

## PERSON SPECIFICATION (& SHORTLISTING FORM)

Job Title:	Emergency Nurse Practitioner
Name of Applicant:	

## WEIGHTING

Criteria in each section are ranked in order of importance 3 – 1, with 3 being the most important

## **SHORTLISTING CRITERIA – using Application Form and accompanying information**

Each candidate will be scored against the person specification as follows:

- 3 points = fully meets or exceeds the criteria
- 2 points = significantly meets criteria, although falls short on minor aspects
- 1 point = partially meets criteria, but falls short on key aspects
- 0 point = does not meet criteria

CATEGORY	CRITERIA	Weight (must be Completed)	HOW ASSESSED (must be completed)
1.Values:- Collaborate	Communicates openly, honestly and professionally, and actively promotes team working and building strong working relationships	3	All values must be assessed at the interview/ assessment stage using various methods e.g. open questions and scenarios
Aspire	Patients are always first. Drives service improvements. Strong self-awareness with a desire to grow.	3	
Respect	Treats all with compassion and kindness. Ensures everyone feels valued.	3	
Enable	Consults others and listens to their views/opinions. Enables others to take the initiative	3	





CATEGORY	CRITERIA	Weight	HOW ASSESSED
2.EDUCATION,	RGN essential	3	Application form /
QUALIFICATIONS & TRAINING	Autonomous Practice course in Minor Injuries	3	interview
eg Education, professional qualifications	Desirable, Critical Care MSPP, ILS, PILS or ALS, APLS	1	
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3.EXPERIENCE	Clinical case portfolio essential	3	Application form /
eg Breadth of occupational experience	Strong experience in AE	2 2	interview
occupational expendice	Demonstrates development of skills	2	
	Some minor injury experience at nurse level	1	
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4.SKILLS, ABILITIES & KNOWLEDGE eg Communication skills, excellent organisation	Excellent communication skills essential	3	Application form / interview
	Able to work autonomously without direct supervision	3	
skills, keyboard skills,	Able to use computer	2	
high motivation, Special knowledge requirements e.g. NMC Code of Conduct, regulations etc.	Awareness of the professional scope of practice	2	
	Awareness of the DOH guidance on clinical governance	2	
	Awareness of the emergency care access targets	2	
	Ability to lead team	1	
5. SPECIAL	The candidate is required to		Application form /
CIRCUMSTANCES	work across site		interview
eg Ability to travel to other	Internal rotation to nights		
sites. Ability to work internal rotation			

