



Government of **Western Australia**
Department of **Health**

IMPORTANT INFORMATION

GradConnect February 2023
(for positions starting Jul-Dec 2023)

health.wa.gov.au

What is GradConnect?

GradConnect is a centralised online recruitment system that enables newly qualified enrolled nurses, registered nurses and midwives access to a wide choice of employment opportunities, through graduate (or transition to practice) programs.

Using just one application, newly qualified nurses and midwives can apply for employment opportunities in all participating public, private and aged care health providers in Western Australia.

Applications for graduate (or transition to practice programs) offered via GradConnect are centrally coordinated by the [WA Chief Nursing and Midwifery Office](#).



Public Health Service Providers

The public health services participating in GradConnect July 2022 (for positions Jan-June 2023) are detailed below. You are strongly encouraged to visit the GradConnect website for updated/current information.

Child and Adolescent Health Service (CAHS)

Child and Adolescent Health Service **RN**

CAHS - Mental Health **RN**

East Metropolitan Health Service (EMHS)

Armadale Kalamunda Group **MW**

Armadale Kalamunda Group - Perioperative **RN**

Royal Perth Bentley Group **EN, RN**

Royal Perth Bentley Group - Mental Health **EN, RN**

North Metropolitan Health Service (NMHS)

Sir Charles Gairdner Osborne Park Hospital **EN, RN**

Women & Newborn Health Service **EN, MW**

Women & Newborn Health Service – Perioperative **RN**

NMHS - Mental Health **EN, RN**

South Metropolitan Health Service (SMHS)

Fiona Stanley Fremantle Hospital Group **EN, RN, MW**

Rockingham General Hospital **EN, RN, MW**

SMHS - Mental Health **RN**

WA Country Health Service (WACHS)

Goldfields **EN, RN, MW**

Great Southern **EN, RN, MW**

Kimberley **EN, RN, MW**

Midwest **EN, RN, MW**

Pilbara **EN, RN, MW**

Southwest **EN, RN, MW**

Wheatbelt **EN, RN, MW**

WACHS - Mental Health **EN, RN**

Private Health Service Providers

The private health service providers participating in GradConnect July 2022 (for positions Jan-June 2023) are detailed below. You are strongly encouraged to visit the GradConnect website for updated/current information.

- **Ramsay Health Care (Peel campus only) EN, RN**
- **St John of God Health Care** (multiples sites) **EN, RN, MW**
- **St John of God Health Care – Mental Health** (MIDLAND SITE ONLY) **RN**

System Manager

- [Chief Nursing & Midwifery Office](#) (CNMO), Department of Health (DOH)

Aged Care Providers

The aged care providers participating in GradConnect July 2022 (for positions Jan-June 2023) are detailed below. You are strongly encouraged to visit the GradConnect website for updated/current information.

- **Amana Living RN**
- **Brightwater EN, RN**
- **CapeCare Busselton EN, RN**
- **Carinya Care EN, RN**
- **CraigCare EN, RN**
- **Hall & Prior EN, RN**
- **Juniper EN, RN**
- **Opal HealthCare EN, RN**
- **RAAFA WA EN, RN**
- **Southern Cross Care EN,RN**
- **Yaandina Community Services Limited EN, RN**

Eligibility

To apply for a position via GradConnect you must:

- Be eligible for registration with the [Nursing and Midwifery Board of Australia \(NMBA\) \(external site\)](#) as a:
 - Registered or enrolled nurse (for nursing positions) or
 - Midwife (for midwifery positions)
 - Be in your final 6 months, or have completed your nursing or midwifery studies.
- Have current registration, or anticipated registration, completed by:
 - 30 June 2023 for the July GradConnect process, i.e. to apply in the GradConnect February 2023 process (for positions starting Jul-Dec 2023), you must be registered by **30 June 2023**, or no less than two weeks prior to your employment start date.
- Be a newly qualified nurse who has not previously participated in a graduate nursing program.
 - Registered nurses, who have previously undertaken an enrolled nurse or a midwifery graduate program, are eligible to apply for a registered nurse graduate program.
- Be a newly qualified midwife who has not previously participated in a graduate midwifery program.
 - Graduate midwives who have previously undertaken an enrolled or registered nurse graduate program are eligible to apply for a midwifery graduate program.
- Have completed your nursing or midwifery studies in Australia within the last 2 years at the time of application (i.e. no more than 2 years since graduation).

Other eligibility information

- We are committed to growing the Aboriginal workforce across WA Health. [Section 51 of the Equal Opportunity Act 1984](#) applies to all GradConnect vacancies. Aboriginal nurse and midwife graduates are strongly encouraged to apply.
- Preference for appointment and interview will be based on merit, with consideration given to Western Australian residents with Australian citizenship or permanent residency, or New Zealand citizenship.
- Nursing and midwifery students of other nationalities (non-Australian and New Zealand citizens) who have completed their studies in Australia, and are eligible for registration with the Nursing and Midwifery Board of Australia (NMBA), are eligible to apply for employment through GradConnect.
- If your application is successful you must have your relevant NMBA registration completed no less than two weeks prior to your start date.
- If you are required to meet the NMBA Registration Standard: English Language Skills through the English Language Skills Test pathway, you will be required to submit evidence of passing to the hospital/ site no later than **01 June 2023**.
- If your application is successful you will also need to meet the specific employment requirements of the hospital or health service where you will be working.

GradConnect important dates

Application

- February 2023 GradConnect is for positions starting in Jul-Dec 2023
- Application opens on **17 February 2023** at 9am (Perth time)
- Application closes on **07 March 2023** at 1pm (Perth time)



LATE APPLICATIONS WILL NOT BE CONSIDERED

First round

- 1st preference interviews may be conducted (online or in-person):
08 March – 05 April 2023
- 1st preference offers made via email and online on **06 April 2023 at 12pm (noon)**
- Deadline for successful applicants to accept or decline 1st preference offer **11 April 2023 at 12pm (noon)** (online only)



Applicants who are offered a position must reply online within the nominated timeframe

GradConnect important dates

Second round

- 2nd preference interviews may be conducted (online or in-person):
20 April to 11 May 2023
- 2nd preference offers made via email and online on **12 May 2023 at 12pm (noon)**
- Deadline for successful applicants to accept or decline 2nd preference offer
15 May 2023 at 12pm (noon) (online only)

Third round

- 3rd preference interviews may be conducted (online or in-person):
25 May to 15 June 2023
- 3rd preference offers made via email and online on **16 June 2023 at 12pm (noon)**
- Deadline for successful applicants to accept or decline 3rd preference offer
19 June 2023 at 12pm (noon) (online only)



Applicants who are offered a position must reply online within the nominated timeframe

Graduate Program information

- For information on specific graduate nursing or midwifery programs, visit each health service website, or review the [GradConnect website](#).
- Scholarships are available for all nurses employed by WA Health, including newly qualified nurses wishing to complete a **Graduate Certificate in Mental Health** or a **Graduate Certificate in Children and Young People's Nursing**. Contact the [Chief Nursing and Midwifery Office](#) for further information.



Do not call health services for information unless you need further clarification, or you cannot find the information you require on the relevant website(s)

Tips for preparing your best application

- Take a pro-active and professional approach – attend career information sessions.
- Use clinical placements as an opportunity to network and research the health services' culture, mission and values.
- Use clinical examples in your application - clinical placement journals may be a useful resource to help prompt your memory.
- Take the time to prepare a high quality application – **DO NOT** leave it until the last minute.



*GradConnect is a **competitive** process – there are **no** guarantees of employment*

How to apply?

- On the GradConnect webpage, an “ [Apply now >](#) ” button will enable newly qualified enrolled nurses, registered nurses and midwives to access the online application and apply for graduate employment opportunities.
- There will be three separate applications: one for enrolled nurses, one for registered nurses, and one for midwives
- The link will only be available during the advertised application dates



What will I be asked on my online application?



- Demographic data and contact details
- Education – when and where did you/will you complete your qualification
- Screening eligibility questions
- Further research questions that will not impact on the outcome of your application
- **TWO** professional referees
 - Ensure you have their permission and updated contact details
 - Ensure they are available to be contacted during the process dates
 - At least **ONE** must be a clinical nursing or midwifery supervisor or facilitator with the ability to comment on your performance in a nursing or midwifery clinical setting
- You will be required to upload:
 - COVID-19 vaccination certificate
 - Evidence of citizenship, permanent residency or Australian visa status
 - Curriculum Vitae – This is a requirement **ONLY** for applicants applying for a graduate **midwifery** program.

GradConnect preferences

GradConnect allows you to choose three preferences of where you would like to work in WA (limited to participating public, private and aged care health providers). Some important considerations when selecting your preferences are:

- Make sure you select **THREE** different preferences – putting the same preference twice **will not** increase your chances
- Chose a health service where **you want** to work as your first preference
- To increase your chances of employment you are strongly encouraged to select a **wide variety** of hospitals/sites and health sectors throughout WA
- Preferences are **unable** to be changed after application submission
- If you are **OFFERED** a position and you decide to **DECLINE** the offer, your application will not be considered for your next available preference.
- If you decline an offer, you will **exit** the GradConnect process. Instead, your name will be forwarded to NurseWest for possible alternate employment opportunities.

Selection Criteria

As part of the online application process through GradConnect, you are required to address **ALL** selection criteria relevant to your profession (i.e. EN, RN and/or Midwife).

- Selection criteria will be assessed against a STANDARDISED MARKING GUIDE, regardless of the site preference
- There is a **300** word limit for ENs and RNs, and a **400** word limit for midwives
- **Midwives MUST upload a current Curriculum Vitae (CV).**
- ENs and RNs are **NOT** required to submit a CV.



Selection Criteria - tips

- Make sure you define what the criteria is asking
- Give clinical examples of what you have done in the past to support your claim
- Ensure you structure your examples, e.g. using STAR, iSoBAR or ADPIE
- Refer to policies, procedures and supporting processes such as COLDSPA (illness assessment method), PQRST (pain assessment method), or ABCDE (rapid patient assessment)
- Ensure you check spelling and grammar. Use correct medical terminology and avoid specialised acronyms
- Focus on the key words in each question – make sure you cover each point
- Utilise the full word limit (400 for midwives, 300 for RNs and ENs)
- Be clear & concise



Selection Criteria - tips

Some common approaches used when answering selection criteria question are:

- STAR
- iSoBAR
- ADPIE
- SAO



Selection Criteria - tips

STAR

- ✓ **Situation** – what was happening and what issue needed resolving? Set the context
- ✓ **Task** – what were you required to do? Keep the focus on the task that you performed
- ✓ **Action/Activity** – what did you actually do? Provide some detail of the steps taken
- ✓ **Result** – what happened as a result of your actions? Was the situation resolved or improved? Would you do anything different next time?

Selection Criteria - tips

iSoBAR

- ✓ **I**dentify – identify the patient, introduce yourselves
- ✓ **S**ituation – outline any pertinent patient issues
- ✓ **O**bservation – vital signs and assessments
- ✓ **B**ackground – pertinent patient information
- ✓ **A**gree to a plan – outline the agreed plan of action
- ✓ **R**eadback/**R**esult – Confirm shared understanding.
Discuss the outcomes/results of your actions

Selection Criteria - tips

ADPIE

- ✓ **Assess** – how did you assess the patient and what were your findings?
- ✓ **Diagnose** – what did you initially think was the issue with the patient?
- ✓ **Plan** – outline your plan of care and why you decided on this plan of action i.e. policies, procedures, evidence
- ✓ **Implement** – discuss your actions and what you did
- ✓ **Evaluate** – what happened as a result of your actions? Was the situation resolved or improved?

Selection Criteria - tips

SAO

- ✓ **Situation** – where and when did you do it?
- ✓ **Action** – what did you do, and how/why did you do it?
- ✓ **Outcome** – what was the result of your actions?



Selection Criteria - tips

Look at the difference

Selection Criteria question (example only):

Provide an example of how you assess, plan, implement and evaluate nursing care. 300 word limit

Example answer 1:

“On my prac at FSH one of my patients had a BSL of 1.8mmol so I took a set of obs Pulse 70, BP 120/50, RR 10, O2 Sats 97% and Temp 36.7, I handed this over to my buddy nurse, who told me to give him a sugary drink and recheck his BSL so I found the patient a can of lemonade and when I rechecked his BSL it was 3.1. So my buddy nurse gave the patient some food and stuff before getting me to recheck his BGL again. It was 4.2mmol. As this is within normal limits for a BSL we were happy that the patient had recovered. We informed the doctor of the care we had given and ensured we handed over to the staff looking after the patient on the next shift. I think this example shows how I can assess, Plan, IMPLEMENT and evaluate nursing care. I always work within my scope of practice and ensure I follow the ANMC competency standards and have been given excellent feedback while on prac.”

(177 words)

Selection Criteria - tips

Look at the difference

Example answer 2:

“The nursing process is a systematic method of planning and providing nursing care. The phases of the nursing process include assessing, planning, implementing and evaluating the care that we deliver to ensure the best possible health outcomes for our patients.

During my clinical rotation at Fiona Stanley Hospital on the general medical ward, one of my patients was drowsy and was only responsive to pain. Following an A to E approach I was able to assess the patient and gather information to help me develop a plan of action. His blood pressure, heart rate, oxygen saturation and respiratory rate were all within normal limits, however he had a BSL of 1.8mmol and from his previous history, I was aware that he was a Type 1 diabetic. I referred to the hospital’s hypoglycaemic protocol to formalise a plan for the patient and ensured I communicated this with the shift co-ordinator and patient’s doctor. We followed the Hypoglycaemic Treatment Flow Chart, which instructed us to give the patient 60mls of Carbotest and recheck the BSL in 15 minutes. The BSL reading came back at 3.1mmol, so as per the protocol another 60ml of Carbotest was given. When rechecked, the BSL was 4.2mmol. Given the patient was alert we gave him some bread and followed up with his lunch. During this time we kept the patient informed of our actions and updated his care plan to reflect his wishes to discuss further diet management strategies with a dietician. We continued to monitor his BSL throughout the shift and it was maintained above 4mmol. We then ensured the care we gave was documented and handed over to the next shift using the iSoBAR communication framework.”

(281 words)

Selection Criteria - tips

Look at the difference

- The difference between the two examples is that by using a SAO (situation, action, outcome) approach, the reader is given information in a logical order and ensures all aspects of the example are covered
- It substantiates that the applicant has knowledge and experience
- The answer is well-articulated
- There are no spelling mistakes
- Appropriate use of the word limit



Create a bank of answers in this format in advance, especially if asked to interview. This will help you to feel more relaxed on the day and you can make your answer(s) as seamless as possible.

Checking your application



- ✓ Read and re-read the application questions and your answers
- ✓ Review your examples for each application question
- ✓ Have additional examples prepared for interview
- ✓ Check any word limits, spelling and grammar
- ✓ Print and save your application so you can refer to it if called for an interview
- ✓ Do not leave your application to the last minute



Please ensure you keep the account login details so you can accept or decline offers

GradConnect process

Waiting...

- All sites have different interview strategies (group, solo, online, etc.)
- All sites determine their own schedule and timeframes for application assessment and interview within the allocated GradConnect dates.
- **Try to ignore** social media updates/messaging from fellow students – these can sometime cause confusion
- **DO NOT** call or email sites requesting status of application



What if my application is unsuccessful?

- ✓ **Do not withdraw** your application. You will not be eligible for consideration for any further opportunities within the current GradConnect process.
- ✓ If you do not receive an offer from your preference site, your application MAY be sent to your next available preference site
- ✓ Seek feedback from your preference sites
- ✓ Review, change, update and improve your selection criteria, and apply again if you are still eligible
- ✓ Seek out other nursing and midwifery job opportunities outside the GradConnect process. All positions within WA Health are advertised on the [Jobs WA website](#)
- ✓ The private and non-government sector may also have positions available for newly qualified nurses and midwives.

*Remember that participation in a graduate program is **NOT** a mandatory requirement to work as an enrolled nurse, registered nurse or midwife in Australia.*



A note about Ahpra.....



- Be familiar with the Australian Health Practitioner Regulation Agency (Ahpra) requirements well before completion of your course
- Start the registration process ASAP – at least 6 weeks **prior** to finishing your course
- **Do not** wait for an offer of employment before starting the registration process
- If you have been made an offer, you must have your NMBA registration completed no less than 2 weeks prior to your employment start date
- For more information please visit the Ahpra website:
<https://www.ahpra.gov.au/>

English Language Skills Registration Standard



All applicants must provide evidence of English Language Standard through one of 3 pathways:

- *Primary language pathway*
- *Extended language pathway*
- *English language test pathway*

If the English Language test pathway applies to you, and you are made an offer of employment, you will be required to submit evidence of passing to your employing health service.

For more information please consult:

<https://www.ahpra.gov.au/Registration/Registration-Standards/English-language-skills.aspx>

English language skills registration standard pathways

Nursing and midwifery

Updated October 2019

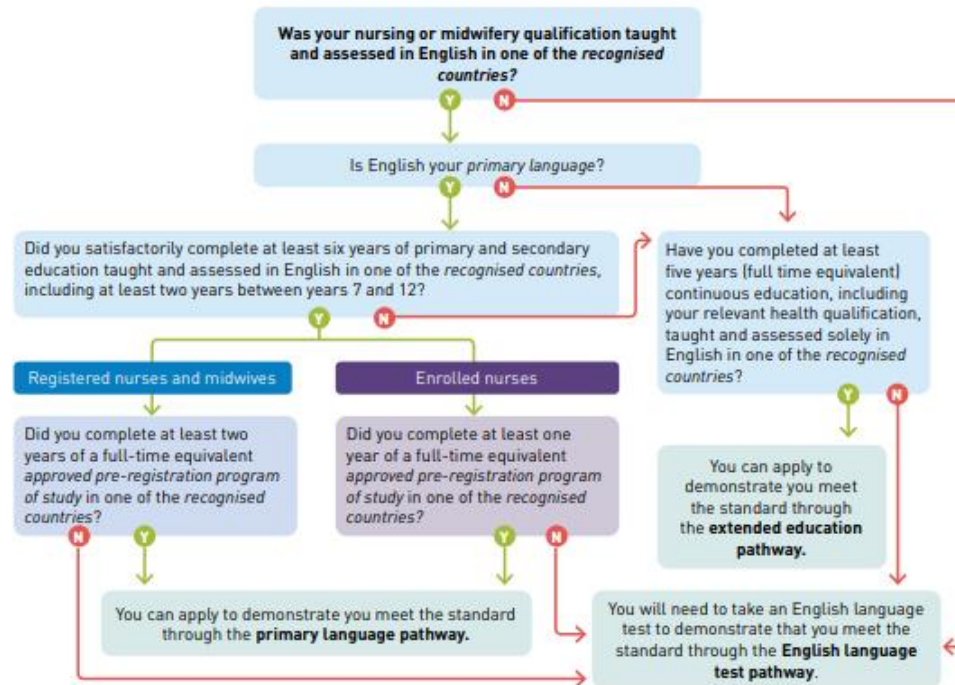
The Nursing and Midwifery Board of Australia's *English language skills registration standard* lists pathways that you can use to demonstrate English language competence. This diagram is a guide for you to determine which pathway is best for you.

You will need to make an application for registration and provide the evidence of which pathway you meet. Your application will be assessed against the evidence you provide.

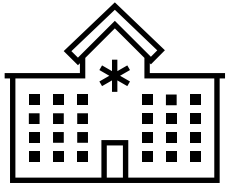
Primary language means the language you primarily use and the language that you know best and are most comfortable with.

Recognised countries means the following countries: Australia, Canada, New Zealand, Republic of Ireland, South Africa, UK and USA. With the exception of South Africa, these countries are recognised by the Department of Home Affairs for the purposes of exempting applicants from having to sit a test to demonstrate English language skills. More information about recognised countries and the English language skills registration standard can be found on the Board's *Registration Standards* page

Approved pre-registration program of study means a program of study approved by the recognised nursing and/or midwifery regulatory body in a recognised country.



What if the unpredictable happens?



Before you make any concrete decisions, talk to your graduate coordinator to explore all available options



Withdrawing your application

 Please note that withdrawing your application will make you ineligible for employment through GradConnect

Only withdraw your application **if**:

- You have accepted a position but now want/need to retract the accepted offer
- You found alternate employment outside of GradConnect
- You have not been successful in the process and are not wishing to participate in further GradConnect opportunities

Need more information?

- Please explore the GradConnect website
- Do not hesitate to contact the GradConnect Team at GNC@health.wa.gov.au

GOOD LUCK !