

Undergraduate External Elective Policy

The Western Trust welcomes undergraduate medical students from medical schools outside of Northern Ireland for elective placements in our hospitals.

There is a non-refundable application fee of £75 sterling for all applications sent to the Western Trust.

Cheques to be made payable to - 'Western Health and Social Care Trust'

1. To be eligible to apply for an Elective Placement within the Western Trust, students must have completed their 3rd year of their Medical course.
2. Students from other medical schools will be expected to have received, within their own medical school, sufficient training in medicine to benefit from the proposed attachment. This includes where appropriate, the ability to take medical histories and perform the basics of clinical examinations.
3. Elective placements are limited to a maximum of 6 weeks and only facilitated if the Trust can provide a supervising consultant for the elective placement.
4. Every student must submit a completed application form, a letter of medical standing from their University, a current CV, a police check and a cheque for the application fee (£75 sterling). Only when these documents are received will the Undergraduate Office attempt to identify a suitable placement.
5. General enquiries will not be considered as an application received.
6. The Medical Education office will endeavour to identify a supervisor for every suitable elective applicant within the Western Trust. If a student has already been in contact with a possible supervisor, it is essential to include this Consultant's name on their application form.
7. An attachment will be supervised by a consultant employed by the Western Trust, who will be responsible for overseeing the student's attachment. They will ensure that the student's role within the Trust is in keeping with the student's capabilities and experience e.g. knowledge of ethics and patient safety.
8. The student will be expected to adhere to the Western Trust hospital policies and procedures when they are on the wards eg dress code. An information booklet containing a link to these policies will be distributed on confirmation of an elective placement. Your supervisor will inform you of any specific requirements relating to your elective placement.
9. The Medical Education Department will keep records of student details eg address, email, emergency contact details etc. These details will not be shared with 3rd parties.
10. Elective students may request accommodation within the Trust, to be charged at a rate set by the Trust. However, the Trust will be under no obligation to provide accommodation or to assist in securing private accommodation. Students from Queens University Medical School, Belfast, will have first preference for Trust accommodation.
11. Elective students on this scheme must at all times work under the guidance of their Consultant Supervisor. At no time must students initiate clinical work including any investigation on treatments of a patient.
12. The total number of external elective students may be limited at the discretion of the Trust, as decided by the Medical Education Department.
13. **The application date for 2019 placements is 1st September – 31st December 2018.**



Undergraduate External Elective Application Form

Title	Mr/Mrs/Ms/Other _____ (please circle)
Forename	
Surname	
Contact email address	
Contact telephone number	
Address	
DOB	
Details of next of kin	
University you are training at	
Year of study	
Dates requested for your elective placement	
Hospital you wish to complete your elective in within Western Trust area: <ul style="list-style-type: none">• Altnagelvin Hospital, Londonderry• Psychiatry (Grangewood Hospital), Londonderry• South West Acute Hospital, Enniskillen• Tyrone & Fermanagh Hospital, Omagh	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Please indicate in less than 100 words your previous training in clinical medicine involving history taking and examination skills and your understanding of patient safety and ethics.	



Specialty Areas you are interested in. (Please list your top 3 preferences)	1. _____ 2. _____ 3. _____
If a supervisor has already been identified and confirmed, please indicate their name and hospital here	Supervisor Name: Hospital:
Accommodation required? NB accommodation is very limited and is only available during non term time of our local university. You will be required to pay normal rent charges for the accommodation.	Yes/No (please circle) If yes please confirm definite dates required for your stay _____
Please include the following documentation with your elective application form	a) A signed letter confirming your medical standing from your Medical School b) A short CV c) £75 sterling application fee

Please sign and date this application form in the box below:

I have fully read and understand the Western Trust Elective Policy.

Signature of applicant:

Date: