



Health

Remarkable



→ 2018 MidStART Handbook

Find out more at

www.health.nsw.gov.au/MidStART

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Further copies of this document can be downloaded from the NSW Health website <http://www.health.nsw.gov.au/nursing/employment/Pages/midstart.aspx>

March 2017

Welcome



Jacqui Cross
Chief Nursing and
Midwifery Officer

A warm welcome to the 2018 edition of the Midwifery Application for Recruitment and Training (MidStART) handbook. The NSW public health system is committed to the training and development of midwives and we are delighted that you are considering midwifery as a career. NSW Health's Nursing and Midwifery Office (NaMO) co-ordinates the statewide centralised application process for registered nurses wishing to undertake postgraduate studies in midwifery in a NSW public hospital. This is known as the MidStART program.

This Handbook has been designed to assist you in preparing and applying for a midwifery student position within a maternity service in a NSW public hospital whilst undertaking concurrent studies in midwifery at university. Recruitment is a competitive process and it is important to ensure that you submit the best application possible to optimise your chance of success. In regard to your choices about potential locations for employment, my best advice is to keep your mind open to the many options and locations available to you for your midwifery training.

Midwifery is an outstanding career, and provides the opportunity to be part of something wonderful with the ability to make a difference to the lives of women and their families. I'd like to take this opportunity to wish you well as you embark on this new stage in your career.

2018 MidStART

Key Recruitment Dates

APRIL – MAY 2017	> Information about the 2018 application recruitment process on the NSW Health MidStART website including university and employer weblinks
	> Decide your preferred maternity hospital locations
	> Investigate the three Universities (CSU, UTS, WSU) providing postgraduate midwifery studies in NSW and check their course application dates.
JUNE 2017	> 2018 MidStART Applications open: 8am Friday 9 June 2017
	> 2018 MidStART Applications close: 10am Friday 23 June 2017
JULY 2017	> Between 12-21 July 2017: Interviews conducted for eligible applicants
AUGUST 2017	> On Monday 21 August 2017: MidStART recruitment outcomes emailed to applicants
	> By Friday 25 August 2017: Successful applicants accept or decline offers
	> On Wednesday 30 August 2017: The Eligible Applicants' Bank opens to employers
SEPTEMBER – OCTOBER 2017	> Employment contracts distributed by employers

Considering a career in Midwifery

What is a midwife?

A midwife is recognised as a responsible and accountable professional who works in partnership with women to give the necessary support, care and advice during pregnancy, labour and the postpartum period, to conduct births on the midwife's own responsibility and to provide care to the newborn and the infant. This care includes preventative measures, the promotion of normal birth, the detection of complications in mother and child, the accessing of medical care or other appropriate assistance and the carrying out of emergency measures. The midwife has an important task in health counselling and education, not only for the woman, but also within the family and community. This work should involve antenatal education and preparation for parenthood and may extend to women's health, sexual or reproductive health and child care. A midwife may practise in any setting including home, community, hospitals, clinics or health units.

INTERNATIONAL CONFEDERATION OF MIDWIVES (ICM)

The professional experience requirements for a midwife include gaining capability providing continuity of care experiences (CoC) for women. Continuity of care is the practice when women know their maternity care provider throughout their pregnancy, labour, birth and postpartum period.

How to become a Midwife

There are two pathways to becoming a registered midwife. If you are already a Registered Nurse (Division 1) with the Nurse and Midwifery Board of Australia (NMBA) you can undertake postgraduate studies in midwifery. In NSW Health, the MidStART program is the way to access this pathway. The other pathway is through the completion of a Bachelor of Midwifery degree.

The MidStART program requires registered nurses to be enrolled in a recognised postgraduate university course at one of three NSW universities whilst being concurrently employed in a recognised student midwifery position in a NSW public maternity service. The MidStART program varies between 12 and 18 months in length.

The salary you will be paid as a postgraduate midwifery student (once verification has occurred), will reflect your years of service as a Registered Nurse (Division 1) in accordance with the NSW Public Health System Nurses' and Midwives' (State) Award 2015.

On entry to practice, a midwife is a person who has successfully completed a midwifery education program that is duly recognised in the country where it is located and that is based on the International Confederation Midwives (ICM) Essential Competencies for Basic Midwifery Practice and the framework of the ICM Global Standards for Midwifery Education; who has acquired the requisite qualifications to be registered and/or legally licensed to practise midwifery and use the title 'midwife'; and who demonstrates competency in the practice of midwifery.



A 'typical' week for a MidStART student

The combination of work and study requires you to give some consideration to how you can achieve a work-life balance. A useful strategy is to explore the support that your family/close friends can provide during your year as a midwifery student. You will also experience the expert-to-novice readjustments as a result of being a student again.

As a student you will be required to provide continuity of care (CoC) experiences which will involve the student to establish, maintain and conclude a professional relationship while experiencing continuity with a number of women through their pregnancy, labour and birth, and the postnatal period. Time spent providing continuity of care may be on top of your contracted hours of employment.

Your week will include:

- ✔ Allocating time for study, research and completion of university essays/projects
- ✔ Attending university – either one day a week or at residential school. You will need to confirm this with your chosen university
- ✔ Attending in-services provided for midwifery students within your training hospital
- ✔ Working closely with registered midwives in the development of midwifery skills
- ✔ Using your diary to ensure that you have allocated time for your CoC experiences
- ✔ Negotiating with the Midwifery Unit Manager where you will be working to ensure that you are able to be at the births of the women you have recruited for your CoC experiences
- ✔ Increased travel related to attending antenatal visits, births and postnatal care of your CoC women

Preparing to apply

Recruitment Requirements

There are a number of recruitment requirements to consider before applying to MidStART including eligibility and selection criteria, identification of suitable referees, researching where you wish to undertake your training and study, and employment screening.

Am I eligible?

To be eligible to apply for MidStART you must:

- ✓ Be an Australian citizen or Australian permanent resident. (New Zealand citizens residing in Australia who hold a current Special Category Visa are considered to have permanent residency status).
- ✓ Hold current registration as a Registered Nurse (Division 1) with the Nursing and Midwifery Board of Australia **at the time of application**.

Choosing your preferred training hospital and university

It is important that you give some time to considering the hospital/s where you wish to apply for a midwifery student position, as well as where you would like to undertake your university studies.

Applicants have the opportunity to enter up to 6 preferred hospital sites to undertake their training in their online application.

Some Local Health Districts/hospitals may have memorandums of understanding (MOU) and partnerships with specific universities so that students studying at a particular university may only be able to undertake midwifery training at linked hospitals.

It's important to confirm this with both the universities and the hospitals prior to determining your hospital preferences for your application.

The process of contacting and applying for a university placement to study midwifery is your responsibility and is completely separate to the MidStART process.

The three universities that offer post graduate courses in midwifery in NSW are:

Charles Sturt University
University of Technology Sydney
Western Sydney University

Mid-year intakes are only offered at a limited number of hospitals and at only one NSW university, so it is important that you consider this when researching your options.

Training in rural hospitals may include periods of rotation to larger facilities to ensure you gain the required clinical experience. As you will be required to complete CoC experiences as well as your rostered shifts the distance required to travel to your training hospital is also something for you to consider.

Please note: Some positions may require an unrestricted driver's licence (eg: rural and community).

If your chosen university requires you to attend an intensive theoretical program at the commencement of your midwifery training, this does not form part of your employment contract.

Links to Local Health Districts/hospitals and NSW university websites can be found on the MidStART webpage: <http://www.health.nsw.gov.au/nursing/employment/Pages/midstart.aspx>



Selection Criteria

As part of your application you will be asked to **address each of the six (6) Selection Criteria** demonstrating your ability to meet each one (**up to a maximum of 150 words per criterion**). The online application is time-limited (about 30 minutes) therefore it is recommended you prepare your responses in a text document then copy and paste these into the online application.

The Selection Criteria are:

1. Understanding the role of a midwife within a primary healthcare framework
2. Demonstrated understanding and commitment to the requirements of the training programme including the continuity of care experience
3. Demonstrated effective interpersonal, verbal and written communication skills
4. Demonstrated ability in clinical problem solving
5. Demonstrated understanding of collaboration across an interdisciplinary team
6. Understanding of WH&S, infection control and quality improvement principles

Employment Screening

To be considered for a position in a NSW public health facility applicants must undergo a series of employment screening checks including:

- ✓ **Referee checks** –applicants must include the names and contact details of **two nominated clinical referees, of which one referee must be your current or most recent manager**.
- ✓ Evidence of **current immunisation** status (refer to NSW Health policy [PD2011_005](#))
- ✓ 100 point ID check, Working with Children Check and National Criminal Record Check (refer to NSW Health Policy [PD2016_047](#))

The Application and Recruitment Process

How do I apply?

Applications will only be accepted through the MidStART website. Applications will:

- ✓ Open at **8am on Friday 9 June 2017** and
- ✓ Close at **10am on Friday 23 June 2017**

Late applications will not be accepted.

The application portal can time out after about 30 minutes so it is important to be organised when completing your application.

Key Points to consider:

1. Recruitment is a competitive process, and in some services there are many more applications than available student midwife positions. In order to increase the likelihood of a successful application, it is suggested that you **be flexible** in your options when determining your **preferred training positions**. You have the opportunity to enter up to six hospitals in order of preference in your online application.
2. **Attention to detail is important:** Ensure you enter your details correctly in the online application. Your **date of birth** acts as a security password when you re-access your application for editing and/or accept a position offer.
3. You will need a **valid email address** as this is the primary way employers will contact you through the recruitment process.
4. Have your **selection criteria responses** and **referee contact details** ready prior to commencing your online application.

Following submission, you will receive **screen confirmation** of your completed application which includes your unique **MidStART ID number**. **Ensure you save/print this screen confirmation** as it is the record of your completed application.

In addition, keep your MidStART ID number safe as you will need it throughout the recruitment process.

If you need to edit your application you can do so up **until applications close**. To edit your application click on the “Update Application” form link on the MidStART web page and enter your MidStART ID number and date of birth. If you need to change contact information after applications close, you can do so by emailing your full name, date of birth and MidStART ID number to: gradrecruit@doh.health.nsw.gov.au



Please remember the process of contacting and/or **applying for a university placement** to study midwifery is **your responsibility** and is **completely separate to the MidStART process**. You **cannot be employed** as a postgraduate midwifery student **if you are not enrolled** in an appropriate university programme.

The Interview and Selection Process

Applicants will be invited to attend a face to face interview by the hospital/Local Health District that you nominate as your first preference training facility.

Interviews will be held statewide **between Monday 12 July and Friday 21 July 2017**. Specific times and dates will vary between hospitals. It is important you make yourself available to attend the interview as telephone/skype interviews will only be held at the discretion of the interviewing facility.

The **interview invitation letter will detail a list of documents** you will need to bring with you to interview, such as evidence of your current registration as a registered nurse, an up-to-date curriculum vitae/resume, identification and residency documentation, a driver's licence, to name a few.

The required documents form part of recruitment standards for employers. If you are unable to provide these at the requested time, you may not be invited to proceed to interview.

Recruitment Outcomes

Positions will be allocated on a merit basis where the best applicant is selected following a competitive process. Applicants will be advised of their **recruitment outcome** by email on **Monday 21 August 2017**. You will be advised of one of the following outcomes:

1. You are **successful** and have been offered a position at a particular hospital
2. You have been placed on the **Eligible Applicants' Bank** for allocation if positions become available
3. You are **not successful** in this recruitment process

If you are **offered a position** you will need to **respond** to the position offer through the weblink provided in your letter by **Friday 25 August 2017** or your offer will be withdrawn. Once you submit your acceptance of the position, a screen confirmation will appear. You need to **save and/or print this screen confirmation** as you will need to provide this confirmation of position offer to the program coordinator at your preferred university.

The University Program Coordinators are:

CHARLES STURT UNIVERSITY	UNIVERSITY OF TECHNOLOGY, SYDNEY	WESTERN SYDNEY UNIVERSITY
sslater@csu.edu.au	Health.Academic.Programs@uts.edu.au OR Allison.cummins@uts.edu.au	f.arundell@westernsydney.edu.au

Please note: It is **YOUR responsibility** to notify your preferred university that you have been successful in gaining a midwifery student position. You must inform your preferred university of your intention to study there as well as the location of your midwifery student position.

Eligible Applicants' Bank

For those applicants who are placed on the Eligible Applicants Bank – this means that you are deemed eligible for employment but are not allocated a position because of the limited number of positions available in your preference list at the time of first offers. The Eligible Applicants' Bank is open to employers to fill vacant positions from Wednesday 30 August 2017. This may be due to other applicants declining position offers or withdrawing from the MidStart recruitment process. The Eligible Applicants' Bank remains open until 31 May 2018 or until all positions are filled, whichever occurs first.

Seeking Feedback

If you are placed on the Eligible Applicants' Bank or made unsuccessful in this recruitment process you are encouraged to seek feedback from the contact person provided in your recruitment outcome letter.

Sharing of your information

In order for universities and maternity services to coordinate their midwifery student programme, the names of successful applicants and the facility where they have accepted a position will be shared with the three (3) NSW universities that offer a postgraduate midwifery student program. The list does not stipulate which university you will attend, as this is your decision. You must inform your preferred university of your intention to study there as well as the location of your midwifery student position.

Your consent for the release of this information will be requested prior to submission of your application. No information gained through the application process is shared with any entities outside NSW Health.

I'd long wanted to pursue a career in midwifery as a result of positive and influential experiences in midwifery placements as a nursing student. Once I made the change, I was genuinely welcomed and encouraged by the women, their families and our midwifery colleagues. At every stage of the clinical program I felt supported and nurtured by these colleagues to acquire the skills, language and confidence to work in true partnership with women and their families. It has been such a rewarding and fulfilling career move'.

POSTGRADUATE MIDWIFERY STUDENT



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