Health and safety
- Infection control (including hand hygiene)
- Fire safety
- Manual handling
- Basic life support
- Data protection and information governance
- Safeguarding vulnerable adults level 1
- Safeguarding children level 2-3

Flexible workers receive annual updates to training through practical sessions and e-learning.

NHSP has a training validation system in place so Clients can be confident that flexible workers on assignment comply with the compulsory training needed for their jobs.

Other Training offered by NHSP for flexible workers:

- Practical conflict resolution training
- Access to a nationally recognised Blood Transfusion e-learning course to teach workers the skills needed for safe transfusions. Those who take the course will receive a certificate
- An online medicines management course for registered nurses. This includes drug calculation assessment for registered nurses and counts towards Continuous Professional Development (CPD)
- Access to e-learning modules about early warning scores, mental health observations and Compassion and Dignity for all

Separate e-learning modules are available for mental health flexible workers:

These cover mental health observations and the Mental Health Capacity Act, Deprivation of Liberty Safeguards. NHSP advises mental health workers to complete the modules within three months of registration for work.