**DIRECT ENTRY FOR STUDENT NURSES**

**UPDATED DECEMBER 2016**

**Introduction**

St. George’s University Hospitals NHS Foundation Trust would like all student nurses who train within its hospitals to know that they will be offered a qualified nurse post subject to the criteria below on completion of their nurse / midwifery training.

On qualifying, candidates will be offered a placement in the area of their choice (subject to the number of vacancies and the number of candidates who apply).

The Trust will work in partnership with the universities to take responsibility for the standard of clinical placements it provides, the level of mentorship and the required support to students to help ensure a competent and confident future workforce.

**1. Entry criteria**

1.1 For registered nurses

To qualify for automatic employment into vacant band 5 posts, the student must:

* Have studied at either Kings or Kingston University and completed 50% of their clinical placements within St. Georges University NHS Foundation Trust
* Hold a satisfactory attendance record (normally sickness record below 15 days during training (academic and practice days - managers will need to check how many occasions these days occurred over) and a satisfactory conduct record.
* Be able to evidence that they can or have passed the drug test and that they have been assessed on all their placements as competent.

In their final year, Kingston students complete a medicines management snapshot in their current area of practice and have to achieve a 100% pass at an OSCA (which includes drug calculations) marked by tutors from the university.

Kings students don’t have a formal drug calculations test as part of the curriculum but complete drug calculations set by the university as part of their practice assessment portfolios. They are checked throughout their three year course with mentors in the wards and by personal tutors.

1.2 For registered Midwives

Recruitment for a newly qualified midwife from Kingston faculty;

* The same process will not be followed for student midwives at this time, as SGH receive more applications than we have vacancies for.
* One of the main issues in SW London is midwives accept more than one position, and keep their options open until close to start date.
* Therefore, most units have fewer midwives starting than expected, and need to begin the recruitment process again.
* For this reason, via the SW London maternity network, it has been agreed to have a joint recruitment process for midwives qualifying from Kingston faculty.
* One application will be completed for each student, and they will give preferences – 1,2,3,4.
* Interview panels will include the clinical placement facilitator from each of the 4 participating trusts.
* This year will be the first year and its success will be monitored by the Director of Midwifery.

**2. Areas that do not employ newly qualified staff**

* Emergency Department
* ITU’s (adult)
* Cardiac theatres
* Anaesthetics

NNU and SCBU will take direct students but only if they have had a placement on a neonatal unit.

**3. Process**

Ward manager to identify number of vacancies in their ward / department and ensure HR1’s are completed and appropriately authorised.

SGH applications forms to be provided to tutors at the universities – to be placed on study / student space for students to access

3rd year students will be invited to meet ward managers at an open day in March.

Candidate to bring along the completed application form.

Ward manager to check candidate meets criteria (see above).

Ward Managers are to bring all paperwork to recruitment so that offer letters can be sent out in a timely fashion.

Vacancies will be filled on a first come first service basis.

The recruitment service will apply to the universities for references. Offer letters will then be sent.

Candidates to then complete recruitment forms via the on-boarding site.

New starters can commence in post as a band 2 whilst waiting for their NMC number to come through.

The vacancy will be held for 3 months (or negotiated with ward manager) during which time the candidate must commence in post.

As the students have been DSB cleared for their training, we can accept confirmation from the university that this has happened and then they can start. We will still carry out the check but it will not hold up the student starting.

Ward may need to over establish band 2 posts if candidates are waiting for a PIN number from the NMC. If candidates are placed in a Band 2 posts they can only be paid as a band 2.

For those who are unable to attend the open day event they will be able to apply to a ward manager directly.