

Closing Date - 27/09/2021

Position of House Officer (Foundation Doctor) in the Ministry for Health

MINISTRY FOR HEALTH

Position of House Officer (Foundation Doctor) in the Ministry for Health

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health, invites applications for the position of House Officer (Foundation Doctor) in the Ministry for Health.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into an assignment of one hundred and six (106) weeks as a House Officer (Foundation Doctor) in the Ministry for Health, which may be renewed for a further year and does not exceed a total of one hundred and fifty-eight (158) weeks if the Foundation Doctor requires such extension in order to complete the Foundation Programme.

2.2 The House Officer (Foundation Doctor) is to follow the training programme with the aim of obtaining the Foundation Programme Completion Certificate (FPCC) in order to be eligible to apply for the Basic Specialist Training or General Practitioner Training. More information about the Malta Foundation Programme which is affiliated to the United Kingdom Foundation Programme can be obtained from (<http://www.fpdoctors.info>).

2.3 The position of House Officer (Foundation Doctor) is subject to a probationary period of one (1) year.

2.4 Since the position of House Officer (Foundation Doctor) is time-barred, such constitutes an objective reason which falls under Regulation 7 (4) of Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

2.5 An officer holding a position of a definite nature (i.e. with objective reason), who is in the last (4) months of his/her definite term, may apply laterally, even if the advertised position carries the same specialisation that s/he currently holds.

2.6 Accepting appointment in this position signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Salary Pegged to the Position

3. The Salary attached to the position of House Officer (Foundation Doctor) is equivalent to Step 5 of Salary Scale 9 (which in the year 2021 is €24,422.32 per annum). Upon completion of one (1) year satisfactory service as Foundation Doctor, employees shall progress to the maximum of Salary scale 9 (which in the year 2021 is €25,317 per annum).

A Foundation Trainee Specialisation Allowance is €3,000 in Year 1 and €3,420 in Year 2 which shall be paid to the House Officer (Foundation Doctor) in three-monthly instalments in arrears. A Special Duty Allowance of €4,800 will be paid to Foundation Doctors who perform duties on roster basis in the Accident and Emergency Department, the Intensive Therapy Unit or at Health Centres. This allowance will be paid quarterly in arrears.

Foundation Doctors performing duties in these areas will not be entitled to a shift allowance.

Duties

4.1 The job duties for the position of House Officer (Foundation Doctor) include:

- i. Assists in the delivery of health care in the hospitals and various health care settings of the Ministry for Health;
- ii. Works in the respective Department within the Ministry for Health and he will work at all times under the supervision of his seniors and will be directly accountable to the Consultant in charge;
- iii. Participates in academic activities organised within the respective Department;
- iv. Successfully completes the requirements of the Foundation Programme as specified in the Reference Guide together with those specified by the Malta Foundation School. Further information may be obtained from (<http://www.fpdoctors.info>);
- v. Make use of the Information Technology systems which may be in operation within the Ministry for Health;
- vi. undertakes any other tasks, which the superior may delegate to him/her, as may be required;
- vii. Carries out any other duties as directed by the Principal Permanent Secretary.

4.2 An appointee may be required to perform duties in any of the health care services of the Government of Malta at the discretion of the management.

Eligibility Requirements

5.1 By the closing time and date of this call for applications, applicants must be:

- i. a. citizens of Malta; or
- b. citizens of the other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or
- c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or
- d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or
- e. third-country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third-country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or
- f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment license in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

Applications will also be considered from candidates who are third-country nationals and do not satisfy the criteria set out in paragraph 5.1 (i), provided that they satisfy the requirements stated in paragraphs 5.1 (ii) to 5.3. The appointment of such candidates would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation.

ii. have the ability to communicate in the English Language provided that due recognition will be given to candidates who also have the ability to communicate in the Maltese language. Proficiency in the English language will be accepted if applicants:

Provide proof that the primary medical qualification was undertaken in the English language;

OR

Provide a valid certificate of IELTS (International English Language Testing System) at the medium band score of 7.5 or above in each domain.

Furthermore, before confirmation of appointment, i.e. within twelve (12) months from engagement, selected candidates must be successful in both Part 1 and 2 of the examination in 'Basic Medical Maltese for the HealthCare Profession' of the University of Malta. Failure to present evidence of successful pass by the end of probationary period (i.e. twelve months from engagement) will result in automatic termination of work contract. The course officially leading to this examination is the course in 'Basic Medical Maltese for the HealthCare Profession' run by the Department of Maltese of the University of Malta. Course and assessment fees are to be paid by prospective candidates. However, such expenses may be claimed through the Continuous Medical Education (CME) Scheme.

iii. qualified with a degree in Medicine and Surgery from the University of Malta or any other basic medical qualification First Degree at MQF Level 7 of five years or more from an accredited medical school in an EU Member State as per Part 1 (a) of the Second Schedule of the Health Care Professions Act (Cap. 464 of the Laws of Malta) by not earlier than 1st January 2018, provided that such candidates must obtain the said qualification prior to engagement.

iv. (a) be listed in the Provisional Register kept by the Medical Council of Malta in terms of Article 11 sub-article 3 of the Health Care Professions Act (Cap. 464 of the Laws of Malta);

OR

(b) Graduates from Universities other than the University of Malta must produce evidence in the Dean's statement referred to in paragraph 5.1(v) that they would be eligible to be considered for registration by the start of the Foundation Programme. Such candidates must also obtain a Letter of Intent from the Medical Council of Malta that their qualification is registerable and which letter must be attached with the application. It is strongly advised that these candidates make direct contact with the Medical Council as soon as they express their interest, to make sure that this process is concluded on time. Letters of Intent by the Medical Council will not be considered if received after the dates allocated for interviews, and this will result in candidates being then deemed ineligible or disqualified from the selection process.

Furthermore, successful candidates must inevitably obtain the said registration prior to the engagement. For ease of reference the website for the Medical Council of Malta is (<http://deputyprimeminister.gov.mt/en/regcounc/medicalcouncil/Pages/Registers.aspx>)

v. (i) Produce a Medical School Dean's Statement (sample available at (<http://www/fpdoctors.info>)), which is signed, dated and stamped and completed in English, which comprises:

- (a) permission to apply for the Foundation Programme in Malta;
- (b) confirmation that the applicant is of good standing at medical school and considered fit to practice Medicine;
- (c) confirmation of whether primary medical qualification (including instruction, examinations and a significant amount of clinical contact with patients) was/is being undertaken in English;
- (d) the expected date of qualification, in the case of applicants who have not yet qualified.

(ii) A verifiable declaration from the respective medical school of the applicant's academic ranking in deciles. This document should be made available to the Malta Foundation School by the interview date. Where information regarding the academic ranking is inconsistent with decile grading or missing, the lowest academic score will be used.

vi. Public Officers applying for this position must be confirmed in their current appointment.

5.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

5.3 Candidates who wish to seek eventual full registration from the Medical Council in a country other than Malta, should seek advice from the respective Medical Council as prospective approval from some of that country's institutions may be required. Persons graduating from a UK Medical School who would like to eventually seek registration with the UK General Medical Council, are advised to seek written approval from the post-graduate Dean before joining the Malta Foundation Programme. Further information on the above required documentation may be accessed at (<http://fpmalta.com/page/view/1578392943>).

5.4 In addition to the requirements at 5.1 above, by the start of employment and training, applicants must:

- i. be in possession of a valid recognised Basic Life Support Certificate;
- ii. show that they have understood and agreed to the minimum requirements for completion of the Foundation Programme by signing a Foundation School Training Agreement.

5.5 Successful candidates are to attend for the pre-employment medical examination and relevant investigations in Malta, one (1) week before taking up the position of House Officer (Foundation Doctor). Failure to undertake the pre-employment medical examination on time, will result in delays in provision of the employment licence and residence permit and consequently engagement. It is furthermore being clarified that the pre-employment medical examination, relevant investigations and the attainment of the employment licence are compulsory prior to the start of the employment/training and prospective candidates should allow enough time to settle everything PRIOR to the start of the programme which is expected to be the 11th July, 2022.

5.6 The engagement of successful candidates who are not citizens of Malta, or who are not citizens of the European Union, with the exception of citizens of Croatia, would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Issue to an employment

licence will depend on a satisfactory pre-employment health check. Jobsplus should be consulted as necessary on this issue. In the case of successful candidates who do not hold an employment licence, the application for an employment licence will be done by the employer.

5.7 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a Certificate of Conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

5.8 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.7 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.9 Applicants are obliged to immediately inform the Selection Board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the Selection Board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

5.10 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

6.1 Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (<https://recruitment.gov.mt>).

6.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

7.1 Eligible applicants will be assessed by a selection board to determine their suitability for the position. The maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.9, have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted, for the attention of the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the Online Government Recruitment Portal only (<https://recruitment.gov.mt>). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a Certificate of Conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is **1.30 p.m. (Central European Time) of Monday, 27th September, 2021**. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their

application.

8.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

9. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
the submission of recognition statements in respect of qualifications;
the publication of the result;
the process for the submission of petitions concerning the result;
medical examination;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (<https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf>) or may be obtained from the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171. These general provisions are to be regarded as an integral part of this call for applications.

Further information about the Malta Foundation Programme may be obtained from the website of the Foundation School of Malta (<http://fpmalta.info>).

Special circumstances:

Events surrounding the Covid-19 pandemic may interfere with the selection process. If National circumstances relating to Covid-19 supervene and preclude the process as described above, the Selection Board may alter some of the requirements described above. This may include the Situational Judgement Clinical Test (SJCT) exam. It may also include the interview, which may need to be held remotely. Should this occur, instructions will be issued in advance to eligible applicants.

The website address for the Ministry for Health is (<https://deputyprimeminister.gov.mt>), the fax number is +356 2299 2604, and the email address (recruitment.health@gov.mt).

10th September, 2021
