

# Graduated Paramedic Pathway

## Frequently asked questions

### Part 1: About the Role

#### 1. What is the Graduated Paramedic Pathway?

SA Ambulance Service (SAAS) provides a graduated paramedic pathway (GPP) to support recruitment of future paramedics that also supports diversity within the organisation. Suitable merit selected candidates will be eligible to apply for national registration as a paramedic following successful progression through the GPP.

This year SAAS are offering the GPP via 2 induction dates;

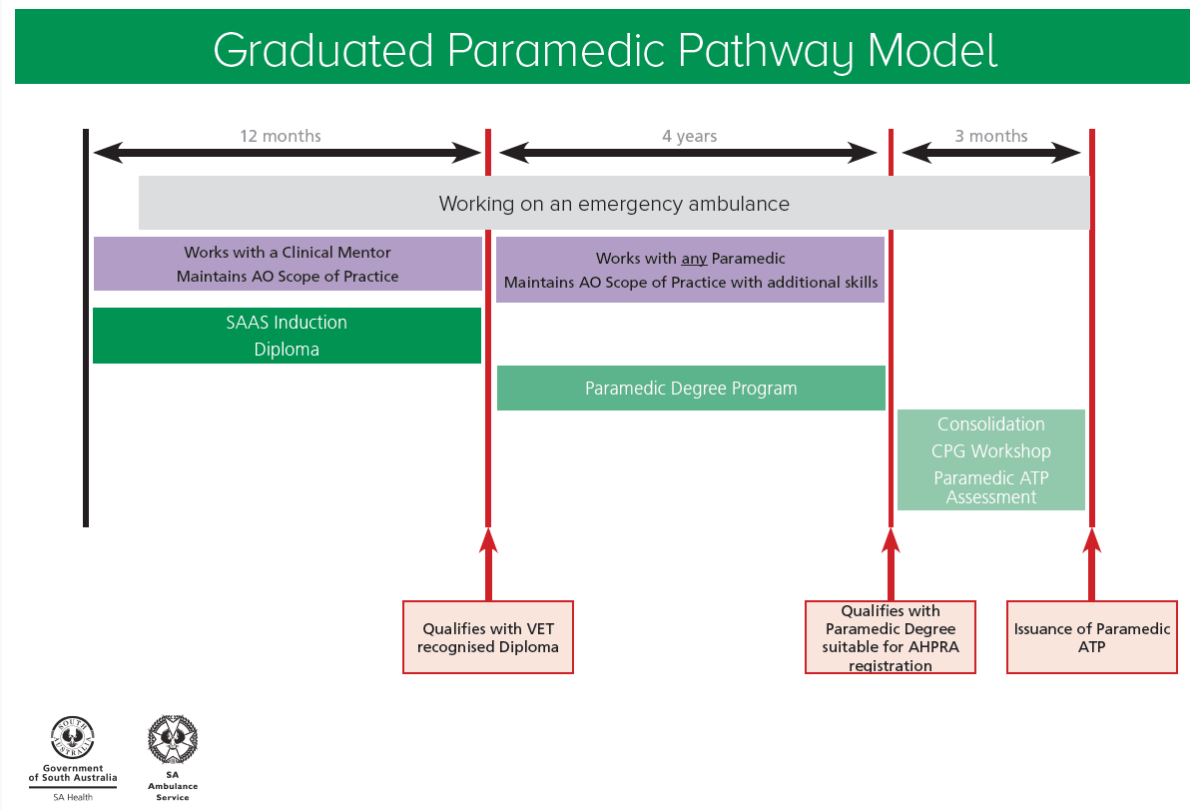
The November 2022 induction will only include applicants who hold a current SAAS Ambulance Officer Scope of Clinical Practice

The March 2023 induction will only include applicants who have no prior knowledge or experience as an Ambulance Officer within SA Ambulance Service.

#### 2. What is the objective of the GPP?

The objective is to deliver the provision of health services and transportation within an emergency service environment whilst under direct supervision of a paramedic to provide best practise emergency care to the community. You will be required to maintain your Ambulance Officer authority to practice and successfully complete all required elements of the GPP, including HLT51020 Diploma of Emergency Health Care and Bachelor of Paramedic Science (or equivalent).

### 3. What does the full GPP program look like?



### 4. How many positions will be available in the 2022 Program?

There are multiple positions available within this intake for the GPP.

### 5. Where are the positions located, and do I get to select where I will be deployed?

GPP positions will be within Country Operations, spread across the six regions. Locations will be determined according to current vacancies and organisational need. As part of your application you will be required to identify your preferred location(s). SAAS will determine the location for each successful candidate, considering current SAAS vacancies, operational need and consideration of your preferred location(s) identified by you at the time of lodging your application.

*Note:* GPP students are expected to remain in their original location for the duration of the program and SAAS cannot guarantee you will be offered your preferred location(s).

### 6. Things to consider before applying for this position

- Do I hold a full C class South Australian Drivers Licence that does not legally restrict my ability to drive an operational ambulance?
- Am I willing to complete all educational components within the GPP including university level study
- Am I willing to remain in a single location (that will be allocated to me) for the 5 years of the program?

### 7. What does the GPP involve?

Successful candidates will be required to successfully complete all educational components within the GPP, including:

- SAAS GPP Induction Workshop including Cert IV in Health Care - HLT41120 (if required.)
- HLT51020 Diploma of Emergency Health Care
- Bachelor of Paramedic Science (or equivalent)
- SAAS Clinical Practice Guidelines Workshop and Paramedic Scope of Clinical Practice Assessment
- Successful application for Paramedic Registration with AHPRA once qualified

**8. Am I expected to work whilst completing the GPP?**

Yes, as per Q12 and Q20 you will be expected to work full time while undertaking the Diploma and Degree.

**9. What qualification(s) will I receive?**

If you successfully complete the pathway, you will receive HLT51020 Diploma of Emergency Health Care and a Bachelor of Paramedic Science (or equivalent).

**10. Can I apply for Recognition of Prior Learning (RPL) if I have completed a similar course/qualification?**

Recognition of prior learning (RPL) will not be offered with this pathway. All Candidates will be required to complete the full qualifications. .

**11. What is the SAAS Induction Workshop?**

SAAS induction for the GPP is designed to prepare the student for undertaking their new role, with a heavy focus on how to work with a paramedic. The workshop is supported by some online self-directed learning.

The workshop includes:

- Code of Ethics and Respectful Behaviours
- Employment conditions and benefits
- Overview of GPP
- Infection prevention and control review
- WHS&IM review
- Manual tasks review
- Driving review
- Team building and communication
- AO Clinical Practice Protocols review
- Drug accountancy and pharmacology
- Equipment and AO skills review
- Scene management (including operational safety review)
- Clinical practice and working with a paramedic

For those applicants who do not hold a current SAAS Ambulance Officer Clinical Scope of Practice, this training will be included in your March 2023 induction.

**12. What does the Diploma involve?**

Course delivery for the diploma will be online self-directed learning (SDL), supported by regular virtual tutorials and some face-to-face training.

Students will be expected to work full time while undertaking the diploma component of the program.

Where compulsory face to face attendance is required, SAAS will provide:

- Time off any rostered shifts that overlap with this requirement

- Travel and accommodation support may be provided in accordance with the SA Health (Health Care Act) Human Resources Manual.

### 13. What units of competency will I complete with the Diploma?

Please click [here](#) to view the units included in this Diploma.

### 14. What if I am unable to attend the face to face sessions as part of the Diploma?

If you are unable to attend the face to face sessions it will be your responsibility to make all arrangements to attend a catch-up session. Unless extenuating circumstances exist, SAAS will not support time off roster or cover any costs associated with travel and/or accommodation for the purpose of a catch-up session. Any extenuating circumstances are to be discussed with the Operations Manager who will determine the outcome of SAAS provided support.

### 15. Where does the diploma face to face training occur? How often does it occur?

Residential Schools (face-to-face training) within the diploma occur and may be held at the CQUniversity Adelaide Campus, 44 Greenhill Road Wayville or in a Regional location. There are two residential schools associated with the diploma:

- Residential School 1 – occurs approximately half-way through the diploma
- Residential School 2 – occurs near the end of the diploma

*Note:* timings and the number of days associated with each Residential School are subject to change.

### 16. When would the diploma component of the program commence?

The diploma studies commence once the SAAS Induction Workshop is completed. It is expected the start date will be November 2022 and March 2023.. To be eligible for the November 2022 intake you must have a current SAAS Ambulance Officer Scope of Clinical Practice.

### 17. When do I need to enrol in the diploma and how do I do this?

If successful, SAAS will coordinate your enrolment into the diploma with CQUniversity. This will occur as part of the SAAS Induction Workshop. You are not required to individually enrol into the diploma directly with the university.

### 18. How long will it take to complete the diploma?

The diploma is studied full time and may take up to 12 months to complete. Actual time to complete may vary, dependent on the individual student.

### 19. Does my clinical scope of practice change once I have completed the diploma?

No. Your independent scope of clinical practice will remain as Ambulance Officer until the full completion of the GPP (refer Q24 for more information about Paramedic Scope of Clinical Practice). However, as part of the diploma you will be taught specific skills that you will be required to practice under the direct supervision of your partner. Once you have successfully completed your diploma you will be able to continue to use these skills, but only as directed by your paramedic partner.

### 20. What does the Degree involve?

Many universities deliver their paramedic degree via Self directed learning (SDL), supported by regular virtual tutorials and some face-to-face training. It is expected the degree will be completed within 4 years, which provides the option of study part-time.

Students will be expected to work full time while undertaking the SDL component of the degree program.



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Where compulsory face to face attendance is required for the degree:  
SAAS will provide time off any rostered shifts that overlap with this requirement

### **21. How much credit does the Diploma give me within the Degree?**

CQUniversity grant up to eight credits within their paramedic degree following successful completion of the diploma (also provided by CQUniversity). GPP students wishing to undertake the paramedic degree with an education provider other than CQUniversity will need to discuss potential credits directly with the university.

*Note:* number of credits is determined by the university and therefore subject to change

### **22. What if I am unable to attend the face to face sessions as part of the Degree?**

Refer to Q14.

### **23. What do I do after successful completion of the Degree?**

Following successful completion of the degree, you will be required to undertake a consolidation period, which will include completing the SAAS Clinical Practice Guidelines (CPG) workshop. This workshop will provide students with knowledge of SAAS Paramedic CPGs that will then be applied on road during the consolidation period. Students are then required to undertake a SAAS Clinical Scope of Practice Assessment. Students are also required to apply for Paramedic Registration with Australian Health Practitioner Regulation Agency (AHPRA) following successful completion of the degree.

### **24. How long is the consolidation period?**

For students that complete the GPP as per the model provided in Q3, the consolidation period will be three months. Any GPP student who completes the pathway earlier than expected may be required to undertake a longer consolidation period to ensure they are work ready, for the transition to Paramedic scope of practice. This will be assessed on a case-by-case basis.

### **25. When will I receive my Paramedic credential and scope of practice?**

A Paramedic credential and scope of clinical practice will only be issued following the successful completion of all components of the GPP, including the SAAS Paramedic Scope of Clinical Practice Assessment. This decision is to be made following an application to the Paramedicine Credentialing and Defining the Scope of Practice Committee and in accordance with the SAAS Credentialing and Defining the Scope of Clinical Practice Policy (POL-041).

*Note:* credentialing and scope of practice is separate to registration with AHPRA.

### **26. How do I register to become a Paramedic?**

Following successful completion of the degree you are required to apply for registration as a paramedic with AHPRA. Further information on registration can be found by visiting:

<https://www.paramedicineboard.gov.au/Registration/How-to-apply.aspx>

*Note:* The title 'Paramedic' must not be used by any SAAS employee until registration is granted by AHPRA.

### **27. What happens if I fail to complete the qualification requirements?**

Failure to complete qualification requirements will be managed in accordance with the contract of employment.

In the event that you fail to complete qualification requirements and were previously a SAAS operational volunteer, should you wish to return to your previous volunteer role you will be provided with appropriate support from the relevant RTL.

**28. Do I have a 'right to return' to a previous role with SAAS?**

For existing SA Health ongoing or term employees, please refer to the SA Health Release of non-executive employees for temporary roles, Policy Directive for specific information regarding right of return arrangements. Please ensure you read this document carefully and discuss with your manager your right of return arrangements.

**29. Am I able to take leave during the GPP?**

Yes. However, any leave taken should not prohibit attendance at any face-to-face training or have a negative impact on the GPP student's study (i.e. completion of assessment requirements).

**30. I already have leave booked and have paid for a holiday. If successful, can I still take this leave?**

If successful, you will need to discuss any pre-booked leave with your Team Leader.

*Note:* we are unable to change our programs or structures, if you are unable to attend you will not be able to complete the required training. Therefore, if you are unable to change pre-booked leave, it may be better for you to consider this role at another time, if the leave coincides with any of the face-to-face training or assessment requirements.

**31. What support is available during the GPP?**

On road supervision, and clinical and educational mentoring and support will be provided to students undertaking this pathway.

**32. What happens if I wish to withdraw?**

Should you wish to withdraw from any national qualification within the pathway, it will be considered as failure to complete qualification requirements, which may have an impact on your employment within the pathway.

**33. Who pays for the GPP?**

Course fees for the diploma will be paid by SAAS to the University on behalf of the student. This arrangement will only apply to units of competency completed as part of HLT51020 Diploma of Emergency Health Care as required for the GPP. SAAS will not pay any fees associated with repeating units and/or assessments.

For those applicants who do not hold a current SAAS Ambulance Officer Clinical Scope of Practice, this training will be included in your March 2023 induction.

SAAS will not provide any funding or reimbursements for any other course fees/costs (i.e. student union fees, textbooks).

All fees and costs associated with the degree will be self-funded by the student. SAAS will not provide any funding or reimbursements for this component of the education pathway.

**34. Are there Fringe Benefit Tax (FBT) implications for the GPP students for the diploma?**

SAAS is unable to provide individual taxation advice, therefore all SAAS staff (including GPP students) need to consider individual tax implications for their own situations.

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It is also recommended that GPP students declare any education support they are receiving through the GPP (i.e. Diploma paid for by SAAS) at the time of applying for any Salary Packaging arrangements. The provider of the Salary Package can then take this into consideration when setting up the package. Salary Package providers, such as Maxxia have licensed taxation advisors who are able to provide individual advice at the time of applying for the Salary Package.

Further information on FBT is available from the Australian Taxation Office:

[https://www.ato.gov.au/general/fringe-benefits-tax-\(fbt\)/types-of-fringe-benefits/expense-payment-fringe-benefits/](https://www.ato.gov.au/general/fringe-benefits-tax-(fbt)/types-of-fringe-benefits/expense-payment-fringe-benefits/)

### **35. What are my conditions of employment?**

You will be employed and paid in accordance with the current SAAS Enterprise Agreement and SAAS Award.

### **36. What is the start date for the next GPP?**

The scheduled start date for the next GPP is 14<sup>th</sup> November 2022, for those with a current SAAS Ambulance Officer Clinical Scope of Practice. If you do not hold a current SAAS Ambulance Officer clinical scope of practice your commencement date will be March 2023.

. These dates may be subject to change, depending on organisational need

### **37. When would I commence working on the ambulance?**

Operational deployment will commence following completion of the SAAS induction. The exact date will be dependent on the roster for your team. On your first day at station, you will receive a station-based induction. As part of this induction, you will also be rostered as a third observer for your first rotation.

## Part 2: Eligibility and the Recruitment Process

### 1. When and how will the role be advertised?

The role will appear on the [SA Health Careers Website](#) as well as the South Australian Government's Careers Board – [IWORKFORSA](#). To ensure you do not miss out, we recommend that you set up a Job Alert so that you can be advised directly via your email of when we advertise. You can choose to set up a Job Alert on the [SA Health Careers Website](#) or the [IWORKFORSA Careers Page](#).

### 2. I am of Aboriginal and Torres Strait Islander descent; should I identify?

The SA Health Aboriginal Workforce Framework 2017-2022 (the Framework) aims to increase the Aboriginal workforce across the public health sector in clinical, non-clinical and leadership roles. SAAS is therefore committed to identifying and promoting employment opportunities for Aboriginal and Torres Strait Islander candidates.

Candidates who are registered with the South Australian Office of the Public Sector Aboriginal Employment Register and who meet the selection requirements for this position will be given priority consideration for this role. Please visit the [Registration page](#) on the SA Government Office of the Commissioner for Public Sector Employment website to register. When applying, please ensure you tick that you are registered on the application form.

### 3. What are the requirements to be eligible to apply?

The candidates for the November 2022 GPP intake will need to hold a current SAAS Ambulance Officer Clinical Scope of Practice (previously known as Authority to Practice).

*Note:* Candidates will need to provide evidence of their current SAAS Ambulance Officer Clinical Scope of Practice in the form of a letter from their current Operations Manager

Candidates who do not hold a current SAAS Ambulance Officer Clinical Scope of Practice, will be considered for the March 2023 induction. Please refer to the selection criteria to check your suitability for the role.

All candidates will be considered for merit selection against the criteria set out in the role description

### 4. I am an overseas candidate; can I apply?

Any candidate who meets the GPP eligibility criteria is entitled to apply through this process. SAAS consistently receives more applications than positions available and it has been necessary to prioritise appointment to the positions. SAAS has determined that successful candidates will be prioritised in the following order:

- Candidates of Australian Aboriginal and Torres Strait Island descent
- Candidates who are permanent Australian Citizens/Australian Permanent Residents/New Zealand Citizens
- Candidates who have a current visa with full working rights within Australia for the period of the vacancy

### 5. I am already enrolled in HLT51020 Diploma of Emergency Health Care and have completed some units of competency. Am I eligible to apply for the GPP?



Yes, as long as you meet the essential criteria of the role description. However, you will be expected to start the Diploma again if you are successful in gaining a place within the GPP. Please note no RPL will be granted.

**6. I have already completed an older version of the diploma (i.e. HLT51015 Diploma of Paramedic Science). Am I eligible to apply for the GPP?**

Yes, as long as you meet the essential criteria of the role description. However, you will be required to complete the latest version of the diploma (HLT51020 Diploma of Emergency Health Care) as part of the pathway. Please note no RPL will be granted.

**7. I am currently studying the Bachelor of Paramedical Science (or equivalent) with an accredited university. Am I eligible to apply for the GPP?**

Yes, as long as you meet the essential criteria of the role description.

**8. I have already completed the Bachelor of Paramedical Science (or equivalent) with an accredited university. Am I eligible to apply for the GPP?**

No. The GPP has been designed to provide a stepped educational and scope of practice pathway to become a Paramedic within SAAS. If you have completed the Bachelor of Paramedical Science (or equivalent) with an accredited university, then you are encouraged to apply for a Paramedic Internship as that is the appropriate pathway for you, not the GPP.

**9. I have previously applied for the Paramedic Internship with SAAS but was unsuccessful. Am I eligible to apply for the GPP?**

No. The GPP has been designed to provide a stepped educational and scope of practice pathway to become a Paramedic within SAAS. If you have completed the Bachelor of Paramedical Science (or equivalent) with an accredited university, then you are encouraged to apply for a Paramedic Internship as that is the appropriate pathway for you, not the GPP.

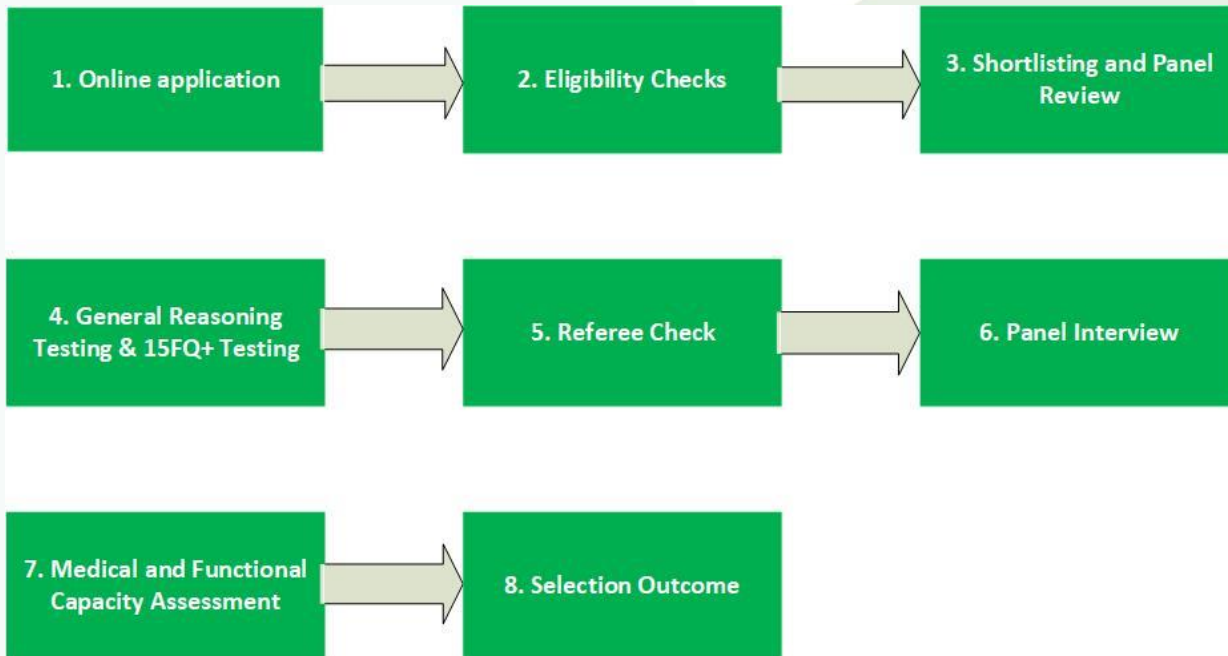
**10. What are the steps in the selection process?**

There are a number of steps in the selection process, and the time taken can vary from each stage of the process. This may also be dependent on the number of positions available, and the number of candidates who applied.

It is important that you check your emails regularly, as the process may move relatively quickly, and you may be required to book into various activities. Ensuring you check your emails regularly will provide you with a greater opportunity to schedule the activities at a time that best suits you.

The below steps provide you with an indicative overview of the selection process. The process may vary from one campaign to another and the sequence of the below activities may also vary.

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### 11. How do I apply?

The Recruitment system used by the SAAS is 'PageUp'. You will need to establish a username and password to access the system and apply for the role. As part of this process you will need to complete a range of mandatory questions as well as upload any relevant documents. Further instructions on applying will be included in the vacancy information (Job Pack). **Please ensure you read and follow the instructions.**

All correspondence will be sent to you via your PageUp account, so it is important to ensure the email included in your profile is monitored regularly. Failure to monitor your emails or provide a correct email address may impact your application.

### 12. What documentation will I need to include in my application?

The vacancy information (Job Pack) will provide you with a summary of the information and documents you will need to upload as part of your application. We would recommend that you start to organise your documentation as soon as practical. Please refer to the Graduate Paramedic Program: Document Checklist.

You will be required to include the following documentation:

- A cover letter of no more than two pages, introducing yourself and outlining your skills and experience
- Your current resume
- A colour copy of the front and back of your Driver's Licence (that does not legally restrict your ability to drive an operational ambulance)
- A certified copy of your current Working with Children Check/DHS Child Related Screening Check (if available)
- A certified copy of your National Police Check
- **For candidates who hold a SAAS Ambulance Officer Clinical Scope of Practice the following will need to be provided;**

- Performance Integrity Validation (PIV) form
- SAAS Clinical Scope of Practice letter from your current Operations Manager

Should you be selected to participate in an interview, you will be required to provide the original of these documents to the panel for sighting.

### 13. Do I need to supply referees as part of my application?

Yes, you will need to supply two referees, including their email address and contact number. All referees may be contacted to discuss your suitability for the role. All referees must be *professional* referees and should not be someone that has a personal relationship with you. They must be able to comment on your performance and participation relating to tasks or activities and the application of your skills and knowledge. Referees can be someone that you have a professional relationship with in paid or unpaid employment. We may contact referees at any time during the selection process.

It is essential that you contact your referees prior to nominating them; to seek their permission and to ensure your application includes their up to date contact details. Failing to provide the correct details may impact on the progression of your application.

### 14. How long will the online application process take?

If you have all the above documents and have a current resume and prepared a cover letter, the online application should be relatively short. It is important you have all the required documents before commencing and submitting your online application. If you have previously applied for a role within SA Health or SAAS you may already have log in details for PageUp; if so, please ensure you review the information in your profile to ensure it is up to date.

### 15. What are the pre-employment and selection criteria for the role?

You will undergo the following pre-employment checks and screening as part of the selection criteria for the role:

- A) Working with Children Check (WWCC) As this role is a prescribed position, you will be required to hold a current WWCC which clears you to work with children Check issued within the last 5 years.

Should you need to apply for a WWCC, you will be issued with a Unique Identifier. This is to be provided to [Health.SAASRecruitment@sa.gov.au](mailto:Health.SAASRecruitment@sa.gov.au) to allow us to view the progress of your application and be advised when your clearance is available. Further information is available at [Department for Human Services](#) website.

Please note a WWCC obtained for the purpose of volunteering cannot be accepted.

- B) National Police Clearance (NPC) – Employment/Probity/Licencing and Working Unsupervised with Vulnerable Groups

An NPC provides a point in time summary of your Australian criminal history and includes national convictions and certain types of spent convictions. There are various sites that enable you to source your NPC online. Please [click here](#) to select the accredited body you wish to use to submit your online NPC application. We encourage you to refer to the [SA Police](#) website for further information. Please ensure that the category for this check is Employment Probity and working unsupervised with vulnerable groups.

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A WWCC or an NPC may not be applicable to prospective workers who have not resided in Australia. Therefore, prior to employment for any SA Health position candidates from overseas must provide a satisfactory criminal history record from each of the overseas countries in which they have resided for more than one year within the last 10 years since their 18th birthday.

Overseas criminal history checks conducted by external provider '[Fit2Work](#)' on behalf of AHPRA are accepted by SA Health for overseas candidates. Where only these checks are available, employment must be with the understanding that a satisfactory WWCC or NPC will be provided to SA Health within a reasonable period of no more 12 months of residence in Australia.

A prospective employee or an employee returning to SA Health who has worked or resided overseas for more than one year is required to provide a satisfactory criminal history check from each of the overseas country/countries where they have worked/resided in within the last 10 years prior to their employment or returning to duties in SA Health.

### C) General Reasoning Testing and Psychometric Assessments

You will be required to undertake an online general reasoning test. This includes a series of multiple-choice questions designed to identify a candidate's capacity for general reasoning as it aligns to the role being applied for. This includes assessing literacy, numeracy and abstract reasoning of the candidate. This information is used as part of the selection process.

You will also complete the Fifteen Factor Personality Questionnaire Plus (15FQ+) online. Results of this assessment will only be accessed by the SA Ambulance Organisational Psychologist in the event that you are shortlisted.

These assessments are at no cost to you and are mandatory to complete as part of the recruitment process. If you are selected to undertake these assessments, you will be sent information via the recruitment system PageUp.

### D) Medical and Functional Capacity Assessment

If you are in South Australia, our Medical and Functional Testing is completed at Corporate Health Group in Mile End, Adelaide. Prior to you being offered a position you will need to successfully pass these assessments. This will be at your own cost. Please refer to the SAAS Job Capacity Statement: GPP Ambulance Officer, in the vacancy information (Job Pack) or on the [SA Ambulance Service Careers page](#). This will be at your own cost.

### E) Immunisation Requirements

*Ambulance practice places staff at an increased risk of some vaccine preventable diseases.*

Progressing your application will be subject to you providing your COVID-19 vaccination status as part of your application. Please refer to [Health care worker immunisation requirements](#) for further information.

Furthermore, ambulance staff may transmit infections to susceptible patients. In order to protect staff and patients from these diseases SA Health requires all new staff to have immunity to them. Therefore, you are required to provide evidence that you have such immunity prior to employment. The following immunisations will be required as a minimum:

- Hepatitis B
- Chicken Pox (Varicella)
- Measles/Mumps/Rubella
- Diphtheria/Tetanus/Pertussis
- Influenza



- Poliomyelitis
- COVID-19

A full list of requirements will be provided to you, should you progress through the selection process. **Click here to find out more information;**

[SA Health site regarding health care worker immunisation requirements.](#)

[COVID-19 requirements under the Public Health Act.](#)

[2022 seasonal Influenza vaccination direction](#), in relation to health care workers entering Residential Aged Care Facilities (please refer to page 7)

**16. I haven't heard anything for a while; does that mean I am unsuccessful?**

This does not mean you are unsuccessful, rather, that your application remains active due to the selection process still being underway. It is important that you monitor your emails throughout the process, as we will advise you via email once a decision is made, or any action is taken on your application.

**17. I've heard that another candidate has been notified they have moved to the next stage, but I haven't heard anything; does that mean I am unsuccessful?**

Shortlisting of applications commences as soon as they are submitted. As such some candidates will appear to progress through the process sooner than others. As per Q14, advice will be provided throughout the process via email once a decision is made or any action is taken on your application.

**18. What do I do if I change my address or email during the process?**

If you change your address or email details at any time following the submission of your application, you are required to visit the [SA Health Careers Website](#), log in using your profile, select Edit Profile, click on Personal Details, update your details and then save. This is a live system so you can go in and update personal details at any time.

**19. Will late applications be accepted?**

Late applications will not be accepted under any circumstances.

## Part 3: Offers and Acceptance

**1. When am I likely to receive an offer if I am successful?**

Advice of the outcome of your application will occur once all selection activities have concluded for all candidates and the selection process is finalised.

All candidates will be advised of their outcome via email. In the online application process, you can elect to receive SMS notifications when an email is sent to you. You are encouraged to use this option to ensure you review emails promptly.

**2. If selected, will I get to choose the location I wish to work?**

You will be advised of the location that has been allocated to you as part of your offer. Allocation of locations is completed by a placement committee that considers all relevant information from the selection process, the preferred location(s) you identified as part of your application and any other relevant individual circumstances. These are frontline operational positions and they need to be filled at locations determined by SAAS Country Operations as a priority. SAAS cannot guarantee you will be offered your preferred location(s).

**3. If selected, how long will I remain at the same location/on the same team? Will I have the opportunity to move at some point?**

Generally, GPP students will be allocated to their team for the entirety of their contract. There will be times throughout roster periods that you will be working with other members of the team, but you will be allocated to a specific site for the entirety of the program.

**4. What do I do if I want to decline my offer?**

Please advise the SAAS Recruitment Team if you wish to decline an offer made to you. This will ensure that your placement is offered to another candidate. Clear instructions on how to accept or decline an offer will be included in the communication to successful candidates.

**5. If I receive an offer but don't respond by the date indicated in the email, will I miss out?**

If your response to your offer is not received by the date indicated in your offer, SAAS will withdraw the offer of employment.

**6. If I have accepted an offer for employment within SAAS and I'm unable to commence, what do I do?**

Please notify the SAAS Recruitment Team at [Health.SAASRecruitment@sa.gov.au](mailto:Health.SAASRecruitment@sa.gov.au) at your earliest convenience indicating you wish to withdraw your application.

**7. Will I be notified if I am unsuccessful in obtaining a position?**

If you are assessed as unsuccessful you will be advised of the outcome via email. If you are still interested in the GPP program and you meet the eligibility criteria, you may wish to reapply for the role when it is next advertised. To ensure you don't miss out on the next intake, ensure you set up a [Job Alert](#).

**8. Am I able to obtain feedback on the outcome of the selection process?**

If you are a current SAAS operational volunteer, you will be provided with feedback on your application process from the Panel Chair. This is to ensure you can be provided with appropriate support from your RTL in assisting you with personal development should you wish to apply again.

All other candidates will only be provided with feedback if they individually request it in accordance with the SAAS Recruitment and Selection Procedure.

**9. If selected, am I allowed to have secondary employment?**

Any government employee wishing to have secondary employment must seek written approval from the relevant Executive Director. This is to ensure there is;

- No conflict of interest.
- No risk of bringing SAAS or the government into disrepute.
- Consideration given to WHS.
- Consideration to work/study load.

**10. Still have more questions?**

When positions are available and advertised as vacancies, a contact officer will be identified. Should you need to clarify any information, please discuss with the contact officer or email

[HealthSAASRecruitment@sa.gov.au](mailto:HealthSAASRecruitment@sa.gov.au)