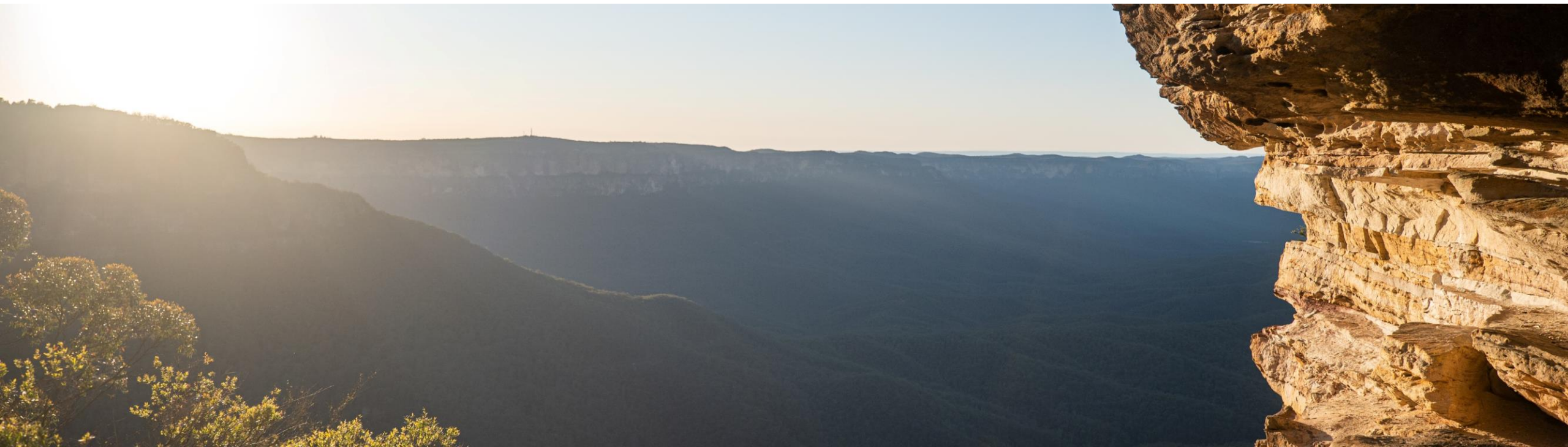


Applying for an Intern Position in NSW

Medical Intern Recruitment campaign for the 2025 clinical year
April 2024



Overview



Slide number	Section
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Introduction



Health Education and Training Institute (HETI) is one of the NSW Health Pillar organisations and is a Chief Executive governed statutory health corporation which coordinates education and training for NSW Health staff

HETI has delegated authority from the NSW Ministry of Health to allocate medical graduates to NSW intern positions

HETI is accredited by the Australian Medical Council (AMC) and approved by the Medical Board of Australia as the prevocational training accreditation authority for NSW

Roles and Responsibilities



-
- NSW Ministry of Health – sets the policy around allocation and recruitment
 - HETI – manages the allocation process of intern positions
 - Local Health District – employer
 - Australian Health Practitioners Regulatory Agency (Ahpra) – registration with Medical Board of Australia
 - HealthShare – provide support to applicants if they are having difficulties with ROB/ their application

Eligibility

1

Eligibility Requirements



To be eligible for an NSW intern position through the Medical Intern Recruitment campaign applicants must satisfy all 3 criteria below

1. Meet the NSW Health Priority List
2. Be expected to complete their medical degree this year or have completed their medical degree in the past two years from an Australian medical Council (AMC) accredited Australian/New Zealand medical school
3. Not previously worked as a doctor

NSW Health Priority List

2025 Medical Intern Recruitment Campaign



Priority	Definition
1	Medical graduates of NSW universities who are Australian/New Zealand citizens or Australian permanent residents (Commonwealth Supported Place and Domestic Full Fee paying). This priority category is guaranteed for an intern position in NSW.
2	Medical graduates of interstate or New Zealand universities who completed Year 12 studies in NSW who are Australian/New Zealand citizens or Australian permanent residents (Commonwealth Supported Place, Domestic Full Fee paying or NZ equivalent).
3	Medical graduates of interstate or New Zealand universities who completed Year 12 studies outside of NSW who are Australian/New Zealand citizens or Australian permanent residents (Commonwealth Supported Place, Domestic Full Fee paying or NZ equivalent).
4	Medical graduates of NSW universities who are not Australian/New Zealand citizens or Australian permanent residents and who hold a visa that allows them to work or are able to obtain a visa to work.
5	Medical graduates of interstate or New Zealand universities who are not Australian/New Zealand citizens or Australian permanent residents and who hold a visa that allows them to work or are able to obtain a visa to work in Australia.
6	Medical graduates of Australian Medical Council accredited universities that have campuses that are located outside of Australia or New Zealand (University of Queensland (UQ) Ochsner and Monash Malaysia) who are not Australian/New Zealand citizens or Australian permanent residents and who hold a visa that allows them to work or are able to obtain a visa to work in Australia.

Key Information

2

Allocation Dates



Information	Date
Application period open	Monday 6 May 2024
Application period close	Thursday 6 June 2024 (11:59pm)
Aboriginal Pathway conditional offers made	Monday 15 July 2024
Rural Preferential Recruitment conditional offers (Priority Category 1 and 2 applicants)	Monday 15 July 2024
Regional conditional offers made to Cat 1 applicants	Wednesday 17 July 2024
Optimised conditional offers made to Cat 1 applicants	Wednesday 17 July 2024

Applicant Type



Applicant Type	Information on position type
Full time	One applicant is seeking a fulltime position
Joint	Two applicants from the same NSW Health Priority category are seeking fulltime positions in the same prevocational training network
Job share	Two applicants are seeking to share a fulltime position in the same prevocational training network
Part time	One applicant is seeking to work for reduced hours

Prevocational Training Networks in NSW

3

Prevocational Training Networks in NSW



- Two years of on-the-job training in accredited and supervised positions
- Prevocational training networks have a range of clinical terms in hospitals, community facilities and some general practices

	Experience	Completion
Intern year (PGY1)	Supervised general clinical experience in accredited training positions within a health service. Education and training opportunities to enable the achievement of the prevocational outcome statements.	Meet Medical Board of Australia's requirements to obtain general registration
Resident year (PGY2)		Certificate of completion

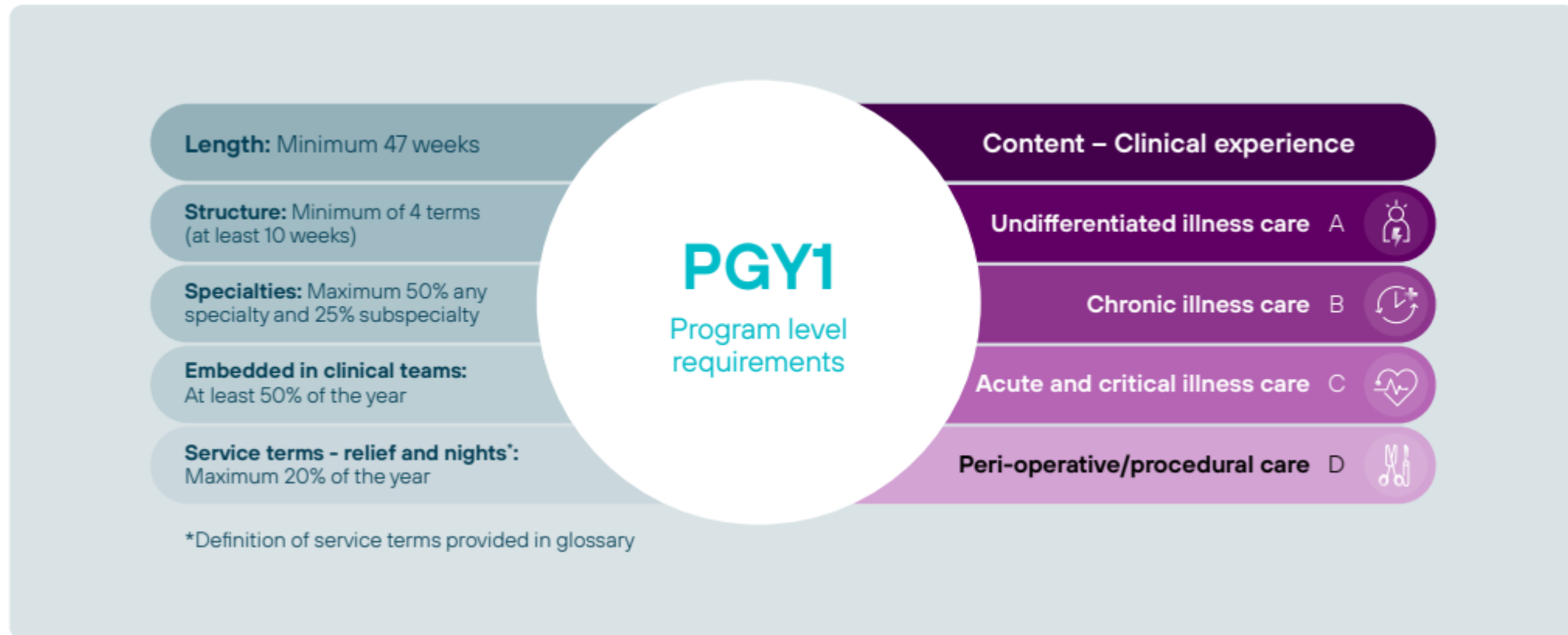
Prevocational Training Networks in NSW



Network 1 – Dubbo Hospital and Royal Prince Alfred Hospital
Network 2 - Bankstown-Lidcombe Hospital and Campbelltown/Camden Hospital
Network 3 - Broken Hill Base Hospital, Canterbury Hospital and Concord Hospital
Network 4 - Fairfield Hospital, Liverpool Hospital and Tweed Valley Hospital
Network 5 - Port Macquarie Base Hospital, Royal North Shore Hospital and Ryde Hospital
Network 6 – Hornsby Ku-ring-gai Health Service, Mona Vale Hospital, Northern Beaches Hospital and Sydney Adventist Hospital
Network 7 - Gosford Hospital and Wyong Hospital
Network 8 - Albury Wodonga Health – Albury Campus, Griffith Base Hospital, St George Hospital and Community Health Service and Sutherland Hospital
Network 9 - Lismore Base Hospital and Prince of Wales Hospital
Network 10 - St Vincent’s Hospital and Wagga Wagga Health Service
Network 11 - Shellharbour Hospital, Shoalhaven District Memorial Hospital and Wollongong Hospital
Network 12 - Belmont Hospital, Calvary Mater Newcastle, Hunter New England Mental Health, John Hunter Hospital, Manning Base Hospital, Maitland Hospital and Tamworth Hospital
Network 13 - Auburn Hospital, Coffs Harbour Health Campus, Orange Health Service and Westmead Hospital
Network 14 - Blue Mountains District ANZAC Memorial, Hawkesbury District Health Service and Nepean Hospital
Network 15 - Bathurst Health Service and Blacktown Hospital / Mt Druitt Hospital

A full list of accredited facilities in NSW Prevocational Training Networks can be accessed [here](#)

National Framework Requirements for PGY1



- A full list of the prevocational training terms per network can be accessed [here](#)

Recruitment Pathways

4

Four Recruitment Pathways



-
- Aboriginal Medical Workforce (AMW) pathway
 - Rural Preferential Recruitment (RPR) pathway (merit based)
 - Direct Regional Allocation (DRA) pathway
 - Optimised Allocation (OA) pathway

Aboriginal Medical Workforce pathway (AMW)



good health-great jobs

-
- National commitment to ‘close the gap’ in Aboriginal health outcomes and life expectancy
 - Pathway available for Aboriginal and/or Torres Strait Islander medical graduates to be allocated to their first preference of prevocational training network or rural preferential hospital

Refer to the HETI [Aboriginal Medical Workforce pathway](#) webpage for application information

Aboriginal Medical Workforce pathway (AMW) Application Process



This option will need to be selected in the application if applying for the Aboriginal Medical Workforce pathway

AMW applications are required to:

- Complete Aboriginal Medical Workforce online application including biography and the reason(s) for choosing a preferred rural preferential hospital or prevocational training network
- Upload additional documentation - Corroboration of Aboriginality

AMW applications review process

- Applications reviewed by Committee in early June
- Committee includes representation from AIDA, Ministry of Health and HETI

Rural Preferential Recruitment pathway (RPR)



-
- Aims to build a sustainable medical workforce in rural areas to improve access to services to achieve better health outcomes across rural NSW
 - Provides a clear pathway linking undergraduate training in rural areas to postgraduate medical training positions in rural areas

Refer to the HETI [Rural Preferential Recruitment pathway](#) webpage for application information

Rural Preferential Recruitment pathway (RPR) Hospitals



- All NSW Health Priority List - Category 1 to 6 applicants are eligible to apply through the RPR pathway
- Financial support and/or incentives may be available to applicants
- Conditional offers are made as per the NSW Health Priority List

RPR Hospitals	
Albury Wodonga Health – Albury Campus	Manning Base Hospital
Broken Hill Base Hospital	Orange Health Service
Coffs Harbour Health Campus	Port Macquarie base Hospital
Dubbo Hospital	Tamworth Hospital
Lismore Base Hospital	Tweed Valley Hospital
Maitland Hospital	Wagga Wagga Health Service

Rural Preferential Recruitment pathway (RPR) Application Process



- **First step** – Complete application for internship on the NSW Health Careers Portal via the Medical Intern Recruitment tile
- **Second step** - Complete separate application/s on the NSW Health Careers Portal via the Medical Intern Recruitment tile for each rural hospital applicants are interested in
- **Third step** – Preference all RPR Hospitals that applications have been submitted to even if only one Hospital has been submitted.

Rural Preferential Recruitment pathway (RPR) Interviews



- Rural hospitals will contact applicants for interview
- Interviews will be held between Monday 17 June 2024 – Thursday 27 June 2024
- Interviews may be face to face or virtual
- Rural hospitals rank applicants after interviews

Rural Preferential Recruitment pathway (RPR) Preferencing



- Applicants who applied to a RPR hospital but no longer want to be considered for the RPR position should withdraw the application to that hospital
- Applicants should only preference the hospitals where they are willing to work – these need to be finalised by **11:59pm Thursday 27 June 2024**
- An independent preference matching process occurs after ranking has been finalised from both the applicants and rural hospitals

Direct Regional Allocation pathway (DRA)



- Gives priority to filling regional and outer metropolitan training networks and to building a sustainable regional and outer metropolitan workforce over the longer term in NSW
- Applicants that are NSW Health Priority list Category 1 – Category 4 are eligible to apply
- Preference a regional network first (**Network 2, 4, 7, 11, 12, 14 or 15**) to be considered through this pathway

Refer to the HETI [Direct Regional Allocation pathway](#) webpage for application information

Direct Regional Allocation pathway (DRA) Preferences



- An applicant's **FIRST** regional network preference is the only preference taken into consideration for the DRA pathway (Network 2, 4, 7, 11, 12, 14 or 15)
- Conditional offers are made in order of the NSW Health Priority list
- If the number of applicants preferencing a regional network exceeds the number of positions available an algorithm is used to allocate applicants to these regional networks
- At the time of offers the priority category of applicants being offered positions at different DRA regional networks may differ
- For each regional network the next NSW Health Priority list category applicants are only allocated when there are no remaining unplaced applicants from the previous category
- If a regional network runs out of category 1 to 4 applicants who had selected it as first preference remaining positions will be filled through the Optimised Allocation pathway

Optimised Allocation pathway (OA)



- This pathway predominately facilitates allocation to positions in inner and outer metropolitan Sydney in the prevocational training networks and may also fill vacancies in regional networks
- NSW Health Priority List - Category 1 to Category 6 applicants are eligible to apply through the Optimised Allocation Pathway
- Majority of positions through this pathway will be filled by Category 1 applicants
- Conditional offers will be made in order as per the NSW Health Priority List

Refer to the HETI [Optimised Allocation pathway](#) webpage for application information

Extenuating Circumstances



-
- HETI recognises that some applicants have circumstances that exist at the time of application that may limit their ability to work in one or more of the 15 training networks in NSW
 - Applicants should read the procedure to determine if they are eligible and understand what it may mean if the application is granted
 - Refer to the HETI [Extenuating Circumstances](#) webpage for application information

Extenuating Circumstances



There are **four criteria** for consideration under extenuating circumstances:

Criterion	
1	The applicant requiring ongoing highly specialised medical treatment and/or
2	Separation of the applicant from their dependent/s during prevocational training that would have a significant negative impact on the functioning of the applicant and/or their dependent/s, and/or
3	The applicant going through a significant life event during prevocational training that would have a negative impact on the applicant and/or their dependent/s and/or The applicant has a disability with special access requirements
4	The applicant has a disability with special access requirements

Extenuating Circumstances



Indicate in your application that you will be applying for extenuating circumstances

- Complete extenuating circumstances online application form and provide supporting information required to support the claim
- Upload any additional documentation in supporting documents that relates to the circumstances

Extenuating circumstances applications review process

- Applications are reviewed by a committee who make a decision on the outcome
- An applicant in one of the lower categories in the NSW Health Priority List who is granted extenuating circumstances is not guaranteed an offer, or an equivalent or higher preference than would otherwise have been allocated

Change in Personal Circumstances



-
- Applicants who have circumstances that have changed after the close of the application period may be able to apply for consideration of a change in personal circumstances
 - Applicants must read the [Change in Personal Circumstances procedure](#) and provide evidence that the circumstance was not known to them at the time of making their online application
 - Applications can be made up until 8 weeks before the clinical year commencement date
 - Applicants will complete the change in personal circumstances application form and email to HETI-Internship@health.nsw.gov.au with supporting evidence

Application Process

5

Application Videos



The [HETI Medical Intern Recruitment](#) webpage has a series of videos to help applicants understand how to apply online for an NSW internship position

- Video 1 – Commencing your application
- Video 2 – Submitting and updating your network preferences
- Video 3 – Document collection tasks
- Video 4 – Accepting or declining your conditional offer
- Video 5 – Responding to your formal letter of offer
- Video 6 – JMO Rural Preferential Recruitment (RPR) – Completing your application and preferences

Online Application Process



Medical Intern Recruitment Applications

- All applicants applying for an intern position must complete a Medical Intern Recruitment Application
- Applications open nationally on **Monday 6 May 2024**
- The Medical Intern Recruitment Application, documents and preferences must be submitted by **11:59pm** on Thursday 6 June 2024 to be eligible for a position in 2025 clinical year

RPR Hospital Application(s)

- Applicants who wish to apply through the RPR pathway to a RPR Hospital must also complete a separate application(s) to each RPR Hospital
- RPR hospital application/s and preference/s must be submitted by **11:59pm** on Thursday 6 June 2024 to be eligible for a position in 2025 clinical year

Late applications will not be accepted under any circumstances

Online Application Process



- Applicants can access the [NSW Health Career portal](#) to commence an application for an intern position
- Alternatively, applicants can access the NSW Health Career portal via [HETI Medical Intern Recruitment webpage](#)
- Applicants who are applying through RPR pathway to RPR Hospitals can access the JMO Careers portal from the Medical Intern Recruitment portal

Online Application Process



Keyword or Location Search Location Search Adamstown, Adamstown Campus | **SEARCH ALL JOBS**

NSW Health Employee? Sign in using your [StaffLink ID](#)

NSW Health Careers

A career with NSW Health offers you the opportunity to work for a world class public health system and make a difference to the health of people in NSW now and into the future.

NSW Health is the largest public health care system in Australia, employing more than 100,000 people across an incredibly diverse range of roles and locations.

Exciting opportunities exist for doctors, nurses, allied health professionals and all clinicians working in outstanding facilities and multidisciplinary team environments across the state. We also employ non-clinical staff in roles as diverse as health administration, policy development, ICT and finance throughout rural or regional NSW and in metropolitan areas.

Whether you are starting or advancing your career at NSW Health, you can take advantage of generous financial benefits and leave entitlements, flexible work practices, employer-sponsored child care, scholarship opportunities and ongoing professional training and development.

NSW Health is committed to workforce diversity and a safe, supported and respectful workplace for all employees.



Applying for a job



GradStart



MidStart



Ambulance Campaigns



Medical Recruitment



Rural Incentives Program

Access the NSW Health Careers portal to commence the application process

Click on the 'Medical Recruitment' tile

Image 1: NSW Health Careers portal

Online Application Process



Medical Careers with NSW Health

Rewarding career opportunities are available for all categories of doctors including specialists, hospital non-specialists, interns and residents across all areas of medicine. A role within NSW Health allows you to progress your training and career in a diverse and engaging environment.

Health Education and Training Institute (HETI) are responsible for the allocation of **medical graduates** to intern positions across NSW through the Medical Intern Recruitment campaign. Further information can be found on the [Medical Intern Recruitment page](#).

NSW Health coordinates the **Annual Junior Medical Officer Recruitment Campaign** from May each year, where a number of vocational and non-vocational roles – including residents, registrars, trainees and provisional fellows – are advertised for the following clinical year. Further information regarding the campaign and Junior Medical Officer positions can be found on the [Junior Medical Officer Recruitment page](#).

You are able to search for current medical roles advertised by using the tiles below.

Medical Intern Recruitment	Medical Officers (MO)	Senior Medical & Dental Officers (SMDOs)
To apply for medical intern roles in the Medical Intern Recruitment Campaign click here . To complete the additional application required for Rural Preferential Hospital intern roles please click here .	To apply for all medical officer roles in the annual Junior Medical Officer Recruitment Campaign, as well as temporary, casual and Career Medical Officer roles, click here .	To apply for all Senior Medical & Dental Officer roles currently advertised, click here .

Click on the ‘Medical Intern Recruitment’ tile to progress to the Medical Intern Recruitment portal.

Image 2: NSW Health Careers portal – Medical Careers webpage

Online Application Process



Read the information on the webpage

Click on the intern position job to commence an application

NSW Health Employee? Sign in using your [Stafflink ID](#)

Valuable career opportunities are available for medical graduates to develop their skills in one of NSW 15 prevocational training networks. These positions support prevocational trainees to build on learning acquired during medical school by identifying opportunities to apply their knowledge and skills in the work environment.

To apply for a Prevocational Training position in NSW medical graduates must:

1. Meet eligibility and NSW priority list criteria
2. Be expected to complete your medical degree this year or have completed your medical degree in the past two years
3. Have not previously worked as a doctor

Prior to submitting your application you must have provided your preferences for the training networks and uploaded required documentation to be considered for the allocation process.

Rural Preferential Recruitment (RPR)

To complete the additional application required for **Rural Preferential Recruitment (RPR)** intern roles (advertised through the Junior Medical Officers Campaign) please [click here](#). RPR applicants must also complete a MIRA application (advertisement available on the current page).

Further information including the Medical Intern Applicant Guide can be found on HETI website, [click here](#) to find out more.

Applying for a role in the Medical Intern Recruitment Campaign
Commencing your Application



Applying for a role in the Medical Intern Recruitment Campaign
Your Preferences



Applying for a role in the Medical Intern Recruitment Campaign
Completing the Document Collection Task



Latest Jobs

Intern

🔍 Statewide

Employment Type: Temporary Various Remuneration: - Hours Per Week: 38 Requisition ID: PCAM21047 Position Tagline This is the 'enticer' for the candidate.....

[View all Latest Jobs](#)

Rural Preferential Recruitment (RPR)

To complete the additional application required for **Rural Preferential Recruitment (RPR)** intern roles (advertised through the Junior Medical Officers Campaign) please click the image below.

Image 3: NSW Health Careers portal – Medical Intern Recruitment webpage – intern position listing

Online Application Process



intern

🔍 Statewide

📁 Intern

📄 PCAM17989

📅 Feb 12, 2024

APPLY FOR JOB

SHARE THIS JOB

SIGN UP FOR JOB ALERTS



Employment Type: Temporary Various

Position Classification: Intern

Remuneration: \$73,086

Hours Per Week: 20

Read the job advertisement for the intern position

Click on 'APPLY FOR JOB'

Image 4: NSW Health Careers portal – job advertisement

Online Application Process



[Home](#) » [Job Search](#)

A screenshot of the NSW Health Careers Portal's privacy agreement page. The page has a dark blue header with the text "Welcome. You are not signed in." and a "Job Search" button. Below the header, there is a "Printable Format" link. The main content area is titled "Privacy Agreement" and contains several sections of text. At the bottom, there are two buttons: "I Accept" and "I Decline".

Welcome. You are not signed in. [Sign In](#)

[Job Search](#)

[Printable Format](#)

Privacy Agreement

When does this Privacy Statement apply?
This Privacy Statement applies when you use the NSW Health Career Portals and Recruitment system to create a personal profile or apply for employment within NSW Health.

For the purposes of this Privacy Statement, NSW Health includes

- the NSW public health system (local health districts, statutory health corporations, affiliated health organisations, NSW Ambulance and the agencies providing health support services to the public health system) and
- the Ministry of Health and the staff employed at the Health Professionals Council Authority and Mental Health Commission of NSW.

What legislative protections apply to this information?
Your information will be collected, maintained, used and disclosed in accordance with the Privacy and Personal Information Protection Act NSW and the Health Records and Information Privacy Act NSW 2002, and any other applicable laws.

NSW Health does not have any responsibility for the privacy policies or practices of any other third party sites linked to the recruitment system. You should make your own inquiries about the privacy practices of any linked websites before providing any personal information.

Who is collecting this information?
The personal information you provide via this website is collected by an external service provider, Oracle Australia Corporation Pty Ltd, contracted by the Health Administration Corporation for use by NSW Health. Oracle Australia is also bound by the legislative protections outlined above.

What personal information is collected through the NSW Health Career Portals and Recruitment system?
If you apply for employment in NSW Health through the NSW Health Career Portals and Recruitment system you will be asked to create a personal profile and provide personal information, which may include your name, address, contact details, professional registration details, and details about your qualifications, and credentials.

Read the privacy agreement

Accepting will allow you to proceed to the login screen to apply for the intern position

Declining will not allow you to apply for the intern position

Image 5: NSW Health Careers Portal – privacy agreement

Online Application Process



Home » Job Search

Welcome. You are not signed in.

Job Search

Account Login

NSW Health Employees | must [CLICK HERE](#) to login.

External Applicant | If you have previously registered, enter your User Name and Password below. If you do not remember your username or password, please use the links below to reset using your email address.

Previous Employees | Please contact the HealthShare Recruitment Operations Team on 1300 443 966 for assistance in logging in.

New User | If you have not previously registered an account with NSW Health, please click "New User" and follow the instructions to create an account.

For further assistance or to report a technical issue, please contact the HealthShare Recruitment Operations Team on 1300 443 966.

Mandatory fields are marked with an asterisk.

*User Name

*Password

[Forgot your user name?](#)

[Forgot your password?](#)

[Login](#) [New User](#)

[NSW Health](#) | [FAQs](#) | [Recruitment & Employment Policies](#) | [Remuneration & Conditions](#) | [Aboriginal Workforce](#) |

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Below are the options to commence an application for the intern position

- Current NSW Health Employees – must login in through the ‘NSW Health Employees’
- Previous NSW Health Employees – must login in through the ‘NSW Health Employees’.
- New to NSW Health Careers Portal – create a new user account or login with existing details

Applicants who are unable to login should contact the HealthShare Customer Experience Team.

Image 6: NSW Health Careers portal – Log In page for applicants to start application process

Online Application Process



Current Address

Street Address (Line 1)

Address (Line 2)

City

State

Postcode

Address Country

Current Contact Details

Primary Contact Number

Home Phone Number

Other Number

Personal Email Address

Corporate / Alternate Email Address

Residency Status

What is your current residency status in Australia?

I have been living overseas for at least 6 months at the time of submitting this application.

Applicants who login using ‘NSW Health Employees’ will have some of their personal details prefilled in their application

Applicants can view, edit and track a previously saved application by clicking on the ‘My Applications’ button on the Medical Intern Recruitment portal.

Image 7: NSW Health Careers portal – Medical Intern recruitment Application page

Online Application Steps

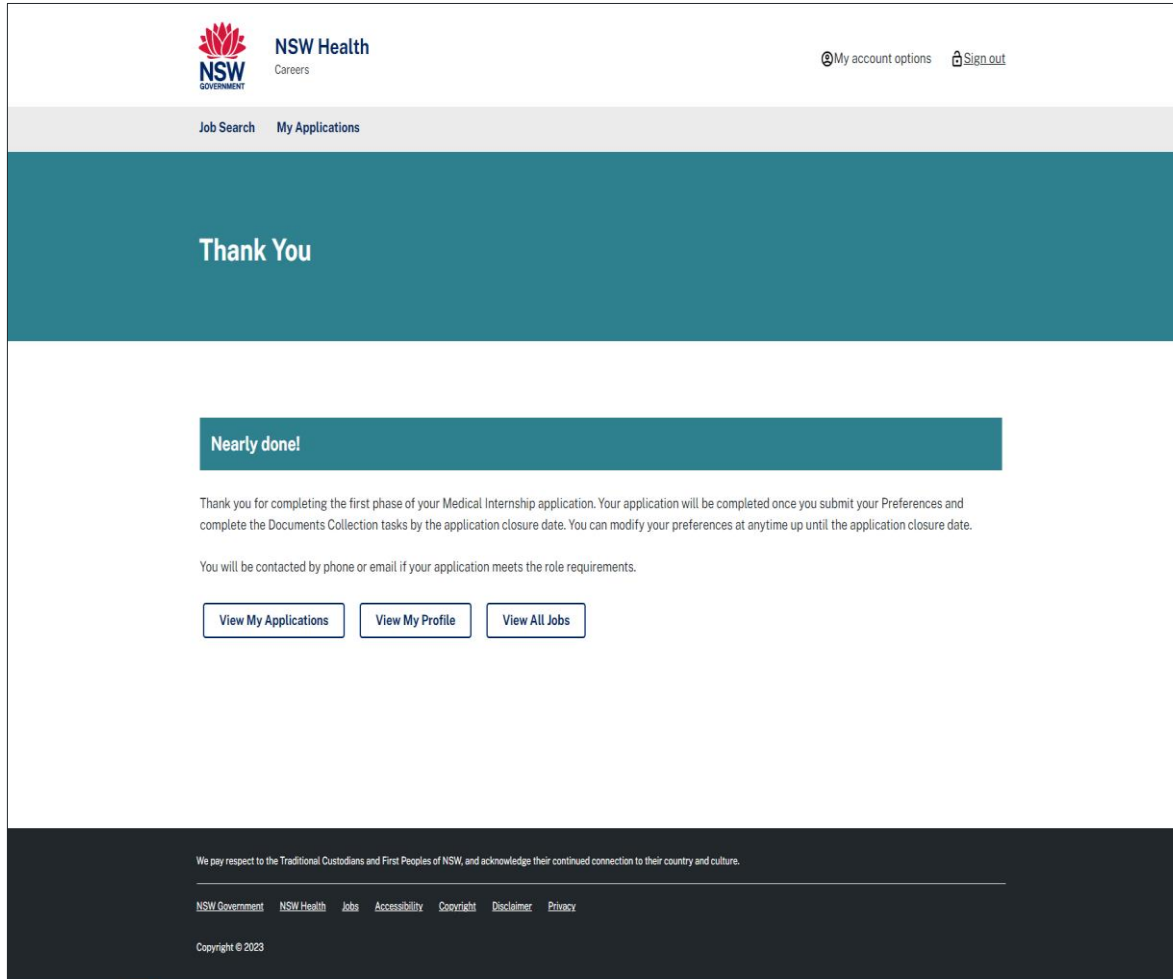
6

Online Application Process – Application Steps



- Page 1 : Your Details
 - Page 2 : Questionnaire
 - Page 3 : Preferences
 - Page 4 : Acknowledgement
 - Page 5 : Declaration
 - Page 6 : Review and Submit
-
- Applicants will need to submit their 15 prevocational training network preferences in their preferred order
 - Document collection tasks will trigger after applicants have completed the declaration page

Online Application Process – Application Submitted



Phase 1 – completed when applicants have submitted an intern application

Phase 2 – Applicants need to complete the document collection tasks and preferences

The document collection tasks initiation email may take up to 15 minutes to appear

Image 8: NSW Health Careers portal – Application submitted

Online Application Process – Certification of Documents



All supporting documents are verified against an application

All supporting documents must be certified by a Justice of the Peace (JP), Commissioner of Declarations and/ or Notary Public within the last 12 months. This must include the full name, registration number, date and signature of the certifier. If any documents are certified by a Notary Public then the certification must include that the documents are a true copy and it must include the seal of the Notary Public

Applicants will be required to enter the details of the certifier after they have uploaded their document in the document collection tasks

JPs, Commissioners of Declaration and Notary Publics can certify electronic documents in line with their guidelines, this may include statutory declarations

Conditional Offer

7

Conditional Offer



-
- Conditional offers will be made in accordance with the NSW Health Priority List
 - There are 3 offer periods for applicants to receive a conditional offer from NSW
 - A conditional offer will be made by email and additionally a SMS will be sent notifying the applicant
 - Applicants must click on the link in the offer email and log back into the NSW Health Careers portal to view the offer. Please note it may take up to 15 minutes after receiving the email that your offer is viewable

Conditional Offer



-
- Applicants must accept or decline the offer within 48 hours
 - Applicants who do not accept/decline their offer within 48 hours will automatically have their offer declined
 - Applicants who **decline** any offer whether from a RPR Hospital or a Network are **NOT** eligible to gain any further offers from HETI for the same clinical year however applicants can apply again in a future year if they remain eligible

Related Information

8

National Audit for 2025 Clinical Year



What happens if applicants have accepted an offer from 2 or more jurisdictions

- Between each national offer period there is a national audit
- Applicants with multiple offers across jurisdictions are contacted by the National Data Manager by email and given 48 hours to inform the National Audit team which offer they are accepting
- Applicants that do not respond by the allocated timeframe to the National Data Manager may have all offers, except for the first received offer (out of the current accepted offers), withdrawn by the relevant states/territories

Late Vacancy Management process



-
- This process, coordinated by the National Data Manager, assists all states/territories to fill any vacancies that arise after the national close date
 - Applicants who have not received an offer will be invited to opt in to the Late Vacancy Management (LVM)
 - The LVM will run from 11 November 2024 until 21 March 2025
 - Jurisdictions are required to check applicant eligibility with the National Audit team before making offers during the LVM

Registration with Ahpra



-
- Applicants need to change from student registration to provisional registration
<https://www.medicalboard.gov.au/>
 - Apply early through the Ahpra website from October
 - Applicants cannot commence work until provisional registration has been obtained
 - Obtaining provisional registration as a medical practitioner is the applicant's responsibility
 - This should be completed by December to be ready for commencement of internship in January
 - Ahpra governs and charges a fee for the transfer of student registration to provisional registration. For all fees, please review the Ahpra website.

 - Refer to the Ahpra website - www.ahpra.gov.au

Working with Children Check Clearance



-
- Applicants will need to provide a Working with Children Check clearance number when signing the contract

 - Applicants can obtain the clearance from the NSW Commission for Children and Young People at <https://www.ocg.nsw.gov.au>

Applicants wanting to know more information



HEALTH
EDUCATION
& TRAINING

Medical Intern Recruitment

Welcome to all medical graduates who have/or will be completing their medical degree from an Australian or New Zealand university or from an Australian Medical Council (AMC) accredited campus outside Australia.

The Medical portfolio at HETI manages the applications and allocation of medical graduates who are applying for a medical internship position across the 15 NSW prevocational training networks.

Key Intern Allocation Dates

Applying for Prevocational Training Position in NSW

[Download here](#)



HEALTH
EDUCATION
& TRAINING

MEDICAL INTERN RECRUITMENT APPLICANT GUIDE



Important Information

- [Applicant Guide](#)
- [Applicant Guide Quick List](#)
- [Key allocation dates](#)
- [Presentation on applying for internship](#)
- [NSW Health Priority List](#)
- [Internship numbers](#)
- [National audit information](#)



Pathways and Procedures

- [Aboriginal Medical Workforce](#)
- [Rural Preferential Recruitment](#)
- [Direct Regional Allocation](#)
- [Optimised Allocation](#)
- [Extenuating Circumstances or Change in Personal Circumstances](#)



Additional Information

- [Guidelines for requesting an intern position swap](#)
- [Sample Template Letter of Anticipated Completion](#)
- [Previous year allocation report](#)
- [Internship term dates](#)
- [Map My Career](#)
- [Advice to final year medical students of transition to three-year Basic Physician Training program](#)



Connect with Us

- [Follow us on Twitter](#)
- [Frequently Asked Questions](#)

HETI Allocations Team

Phone: (02) 98446562
[Send email](#)

Technical Support

Phone: 1300 443 966

2025 Clinical Year

April 2024

Support Available



Visit [HETI Medical Intern Recruitment](#) website

Talk to your University Liaison Officer

Connect with HETI:

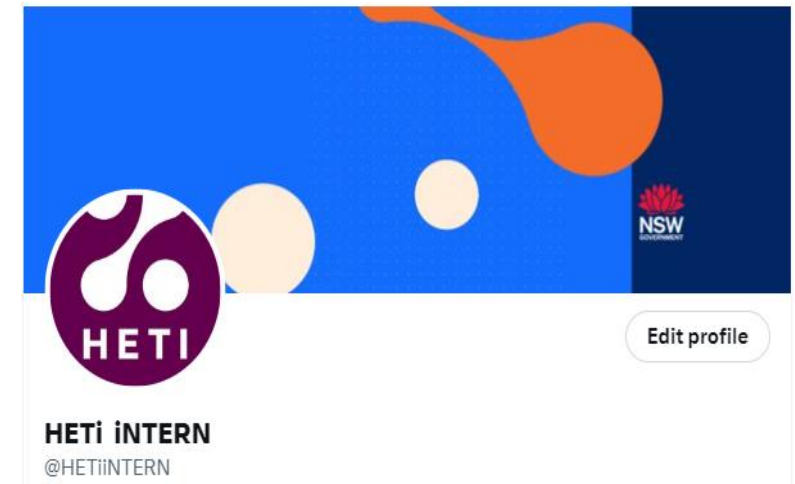
Phone: (02) 9844 6562 (Monday to Friday 8:30am – 4pm)

Email: HETI-Internship@health.nsw.gov.au

Follow @HETiintern on  (twitter)

Contact with HealthShare Customer Experience Team

Phone: 1300 443 966





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EDUCATION
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