



Department  
of Health &  
Social Care

## GUARANTEED INTERVIEW SCHEME

***The Department of Health and Social Care values and promotes diversity and is committed to equality of opportunity for all.***

The Department is committed to the appointment of disabled people. To demonstrate our commitment we use the Disability Symbol, which is awarded by the Employment Service. As a symbol user, we guarantee an interview to anyone with a disability whose application **meets the essential criteria** for the post.

### ***What do we mean by a disability?***

To be eligible for the guaranteed interview scheme you must have a disability or long term health condition which puts you at a significant disadvantage in either obtaining or keeping jobs / appointments. The disability could be physical, sensory or mental and must be expected to last for at least 12 months. You do not have to be registered as a disabled person to apply under this scheme.

### ***How do I apply?***

Simply complete the declaration below and send it with your application.

If you need any help completing this form or would like it in an alternative format e.g. Braille, tape, large print etc, please contact the person stated on the application form / advertisement.



Please complete the details overleaf if you require any assistance at the interview.

### **DECLARATION**

***I consider myself to have a disability as defined above and I would like to apply under the Guaranteed Interview Scheme.***

Name:

Date:

# ASSISTANCE FOR INTERVIEW

Name:

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To ensure we do not create any barriers in our selection process, please let us know if you would like us to provide any particular assistance for your interview, such as:

***Please Tick***

- Induction loop
- Sign language interpreter (type)
- Keyboard for written tests
- Someone with you at the interview (e.g. speech facilitator)
- Car parking
- Assistance in and out of a vehicle
- Wheelchair access
- Accessible toilet facilities
- Other assistance (please specify)

If you have any questions about your specific needs at the interview or would like to give us more information, please contact the person stated on the application form / advertisement.