**NHS England (North-East and Yorkshire)**

**Integrated Clinical Academic Programme Internship Scheme 2024/2025**

**APPLICATION FORM**

Please make sure you have completed all sections of the form before you submit it. We will not accept or process incomplete forms. Please complete this application form and email it as an attachment to the ICA email inbox: icainternships@shu.ac.uk

Forms submitted after the closing deadline of **5pm on Tuesday 22nd October 2024** will not be considered so please give yourself enough time to have the relevant discussions with line managers and prospective mentors / supervisors and to complete the form. It is fine to include electronic signatures or insert scans of signatures.

**SECTION 1. To be completed by the Applicant**

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| **Personal Details** |
| **Title** |  |
| **Forename** |  |
| **Surname/ Family name** |  |
| **Date of Birth** |  |
| **Nationality** |  |
| **Country of Birth** |  |
| **Country of Domicile (state time in the UK if NOT British nationality)** |  |
| **Home address and postcode** |  |
| **Contact email** |  |
| **Contact phone number** |  |
| **Registered profession** |  |
| **Professional registration** | Registering body (e.g. HCPC): Registration number: Date of registration renewal: |
| **Work Role** |
| **Name of Employer (e.g. NHS Trust)** |  |
| **Job Title and AfC Band** |  |
| **Please describe briefly your current clinical role (max 200 words)** |

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| **Education and Qualifications** |
| Please provide details of qualifications obtained since leaving school (most recent first, add additional rows if required). Please note that applicants who have completed a postgraduate research programme (MPhil/MRes/PhD) are not eligible to apply. A pre-registration Masters award or a practice-based postgraduate award is acceptable.  |
| **Name of institution** | **Dates of attendance** | **Qualification obtained (include class or grade if known)** |
|  | **From:**  |  |
| **To:**  |
|  | **From:**  |   |
| **To:**  |
|  | **From:** |  |
| **To:** |
|  | **From:** |  |
| **To:** |

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| **Please state any support required as a consequence of any disability or medical condition** |
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| **Application Questions** |
| 1. **What research experience have you had to date, if any. (max. 250 words)**
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| 1. **Why do you want to undertake an internship, and how do you think it will enhance your practice? (max. 250 words)**
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| 1. **What are your future career plans and how will the internship help you to achieve them? (max. 250 words)**
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| 1. **Please provide an outline of your proposed internship project\*, including a brief rationale, project aim or research question, and the proposed methods or workplan. (max. 400 words, up to 5 references)**

\*We understand that this project may be further developed with the assistance of a supervisor in the early part of the internship, so at this stage please provide an outline of your current thinking.  |

**SECTION 2. Most applicants will require a research mentor or supervisor (e.g. clinical academic internships where applicants are undertaking a research project or joining an established research team). If your internship project or workplan does not require a supervisor, please give a rationale for this here:**

|  |  |
| --- | --- |
| **Supervisor required** |  YES / NO |
| **If you indicated ‘no’ above, please briefly outline your rationale for NOT requiring a research supervisor or mentor (max 250 words)** |

**If you indicated ‘yes’ above, please complete the following section in consultation with your proposed supervisor.**

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| **Mentor / Project Supervisor’s contact information** |
| **Title, First name, Surname** |  |
| **Mentor’s employing organisation and Research Centre or department** |  |
| **Mentor’s contact email** |  |
| **Mentor’s contact phone number** |  |
| **Please briefly outline your experience of supervising research students (max 250 words)** |
| **Please describe broadly how you will provide support for your intern and the experience they will obtain (max 200 words).** |
| **Mentor’s Signature** | **Date** |

**SECTION 3. Supporting statement from employer**

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| **This section is to be completed by the applicant’s line manager and approved by a Director of Nursing / AHP confirming their support for the proposed internship.** **This should confirm that the intern will be released from their clinical commitments (30 days through the duration of the programme) to undertake this research project or workplan and will be released if they wish to attend the teaching events and workshops.** **It should also confirm agreement to being involved in an initial personal development planning meeting with the mentor (where relevant) and a final review of the internship.** |
| **Name of line manager:** |
| **Line manager’s contact email:** |
| **Line Manager’s supporting statement:**  |
| **Signature of line manager**: **Date**:  |
| **Name of Director of Nursing/AHP (or designate):**  |
| **Signature of Director of Nursing/AHP Lead: Date:** |

**SECTION 4. Declaration from applicant**

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| I confirm that the information given on this form is true, complete and accurate and no information requested or other material information has been omitted |
| **Signature:**  | **Date:**  |

Please review the following submission guidance before submitting your form.

**The deadline for submission is 5pm on Tuesday 22nd October 2024.**

Please upload your completed application form as an email attachment to the ICA email inbox: icainternships@shu.ac.uk

If you have any queries these can be directed to icainternships@shu.ac.uk

**What happens next?**

Based on the information you have provided, we will shortlist applications received against our admissions criteria.

The highest-ranking applicants will be invited to a selection interview. These interviews will be online and are planned for 13th, 14th, 18th November 2024 - exact dates/times for short-listed applicants will be confirmed as soon as possible. Please let us know in your application email if you will not be available on these dates (e.g. if away on leave) to enable us to reschedule your interview.

Those applicants who have not been shortlisted for interview will be provided with general feedback and individual feedback if requested.