

# MEDICAL and DENTAL CANDIDATE INFORMATION PACK

Care & Compassion	Dignity & Respect	Openness, Honesty & Responsibility	Quality & Teamwork
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Thank you for your interest in applying to [NHS Greater Glasgow and Clyde](#)!

Please read this guidance carefully before you begin your application

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- About the post
- The Hospitals and the Department/Specialty – Facilities, Resources and Activity, & Staffing Structure
- Job Description, Job Plan, and Person Specification
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**Job Title: Clinical Development Fellow in Emergency Medicine**

**Department: Emergency Department**

**Location: Royal Alexandra Hospital/Inverclyde Royal Hospital**

**Type of contract: Fixed Term 12 months**

**Salary Grade: Clinical Development Fellow**

The whole-time salary will be a starting salary of:-

**£45,504 - £71,550** per annum (pro rata if applicable)

Progression of salary is related to experience.

New Entrants to the NHS will normally commence on the minimum point of the salary scale, (dependent on qualifications and experience). Salary is paid monthly by Bank Credit Transfer.

**Working Hours: Full Time 40.00hrs (pro rata if applicable)**

**Interview Date:** To be confirmed or available on the Advert text

For the **Terms and Conditions of Service:** please refer to the **Supporting information (Medical and Dental)** document

Canvassing in connection with appointments is not permitted but this does not debar candidates who wish to visit the department/hospital(s) concerned. Details of Arrangements for Applicants to Visit the Department/Hospital(s) or to discuss the post(s). In the first instance, please contact:

Name	Job title	Email	Telephone
Dr Monica Wallace	Consultant in Emergency Medicine	<a href="mailto:Monica.Wallace@nhs.scot">Monica.Wallace@nhs.scot</a>	0141 314 6601

For further information regarding NHS Greater Glasgow and Clyde and its hospitals, please visit our website <https://www.nhsggc.scot/>

## ABOUT THE POST

We are looking to recruit Clinical Development Fellows to the Clyde Emergency Departments starting August 2025. This post would suit post foundation doctors or any more senior doctor looking for designated time to enhance their CV.

This job plan has time for both clinical activity and professional development. The rota has 32 hours of clinical work per week in the emergency department. The non-clinical work is more flexible and can be done to the candidate's schedule within reasons.

Applications for LTFT working would also be welcomed.

Professional development can take the form of an existing interest or project the candidate is invested in or they are welcome to get involved with our ongoing projects. Previous candidates have participated in quality improvement, research, undergraduate teaching, simulation and union representation. We run an SSC via University of Glasgow called "Quality improvement in the ED" and the CDF doctors take an active role in the completion of a new QI project every 5 weeks.

We have a professor of emergency medicine in the department and a dedicated team of research nurses. We are an active participant in associate PI scheme, supporting trainees develop their research skills. We are currently recruiting to five clinical trials and participate in RCEM TERN studies.

We are also willing to support candidates' own interests such as PHEM, expedition medicine and tropical medicine.

The GGC policy study budget for resident doctors will apply.

There is a team of 26 Emergency Medicine consultants who all work across Clyde and are there to support learning opportunities and direct supervision.

The candidate will always be supervised by an ST3 or above or equivalent doctor. There is consultant cover from 0800 until midnight at the Royal Alexandra and we are working to achieve similar weekday cover at Inverclyde Royal.

NHS Greater Glasgow and Clyde encourages applications from all sections of the community. We promote a culture of inclusion across the organisation and are proud of the diverse workforce we have.

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**To be eligible Candidates must attain, completion of a recognised FY1 training programme or have evidence of equivalent foundation competencies.**

### **Right to work in the United Kingdom**

Anyone from outside of the United Kingdom (UK), excluding from the Republic of Ireland will need permission from UK Visas and Immigration (UKVI) to work in the UK and may also need entry clearance before travelling here. The Home Office (of which UKVI is a part) is responsible for governing the way individuals from outside the UK and Republic of Ireland can work, train or study in the UK.

To obtain a visa or entry clearance, you will need to meet certain requirements and demonstrate you have the right to work in the UK via:

- the points-based immigration system
- the EU settlement scheme
- a biometric residence permit

A new points-based immigration system was introduced in January 2021 with parts of it in place towards the end of 2020. The system provides a route for both European Union and non-European Union nationals to work, train or study in the UK if they meet the eligibility criteria. It applies to everyone from outside of the UK who wishes to live and work here, apart from people from the Republic of Ireland and European Union nationals who were already in the UK by 31 December 2020. European Union nationals in the UK prior to 31 December 2020 should apply to the EU settlement scheme.

If you are an international Doctor/Dentist from outside of the UK and Republic of Ireland, you can apply for, and take up employment in medical and dental posts that may qualify for sponsorship under a skilled worker visa. A Health and Care Worker

visa allows health and care professionals to come to or stay in the UK to do an eligible job with the NHS, an NHS supplier or in adult social care.

### **EU settlement scheme**

Free movement with the European Union (EU) ended on 31 December 2020 and there are new arrangements for EU citizens.

The EU settlement scheme provides EU nationals with a route to residency in the UK. EU nationals who arrived in the UK by 11pm on 31 December 2020 have until 30 June 2021 to apply to the scheme. If you are an EU, EEA or Swiss citizen and don't already have temporary or permanent leave to remain, you and your family can apply to the EU settlement scheme to continue living in the UK after 30 June 2021. If your application is successful, you will receive either pre-settled status or settled status.

**For further information regarding NHS Greater Glasgow and Clyde and its hospitals, please visit our website [www.nhs.ggc.org.uk](http://www.nhs.ggc.org.uk)**

## **THE HOSPITALS AND THE DEPARTMENT/SPECIALTY – FACILITIES, RESOURCES AND ACTIVITY & STAFFING STRUCTURE**

The town of Paisley, situated less than 10 miles to the West of Glasgow, is known world-wide for its historical contribution to the textile industry. Although its links with the industry are now a thing of the past, Paisley remains the largest town in Scotland. It is unique in terms of the ease of accessibility to the cultural and culinary delights of Glasgow, as well as to the scenic and recreational attractions of the West of Scotland.

There are excellent road and public transport links with the rest of Scotland and England. Glasgow Airport (average flight time to London Heathrow - 1 hour) is located only 4 miles from Paisley and has excellent scheduled links to the other major airports in the British Isles and Western Europe. The RAH is around 30 minutes by road from Glasgow. Further information on all of the above can be provided by the Department of Human Resources at either the Royal Alexandra Hospital or Inverclyde Royal Hospital.

The Royal Alexandra Hospital provides an extensive range of acute health services to the Renfrew District and beyond, with a population of 220,000 mainly concentrated in and around Paisley.

The Hospital first opened in 1986 and has a current bed complement of approximately 500. There are also facilities on site for General and Geriatric Psychiatry. In any one year the hospital treats nearly 30,000 inpatients, over 103,000 outpatients and day cases, and there are some 2,400 births in the Maternity Unit. The Emergency Department is situated in a purpose built module, which includes

Fracture/Orthopaedic Clinic facilities. The Intensive Care Unit is located on the floor directly above the Emergency Department. Annually the Department treats

approximately 75,000 new attendances and 1,200 head injury admissions to Emergency Department beds. In addition approximately 2,800 patients per annum attended the weekly Soft Tissue Clinic.

The major specialties are General Medicine, General Surgery, Urology, Anaesthetics, Gynaecology, Obstetrics, Ophthalmology, and Orthopaedic Surgery. The Radiology Department is adjacent to the Emergency Department. There is a 24 hour laboratory on-call service for Haematology, Microbiology, Blood Transfusion, and Biochemistry. There is also a Helipad in the Hospital grounds with direct access to the main Hospital building.

### **Inverclyde Royal Hospital, Greenock. (IRH)**

Inverclyde Royal Hospital is a modern, 450-bed DGH in Greenock with magnificent views over the River Clyde and beyond. The Hospital serves a population of around 125,000 in Inverclyde, Largs, Bute and the Cowal Peninsula. The Emergency Department is situated on the ground floor in a purpose built facility which is currently being upgraded. The department has a varied case mix with 35 000 annual attendances and approximately 1500 return patients to the Soft Tissue Clinic. The department is well supported by the adjacent Radiology department and on-site laboratory facilities.

The Hospital has an active post-graduate education centre consisting of a well-stocked library, lecture theatre, four seminar rooms and reception area. The lecture theatre has seating for 80 with comprehensive audio-visual facilities, including live linkage to the main operating theatres plus the MATTUS link up to the Colleges of Edinburgh and Glasgow as well as the teaching hospitals in Glasgow, Edinburgh, Dundee and Aberdeen. The library has a bank of computers with easy access to the Internet for literature searches etc.

### **CURRENT MEDICAL STAFFING ACROSS BOTH SITES**

Consultant staffing:

Dr R <u>Nayak</u>	Dr E McMillan
Dr M Wallace (RAH lead)	Dr S <u>Bongale</u>
Dr D <u>Stoddart</u> (IRH lead)	Dr R <u>Nayak</u>
Dr G McNaughton	Dr V <u>McWhinnie</u>
Dr F <u>Westerduin</u>	Dr A Turner
Prof A Corfield	Dr C MacDonald (Clinical Director)
Dr L Thomas	Dr D Maxwell
Dr I Young	Dr F Cameron
Dr S <u>Hearns</u>	Dr C Wallace
Dr N Mukherjee	Dr D Thom
Dr A Exton	Dr E France
Dr N McMahan	Dr D O'Carroll,
Dr K Ray	

Supporting Medical Staff:	
Specialty doctors	3
Specialist Registrars / LAT	13
FY2/GPST	19

The above staff are divided between the emergency departments based on the individual departmental workloads

## **JOB DESCRIPTION, JOB PLAN & PERSON SPECIFICATION**

### **DUTIES OF THE POST**

These posts are likely to provide cover as part of the middle grade rota depending on experience. Clinical duties will be divided between the RAH and IRH, though usually focused at RAH.

#### **Clinical duties will include:**

- Reception, resuscitation, diagnosis and initial treatment of all emergencies.
- Appropriate referral of patients to hospital beds, regional specialties, outpatient clinics, or back to the community.
- The performing of minor procedures, manipulation of fractures and dislocations in the Emergency Department

#### **Clinical development:**

- As you have scheduled time in your rota for dedication to supporting professional activities you are expected to complete a piece of work that is agreed with your educational supervisor at the beginning of the post
- This can be a project of your own or we can support you through this, possibilities include undergraduate teaching opportunities and simulation teaching

#### **Other aspects of the post:**

- Clinical teaching takes place routinely on the shop floor however there is also a weekly teaching session available
  - Clinical teaching of medical students and extended training for ambulance paramedical staff which are often attached to the departments
  - Participation in team working with all other members of staff
- Communication responsibilities will include:

#### **Communication responsibilities will include :**

- Effective communication and liaison with all medical and service departments in the hospital and out with.
  - Effective and timeous communication with general practitioners, including verbal and written communication on cases seen in the department.
- Effective communication with specialists in other hospitals

### **Hours of Work**

The appointees will join the middle grade rota. A full shift system operates.

## **PERSON SPECIFICATIONS**

Attributes	Essential	Desirable
Qualifications & Training	Full Registration with the GMC Current licence to practice 2 years postgraduate training at the time of start date Evidence of achievement of Foundation competencies from a UKFPO affiliated Foundation Programme or equivalent at the time of start date or CREST certificate. Advanced Life Support course	APLS/ATLS Previous Emergency medicine in the NHS Additional postgraduate qualifications or certifications
Eligibility	Eligible to work in UK Start date August 2025	
Quality work	Plan for non-clinical time in post	Examples of previous QI work

## **CONDITIONS OF SERVICE**

The salary scale, annual leave and conditions of service are as laid down by the National Terms and Conditions of Service for Hospital Medical and Dental Staff.

### **Salary Scale**

The salary scale of the post is at SHO grade

The method of payment is monthly by bank credit. Your commencing salary will be determined by the Trust taking into account, factors such as your qualifications, aptitudes and previous experience. Any subsequent amendments to your salary will be determined by the Trust and notified to you.

### **Superannuation**

You are entitled to join the NHS Superannuation Scheme or to participate in the State Earnings Related Pension Scheme. Employees contributions to the NHS

Scheme amount to 6% of salary and the employer's contribution equates to 4% of Salary. Employees in the NHS Scheme are contracted out of the State Earnings Related Pension Scheme, and pay a lower rate of National Insurance Contributions. Employees who choose to participate in the State Earnings Related Pension Scheme pay a higher rate of National Insurance contributions. Employees will have a third option of taking out a personal pension. This is a private arrangement agreed with the pension provider which will be an organisation such as a Bank, Building Society, or Insurance Company.

## **MEDICAL SCREENING**

Candidates out with the Trust will be required to complete a confidential medical questionnaire following which attendance may be required at Occupational Health.

Professional development can take the form of an existing interest or project the candidate is invested in or get involved with our ongoing projects. Examples of professional development we have to offer include simulation training, teaching opportunities, management and leadership training and running an SSC at University of Glasgow. Our development fellows have been involved in departmental audit and research and most have presented their work at national and international levels.

There is a highly exciting opportunity for one fellow to work with the newly established Trainee Emergency Research Network (TERN) to undertake national studies. TERN is supported by the Royal College of Emergency Medicine to facilitate trainee delivered EM research across the UK. As part of this post the fellow will liaise with TERN to coordinate and deliver local data collection across the Clyde sites. In addition the postholder will also be involved in coordinating recruitment to a number of ongoing large multi-centre studies recruiting on the Clyde sites.

**Regulatory Body: General Medical Council & General Dental Council:** In the UK, the General Medical Council (GMC) and the General Dental Council (GDC) are the public bodies that maintain the official register of medical and dental practitioners within the United Kingdom. Their chief responsibility is to “protect, promote and maintain the health and safety of the public” by controlling entry to the register, and suspending or removing members when necessary. It also sets the standards for medical schools in the UK. To practice medicine and dentistry in Scotland, you must have a valid GMC/GDC Registration with a Licence to Practice – this is known as Full Registration. To find out more about the main types of registration which allow doctors to work in different posts. Please click here <https://careers.nhs.scot/careers/find-your-career/international-recruitment/regulatory-bodies>

Where appropriate to the post the appointed candidate will require on commencement of the post to have full registration with the General Medical Council (GMC) and a licence to practice or the General Dental Council (GDC).

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In addition to the above, all appointments will be made subject to the receipt of satisfactory Pre Employment Checks including: Disclosure Scotland Criminal Records Check/Membership of the Protection of Vulnerable Groups (PVG) & where applicable evidence of overseas criminal records check, Occupational Health Check, References (all jobs are only offered following receipt satisfactory references, covering a 3 year period), Qualifications, Identity and Right to Work in the UK checks, Fitness to Practice & Revalidation.

Please note, doctors newly entering the ST1 grade will require to submit a Foundation Programme Completion Certificate (FPCC) or an Alternative Certificate of Foundation Competence to substantiate uplift on to the ST1 grade

## Data Protection Legislation

The information supplied by your application will only be processed by authorised NHS Greater Glasgow and Clyde personnel involved in relevant stages of the recruitment process. Applications submitted via the online NHS Scotland Application form will be imported into the NHS Greater Glasgow and Clyde recruitment system. The information you provide will be retained by NHS Greater Glasgow and Clyde and will be used for the purpose of processing your application and for statistical and audit purposes. NHS Greater Glasgow and Clyde will process the information for the stated purposes in regards your application for employment. If your application is unsuccessful your information will be retained securely for 12 months from the completion of the recruitment process and then confidentially destroyed.

## MAKING YOUR APPLICATION

### Please note

- Take note of the **Closing date** and the **Job reference number** of the vacancy. Please quote the reference number on any correspondence.
- Applications for Medical and Dental posts within NHS Greater Glasgow and Clyde (NHSGGC) will only be accepted via the completion of an **online application form** via our eRecruitment system (JobTrain)

If this is the first time you are applying via JobTrain, you will be asked to create an account. You can do this via an email address or social media account. NHS Scotland does not accept CV's in addition to/instead of a completed application form.

If you already have an existing account, you will have the option to copy a previous application. Please ensure that you go through the application to ensure that the details are up-to-date and complete.

- Please make sure that the **email address** submitted is correct as this will be our primary method of contact during each stage of the recruitment process.
- You will **time-out** after 30 minutes of inactivity. Please regularly save your application.
- You need to provide **at least two (2) referees, one of which must be your current employer/line manager**. It is Board policy that no person can act as a member of an Advisory Appointments Committee and be a referee for a candidate for that post. You should therefore check with your proposed referees whether there is likely to be any difficulty in this respect for we may otherwise have to invite you to submit another name or names
- At the Shortlisting stage, all application forms are **anonymised** and only the

Education, Employment and Assessment/Supporting Statement Information sections are accessible to those involved in the recruitment process

- **Interviews** are conducted either in-person or via MS Teams video call. If the interview date is not noted on the advert, you will be contacted with the details as soon as they are available to allow you to book. You will receive an email with the link to join if your interview will be a video call.

### **Job Interview Guarantee Scheme**

NHSGGC recognises the contribution all individuals can make to the organisation regardless of their abilities. As part of our ongoing commitment to extending employment opportunities, all applicants who are disabled and who meet all the minimum criteria expressed in the job description will be guaranteed an interview. All information will be treated as confidential. We only ask for relevant information with regards to your disability to ensure that we can assist you if you are called for interview.

- **If you delete your application, you will not be able to re-apply.**
- **Professional Regulatory Bodies Membership (GMC/GDC)** details must be provided on the application form
- Before submitting your application please make sure you read **the Declaration section**. This section will highlight any parts of the form which haven't been completed and it also covers the following important information:
  - Criminal Convictions Declaration - NHS Scotland is exempt from the 1974 Rehabilitation of Offenders Act (Exclusions & Exceptions) (Scotland) Order 2003.
  - Accuracy of Information - False or misleading information can cause disqualification of the application and dismissal from employment if appointed to the post.
  - General Data Protection Regulation (GDPR) and Data Protection Act 2018 - Your data will be stored by Jobtrain and will be used only by NHSGGC authorised staff for the purpose of processing your job application, making recruitment decisions and for statistical and audit purposes. It will be retained, archived, and deleted in line with the NHS Scotland retention policy and will not be passed to any third party organisations without your permission
- **Please remember to review your application prior to submission as once you submit, you will not be able to edit any details or make changes.**

## **GENERAL HELP AND SUPPORT**

### **JOBTRAIN**

General Help and Support with Login, Password reset or Technical issues

<http://jobseekersupport.jobtrain.co.uk/support/home> or

contact (+44)0161-850-2004 (Monday-Friday 09:00-17:30 UK local time)

### **NHS GGC RECRUITMENT**

+44 (0)141 278 2700 and select Option 1 for Recruitment and then

Option 5 for Medical Recruitment

[nhsggcrecruitment@nhs.scot](mailto:nhsggcrecruitment@nhs.scot)

## **LIVING AND WORKING IN THE GREATER GLASGOW AND CLYDE**

We understand that choosing the right place to live is just as important as choosing the right job. Many people who have relocated to Scotland have been attracted by the opportunity to enhance their quality of life.

Scotland's people are well known for being warm, welcome and friendly. Scotland is a home to over five million people, and it is estimated that for every person living in Scotland, another five people living across the world have Scottish ancestry. With such wide connections spreading to every corner of the globe, it is no wonder that overseas visitors are made to feel like they are returning home!

As a place to live, the Greater Glasgow and Clyde area has many attractions. The West of Scotland combines cosmopolitan charm, lush countryside and soothing seaside. Culturally diverse, architecturally stunning and historically rich, this vibrant region is home to innovation, celebration and the largest city in Scotland – Glasgow. As Scotland's most populous region, the West of Scotland is home to approximately two million people. In addition to the city of Glasgow, East and West Dunbartonshire, Inverclyde, Ayrshire, North and South Lanarkshire, Renfrewshire and East Renfrewshire make up this captivating and eclectic part of the country.

This is a region of striking contrast. Larger areas like Glasgow are within easy reach of picturesque towns, villages and some of Scotland's most scenic beaches, captivating wildlife and tranquil countryside.

### **Glasgow**

Multicultural, magnificent and brimming with personality, Scotland's largest city is home to nearly 600,000 people. Discover rich history, stunning architecture and the best shopping in the UK outside London. Glasgow is one of the highest ranking cities in the UK for quality of life. (source: Mercer survey, 2012).

This aptly-named 'Dear Green Place' blends the best of urban-living with the splendour of lush gardens and parks. Impressively, the city boasts more green space per square mile than any other UK city. With some of the biggest and brightest businesses Scotland has to offer, in addition to enjoying the scenery, you can explore the many great career opportunities the city offers.

Offering the best of both worlds, Glasgow is close to breath taking countryside offering up nearby hill walking, sailing, and cycling. Some of the world's greatest golf courses are all within an hour's drive of the city. And this bustling city's arts and culture, nightlife and food are hard to surpass.

Home to over 133,000 students from around the world, this vibrant city has five world-renowned universities and seven colleges.

### **Lots to see and do**

No matter what your age or interest, the West has something for you. Be dazzled by Charles Rennie Mackintosh's iconic architecture in Glasgow or satisfy your appetite with mouth-watering produce at the farmers' markets in Renfrewshire and Inverclyde. You also have your choice of impressive year-round events and festivals, attractions or some of the best leisure facilities in the country. And as a UNESCO City of Music, Glasgow offers an impressive range of musical delights.

### **Housing**

Whether you are renting or buying, Glasgow offers a superb selection of housing. Here you'll have your choice of apartments on the River Clyde, spacious Victorian flats in the West End and family homes in leafy suburbs conveniently located near to schools.

### **Getting around**

The region's excellent transport links mean you're connected to the rest of the UK - and the world. The M8 motorway connects the West with the rest of Scotland, taking just under an hour to drive between the country's major cities Glasgow and Edinburgh, a well-used commuter's route. The bus is an effortless way to get around because it's inexpensive and widely available across the region – even in remote locations.

Glasgow has the UK's largest suburban rail network outside London. An abundance of stations and travel times makes exploring the region by train an easy option. The rail network links both rural areas and cities with the rest of Scotland and the wider UK. From Ardrossan, Gourock and Wemyss Bay you can also travel by ferry to many of Scotland's islands, or further afield from one of the cruise ships that dock at Greenock harbour.

Glasgow's two international airports connect the region with the rest of the UK and beyond. There are approximately 200 flights per day (pre pandemic levels) from Glasgow international airport alone, ready to fly to over 90 destinations like London, Dubai and New York. The best of the city-living, magnificent countryside and an opportunity to work in some of Scotland's most exciting industries means this region is a hugely popular place to live and work.

### **Useful websites:**

- [www.scotland.org/live-in-scotland/moving-to-scotland](http://www.scotland.org/live-in-scotland/moving-to-scotland)
- [www.transport-executive.co.uk/best-places-to-live-in-glasgow](http://www.transport-executive.co.uk/best-places-to-live-in-glasgow)
- [www.visitscotland.com](http://www.visitscotland.com)

- [www.mygov.scot/search-house-prices](http://www.mygov.scot/search-house-prices)

Thank you for your interest in NHS Greater Glasgow and Clyde, we look forward to receiving your application.