



23 September 2021

Brett Adie
AEAV Secretary
United Workers Union
PO Box 327
North Melbourne VIC 3051

By Email: Brett.Adie@unitedworkers.org.au
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Dear Brett

Re: Psychometric Testing & Overall Outcome Scores

I write in response to your correspondence dated 8 September 2021 where you requested further clarification on the use of psychometric testing in the MICA Selection and MICA Internship program process, and the use of the overall outcome score (**OOS**) and the wider implication for internal recruitment.

On review of your feedback and questions, AV provides the following response:

Overall Outcome Score

All Ambulance Victoria (**AV**) Paramedic recruitment processes are based upon the framework outlined in the Victorian Public Sector Commission (**VPSC**) Best Practice Recruitment and Selection Toolkit. Selection decisions are based on the assessment of each of the components, where these assessments are based on measuring specific elements and requirements of the position.

As previously confirmed, all appropriately qualified paramedic employees who are eligible to apply for the MICA Internship program will initially be required to complete and pass the online clinical exam before they can progress to other assessment components. For the remaining assessments, each candidate will be assessed accordingly, and those scores will contribute to the overall outcome score. These assessments cover all facets of the applicant's skills and capability to perform in the role and are reviewed by Operations Managers to ensure a fair and equitable process is followed.

To further clarify, the Saville Wave psychometric testing is an assessment tool that is used in all leadership roles to provide insight for further development discussions or at feedback sessions. This assessment is not a pass/fail, but used in conjunction with other elements assessed during the recruitment process.

Candidates deemed suitable

As noted in previous correspondence, to progress through the process, applicants must pass the online clinical exam. At the end of the process, assessment results will be consolidated, providing an overall outcome score.



Applicants with the highest overall score will be ranked first and eligible for a MICA training offer. I can confirm there is no 'cut-off suitability score'; positions available will be offered to those applicants with the highest overall score.

Once all vacant positions have been filled, applicants who are deemed suitable but have not been offered a position due to no vacancies are welcome to apply again the following year; there will be no 'Order of Merit'. The selection process for the MICA Internship program will occur annually.

Other Internal Recruitment

As mentioned above, Clinical Operations' recruitment processes are based upon the framework outlined in the VPSC Best Practice Recruitment and Selection Toolkit. In using this framework, AV has customised its recruitment processes to provide a closed merit process to best fit our requirements for the selection of Team Managers, Senior Team Managers and Area Managers.

A closed merit selection process means vacant positions are advertised internally only, where only paramedics within AV can apply for the vacant position/s. The process is designed to ensure a fair and equitable way to determine:

- An ability to demonstrate work-related capabilities that are required to perform the duties and inherent requirements of the position; and
- The capability to achieve outcomes related to the position.

The process will also include a form of Assessment Centre. This will comprise of a panel interview, an operationally focused group activity and a Q&A session. The panel at these centres will consist of a blend of Recruitment & Selection Advisors and senior Operational Managers with relevant MICA experience.

If you have any further questions, please contact me via email or on 0475 967 145.

Yours sincerely



Emily Milonas

Acting Senior Advisor Workplace Relations

