



## BSc (Hons) Paramedic Science

**Please read the information below carefully as it contains all the information required in preparation for your interview.**

Thank you for your application to study Paramedic Science at the University of Central Lancashire. We are very proud of all our students and their extensive achievements; each one started as you are by applying for a place on one of our courses.

We are very pleased to invite you for an interview. The interview forms an essential part of your application process which has been approved by the Health and Care Professions Council and endorsed by the College of Paramedics. It is a requirement that all prospective students are interviewed in order to assess their capability and suitability to develop the knowledge, skills and professionalism necessary to meet their professional standards and apply for registration upon successful completion of the course. The aim of the interview is to assess your potential to commence paramedic education.

Interviews will take place via video call on Microsoft Teams. Two days before your interview you will receive an email specifying your interview time. If you do not have Microsoft Teams you will need to create a free account online at the following webpage: <https://support.microsoft.com/en-us/office/sign-up-for-teams-free-70aaf044-b872-4c32-ac47-362ab29ebbb1>.

Your interview will be facilitated by a member of staff from the School of Sport and Health Sciences and where possible, a current Student Paramedic, a placement partner and/or a service-user or carer will part of the interview as well, so it is possible that you could be interviewed by a panel of up to three people. Where you are interviewed by more than one person, we will make sure that you are introduced to everyone before we start. **You will need to prepare a short portfolio for review during the interview; this can contain short written statements regarding your motivations, experiences, search history relating to your application and evidence of personal development undertaken in preparation for interview.**

Please try not to get too worried about the interview. We are not expecting you to know everything about emergency care or paramedicine – if you knew everything, there would be no point in you coming on to the course! We are looking for individuals with an understanding of the profession and of the course. By this, we mean those who have rationalized becoming paramedics, who have some idea of the role, can demonstrate the right kind of values, and who have the capability to learn and succeed at this level of study. The interview is also a chance for you to get to know us a little bit and to get a sense of whether you think that this is the right course for you.

The interview will probably take about 25-30 minutes, it will start with a short video clip for you to review, contain value-based questions and at the end of it there will be time for you to ask some questions if you choose to do so.

## **Guidelines for Microsoft Teams Video-Call Interviews**

- Ensure you have your portfolio available electronically to share during the interview
- Ensure that you have photographic ID that you can show at the start of the interview – preferably a passport or driving licence (or something similar which has your date-of-birth on it)
- You should ensure that you are in a room that is appropriate for the interview where you will not be disturbed by others
- No other individuals should be present during the interview unless they are there for IT support reasons (you may be asked to confirm that you are alone at the start of the interview and to conduct a camera sweep of the room)
- Check your equipment the day before to ensure all is working and to avoid a last-minute stressful set-up. The strength of your internet connection has a big impact on the quality of your call
- Check that lighting is in front of you. Strong light behind you, like a big window, can give you a dark silhouette and make your face difficult to see
- Position your camera so your head and shoulders are on screen, use books to position your laptop camera roughly to eye level
- If you are new to video conferencing, practise your set-up with a friend well in advance. A practice session will give you a feel-good boost and you can check your pace and volume of speech
- You should have access to a telephone that does not require you to enter another room, so that the interview can continue if problems develop with the use of video conferencing software - the University will telephone the number so that you do not have to cover the cost of the call
- You must not record your interview unless agreed in advance, but we may – your consent will be sought if this is the case
- Make sure your software is updated to the latest version and check if any system updates are required
- Remember, there may be a slight delay, so it is all about pacing yourself - If there is a delay, ensure the other person has finished speaking
- Be aware of your body language - don't show impatience or jiggle in your chair
- Work on your rapport, eye contact, look at the camera rather than the screen
- At the end of the interview, make sure you have closed the call before going on to anything else.

## **Additional Information**

If you have a disability or a specialist requirement, please inform us so we can negotiate and agree adjustments for the interview. Let us know if you would benefit from an additional information interview to discuss the support you may need on the course. Some candidates choose not to tell us about their disabilities because they are fearful that it will affect their application. We are proud of our ability to consider all applicants equitably; it matters very much to us that all applicants have a fair chance of success. If you require reasonable adjustments to be made, please do let us know.