

RCOG MTI Extenuating Circumstances Policy

The following lays out the RCOG policy and procedures for managing extenuating circumstances in the MTI programme.

MTI applicants who have been wait listed for the MTI Scheme following the MTI assessment panels and IRC Interviews and have subsequently gone on to be matched with a hospital and offered a training placement by the hospital are expected to:

- A. Accept the placement post offer
- B. Obtain their visa and travel to the UK to start in post within the time frame that is specified by the hospital.

MTI Applicant is matched for placement but cannot accept the placement post offer

Where an applicant is matched with a hospital and subsequently receives an MTI placement offer, we would expect the applicant to accept the offer unless there are extenuating circumstances that preclude that individual from taking up that particular post.

Please note that if an applicant does not accept an offer and there are not extenuating circumstances for this, the RCOG will **not** be able to offer the applicant another placement under the MTI scheme.

MTI Applicant is matched for placement but needs to defer the start date of MTI training

Applicants can only defer to start of their MTI placement where there are extenuating circumstances and the deferral is subject to the agreement of the hospital making the placement offer.

If the hospital doesn't accept the deferred start date and we find there are extenuating circumstances for the request to defer the start date, then we will work with the MTI applicant and try to match them with the next available MTI placement post.

All deferrals will be agreed in conjunction with the placement hospital, but will not normally exceed three months (with the exception of pregnancy).

Applicants who have a deferral approved, will still need to meet the full eligibility criteria at their revised start date.

Please note that if there are not extenuating circumstances and the hospital does not agree to defer the start date, the RCOG will **not** be able to offer the applicant another placement under the MTI scheme.

What are Extenuating Circumstances (EC)?

Extenuating circumstances (EC) are circumstances that are unavoidable, unexpected and beyond your control. It may have a direct, substantial and negative impact on your ability to undertake MTI training with a particular hospital or within a particular time frame.

Extenuating circumstances are usually health-related or serious personal or family situations that are affecting you personally, such as a serious illness or the death of a close relative.

What may be accepted as EC?

The basic principle of EC is 'beyond the control of the individual'. Reasons such as minor illness, a family event, travel plan, employment responsibility, or transportation difficulty will not normally be accepted.

Some examples that may be accepted:

- The death or serious illness of a close family member or dependant
- Suddenly worsening of a long term health condition
- Extended illness or injury that is serious enough to stop you from travelling and commencing MTI training
- Serious personal injury
- Being the victim of a serious crime
- Closure of visa centre and inability to secure the tier 5 visa
- Significant change in circumstances
- Court attendance
- Jury service where deferral has been refused by the court
- Expected due date which means applicant is unable to travel to the UK to take up training
- Impact of COVID-19 and ongoing restrictions (e.g. travel restrictions, serious personal, emotional or financial challenges)

Examples that are unlikely to be accepted:

- Any reasons submitted without supporting evidence
- Routine employment commitments
- Transport difficulties, foreseeable or planned travel disruption
- Long term adverse circumstances that were present at time of application
- Minor ailment, e.g. coughs and colds, short lived viruses
- 'Retrospective' medical evidence
- Childcare difficulties
- Holidays including religious holidays
- Family events including weddings
- Being unhappy with the placement offer e.g. salary, accommodation offered, regional preferences

How to submit an EC application

Please think carefully about whether your circumstances are likely to be accepted as 'extenuating'.

Please contact the RCOG MTI Office with the email subject: RCOG MTI EC [your College number]

i) please outline the extenuating circumstances and your request (deferral or rejection of placement offer)

ii) provide appropriate documentary evidence, such as medical certificates, death certificates, or police reports.

Keep all of your supporting documents clear as required. Make sure all your supporting evidence is directly relevant to your case and is objective, independent, third party evidence. Please note any additional statement does not increase your chances of your case being accepted.

What can be considered as evidence

Evidence should be relevant and significant. Evidence will often come from an expert or person in authority and will be provided in the form of an official document (e.g. a police report or doctor's note). Evidence normally takes the form of written confirmation from an objective, independent, third party. Evidence should relate to facts, not personal opinions. For example, a note from a friend or relative would not be significant.

A piece of evidence should include some, if not all, of the following:

- Date that the document was written
- Signature or evidence that it comes from the person making the statement (e.g. from an official email address)
- Evidence that it is independent and verifiable (e.g. the name and contact details of their company or organisation)
- Evidence that the person has the experience or expertise to make the statement (e.g. their job title or qualifications)

Some examples of supporting evidence:

Illness

Confirmation of the illness and the dates concerned, such as an original medical certificate signed by a medical practitioner

Inability to travel due to expected due date

Confirmation of pregnancy including number of weeks and the dates concerned, such as an original medical certificate signed by a medical practitioner

Illness of another person

A statement of the relationship between the person and the MTI applicant; and confirmation of the illness, and the dates concerned, such as an original medical certificate signed by a medical practitioner

Bereavement

A statement of the relationship between the person and the candidate; and
Death certificate or funeral statement

Victim of Crime

Police report including a crime reference number

Court Attendance

Solicitor's letter including the dates of the legal proceedings and the requirement for you to attend

Jury Service

A letter from the court or tribunal including the dates of the legal proceedings, and confirming that the candidate could not be excused from jury service

Closure of visa centre

An official email or letter from the relevant visa centre confirming closure of the visa centre

What happens after your EC submission

The RCOG MTI Office will acknowledge receipt of your email within 2 working days. The purpose of receipts is to show that the RCOG MTI Office has received your submission BUT not for a guarantee of extenuating circumstances approval.

The RCOG MTI Officer will review your request once we have the full submission and have acknowledged receipt should take no longer than 5 working days. You can expect the EC result within 10 working days after you received the receipt email from the RCOG MTI Office. You will be informed by RCOG MTI Office if your EC case needs more than 10 working days.

The RCOG MTI Officer may recommend or agree the following EC outcomes:

Your EC application has been:

Rejected

RCOG MTI Office staff shall inform you that your ES application has been rejected. In this case your application for MTI is rejected and you will not be placed in the MTI Scheme in the current round of MTI. You will need to reapply for the next round of MTI.

Approved

RCOG MTI Office will inform you that your application has been approved and:

1. In the case of deferrals, confirm the agreed start date for the MTI training (where hospital agrees to deferral) or confirm your application will be put forward for potential matching with the next available MTI post (where hospital doesn't agree to the deferral). Applicants will need to demonstrate that they still meet the eligibility criteria.
2. In the case of rejection of placement offer, confirm your application will be put forward for potential matching with the next available MTI post.

Please note that if your start date is deferred or your EC application is rejected we will inform the GMC as the sponsoring body regards to registration with the GMC.

If you have any questions please contact the RCOG MTI Office: MTI@rcog.org.uk