



### Course Programme

The Consultant Interview Course is one of Oxford Medical's flagship courses. Formed in 2004 Oxford Medical is one of the oldest and now one of the largest medical career development companies in the UK, offering a portfolio of training courses including interview skills, teach the teacher, management courses for SpR's, communication and presentation skills courses. Having trained over 1800 doctors preparing for consultant interviews from every medical and surgical speciality we comprehensively understand what you as interviewees need to know to succeed in your consultant interviews.

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### CONTENT OF THE OXFORD CONSULTANT INTERVIEW COURSE

Through practise, presentations, interactive group discussions, NHS Hot Topic workshops and mock AAC panel interviews you will learn:

- How to structure, prepare and deliver a medical presentation, and respond to any consultant interview question.
- How to identify your areas of strength and unique selling points and how to exploit them
- Learn how to turn a difficult question into one which sells your strengths making you an attractive appointment
- Learn about non verbal communication skills, how to build rapport and influence key members of the panel
- Practice the new interview skills that we will teach you during your mock interview
- How to deliver exceptions/responses to difficult questions on management, leadership and current NHS Issues



## CONSULTANT INTERVIEW COURSE SCHEDULE

### 8.30 REGISTRATION AND COFFEE:

This time is an excellent opportunity for candidates break the ice, meeting their fellow candidates they will be working with throughout the day. This is also an invaluable time to share personal and professional experiences with the tutor and fellow candidates regarding applications and related topics.

### 9.00 MEDICAL INTERVIEW SKILLS:

A lecture on the interview process and interview skills covering the following topics:

1. Key interview skills
2. How to deliver an impressive Medical Presentation
3. Non Verbal communication skills. What is the impact of dress, body language?
4. Different types of interview questions. What are they looking for and how to deliver?
5. Different approaches to answering questions. 2 Strategic structuring methods.
6. Grey area and controversial questions. How to deal with controversial topics, delivering a balanced, professional and opinionated response.

### 10.15 COFFEE BREAK:

### 10.30 NHS HOT TOPICS AND OPINION FORMATION-WORKSHOP 1:

A look at all the issues of the NHS and its set up that must be at your fingertips for you interview. This workshop will help you with the information that you need to know and develop important opinions on these topics. Small group and individually focused covering NHS management issues and governance topics. A selection from:

#### WORKSHOP 1:

Appraisal	CPED
Audit	Critical incident reporting
Bearing good witness	The Darzi report
Business planning	The Donaldson report
Choose and book	The Eighteen week target
Clinical governance	The European working time directive
CNST	Foundation trusts
Consent	The hospital at night project
Tooke Report	Leadership and management
Shipman	Assessment of competency
Alderhey	NHS structure and finance
Managing a drunk colleague	GMC, affiliates
Risk management	Medical regulation

**Any other topic that you want can be discussed and debated**

**A FULL COMPREHENSIVE SUMMARY OF THE ABOVE TOPICS IS PROVIDED IN THE COURSE MATERIAL**

### 12.30 LUNCH BREAK:

A three course sit down meal. All types of dietary requirements are catered for. A great opportunity to discuss any personal issues with your Consultant trainer, clarify any issues about the application or interview process or inquire about any areas that you would like to know more about.

### 13:30 NHS HOT TOPICS AND OPINION FORMATION-WORKSHOP 2:

Another set of workshops which are carried out in small groups of 3 where you will go through lots of commonly asked topics. We will work on your content delivery and presentation skills throughout this workshop. Topics covered include a selection from:

## WORKSHOP 2:

Managing stress	ISTC's
The NHS plan	NPFIT
Nurse practitioners and nurse consultants	NICE
Practice based commissioning	The Care Quality commission
The risk register	The National patient safety agency
The Bristol scandal. Lessons learnt	MMC
Change management	Conflict management
Medical education and teaching	Research Governance
Revalidation	Setting up a service
Mid Staffordshire NHS Trust Enquiry	Equity & Excellence- Liberating the NHS
Equity and Excellence. Liberating our NHS	White Paper(12th July 2010)
QIPP,PROMS,CQUIN	GP Consortia and commissioning

**Any other topic that you want can be discussed and debated**

**A FULL COMPREHENSIVE SUMMARY OF THE ABOVE TOPICS IS PROVIDED IN THE COURSE MATERIAL**

### **14:30 MOCK AAC CONSULTANT INTERVIEW PRACTICE WITH FEEDBACK/RECORDED:**

Every candidate will receive a mock consultant interview. Now that you have learnt about the interview process, new interview skills techniques and have plenty of content from our NHS hot topic workshops it is time to put these skills and ideas into practice. We offer the option of video recording your mock interview and feedback will be given so that you can actually see how you deliver your content. Feedback is individual and unique to this course. Because different questions are asked to each candidate you will cover hundreds of questions which will serve as excellent preparation for your interview. A copy of your interview will be provided on DVD so that you can use it at home to improve your presentation, delivery and content prior to your interview. This session recreates the pressure present during a real interview. Feedback usually highlights individual areas for each candidate to work on during the post course period.

Questions that will be asked during this session will replicate real AAC Panel Interviews such as:

- **Royal College Representative Questioning**
- **University Representative Questioning, Clinical Director Question**
- **Consultant Colleague Questions**
- **Medical Director Questioning, Chief Executive Questioning**
- **Chairperson Questioning**

### **17:15 PRE INTERVIEW VISIT:**

The pre-interview visit and pre-short listing visit will be discussed. Tips will be presented on when and how to make appointments. Also who to see once you are there, and of course what to ask.

### **17:30 CONCLUSIONS AND Q&A:**

A Summary of the most important points for the day. Individual focused direction as to the next steps for your interview preparation. Course materials including handouts and passwords to access the post course training section of our website will be distributed.

**Our Course content is constantly updated. You will receive only the best and latest information. You will also get free access to the consultant training subscription area of this website for 1 month**

## CONSULTANT INTERVIEW COURSE INFORMATION

### COURSE TIMES

Our interview Course start promptly at 9.00am- 5.15pm

### COURSE VENUES

Our state of the art training venues have excellent facilities and equipment and plenty of parking (200+spaces). Free parking at all our Oxford Courses.

### REFRESHMENTS

We always ensure a hot 3 course lunch is provided to help keep the energy levels up, and of course as many teas, coffees and biscuits you can eat!

### ACCOMMODATION:

Special discounted Hotel rates have been negotiated. Please contact us or the hotel directly for more information.

#### **The Holiday Inn Hotel Bloomsbury**

Coram Street, Bloomsbury

Central London, WC1N 1HT Tel: +44-871-9429222

For maps, directions and travel plans please follow the link below

<http://www.holidayinn.com/hotels/us/en/london/lonbl/hoteldetail#Directions>



#### **The Barcelo Oxford Hotel**

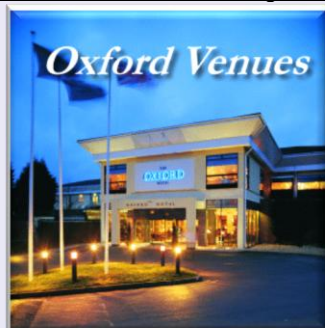
Godstow Road, Oxford

OX2 8AL

Tel: +44(0)1865 489988

For maps, directions and travel plan please follow the link below:

<http://www.barcelo-hotels.co.uk/hotels/central-england/barcelo-oxford-hotel/map>



## REASONS WHY YOU SHOULD TRUST US TO HELP TRAIN YOU FOR YOUR CONSULTANT INTERVIEW?

### 1) Small group training:

We always have limited numbers attending each interview course to ensure that every delegate receives personalised and individual feedback and advice from our knowledgeable and friendly tutors



### 2) ACC format mock interview:

With personal feedback and *video recorded performance analysis*. Every consultant interview course delegate attending undertakes a mock interview styled upon the ACC interview format and process. Personal feedback and coaching is provided by our experienced NHS Consultant Trainers. Questions asked during these sessions replicate real AAC Panel Interviews and because at Oxford Medical we believe in small numbers and big involvement, you not only receive a mock interview but are also an integral part of the other delegate interviews; because it is always best to see the process from both sides!

### 3) Latest coverage of all relevant NHS topics:

At Oxford Medical we understand that the issues of the NHS and its set up are essential information that you must have at your fingertips for your interview. The small groups, individually focused course workshops dedicated purely to these crucial subjects will help you with the information that you need to know and aid in developing important opinions on these topics.

### 4) Up to date comprehensive Consultant Interview Course materials:

At Oxford medical we pride ourselves on the quality and excellence of the materials that we provide you with. The comprehensive consultant interview course handouts cover your complete application from CV writing all the way to the interview day itself. Written by top NHS consultants who have firsthand experience of the NHS recruitment process this "book" is a **complete one stop for interview preparation** and also includes A4 summary pages on NHS hot topics. Combined with the individual training that you will receive on the course you will get great training giving you the edge over any others.

### 5) Unbeatable post course materials and training support package with free after course support:

Do you often feel overwhelmed with information after attending training days and course?? Well with the comprehensive post course package offered to all Oxford Medical Interview course delegates you will have all the support and materials you need to retain all that excellent advice!

- Summary A4 handouts on all the relevant NHS interview hot topics.
- Free access to our **Consultant Subscription** area of our site with NHS downloads and discussion forums
- Free access to **36 NHS consultant delivered hot topic video tutorials (watch some demos)**
- Contact us after the course using the subscription forum for any last minute help



### 6) Expert NHS Consultant Trainers:

Our faculty which is published below contains **only NHS consultants** from various specialities. All our consultant trainers are experienced in the medical recruitment process and are trained interviewers. We never use any tutors who are not fully experienced consultants, ensuring that the quality of your course experience and the advice and feedback you receive is of the highest possible quality.

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## 7) High verbal recommendation rate:

Many of our doctors come from verbal recommendations. This itself speaks volumes for the attention to detail and quality of the training that we provide. 97% of our doctors having attended would recommend this course to a friend which is pretty good when you train thousands of doctors in medical interview skills every year!

## 8) Our Customers use us again for other training products:

We don't just provide interview training but also offer teach the teacher, management courses and other crucial personal development course to doctors. Many of our interview course attendees subsequently book into one of these other courses as they are highly satisfied with the service that our company provides.

## 9) Several courses per week in different locations:

We run up to 8 consultant interview courses per month, mainly at weekends because this is when our NHS Consultant trainers are available. Be careful with other providers offering mid week courses as you may be disappointed when you do not get a qualified doctor training you!

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## WHO TRAINS THE CONSULTANT INTERVIEW COURSE?

We can 100% guarantee that we **ONLY** use **NHS Consultants** who are experienced in the interview process. Our tutors take courses in turn and include:

- Dr Mudliar: Consultant Pathologist
- Dr Woolfson: Consultant Physician
- Dr Amirchetty: Consultant Obstetrics and Gynaecology
- Dr Helm: Consultant Radiologist
- Dr Annand: Consultant Paediatrician
- Dr Kamath: Consultant Psychiatrist
- MR Ghosh: Consultant Surgeon
- Dr Barnes: Consultant Obstetrics and Gynaecology
- Dr Tin: Consultant Anaesthesia and Intensive Care Medicine



All our tutors are **fully trained interviewers and NHS Consultants** with years of experience in the interview and selection process. Being at the sharp end of the interview process on a day to day basis to give you the best information, advice and training possible.

**"Simply the best course that I have ever been on. Oxford Medical made the difference and i am now enjoying life as a substantive Consultant. MR S.E (Consultant Surgeon)"**

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## HOW TO BOOK

To book a place on one of our consultant interview courses, simply click on date you would like to attend then continue to check out where you will be asked to input a payment method. Completing you order online today with a credit or debit card will guarantee a place on an Oxford Medical course immediately. Once we have received your order and payment we will send out a confirmation of your booking which will include the details of the course timings and venue.

## WHAT DO OUR CUSTOMERS SAY ABOUT OUR CONSULTANT INTERVIEW COURSE?

"The fact that the course is undertaken in small interactive group is excellent. I got personal and individual feedback rather than the sweeping advice I have been given at course before! Excellent trainer who had excellent knowledge of the NHS issues and the whole ACC process really well. Definitely the best course for pre consultant interview training, I have already recommended it to several of my colleagues." Anand (Paediatrics), Medical Interview Course for Consultant Interviews

"Excellent course. Srin is probably the best trainer/facilitator that I've come across really engaging and knowledgeable. " Oliver (Surgery), Medical Interview Course for Consultant Interviews

"Really useful day I particularly enjoyed the practice interview in the afternoon as it really highlighted my strengths and weaknesses so I know what areas I need to work more on. The practise was especially effective as I had the opportunity to witness and take part in the other interviews. There was also excellent individual feedback provided by the trainer throughout the day." Omar (Surgery), Oxford Consultant Interview course

"The discussions about the hot topics in NHS management really helped me understand it in the right context, much better than trying to read it out of a book or off the internet, the post course materials were also invaluable to continuing preparation following the course, really helpful." John (Psychiatry) London Consultant interview course

"Small groups, Individually focused, brilliant training, comprehensive book to take away, DVD of my mock interview, 3 hours of NHS consultant delivered post course hot topic tutorials. What else can I say!! Thanks for helping to make me the best on the day. I beat the hot favourite in house candidate but only as a result of your valuable input" Andrew (Cardiology) London. Consultant Interview Course.

"Great value for money and saved me lots of time trying to learn about the NHS issues myself. The session on Leadership was the most useful. For once I understood it all and am confident I will be able to answer my interview questions in a knowledgeable and structured manner. I received thorough explanations for all my enquiries throughout the day from Susan who was an excellent tutor. Hanner, (Obs & Gynae) Consultant interview course

"Excellent structure throughout the day, the trainer was very knowledgeable about the AAC panel consultant interview and questions. The whole day is especially interactive with lots of opportunity to practice answers with individual feedback and also advice on what areas to concentrate on post course. Sophie (Radiology), Medical Interview Course for Consultant Interviews

"Oxford Medical helped me to get my head out above the crowd and to perform to my true potential. The video analysis identified real areas that I could work on and improve. Fantastic attention to detail by your trainers. Thanks for helping me to get my number 1 job" Timothy (NHS Consultant Dentist) Oxford Consultant Interview Course.

"I was recommended this by 3 different colleagues and now I can understand why! It really covered all aspects of medical interviews in a clear and understandable format. The practise sessions are so useful and a great opportunity to see what it is like from the other side of the table." Marcus (O&G), Medical Interview Course for Consultant Interviews

"Before my interview I seemed to receive so much conflicting advice that I really didn't know where to start. This course put everything in perspective and I found the areas I needed to concentrate on improving rather than just everything! The fact that the course was small and interactive meant that the trainer could give personal and individual feedback rather than general advice, overall an excellent day. Prateek (Breast Surgery), Medical Interview Course for Consultant Interviews

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"Had a really tough interview but was offered the job. Thank you for your excellent course I don't think it would be the same result if I had not attended it. I will certainly recommend it to others. My biggest problem was that I get nervous and go blank when asked questions. The structures the trainer taught us to use to answer questions really helped me concentrate on key points effectively, I felt almost confident going into my interview and it must have worked!" Ahmed (Physician) Consultant interview course, December 2011

Great trainer and liked they small group size as felt like we could all take our time and everyone got a chance to be involved. The content gave me a good insight into NHS topics and consultant interviews without being overloaded.

Matthew (Orthopaedics), Consultant interview course

"I've been on various London based courses before and failed to get appointed. One was a lecture based course which was death by PowerPoint. It didn't alter my interview technique. I found this small group course gave personalised feedback and really enabled me to concentrate on what i needed to do to improve. I write to thank you for your insight and help. Your techniques and advice worked and i am now working as a consultant surgeon in my number 1 choice of job?" Bob (Consultant Trauma Surgeon) Consultant Interview Course.

"Excellent preparation for my consultant interviews. The mock interview practise is invaluable experience that you just could not learn from a book! I have just come back from my interview, I couldn't have been better prepared, and they offered me the post!."

Giselle (Obstetrics), Medical Interview Course for Consultant Interviews

"This has to be the most valuable course that i have been on during my long medical career. An absolute life saver" Rama (Surgery). Consultant Interview Course.

"Just wanted to provide further feedback to that on the course. I managed to get the post and received glowing feedback from the interview panel about my performance. I'm sure that without having been on the course I could not have managed it and I will definitely be recommending the course to my peers." Robert , (O&G) Consultant interview course October 2010.

"Fabulous course and Srin was brilliant, his approach was engaging and informative. He cut out the rubbish and got straight to the point about the interview making sure we all understood and were following the content. Would certainly recommend this to my colleagues."

Ajay (Surgery) Consultant interview Course

"A friend who was recently appointed recommended this course as he swore that he got his job because of it. I can fully agree with him as I have also recently been appointed. Well structured, covered all the latest NHS topics and the vast majority of them came up. Thanks for a fantastic course" Kerry (Consultant Orthopaedic Surgeon) Consultant Interview Course

"The course content consisted of simple principles of how to answer questions by a series of building blocks we can all practice. Susan's expertise was very apparent there were no questions or inquiries that could stump her, if only mine was the same! A logical and clear trainer, very easy to follow, direct but gave proactive individual feedback. Haley (Pathology), Consultant interview course

"The mock interview was very good, daunting at the time the way questions are fired at you but well worth it and I'm sure my real interview will be worse! The course was very helpful and Susan was a brilliant trainer, clear and concise but really knew her stuff. I was quite nervous about answering questions as I wasn't prepared but he put me an ease straightaway and I could participate fully and learnt a lot. " Michelle, General Medicine SpR, Consultant interview Course

"I cannot believe that it is possible to improve so much from one day! As a nervous speaker I never thought I would be a great interviewee but armed with a set Structure to respond and lots of mock interview practise I am feeling much more confident. Thank you for your great help."Amerity (Psychiatrist) Consultant interview course, January 2011

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"A very interactive course, the practical aspect complements other areas of the course well; there is nothing worse than a day's lecture on topics that you never take in, putting it all into practise really helped me understand and take it all in effectively. The trainer Tony had an excellent knowledge base, was very enthusiastic about the subject and wanting us to get the best and most from the course. Thank you- money and a Saturday very well spent" Barbra (Cardiologist) Consultant interview course, January 2011

"A big thank you to Geetha who had a great working knowledge of current NHS affairs and encouraged everyone on the course during the mock session in the 'HOT SEAT'; which was terrifying but incredibly useful. Would highly recommend to all candidates preparing for their consultant interviews." *Stephanie, Urology, Consultant interview course, October 2010*

"Tony had such an easy style and was very patient whilst still giving me that 'Hot Seat' feeling you usually only experience once you get to the real thing! After being appointed as a Consultant on my very first interview I really feel that the course certainly helped a lot to polish and improve my interview skills. I would definitely recommend to everybody to attend this consultant interview course especially before going for a job they really want!"  
Graham (Paediatric Neurology) Consultant Interview Course

"There was an excellent personal and individual feeling to the course. Also a key emphasis on constructive feedback and ample discussion time for the group and individuals. I have been using the post course materials and website subscription to continue in my preparation and it is just as the course; clear, informative and with a great coverage of the current NHS Issues. I really feel like it was time well used and will definitely be recommending the course to my peers. Michael (Neurology) Consultant interview Course

"In my speciality jobs are scarce and competition great. Going on the Oxford Interview Course has to have been THE best investment I have ever made. Thank you" Terry (Consultant Rheumatologist) Consultant Interview Course.

"A fantastic guide. Comprehensively covered all the areas i needed. I will recommend it to all my colleagues"  
Margret (Consultant in Acute Medicine) Purchased the Consultant Interview Guide.

"Small group numbers, interactive and with a personalised approach with direct and important feedback. I got my job but only with your help. Thanks to the Oxford Medical Team" Alison (Anaesthetics) Consultant Interview Course

"I couldn't believe it. All the topics you covered came up during my interview. I was fully prepared and was told that i was the slickest on the day and the easiest to interview. I got the job but only thanks to your insight" James (Ophthalmology) Oxford Consultant Interview Course.

"Word on the street is that this is THE course to go on to give yourself the best chance of success. Guess what? They were right thanks to your team I can now concentrate on the next phase of my career" Geeda (Maxilla facial Surgery) Consultant Interview Course

"After several failed interviews i eventually paid to go on an interview course. After the mock interview you immediately identified deficiencies in my application particularly my approach to management interview questions. After receiving your insightful advice i went on a management refresher course (yours actually). I am pleased to inform you that i have recently been appointed. Thank you for all your excellent advice and training"  
Reily (Consultant Paediatrician) Attended both the Oxford Consultant Interview and Oxford Management Courses



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