

# UHL CLINICAL FELLOW

## PRE-ARRIVAL AND INDUCTION JOURNEY



### CLINICAL FELLOW IS APPOINTED

Congratulations, you have received a conditional job offer! You will now hear from the Clinical Fellowship team via email. You will receive a Welcome Toolkit and an invite to a Pre-Arrival meeting on Teams.

### PRE-ARRIVAL TEAMS MEETING

Within 6 weeks of receiving your offer, you will have the opportunity to attend a pre-arrival meeting on MS Teams. This is a friendly, relaxed Q&A session to help you feel more prepared to start your new post. Please come prepared with questions to ask the team.



### USEFUL RESOURCES

As a follow up to the pre-arrival meeting, you will receive a number of useful resources, links and information to prepare you for working life in UHL. This information will be sent to you via email.

### EARLY SUPPORT BUDDY IS ASSIGNED

During the pre-arrival period, you will be paired with an Early Support Buddy who will be able to guide you and answer any questions you may have. Your ESB will be a Clinical Fellow who has taken a similar journey to you. You will be partnered with them until you have been in post for one month.



### ARRIVAL IN THE UK

Most Clinical Fellows will arrive in the UK around a week before their start date. This will give you the opportunity to settle into your accommodation, meet with Recruitment Services for any outstanding pre-employment checks, and attend your Occupational Health appointment. Please feel free to contact us when you arrive in the UK and we can let you know if there are any additional things you can do to prepare for your start date, such as begin your mandatory e-learning modules on HELM.

### CORPORATE AND LOCAL INDUCTION

After your Occupational Health appointment, you will be ready to start your post! You will receive a Corporate induction from HR, and a local induction in your department. You will also receive your rota, meet the admin team in your department and be assigned a clinical/educational supervisor. You will also receive a welcome email and New Starter Handbook from the Clinical Fellowship Team.



### SUPERNUMERARY PERIOD

Your first 2 weeks in post will be your supernumerary period and your 3rd and 4th week you will be shadowing a colleague on the on-call rota. You will complete a new starter checklist and have an initial Educational Supervisor meeting to ensure you have settled in.

### CLINICAL FELLOW ENHANCED INDUCTION

Within your first 6 weeks in post you will be invited to join a friendly, informal group session with LED Tutor, Dr Aleem Ahmed, and other colleagues like yourself, who have recently joined the trust. The aim of this meeting is to help with any issues you are facing in order to support you through your first few weeks. As well as this, you will be invited to attend two further events within your first four months in post. These events are the GMC Welcome to the UK Workshop, and a UHL led Enhanced Induction Day. These three elements will complete your Induction.

