

## Guidelines for Candidates - RCPI Specialist Training Interviews

RCPI and all associated faculties will host interviews for BST and HST for July 2022 via Zoom. The following are guidelines for interview candidates which should be adhered to.

The interviews will be treated like normal face to face interviews. All rules and regulations will be strictly adhered to. All interviews will be recorded for quality and training purposes. Once the recruitment and selection process is complete all recordings will be deleted.

## Candidate Etiquette

- Candidates will be required to show their passport to the camera at the start of the interview.
- All candidates should have access to broadband or strong WIFI.
- All candidates should have access to a reliable IT device and access to a camera.
- All candidates should be in a quiet room and be on their own during the interview.
- All candidates should ensure that their name on their Zoom account is their name as per their Training Programme application. Applicants whose names do not match their application will not be admitted to interview.
- If a candidate cannot make or misses their scheduled interview time, RCPI will not facilitate another interview date and time.
- If a candidate is late to their scheduled interview time, it may not be possible to reschedule the interview on the day.
- All interviews take place in Irish time.
- All mobile phone devices must be switched off during the interview (unless being used for the Zoom call).
- Candidates must log into their interview 10 minutes before their scheduled time.
- Candidates will automatically enter a virtual waiting room and will be admitted to their interview from there.
- The use of any external recording material is prohibited.
- Candidates are reminded that the interview process for both BST and HST is highly competitive.