



**National Patient Safety Agency**  
**National Clinical Assessment Service**

Dr Andrew Taylor  
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Dear Dr Taylor,

**Recruitment and selection of NCAS medical assessors**

We are currently recruiting for general practitioners (particularly those who have significant experience of and/or are currently working in a single-handed practice or small practice with less than 3 WTE partners; providing an out-of-hours service; and/or working in an inner-city or urban environment). We would like them to become part of the NCAS assessor panel.

Assessors are required to be available for up to 15 days a year to ensure we provide a service throughout the UK. I am writing to inform you of the vacancies and to ask if you are able to pass this onto practitioners within your area who may be interested in applying for the post.

The recruitment and selection process for all assessors involves:

- Completion of an application form
- Shortlisting through the appropriate external agency, in particular around the applicant's good standing in their specialty with a relevant professional body
- Internal shortlisting against key criteria for an assessor on the NCAS panel
- Shortlisted candidates to attend a three-day training programme which simulates a NCAS assessment, and where candidates are assessed and selected against their demonstration of specific competencies required to be an assessor
- Two professional references to be collected for each shortlisted candidate.

The deadline for the current recruitment is 20 January 2010, and the three-day training workshop is scheduled for 17–19 March 2010.

Further details and application forms can be found at [www.ncas.npsa.nhs.uk/jobs](http://www.ncas.npsa.nhs.uk/jobs). Please do not hesitate to contact me if you have any queries and many thanks in advance for your support with this work.

Yours sincerely

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