



**College of Anaesthesiologists of Ireland**

**Specialist Anaesthesiology  
Training (SAT) Programme**

**Guide for Applicants for SAT 2025**

## Call for 2025 Applications

Applications for The Specialist Anaesthesiology Training (SAT) Programme for 2025 will open on Monday, 4th November 2024. An online application link will be made available on the college website. Submission of all applications must be completed by Monday 2nd December 2024.

Interviews for shortlisted candidates will take place on Friday 24th January 2025.

## How to Apply

Applicants must submit their application through an online link that will be published on the College of Anaesthesiologists of Ireland website on the 4<sup>th</sup> November. The application must include the following:

1.	Certified Colour Copy of your Passport
2.	Certified Copy of Proof of Ranking from your Medical School / University (if applicable)
3.	Proof of English Language Competence (if applicable)
4.	Copy of Medical Council Certificate of Registration
5.	Certified Copy of Other Degrees / Diplomas (if applicable)
6.	Proof of attendance at Relevant Clinical Courses
7.	Two Completed Reference Forms (uploaded)
8.	Certified Copy of Certificate of Naturalisation (if applicable)
9.	One Colour Passport Sized Photograph (uploaded)
10.	Payment of Application Fee (online)

## Certified Copies

The CAI only requires copies of documents to be uploaded to the application. However all copies must be certified copies. To have a copy certified, you must present the original document and the photocopy to one of the following:

- A Fellow of the College of Anaesthesiologists of Ireland or the Royal College of Anaesthesiologists.
- A member of the Garda Síochána at a police station
- A Commissioner for Oaths
- A Notary Public

The copy must be certified with the following words or an appropriate equivalent (BLOCK CAPITALS, please) :

“I (NAME) certify that this is a true and faithful copy of an original document which I have seen”

It must then be signed, officially stamped and dated. In the case of a document being certified by a Fellow of the College, the stamp of the hospital must accompany the signature.

Do not send the original documents. College of Anaesthesiologists of Ireland will not take responsibility for their loss or damage. Those who applied in previous years should note that it remains the applicant’s responsibility to resubmit certified copies each time they apply. The Training office (which processes a considerable number of applications received in the College) has not the resources to retain or locate such documentation on your behalf.

# Specialist Anaesthesiology Training (SAT) Programme 2025

## *Application Form – General Information*

### SECTION A -Personal Details

- The details given in this section must correspond with your personal details as they appear on the Medical Council and other documents accompanying your application.
- Please ensure that you give a current secure email address and details of how you may be contacted quickly.
- You are asked to upload a high quality coloured passport sized photograph and a coloured copy of your passport.

### SECTION A – Flexible Arrangement (LTFT Programme)

The CAI Less Than Full Time (LTFT) programme is available to all applicants of the Specialist Anaesthesiology Training (SAT) programme at SAT year 1. Successful applicants can choose the location of their posts from a list of participating training sites for the first two years of the SAT programme and would train flexibly, either 50% wte (half time) and 80% wte (1 day a week off) basis.

On call time and training credit would be proportionate to this and would mean the doctor would make up the time at a later stage on the training programme e.g. after two years training flexibly there would be an extension of 1 year for (50% wte) and 6 months for 80% wte.

There would also be an opportunity before the end of SAT year 2 to decide if the doctor wished to continue to train flexibly for the rest of the programme or revert to full time training for SAT year 3 onwards. If applicants wish to be considered for the LTFT programme please tick the box provided on the application form in Section A.

### SECTION B – Irish Medical Council Registration

- You are asked to provide your Medical Council registration number and a copy of your current registration certificate.

The NCHD Contract requires all junior doctors participating in a structured training programme to hold Trainee Specialist registration. To establish eligibility for registration in the Trainee Specialist Division, applicants must first be eligible for registration in the General Division.

Given the Training Bodies' role in the selection of trainees to training programmes and the subsequent proposal of such trainees to employment positions within the health service, it is required that all applicants to training programmes would either hold or be eligible to hold registration on the General or Trainee Specialist Division.

In that context all applicants must indicate at time of application their eligibility to hold registration on the General or Trainee Specialist Division. Please note candidates who do not currently hold Medical Council registration must make an application to the Medical Council immediately.

The Medical Council have advised that the following candidates can be automatically considered eligible for the General and Trainee Specialist Divisions:

- Doctors who are currently or previously registered on the General or Trainee Specialist Division
- Doctors who are eligible for registration in the General Division
- Doctors who graduated from an Irish Medical School and successfully completed their internship in Ireland or will have completed their internship by July 2025
- Doctors who have successfully completed their medical qualification in one the following EU countries:
  - Austria
  - Belgium
  - Bulgaria
  - Croatia
  - Cyprus
  - Czech Republic
  - Estonia
  - Finland
  - France
  - Germany
  - Greece
  - Hungary
  - Latvia
  - Netherlands
  - Romania
  - Spain
  - Switzerland
  - Slovak Republic

Candidates who qualified in an EU member state other than one of the above will be required to provide, in addition to their medical degree, additional documentation stated in the EU Directive 2005/36/EC, in order to establish eligibility for registration in the General Division. Example, a doctor who qualifies in Poland will be asked to provide a LEK and an internship in addition to his/her medical degree when applying for registration.

Please note the Medical Council cannot confirm a doctor's eligibility for general registration until an application for registration has been submitted to the Council and assessed. Note that it will take between 6 to 8 weeks before an application is fully examined and confirmation of a doctor's eligibility for trainee specialist registration cannot be provided before that time. Candidates are advised to apply to the Medical Council for registration and following submission of an application contact the Medical Council to seek an email confirming eligibility for registration in the General Division. This email confirming eligibility must be submitted with your application. Applicants who have qualified outside the EU must pass or be exempt from the PRES to establish eligibility for registration in the General Division.

## SECTION B - English Language Requirements:

The ability to communicate clearly with patients and colleagues is a key requirement for all healthcare professionals. Proficiency in the English language is therefore a core competency for NCHDs working in the Irish public health service. Under Section 6 'Standard duties and responsibilities' of NCHD Contract 2010, NCHDs are required to be able to communicate effectively with patients and clients; and comply with statutory and regulatory requirements, corporate policies and procedures and human resource policies and procedures. The English language requirements for NCHDs are universally applicable. There is no distinction between training, non-training, intern or any other category or grouping.

All doctors who did not complete the entirety of their under-graduate medical training in the Republic of Ireland, are required to provide evidence under one of the following categories:

### **Category 1:**

Satisfactory proof that basic medical degree and internship training were completed through English in a country where English is the language spoken by the vast majority of the population, e.g. in Australia or New Zealand over 97% of the population speak English; and in the USA over 95% of the population speak English. This is comparable to Ireland, where over 98% of the population speak English.

Doctors who completed their Medical degree in English from any of the following countries: Australia, Canada, New Zealand, The United States of America or The United Kingdom must provide:

- A copy of their Medical Degree Certificate

### **Category 2:**

Doctors who completed the Irish State Leaving Certificate examination or A Levels in the United Kingdom and a Medical Degree in English must provide all three of the following:

- A copy of Irish Leaving Certificate/UK A-Level transcript results
- A copy of their Medical Degree
- Certificate/confirmation from their University confirming their Medical degree was taught and examined solely in English

### **Category 3:**

Doctors who meet the English Language requirements by attaining certification via the recognized English Language Tests must submit a certificate of test results from either the International English Language Test System (IELTS) (Academic EXAM) or Occupational English Test (OET).

- Academic IELTS Certificate (dated within the last two years) with an overall band score of 7.0 and a minimum score of 6.5 in each module. All IELTS results will be verified online.  
\*Please note the required scores for each module must be met in one exam sitting\*
- OET, (Category – Medicine) dated within the last two years, with a minimum grade of B in each module. All OET results will be verified online.  
\*Please note the required scores for each module must be met in one exam sitting\*

Please note: The CAI will accept OET and IELTS from exams run in a test centre, only. The OET@Home and the IELTS Online are NOT accepted.

There are no exemptions to the above requirements. All applicants are required at the time of application to demonstrate to the College of Anaesthesiologists of Ireland their English language competency either by means of submitting the required IELTS Certificate or OET test results or by completion of a medical degree in the above countries.

## SECTION C – Exams and Education

Details on all your undergraduate and postgraduate education and examinations must be filled in this section.

- Fill in your undergraduate examinations. Please provide rank in class if applicable. Certified proof of this must be submitted with your application. If rank is provided, please state how many people were in your class with confirmation of this from the University.
- Fill in your postgraduate examinations, if relevant. Proof of this must be submitted with your application.
- Beginning with the most recent (i.e. your current position) list, the location of all previous appointments. In each case, indicate the grade, the specialty, the dates and duration in months. Do not put in prospective posts in this section.
- Highlight clinical experience relevant to this specialty including clinical practice, teaching experience, audit and management experience. It is recommended that you use the headings listed above to categorize the information you are providing. You may add and/or substitute others if you wish.
- Details on any relevant clinical courses you have attended including ATLS, ACLS, and BASIC etc. All relevant Clinical Courses e.g. Anaesthesia/ICM/Pain Medicine online courses included. Marks will not be awarded for HSE mandatory courses or BLS. These can be from any speciality but must be relevant clinical courses. Must provide CPD/CME certificate
- All information provided on the marks gained in each section is a guide for the applicants. The applicant is not responsible for filling this in.

## SECTION D – Academic Achievements in Relation to Anaesthesiology/ Intensive Care Medicine/Pain Medicine

- If you have presentations, publications in peer review journals (Abstracts and Full text) and published audit in Relation to Anaesthesiology/Intensive Care Medicine/Pain Medicine please list these with full bibliographical details.
- Marks will not be given unless full details are supplied.
- For hospital based presentations, the name of the hospital, title of presentation and date will suffice.
- The presentation section should include hospital level presentations and national and international presentations. Podcasts will also receive marks as part of all level presentations.
- The publications section should include case reports, abstracts, full papers and letters.
- The Audit section should include any audits completed and should include supervisors' details. A 'Letter of Completion' should be provided for each audit listed.
- All information provided on the marks gained in each section is a guide for the applicants. The applicant is not responsible for filling this in.

## SECTION E – Aim and Career Objectives

- In this section, you are being asked to explain how you have sought to prepare yourself for this post, and how the particular programme for which you have applied fits into your career plans and objectives. It is important you complete this section as marks may be gained at interview stage.

## **SECTION F – Additional Information**

- Use this space below to highlight any personal achievements, which you consider significant, there will be an opportunity to expand of this section at the interview stage. These do not have to be medical achievements rather achievements in any other area.

## **SECTION G – References**

- Please include two references with your application, one of which must be from your most recent supervisor. Please download the references form from our website, once it has been filled in and stamped, please upload it to your online application under the Reference tab.

## **SECTION H – Notes**

- Read each note carefully and confirm your understanding of each and everyone.

## **SECTION I – Application Checklist**

- Confirm here the documents that you are including with your application, (and check that they have been attached). Please be advised that applications which are incomplete will be returned and, unless re-submitted correctly and in time, will not be put forward for consideration by the short listing and appointment panels.

## **SECTION J – Validation & Consent**

- Please tick the box and include the date (dd/mm/yyyy) in this section. Please note that by ticking the box and dating it, it is validation that you have read and understood the form in its entirety and agree that it has been completed by the name of the applicant on the form.

## **SECTION K – Declarations**

- Please read the three declarations carefully, tick the box for each declaration to confirm that you agree with the text in each of the outlined declarations and include the date (dd/mm/yyyy). Please note that by ticking the box and dating it, it is validation that you have read and understood the declarations and you have given your consent that they are a true and accurate reflection.

## RECOMMENDATIONS

- We recommend that you submit your application **as early as possible**. Incomplete applications will not be accepted. You must submit your application form and documents electronically. Please note that you need to download the reference form, and once it is completed and stamped you have to upload it to your application under the Reference tab.
- If you are still uncertain on how to complete any part of the application form, or if you are unsure about anything covered in the foregoing instructions, please contact the Training Department for their advice at [Training@coa.ie](mailto:Training@coa.ie).
- Please upload a decent quality photograph for your application, this photograph will be used for your Training ID.
- Please note the College of Anaesthesiologists of Ireland reserves the right to retain a reserve list following interview.
- Canvassing in order to obtain an unfair advantage at interview is unacceptable.