

## International Recruitment of Staff Policy

### Version Control Sheet

VERSION	DATE OF REVIEW	IMPLEMENTED AND AUDITED BY	STATUS	COMMENTS
4	01/04/2024	Ann Kelly (Registered Manager)	Active	To be reviewed 01/04/2025

### Purpose

To advise on the process for the international recruitment of workers by Clinical24 Staffing Limited.

### Statement

Clinical24 Staffing Limited international recruitment is conducted via the ICG Medical Limited's Project Delivery Manager.

Clinical24 Staffing Limited via ICG Medical Limited would facilitate the initial discussion if a client was seeking permanent recruitment from overseas. All international recruitment is carried out based on good practice, ethically and in accordance with intercountry arrangements and in line with the NMC and DHSSP requirements. Clinical24 Staffing Limited via ICG Medical Limited is also registered with the Code of Practice for International Recruitment.

### Procedure and Guidance

#### Recruitment Activities

As an NHS supplier we work ethically in the way we recruit, this includes following the ethical recruitment standards, whereby there is a list of developing countries which we are in agreement not to recruit from. This means that we cannot source or advertise in this country.

With a freedom of movement, any application or interest received from an individual directly to our permanent overseas recruitment team is treated fairly as we are an equal opportunities employer, which means that we are committed to providing equality of opportunity in employment to all persons.

When recruiting on behalf of NHS organisations we will work with them to agree a process that works for them and the nurse(s) this will include who conducts the interview after initial screening

When we recruit, we make sure we are within the following recommended by Equality and Human Rights Commission:

- Follow the good practice recommendations of the codes of practice and other guidance issued by the Equality Commission.
- Not discriminate unlawfully against any person.
- Select the best person for the job in terms of qualifications and abilities.

Accurate information is provided to all international applicants about the type of jobs in which they might be placed, and this includes but is not exclusive to:

- Health and Social Care and independent sector recruitment.
- Minimum terms and conditions.
- Job and person specification.
- NMC adaptations requirements.
- Professional associations and trade unions.
- NMC registration process.
- Geographical area and cost of living to which they will be living.
- other costs which maybe incurred e.g. uniform, accommodation and transport costs.

Recruitment and selection of internationally recruited nurses includes pre-employment health assessment as dictated by the client for whom recruitment is occurring.

No fee is charged for recruitment or placement by Clinical24 Staffing Limited via ICG Medical Limited or any of its brands.

### **Review and Compliance**

Clinical24 Staffing Limited via ICG Medical Limited confirms with the NMC that international nurses experience and qualifications are validated.

Clinical24 Staffing Limited via ICG Medical Limited keeps in touch with internally recruited nurses to ensure that they have had help and support in their relocation.

Clinical24 Staffing Limited is a member of REC.

This International Recruitment of Staff Policy will be reviewed annually to ensure compliance with internal policies, changes in legislation, and best practices.

### **Next Review**

Reviewed by:	Ann Kelly
Title:	Registered Manager



Signed:	<i>Ana Kelly</i>
Last Review Date:	01/04/2024
Actions:	Address Updated

Next Review Date: April 2025