



New Graduate Recruitment Program HealtheCare, Lingard Private

Lingard Private Hospital New Graduate handbook

A warm welcome to the 2024 edition of the Lingard New Graduate Handbook.

Now that you are in your final year of study it is time to consider your options in entering your chosen careers.

The New Graduate Handbook helps you to navigate the application process.

Nursing and midwifery can take you anywhere in location and health care setting. Lingard Private has the opportunity to provide a variety of settings, these include positions in surgical, medical, rehabilitation, coronary care, day surgery, all aspects of theatres and ICU to name a few. The opportunities are endless, and our suggestion is to keep your mind open to the opportunities available to you.

Congratulations on your decision to enter into this especially rewarding career. Your kindness and compassion as nurses and midwives will remain with those you care for always. This is just the beginning and I wish you well for the exciting future that awaits you.

Shae Carr

DCS Lingard

Director of Clinical Services

Lingard Private Hospital

Merewether

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Key Recruitment dates

Dates	Information
May 2023	Applications open for mid-year New Graduate program
July 2023	Information on recruitment process available on Lingard Private website
July – August 2023	Research your employment choices within HealtheCare facilities Apply for a NSW Working With Children Check for paid work
July/August 2023	Applications for 2024 new graduate program Opens 09.00 Monday 17 th July 2023 Closes 17.00 Friday 4 th August 2023 Email: lng.education@healthecare.com.au No applications will be accepted outside these dates
September 2023	Interview invitations will be emailed to successful applicants by Friday 1 st September 2023 Interviews will be held 15th-29th September 2023
October 2023	All applicants notified of recruitment outcome 16th October 2023 Successful applicants must respond to position offers provided in the employment offer email by: 23 rd October 2023 2 nd round offers 24 th November 2023
January 2023	NG commencement – Orientation week 29 th January, 2023

Are you eligible to apply for graduate employment in Lingard Private in 2023? You must be able to answer “yes” to these questions:

1. Are you completing your nursing or midwifery degree between 1 June 2023 and 31 May 2023?
Note: completion means final result received that lead to initial registration as a Registered Nurse (RN) AND
2. Will you meet all the requirements to be registered as a RN or RM with the Nursing and Midwifery Board of Australia (NMBA) prior to the agreed date of your employment commencing? AND
3. Are you an Australian Citizen or hold a visa that allows ongoing full-time employment in Australia?

Meeting English Language Requirements

- The English language skills registration standard (2019) applies to all nurses and midwives applying for initial registration.
- All applicants should check the level of evidence required to apply for initial registration as a nurse and/or midwife well in advance of applying to AHPRA.
- If you are required to undertake an English language test in order to gain registration, you are encouraged to investigate this as soon as possible.
- Immediately check that you meet English language requirements for registration with the NMBA by visiting

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

Introduction

This handbook is designed to assist with the information required for the application process for the 2023 New Graduate Nursing Program.

About HealtheCare

Healthe Care is proud to be one of the leading private hospital operators in Australia. We employ over 4,600 people and operate a portfolio of 17 private healthcare facilities. Since our establishment in 2005, our business has grown through deliberate expansion of our existing facilities, and targeted acquisition of other healthcare services. We have around 1,200 beds and over 70 operating theatres.

The cornerstones of our success are the result of:

- Our commitment to best in class clinical and operational excellence
- Disciplined expansion and acquisition of healthcare facilities in communities with long term demand
- A patient-centred approach to the care we provide
- Strong relationships with our ever-increasing network of doctors and specialists, who are leaders in their respective fields
- Continued investment in technology, to be a market leader in regions in which we operate
- Innovation and development of highly complex specialties
- Our experienced and qualified management teams, with strong local knowledge and community relationships

Our strong portfolio of businesses work together to deliver premium health services, of the highest standards of quality and safety, to our valued clients and patients.

We are committed to being an employer of choice to our doctors, specialists and staff.

Lingard Private allows for various employment opportunities in clinical specialties such as Acute Surgical and Medical, Perioperative, Critical Care, and Rehabilitation. Depending on the area of choice the 2023 program will provide either two rotations or three rotations

As the largest private hospital in Newcastle, Lingard Private boasts:

- 16 modern operating theatres across two theatre departments
- Critical care units – CCU and ICU
- A dedicated Day Surgery Unit
- Cardiac Catheter Lab
- On-site rehabilitation unit
- 2 surgical wards
- An acute medical unit

Lingard Private allows for various employment opportunities in clinical specialties such as Acute Surgical and Medical, Perioperative, Critical Care, and Rehabilitation.

Our People

Health Care is focused on people. With almost 7,000 staff, near 2,500 patient beds and 35 hospitals, our business is all about **people**. We understand that success in the health care sector is attributed to quality staff, doctors and allied health professionals - like minded individuals.

On this basis, we aim to attract health care professionals dedicated to delivering quality care and maintaining our reputation.

We are proud of our friendly, open, honest and supportive culture. Our vision, mission and values encourage employees to proactively participate in the running of our organisation and its ongoing success.

Health Care promotes a culture of open and transparent communications where people are recognised as being the key to our success. We work hard to ensure that our people have the support and facilities to build successful practices and careers. Individuals joining our Group will appreciate:

- A comprehensive orientation to the Group and relevant site
- Flexible work hours to ensure a healthy work-life balance
- Career progression across sites
- Uniforms
- Ongoing training and development
- Open management style - access to key decision makers
- Fair and equal treatment of all employees
- Achievements recognised and rewarded

Our Values

Health Care is committed to building a supportive working environment.

Our Vision

Care is our passion. People are our business. Excellence is our standard. Growth is our ambition.

Our Values

- Best Practice
- Best Experience
- Respect
- Positive Energy
- It's Personal



People first, people always. If you are proactive and passionate about healthcare, a team player and want to join a private hospital where your efforts will be truly appreciated - we want to hear from you!

Preferred areas of employment

The following rotations will be on offer for the 2024 program over 48 weeks. There will be two intakes, January 2024 and July 2024 (mandatory 2 weeks holiday over Christmas period).

Please ensure that you include your preference for rotation in your application.

1. Surgical/Medical Rotations – Ideally suited to those wishing to gain a grounding in Day Surgery, Medical and/or Surgical nursing. This program is suitable for both the New Graduate Registered Nurse as well as the New Graduate Enrolled Nurse.

The rotations will consist of two 24-week placements in either Medical, Surgical or Day Surgery units.

2. Cardiology Rotations- Designed for those wishing to obtain an introduction to Cardiology Nursing. Includes rotations between Coronary Care Unit as well as the Cath Lab.

3. Critical Care Rotations – This program is suitable for New Graduate Registered Nurses only and will consist of either:

- 12-month New Graduate contract in the Intensive Care Unit

4. Perioperative Rotations – If you have a desire to specialise in Perioperative nursing this is the program for you. Suitable for both New Graduate Registered Nurses and New Graduate Enrolled Nurses, this program will offer the option of several rotations to choose from:

- A 6-month rotation in the Post-Acute Care Unit (PACU) and a 6-month rotation in Anaesthetics
OR
- 12 months in Scrub scout

5. Medical Rotations – Suited for those passionate about medical nursing. The Program will consist of two rotations between our Rehabilitation and Medical wards and will cover a vast array of medical subspecialties which will give you an extensive medical experience.

Preparing your application

When preparing your application there are several considerations. These include recruitment requirements, employment preferences and addressing the selection criteria.

Selection Criteria

As part of your application, you will be required to address each of the six (6) criteria (maximum 150 words per criterion), demonstrating your ability to meet each one. During recruitment your responses will be reviewed as part of the selection process. It is important that you give each selection criteria thoughtful consideration.

Use the CAR approach:

- **Context** - Describe the situation.
- **Action** - Explain your actions. What were your actions? What did you do?
- **Results** - Detail the result of the actions which you took.

Please provide a clear example of your understanding of the below criteria within your employment letter (recommended to relate to your clinical practice).

1. Display high level interpersonal, verbal and written communication skills.
2. Demonstrate clinical knowledge and clinical problem solving abilities.
3. Demonstrate your ability to work within a team.
4. Exhibit an understanding of the professional, ethical and legal requirements of the Registered Nurse.
5. Demonstrate your understanding of the role of the Registered Nurse in applying continuous improvement and quality and safety.
6. Demonstrate your understanding of HealthCare core values
7. Why you are interested in working within your chosen specialty

Recruitment Requirements

As part of the Lingard/HealthCare recruitment process you are required to provide:

*Please note failure to provide the following will result in an invalid application.

Curriculum Vitae	Outlining your educational qualifications and work experience.
Letter addressing criteria	Provide a document titled: <i>Summary Addressing Key Selection Criteria</i>
Rotation preference	Identify in order of preference (1-4)
Identification	Evidence of identification and permanent residency, such as passport, Australian birth certificate, and citizenship certificate and visa information.
Working With Children Check	NSW Working With Children Check (WWCC) clearance number for paid work by visiting https://www.kidsguardian.nsw.gov.au/ You must bring a WWCC clearance number to interview for verification.
Immunisation	Evidence of current immunisation in accordance with NSW Health
Referees Identify two referees in your application:	One referee must be a clinical referee. The second referee is to be either an employer (paid or unpaid work) or another clinical referee. The names and contact details of your two referees are to be entered with pre-employment check information prior to interview.

Submitting Your Application

For applications to the Lingard Private hospitals:

Please email your completed application within the application time and supporting documents to:

Attention: Sophie Farrell

lng.education@healthcare.com.au