



Government of **Western Australia**
Department of **Health**

2025 WA Health Mid-Year Resident Medical Officer and Service Medical Registrar Centralised Recruitment

Application Guide

MedCareersWA Ref 492611

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Overview

This guide details the 2025 Western Australia (WA) Mid-Year Resident Medical Officer (RMO) and Service Medical Registrar (SMR) Centralised Recruitment, which is coordinated by WA Health through the Office of the Chief Medical Officer (OCMO).

This centralised recruitment allows you to submit ONE application to cover your THREE site preferences for employment as an RMO and/or SMR with participating WA health service employers/sites.

Applications will be through the [MedCareersWA](#) online portal. When applying, you can:

- edit and save your application up to the closing date/time if left incomplete/unsubmitted.
- maintain and update personal contact details;
- indicate your preferred health services or hospitals (only for applications that ask applicants to preference participating hospitals);
- check if referee reports have been requested or received for an application;
- receive and accept offers online.

If you have any questions or issues at any time during the application process, you can contact the OCMO Medical Workforce team via email at medicalrecruitment@health.wa.gov.au for assistance.

1. General Information

1.1. Important dates

Process	Date
Applications open	Wednesday 8 January 2025 0800hrs AWST
Applications close <ul style="list-style-type: none"> Your referees may be asked after this date to provide a reference 	Wednesday 5 February 2025 1200hrs AWST
Assessment and Selection <ul style="list-style-type: none"> 1st preference site selection panel conduct assessments for eligible applicants. Some applicants may be interviewed during this time 	Thursday 6 February to Wednesday 5 March 2025
Suitable pool created <ul style="list-style-type: none"> Applicants are notified if they have been appointed to the suitable pool or were unsuccessful. 	Thursday 6 March 2025
Breach Period	Friday 7 March – Wednesday 12 March 2025 COB AWST
First round offer period <ul style="list-style-type: none"> Offers from first preference hospitals/positions 	Thursday 13 March 2025
General round offers <ul style="list-style-type: none"> Offers from all participating sites 	Monday 24 March 2025
Close of the suitable pool and end of offers	Friday 4 April 2025

The above dates are subject to change without notice

1.2. Minimum eligibility criteria

To be considered for an RMO or SMR position, you must provide evidence you:

- Are eligible to work in Australia (evidence of valid Australian citizenship, permanent residency, temporary residency (or eligibility to obtain) must be provided prior to commencement);
- Are eligible for registration with the Medical Board of Australia and
- Have demonstrated clinical and procedural experience as a registered medical practitioner for a minimum of 6 months in an Australian hospital or comparable hospital setting¹ within the last 3 years (listed below)

Austria*	Germany*	New Zealand	Switzerland*
Belgium*	Greece*	Norway*	The Netherlands*
Canada	Iceland*	Portugal*	United Kingdom
Czech Republic*	India*	Republic of Ireland	United States of America
Denmark*	Israel*	Singapore*	
Finland*	Italy*	Spain*	
France*	Malaysia*	Sweden*	

*non-competent authority candidates are asked to read the [Additional Information for International Medical Graduates](#) below.

If you are unable to meet the minimum eligibility criteria, your application will not progress further through the process. Please refer to the essential and supporting documents sections below for the required materials. We cannot accept additional documents after the application deadline.

¹ For a country to be recognised as having a comparable health system to ours it must fit within our criteria, which has been adapted and expanded from the New Zealand Comparable Hospital setting criteria and endorsed by the participating employers in this process: <https://www.mcnz.org.nz/registration/getting-registered/registration-policy/comparable-health-system-criteria/>

1.3. Additional information for International Medical Graduates

International Medical Graduates (IMGs) who are not eligible for the Competent Authority or Specialist pathways *may* be eligible for registration with the Medical Board of Australia via the Standard pathway after completing the AMC Part 1 written examination. Please visit: [Medical Board of Australia - Standard pathway.](#)

Please note Resident Medical Officer and Service Medical Registrar positions in this recruitment process are not eligible for the Short Term Training in a Medical Specialty pathway.

For more information:

- Medical Board of Australia: <https://www.medicalboard.gov.au/Registration-Standards.aspx>
- Australian Medical Council (AMC): www.amc.org.au
- Doctor Connect: <https://www.health.gov.au/initiatives-and-programs/doctorconnect/about-working-in-australia/am-i-eligible-to-work-in-australia>

1.4. Participating hospitals and health services

The WA hospitals and health services participating in this centralised recruitment process are listed in the table below.

Please be aware the below hospitals are the primary hospital/group and you may be rotated to placements at other general or regional hospital sites.

A list of placement sites is available on our [website](#).

Fiona Stanley Hospital (FSH)	RMOs and SMRs
Hollywood Private Hospital **	RMOs only
King Edward Memorial Hospital (KEMH)	RMOs only
Perth Children's Hospital	RMOs and SMRs
Royal Perth Hospital (RPH)	RMOs and SMRs
Sir Charles Gairdner Hospital (SCGH)	RMOs and SMRs
St John of God Health Care (SJGHC) *	RMOs and SMRs
WA Country Health Service (WACHS)	RMOs and SMRs

*St John of God Health Care employment terms and conditions are contained within the St John of God Health Care Enterprise Agreement and **may differ from WA Health hospitals.**

Ramsay Health Care employment terms and conditions **may differ from WA Health hospitals. Hollywood Private Hospital is not a listed Contracted State Entity within the WA Health System – Medical Practitioners – AMA Industrial Agreement 2024.

1.5. Position types and preferencing

A **Resident Medical Officer (RMO)** is defined by the *WA Health System – Medical Practitioners – Industrial Agreement 2024* as a registered medical practitioner who is employed as a Resident Medical Officer in the second or subsequent years of relevant experience following graduation and who is not performing the duties of a Registrar.

- This may be known as Senior House Officer (SHO), Hospital Medical Officer (HMO) or Trainee Medical Officer (TMO) in other jurisdictions.

If you wish to apply for an RMO role, please choose **RMO** when selecting your Hospital Preferences:

Save and jump to: [Home](#) > [Personal details](#) > [Screening Questions](#) > [Hospital Preferences](#) > [Employment Preferences](#) > [Residency Status](#) > [Registration](#) > [Individual Diversity](#) > [Return Of Service Obligation](#) > [Medical Employment History](#) > [Vocational Training](#) > [WA Government Employment Details](#) > [Application Supporting Documents](#) > [Referees](#) > [Career Intentions](#) > [Declarations](#) > [Submit](#)

Hospital Preferences

Your first preference hospital will assess your application and may offer to you in the first round of offers. Please rank the participating hospitals with 1 being your highest and 3 being your lowest

Please select your first preference

Please select your second preference*

Please select your third preference*

Save and

Select

- RMO - Fiona Stanley Fremantle Hospitals Group
- RMO - Hollywood Hospital
- RMO - King Edward Memorial Hospital
- RMO - Perth Children's Hospital
- RMO - Royal Perth Bentley Group
- RMO - Sir Charles Gairdner Osborne Park Health Care Group

A **Service Medical Registrar (SMR)** means a registered medical practitioner employed as a Registrar. An SMR may or may not be enrolled in a training program with a College. For the purposes of this recruitment process, an SMR is a Registrar who has yet to be formally accepted into a training program and is working at the level of a Registrar.

- This may be known as Principal House Officer (PHO) in other jurisdictions.

If you wish to apply for a Registrar role, please choose **SMR** when selecting your Hospital Preferences:

Save and jump to: [Home](#) > [Personal details](#) > [Screening Questions](#) > [Hospital Preferences](#) > [Employment Preferences](#) > [Residency Status](#) > [Registration](#) > [Individual Diversity](#) > [Return Of Service Obligation](#) > [Medical Employment History](#) > [Vocational Training](#) > [WA Government Employment Details](#) > [Application Supporting Documents](#) > [Referees](#) > [Career Intentions](#) > [Declarations](#) > [Submit](#)

Hospital Preferences

Your first preference hospital will assess your application and may offer to you in the first round of offers. Please rank the participating hospitals with 1 being your highest and 3 being your lowest

Please select your first preference

Please select your second preference*

Please select your third preference*

Save and

- RMO - St John of God Health Care
- SMR - Fiona Stanley Fremantle Hospitals Group
- SMR - Perth Children's Hospital
- SMR - Royal Perth Bentley Group
- SMR - Sir Charles Gairdner Osborne Park Health Care Group
- SMR - St John of God Health Care
- SMR - WA Country Health Service

1.6. Preparing your application

The following items will form part of your application and will need to be prepared prior to commencing the online recruitment process through MedCareersWA.

Essential Application Documents

- Statement addressing the Application Selection Criteria
- Curriculum vitae (CV) or resume (suggested format: see [Standard format for curriculum vitae \(ahpra.gov.au\)](#))
- Cover letter
- Registration with the [Medical Board of Australia](#) (information on your current registration status, number, type and pathway)
- Medical qualification(s)
- Proof of citizenship and/or residency status (e.g., copy of your Australian birth certificate or passport and, if applicable, a copy of current visa)
- English competency test results ([Ahpra accepted English language tests](#))

Additional Documents (if applicable)

- Two recent end of term assessments
- AMC Certificate (Successful completion of Part 1 and 2)
- AMC Multiple Choice Questionnaire (Part 1) examination results

Statement addressing the Application Selection Criteria

The full list of selection criteria is not in this guide.

The selection criteria will be attached with the advertised position on MedCareersWA during the application period.

The word limit for each selection criterion is up to 500 words.

You will need to address the criteria related to your preferences, as detailed in the following table:

Position	Foundation Criteria	Specialty RMO Criteria	Service Medical Registrar Criteria	Respond to Criteria
Generic RMO	✓			• Numbers 1 - 6
Specialty RMO <i>(for specialty positions at KEMH, PCH and WACHS)</i>	✓	✓		• Numbers 1 – 6 • Relevant Number 7s
Service Medical Registrar (SMR)	✓		✓	• Numbers 1 – 6 • Numbers 8 - 9
Specialty RMO & SMR <i>(applying for both)</i>	✓	✓	✓	• Numbers 1 – 6 • Relevant Number 7s • Numbers 8 - 9

Referees

- Provide the names and contact details of two professional referees. Ensure at least one is a recent clinical supervisor (within past 12 months).
- Please contact your referees before you submit your application to confirm that they consent to providing a confidential referee report. Ensure that they are contactable during this time, and that their contact email is correct.
- Your referees may be contacted after the application period is closed.

2. Centralised Recruitment - Application Process

2.1. How to apply online

To apply for this position, go to [MedCareersWA](#) click the 'Apply Now' on the advert, and follow the prompts to complete the application.

Incomplete applications can be edited at any time up to the closing date.

Once submitted, applications cannot be edited. Please ensure that all documents are attached, and your application is accurate and complete; prior to submitting.

Employment preferences

This centralised recruitment process allows you to submit ONE application to cover your THREE preferences for employment as an RMO and/or SMR at participating WA health service employers.

The preferred commencement date for all positions is from June 2025.

Rank your top three positions/hospitals in order of preference in your application.

However **please note:**

- **WACHS** – if you are wishing to work at WACHS you will be asked to rank rural placement sites in order of preference. Please note, your application will be sent to your first preference site for assessment and may be considered by other WACHS sites within the round.
- **SJGHC** – if you are applying to SJGHC, you will need to indicate your preferred SJGHC hospital site in your cover letter.
- **PGY2 requirements** - PGY2s are required to meet certain requirements as stipulated by the Australian Medical Council's [National Framework for Prevocational \(PGY1 & PGY2\) Medical Training](#). The requirements include completion of certain clinical experiences across a term and a clinical year and meeting performance outcomes. Meeting these requirements results in obtaining the AMC PGY2 certificate of completion. Although some International Medical Graduates are excluded from meeting these requirements, it is recommended that applicants refer to [PMCWA](#) to obtain further information.

Please note that any changes to hospital preferences cannot be accepted after the application period is closed.

2.2. Assessment and selection

All applications will be screened by the OCMO screening panel to ensure that they meet the minimum eligibility criteria. **Those that do not meet the minimum eligibility criteria will not progress further.**

Eligible applicants will then be assessed by the selection panel at the hospital which you have indicated as your first preference. Should your first preference hospital/site consider your application to be unsuitable, this decision applies across the process.

This process is competitive and merit-based which means it is an independent assessment that considers the skills, knowledge, and abilities relevant to the work-related requirements and position outcomes. Your statement addressing the selection criteria is a requirement for assessment by the panel.

Selection panels operate in accordance with Public Sector Commission (PSC) standards. If your application is assessed as suitable, you will be recommended for the suitable pool.

All applications will be assessed against the Foundation Selection Criteria as outlined in the 'Application Selection Criteria' attached to the advert. If you have preferred a position that requires additional selection criteria to be addressed, you will also be assessed against these criteria. If you do not meet the additional criteria but you are found suitable against the Foundation Selection Criteria, you will still be made suitable to the pool for the position as an RMO.

It is important to be aware that some employers may conduct interviews as part of their assessment of applicants. If you are selected for an interview, you will be emailed directly from the employer with the relevant interview details, to which you will be required to respond. You will need to ensure you have access to your emails and availability to attend any interviews if required, during the assessment period.

Please note that while OCMO facilitates the central recruitment process and conducts the initial eligibility screening for the participating employers, the decision on whether to offer employment rests with the employing health service.

Suitable applicants

On completion of the assessment process, suitable applicants are placed into the recruitment pool and will be notified by email. **This is NOT a job offer.** Applicants within the pool will then be considered for offers by the employer.

Not suitable

On completion of the assessment process, applicants deemed not suitable to the recruitment pool will be notified by email.

Your notification letter will tell you who you can contact for feedback about your application or the selection process if you wish to do so.

Feedback/Breach period

If you are deemed not suitable to the recruitment pool, you can discuss your application with the employer who reviewed your application. The notification letter will contain information on who to contact.

The Public Sector Management (Breaches of Public Sector Standards) Regulations 2005 allows you to lodge a breach claim if you consider any Employment Standards have been breached and you have been adversely affected. For more information on these standards and the process for lodging a breach claim, visit www.publicsector.wa.gov.au

Offers for positions

Employers make offers to suitable applicants in the recruitment pool. Offer rounds commence from 13 March 2025 with first preference hospital positions and then a general round. The offer notification email will contain information about the employer, contract duration and dates, and employment type. All offers will be sent to the email address in your MedCareersWA profile.

You can check the status of your application to view and respond to offers online.

Time limits to accept or decline

The date and time your offer will expire will be stated within the offer notification email. This is usually four days. If you fail to respond within this time, your offer will be automatically forfeited, and your application will return to the recruitment pool. There is no guarantee that a forfeited offer will be reissued, or that further offers will be made.

Closure of the pool

Applicants in the suitable pool who have not been successful in obtaining an offer for an RMO or SMR position, will be notified by email when the recruitment process closes.

Contact information

CONTACT INFORMATION	
Questions relating to the recruitment process	medicalrecruitment@health.wa.gov.au
If you are experiencing problems with MedCareersWA	MedCareersWA@health.wa.gov.au
If you have a question about the position/s or have a site-specific query:	
Fiona Stanley Fremantle Hospital Group	FSH.MW@health.wa.gov.au
Hollywood Private Hospital	Anthony.osbrough@ramsayhealth.com.au
King Edward Memorial Hospital	KEMH.JuniorMedicalOfficer@health.wa.gov.au
Perth Children's Hospital	CAHS.medicalworkforce@health.wa.gov.au
Rockingham Peel Group	Rgh.MedHr@health.wa.gov.au
Royal Perth Bentley Group	RMO: RPH.RMO-InternContracts@health.wa.gov.au SMR: RPH.Reg-FellowContracts@health.wa.gov.au
Sir Charles Gairdner Osborne Park Health Care Group	RMO: SCGH.RMO@health.wa.gov.au SMR: SCGH.Registrar@health.wa.gov.au
St John of God Health Care	juniordoctors@sjog.org.au
WA Country Health Service	WACHSDoctors.Junior@health.wa.gov.au

Frequently Asked Questions

Can I apply for more than one position?

Yes. You can nominate up to THREE preferences.

I passed the AMC MCQ after applications closed. Can I update my application?

Congratulations! Unfortunately, we are unable to accept amendments to applications after the application period has closed. To do so would breach the recruitment process and be unfair to applicants who did not have the same opportunity.

Do I need to submit an application for each position I am interested in applying for?

No. You are only required to submit ONE application to cover your THREE preferences however the selection criteria may be different for your preferences, so you will need to address the selection criteria related to your preferences.

Refer to the Application Selection Criteria which will be available as part of the MedCareersWA job advertisement.

Do I need a cover letter?

Yes. Your cover letter provides a good opportunity to highlight information you have not covered in your selection criteria responses. Also, make sure to include any details of your preferred part-time work (days, hours) in your cover letter.

Who do I address my cover letter to if my preferences are across different sites?

Focus on addressing your first preference, however, it may be worth mentioning the reason for your subsequent preferences.

Who is an appropriate referee?

You must provide the names and contact details for two professional referees. It is essential that at least one of your referees has supervised your clinical work within the past twelve months.

What does it mean to be in the suitable pool?

An assessment panel from your first preference employer will review your application and determine your 'suitability' to the pool. 'Suitability' means that you meet the selection criteria for the role that you have applied for.

Will all employers be able to see my application?

Your application will only be visible to your first preferenced employer in the first instance. If you have not been offered a position by the conclusion of first round offers, your application will then be visible by all sites allowing any of the employers to offer you a position should they have remaining vacancies.

I have received an offer. What happens to my application if I accept? What happens to my application if I decline?

If you **ACCEPT** an offer, the employer is notified and your application is no longer available in the suitable pool. You will not receive any further offers of employment from this process.

If you **DECLINE** an offer, the employer is notified, and your application will be returned to the suitable pool or removed from the pool depending on your selected response to the offer email. If you wish to be considered for further offers, your application will be returned

to the suitable pool for consideration as vacancies arise. Please note that there is no guarantee you will receive another offer.

If you do not respond to an offer by the deadline, the offer becomes void and is assumed to be declined. If you miss the deadline but wish to accept the offer, please contact the employer's medical workforce team as soon as possible to discuss.

What happens if I do not receive an offer from my first preferred employer?

Some positions are highly sought after and the selection process is very competitive. If you are unsuccessful in gaining an offer from your first preference hospital/position, your application will be considered by all participating health services.

If you have received an email indicating you are 'suitable', your first preferred employer will then determine if they will offer you a position at their site. The employer's decision may be based on the following:

- Number of vacancies available at the site;
- Speciality criteria required to work at their site (e.g. speciality sites such as PCH, KEMH & WACHS);
- Secondary assessment processes, e.g. interviews with the employer.

What is the next step after I accept an offer?

Once an offer is accepted, the next step is for the employer to send you the conditional contract paperwork. Any further enquiries regarding offers should be directed to your employer's medical workforce team.

It is essential that you accept your offer online via MedCareersWA **AND** formally respond to any notification sent to you by the employer.

I received another offer and I wish to withdraw from this one. When I log into MedCareersWA, there is no option to do that. What can I do?

Congratulations! Thank you for doing the right thing by your peers who now may receive an offer in your place. Please contact medicalrecruitment@health.wa.gov.au who will provide you with the next steps.