

Medical Interview Workshop

Instructions for Practical Exercise

In groups of 4 you will take it in turns to interview one another using some of the questions below. As a member of the interview panel it is your job to make sure that you ask the questions clearly and provide constructive feedback to your colleagues on their performance. For each candidate you should ask 3-4 questions max, selected from across the sections below.

Feedback prompts

Please ensure that your feedback is as specific and constructive as possible; some prompts to consider:

- Is the candidate making eye contact with each member of the panel?
- Does the candidate appear relaxed and confident? If not what are they doing that gives you the impression that they are not confident?
- Are the candidate's answers well structured? Do you find them easy to follow?
- Are the answers too long or too short? Do you feel as though you didn't get enough information or were getting bored?
- Has the candidate given clear evidence of having the skills/knowledge required in each question? Have they provided specific examples from their experience?

INTRODUCTORY QUESTIONS

1. Tell me a bit about your career history so far. What have you enjoyed the most and why?
2. Can you run through your CV for me?
3. How has your experience so far prepared you for this role/programme/post?

MOTIVATION

4. Why are you interested in this post/ an academic foundation programme/ becoming a trainee in X?
5. What is it about the academic aspect of medicine that appeals to you?
6. What do you think will be the most challenging aspect of the training programme? (And how have you prepared for that challenge?)
7. What makes you feel confident that you could meet both the clinical and the academic components of the foundation programme?
8. Where do you see your career going after foundation training at this stage?

COMPETENCY QUESTIONS

Communication Skills

9. All Doctors need strong communication skills. Can you give me an example of when you have used your communication skills in a difficult situation?
10. Describe a situation where you have dealt with a colleague who was being difficult or uncooperative. What did you do to manage the conflict and try to work with them successfully?

11. Please describe a time when you were unsure whether what you were being told represented the patient's true thoughts or feelings. How did you recognise this? What did you do about it?

Organisation & Planning

12. Describe a situation in which you have had a number of things to be done at the same time. How did you approach that situation and what was the result?
13. Tell me about an aspect of your professional experience which involved a large amount of planning.
14. Outline a time when you made your workplace more efficient. How did you plan and organise this?

Interpersonal skills and self-awareness

15. Could you describe a time when you have worked well in a team? What was your role in that team?
16. If I were to ask the other members of a clinical team from one of your attachments what was your major strength and major weakness when working in a team, what do you think they might say?
17. What would you describe as your main strength and your main weakness as a team member/clinician/leader?
18. What aspects of your interpersonal style would you most like to develop over the next few years?

Leadership

19. Tell me about a situation where you demonstrated strong leadership skills. How did you know you had shown leadership?
20. What do you think makes a good leader in a clinical context?
21. What do you think will be some of the leadership challenges within this training programme/role/practice?
22. Could you describe a situation in which you feel that you showed leadership skills? What did you actually do in this situation and what did you learn about leadership?

Managing others and team involvement

23. What would you do if you thought that a colleague's performance was deteriorating?
24. Describe a time when you have managed a group of people to achieve something together. What did you do to ensure they worked effectively as a team?
25. Outline a time when you had to motivate and encourage your colleagues. What did you do and what was the outcome?
26. What do you think makes a good team?
27. Describe a time when you have implemented something new in a given situation (work or otherwise). How did you manage the project to ensure things went smoothly?

Decision making and problem solving skills

28. Give an example of a complex decision you have had to make and how you went about it.
29. Describe a situation in which you had to change the way you approached a problem in order to solve it.
30. Tell me about a time when you had to negotiate something with your colleagues. What did you do and what was the outcome?

Conceptual Thinking

31. Tell me about an occasion when you have 'thought outside the box' to solve a problem with a patient.

32. Describe the last time you came up with a novel solution to a problem at work.

Coping with pressure

33. Tell me about a time when you have handled stress well.

34. Outline a time when you had a particularly difficult day at work due to workload pressures. How did you cope both during and after this time?

35. Can you give me an example of how you cope with pressure?

Empathy and sensitivity

36. Can you tell me about a time when your sensitivity and understanding of a patient contributed positively to the health of a patient? What lessons did you learn?

37. Describe a situation when you have had to deal with relatives to make a difficult treatment decision.

38. Can you describe the last time you managed to build rapport with a patient using empathy and sensitivity. How did you know that the patient trusted you?

Situation Awareness & Vigilance

39. Give me an example of when you have had to change your response to a problem as a result of a changing situation.

40. Tell me about a time when you improved something using your own initiative. What experience did you draw upon to come to that idea?

ACADEMIC POST QUESTIONS

Educational achievements

1. What has been your most important academic achievement so far?
2. What is it about the process of clinical research that appeals to you?
3. Could you describe a situation you have observed in which the results of research have clearly been used to alter a treatment plan or ameliorate a patient's condition.
4. Could you talk about any research or audits that you have been involved in? What did you learn about these processes?
5. What skills relevant to research would you particularly like to develop further during the programme?
6. Focussing on your CV, do you have any publications, abstracts, evidence of winning funding, contribution to research grants, posters, presentations at conferences etc?
7. What do you think your portfolio says about you?

The role of academic medicine in society

1. Why should clinicians be involved in academic research rather than scientists?
2. Should academic medicine be an option open to more trainee doctors?
3. What do you think has been the most important development to medicine?