



For all NZ and Australian Medical Graduates applying
for a first year House Officer position in New Zealand

ACE RMO Intake 2025 Training Year Presentation

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Today's session

- Background
- ACE Process Overview
- ACE Match Algorithm
- ACE Statistics
- ACE Employer Webinars
- Questions

Background

Advanced Choice of Employment

- ACE is a centralised recruitment application process which allows medical school graduates throughout the country to submit one application which is then distributed to up to 20 Districts around the country.
- The ACE RMO process has been in place since 2003 and is also used for the recruitment of Registered Nursing graduates since 2012 and Enrolled Nursing graduates since 2020.
- The ACE process is the most effective way to gain a first year House Officer (PGY1) position starting in January 2025.

ACE Principles

- All Districts have agreed to implement the ACE process to employ graduates to their first year House Officer positions
- All graduates seeking first year House Officer positions must apply via the ACE process
- An applicants District preference rankings are private and confidential
- Neither party in the recruitment process are permitted to make independent contracts prior to the notification of match results
- Once matched to an District, there is an expectation that applicants will accept a position with that hospital
- Districts may not appoint House Officers matched to another hospital without the express consent of that hospital and ACE
- Any applicant who declines an offer made through the ACE process will be excluded from that ACE intake, including the talent pool

Key Links



ACE RMO Website
<https://rmo.acenz.net.nz>



Employer Webinar Presentations: 2022 and 2023 playlists
https://www.youtube.com/channel/UCMKwr_E1KujXnqxcAagfBow/playlists



ACE RMO Facebook Page
<https://www.facebook.com/RMOACE>



Contact the ACE Centre:
0508 223 766
rmo@acenz.net.nz

ACE Process Overview



Submit application to ACE

4 Months



ACE assess applications and sends to preferred districts

1 Week



Districts review, rank, and interview applicants

3 Weeks



ACE completes national match and notify districts and applicants

2 Weeks



Districts offer matched applicants directly

1 Week



Applicants accept or decline offer from district

7 days

ACE RMO Intake 2025 Training Year Indicative Timeline TBC

2024 ACE RMO House Officer Intake (2025 Training Year) Key Dates

Date	Milestones
9am - Monday, March 11, 2024	Applications Open
12 noon (NZT) – Friday, 5 July 2024	Applications Close
4pm - Monday, 15 July 2024	Complete applications sent to employers
Tuesday, 16 July 2024	Interviews, assessments, and ranking process
Tuesday, 6 August 2024	Employers submit rankings
7 - 9 August 2024	Electronic match process and audits completed
12 - 22 August 2024	Manual match completed and issued to employers
Monday, 26 August 2024	Match results emailed to all applicants
Monday, 2 September 2024	Employer offer sent to successfully matched applicants
Monday 9 September 2024	Matched applicants accept or decline offers
Tuesday, 13 September 2024	2024 National Talent Pool opens
Monday, 15 January 2025	Graduates begin employment



Eligibility Criteria

To be eligible to apply through ACE for a first year House Officer position applicants must meet one of the following eligibility criteria:

- 1. Category One:** Graduates from New Zealand medical schools and are citizens or permanent residents of New Zealand or Australia.
- 2. Category Two:** Graduates from Australian medical schools and are citizens or permanent residents of New Zealand or Australia.
- 3. Category Three:** Graduates from New Zealand medical schools and are not permanent residents of New Zealand or Australia.

Application Checklist



	CHANGE LOGIN DETAILS
	YOUR PROFILE
	YOUR REFERENCES
	YOUR APPLICATION APP NUMBER: 569AD0EE
Check List	
	Application for ACE
	Personal Details
	Education
	Declaration
	Preferences
	Documents
	References
	Workforce Questionnaire
	Consent

Check List

You are currently editing the application for **Quentin Campbell** [cancel](#)

Username: Quentin **Email:** Quentin.Campbell@nra.health.nz

ACE House Officer Intake 2020

Your Application is Incomplete

Application Number : 569AD0EE

Note: There is no submit button. Provided your application status is complete at the time applications close your application will automatically be taken through to the next stage of the ACE process.

Application for ACE	
Personal Details	
Education	
Declaration	
Preferences	
Documents	
References	
Workforce Questionnaire	
Consent	



Employer Preferences

- Applicants can select up to 20 Districts as part of their employer preferences
 - A minimum of 6 Districts must be selected for a complete application
 - ACE recommends selecting at least 10 Districts
- Be prepared to rank Districts outside the major regions and be prepared to move as there are more applicants than positions available

Required ID Documents

- **New Zealand Citizens:** The photo page of **New Zealand Passport plus** either a New Zealand Tertiary **Student Identification Card** or **New Zealand Driver Licence**.
- For New Zealand Citizens in lieu of a New Zealand Passport, ACE will accept a **New Zealand Citizenship Certificate** or **New Zealand Full Birth Certificate** that is issued on or after 1 January 1998 and that carries a unique identification number.
- **Australian Citizens:** The photo page of **Australian Passport plus** either a New Zealand Tertiary **Student Identification Card** or **New Zealand Driver Licence**.
- **Permanent Resident Visa or Resident Visa Holders:** The photo page of an **Overseas Passport plus** the relevant **Visa Document plus** either a New Zealand Tertiary **Student Identification Card** or **New Zealand Driver Licence**.

Required Documents

- **Academic Transcripts**
 - These must be certified if you are uploading these yourself
 - You must sign a consent to release form from your Med School. **ACE does not receive this itinerary** from the Med Schools.
 - **DO NOT upload your consent to release form** in place of your Academic Transcript
 - All applicants who sign a consent to release transcripts to ACE **must start their application prior to the registration cut off date, 21 June 2024**
 - Failure to do so will confer on you, responsibility to upload a certified unofficial transcript yourselves
- **3 completed references** from core placements in Y6. Referees **MUST** have vocational scope of practice in the area of specialty which you are being supervised. Check the MCNZ register
- **Current Resume (CV)**



Optional Documents

- Cover Letter(s): **Highly recommended** that you write individual Cover Letters for each employer that you preference
- Deans Commendations and Clinical Results: Year 4 and 5
- Prizes, Scholarships & Presentations
- Medical publications
- Any degrees other than your medical degree

You will be asked to provide proof of awards, publications and any additional qualification by uploading a copy of your certificate or confirmation letter in the documents section.

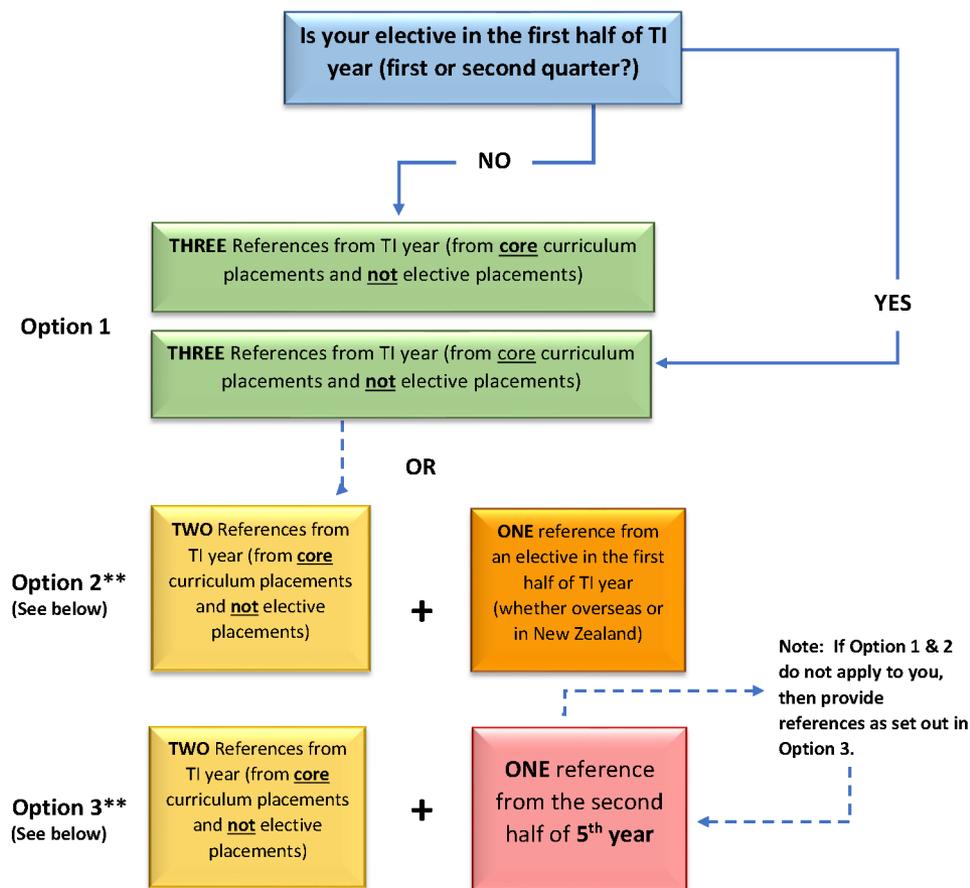
References

- Applicants are required to provide 3 references from supervising clinicians from their final (6th) year.
- A referee must be an SMO who is vocationally registered in their area of practice or a General Practitioner
- ACE will allow the following exceptions for applicants that are on elective overseas during the first half of their TI year:
 - One reference from your elective, provided:
 - The hospital you completed an elective in is in a comparable health country, or
 - The clinical supervisor providing a reference for an elective completed in a non-comparable health country possesses a current practising certificate and has vocational scope of practice with either the New Zealand Medical Council, Australian Medical Council, General Medical Council (GMC) or Irish Medical Councils.

OR

- One reference from a placement completed in the second half of your 5th year

ACE RMO Reference Flowchart



****Reference Pathway Option One must be used wherever possible, only when this does not apply; Option 2 or 3 may be provided as alternatives.**

Requesting References



ACE
ADVANCED COLLEGE EDUCATION

CHANGE LOGIN DETAILS

YOUR PROFILE

YOUR REFERENCES

YOUR APPLICATION
APP NUMBER: 8841218B

Check List

- Application for ACE
- Personal Details
- Education
- Declaration
- Preferences
- Documents
- References**
- Workforce Questionnaire
- Consent

FAQS

TESTAPPLICATION - LOG OFF

RMO

References

Instructions for Attaching References

You must provide ACE with three references from your final year, exceptions to this are outlined in the [ACE Business Rules](#).

All references must be requested and completed using the 'Your References' tab in the top left corner. 'Your References' is set up as a reference library, separate to this application form, and contains the reference policy and detailed instructions on requesting references. Instructions on how to request ACE to upload manually completed reference forms are also included.

Once a reference form has been completed by your referee, you will need to attach each reference to this application form by using the drop down box below. Pending references cannot be attached to the application form and will require further follow up from you, to ensure that your referees complete your references well before applications close.

Please note that if a manual reference file upload request has been sent to ACE, it will display as complete so that it can be attached to your application using the drop down box below. ACE will not be able to upload the manual reference file until the manual reference is chosen from the drop down box and added to the application below. Once the manual reference is added below, it will display the following message 'Incomplete – Awaiting File', until ACE has uploaded your manual reference file. Please get in contact with the ACE team if you are unsure whether your reference has been received, as your application status will remain incomplete if no file is uploaded.

As the applicant, you are responsible for ensuring that your references have been requested, completed and attached to your application in time.

This section will not be deemed complete until all 3 completed references have been added below.

Please select previously created references.

Select Reference... Add

SAVE SAVE & NEXT

ACE Scoring Criteria

- Year 2 and 3 Grades (5% Max)
- Year 4/5 Grades
- Prizes/Scholarships
- Additional Qualifications (5% Max)
- Publications and Presentations (15% Max)
- References (55% Max)

District Selection & Ranking



Submit
application to
ACE



ACE assess
applications
and sends to
preferred
districts



Districts
review, rank,
and interview
applicants



ACE completes
national match
process and
notify districts
and applicants



Districts offer
matched
applicants
directly



Applicants
accept or
decline offer
from district

Paired Applicants

To apply as a pair, both applicants must:

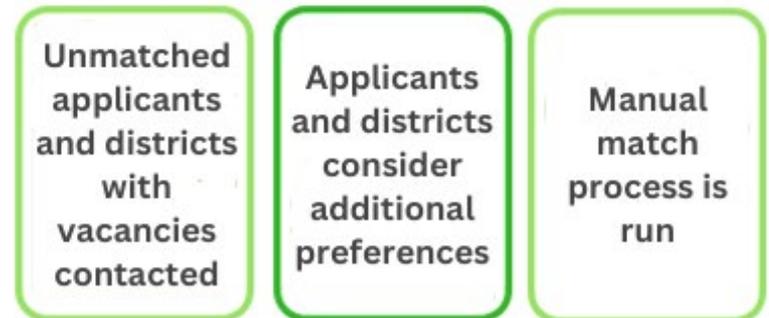
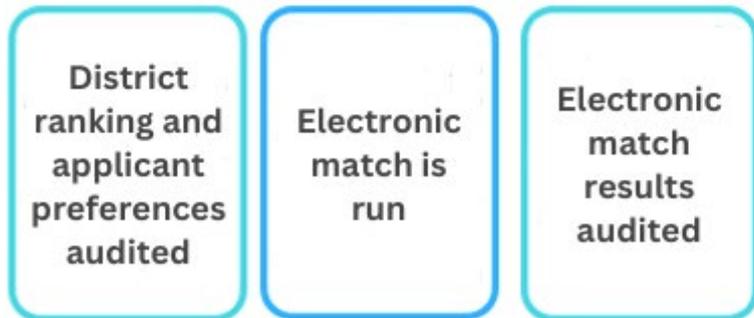
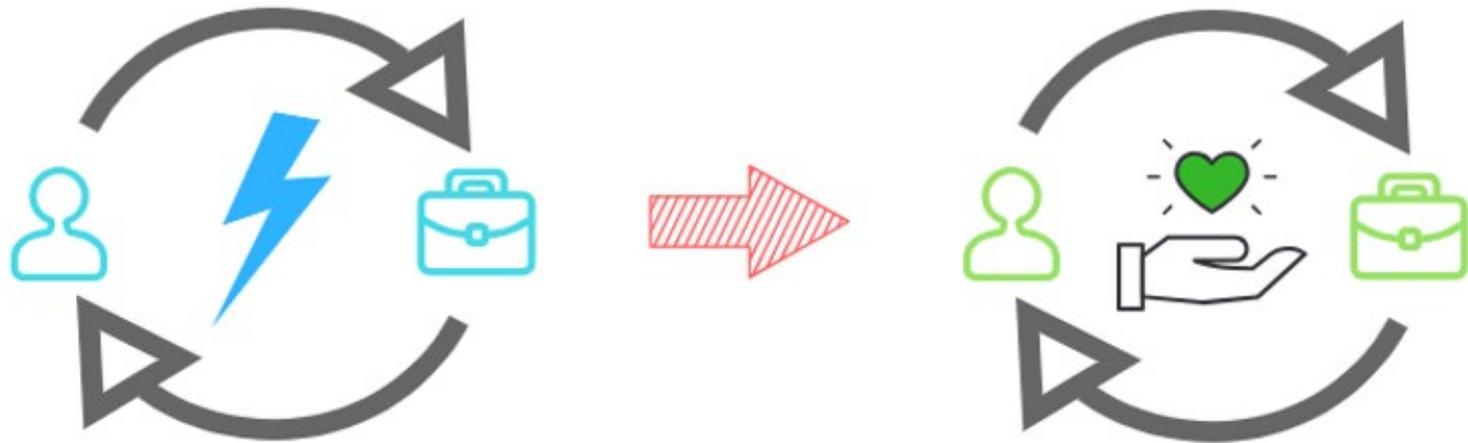
- Detail their wish to apply as paired applicants on the online ACE application form in the Personal Details section . To do this you will need the applicant number of the other applicant you wish to pair with
- Detail in cover letter(s) that you want to apply as a paired applicant so employers can identify your reasons for this
- Make sure your District preferences are identical (i.e. Preference the same number of employers in the same order) – if your preferences are different ACE will not be able to pair your application in the system and you will not be put through the ACE Match process as a pair.

Paired Applicants

Key things to remember:

- The ACE algorithm will consider the pair based on the lowest eligibility category of the two applicants
- The ACE algorithm will consider the pair based on the lowest District ranking of the two applicants
- A match can only be facilitated where there are two House Officer positions still available at the time the algorithm considers the paired applicants.

Match Process



Algorithm Walk-Through



For all NZ and Australian Medical Graduates applying
for a first year House Officer position in New Zealand

ACE RMO MATCH ALGORITHM

Watch Us On
You Tube



FOLLOW US ON
facebook

The image shows a promotional graphic for the ACE RMO Match Algorithm. It features the ACE RMO logo at the top, which includes the text 'ACE advanced choice of employment RMO' and a circular icon with a cross and a map of New Zealand. Below the logo is a white horizontal line and the text 'For all NZ and Australian Medical Graduates applying for a first year House Officer position in New Zealand'. The main title 'ACE RMO MATCH ALGORITHM' is displayed in large blue letters on a dark grey background with a dotted pattern. At the bottom, there are three social media icons: 'Watch Us On YouTube', the ACE RMO logo, and 'FOLLOW US ON facebook'.

<https://www.youtube.com/watch?v=kBqjJDkS1zg>

Post Match



Districts & applicants notified of match outcome
late August or early September 2024



Districts send offers directly to successful applicants
Early - mid September 2024



Unmatched applicants automatically go into the Talent Pool
The Talent Pool is available to all Districts to fill any subsequent
positions that arise during the year.



Unmatched applicants can contact any Districts they are interested in
working with directly to indicate their interest, and should keep an
eye on District's Career websites & Kiwi Health Jobs.



TIPS!

- You have four months to complete your application. Don't leave it to the last minute
- There are more applicants than jobs so if your application is late there will be no exceptions
- It is your responsibility to make sure your application is complete
- Log in to your application and make sure your transcript is uploaded, make sure your referees have responded
- This is a job application and there are no extensions
- Do your research
- Be prepared to move

ACE RMO 2023 Intake Data

Completed Applications by Category

Application Category		Total
Category One	NZ Graduate, NZ Resident/Citizen	511
	NZ Graduate, AUS Resident/Citizen	3
	Total	514
Category Two	AUS Graduate, NZ Resident/Citizen	2
	AUS Graduate, AUS Resident/Citizen	2
	Total	4
Category Three	NZ Graduate, Non-Resident/Citizen	25
	Total	543

ACE RMO 2016 - 2023 Intake Data

PGY1 Positions Available per Hospital

Employer	2016	2017	2018	2019	2020	2021	2022	2023
Auckland City Hospital	53	54	59	59	64	63	62	62
Christchurch Hospital	50	52	54	53	53	66	61	62
Dunedin Hospital	23	23	24	26	26	26	26	26
Gisborne Hospital	10	10	10	10	10	10	10	10
Hastings Hospital	21	19	19	19	19	20	20	19
Southland Hospital	9	9	9	9	9	10	10	10
Middlemore Hospital	54	54	58	59	63	62	61	61
Nelson Hospital	12	12	12	12	12	12	12	12
New Plymouth Hospital	13	13	13	13	15	15	14	14
North Shore & Waitākere Hospital's	53	53	58	59	63	63	62	62
Palmerston North Hospital	18	19	19	19	19	21	21	20
Rotorua Hospital	13	13	13	13	13	13	13	13
Tauranga Hospital	21	22	22	22	22	22	21	21
Timaru Hospital	7	7	7	7	7	7	7	7
Waikato Hospital	33	35	36	38	42	45	44	44
Wairau Hospital	5	5	5	5	5	5	5	4
Wellington, Kenepuru, Hutt & Masterton Hospital's	49	46	53	55	57	58	55	58
Whakatāne Hospital	6	6	6	6	6	6	6	6
Whanganui Hospital	5	7	7	6	7	8	8	7
Whangārei Hospital	15	14	16	17	17	20	20	20

ACE RMO 2023 Intake Data

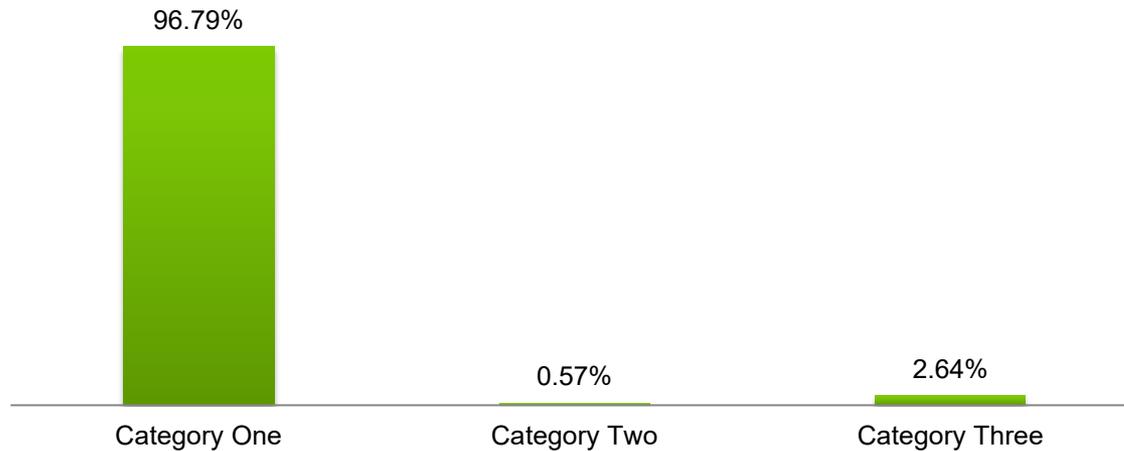
Matched Applicants by Category

Application Category		Matched
Category One	NZ Graduate, NZ Resident/Citizen	510
	NZ Graduate, AUS Resident/Citizen	3
	Category One	513
Category Two	AUS Graduate, NZ Resident/Citizen	1
	AUS Graduate, AUS Resident/Citizen	2
	Category Two	3
Category Three	Category Three	14
	Total	530

ACE RMO 2023 Intake Data

Overall Match Outcome for all Applicants

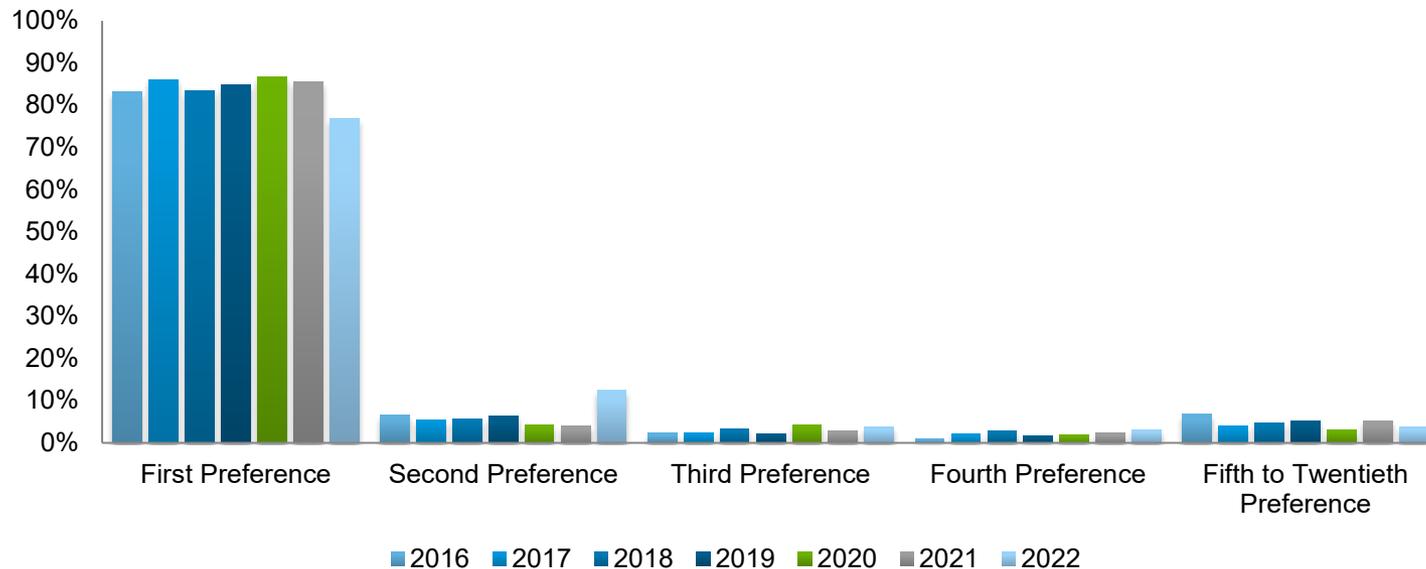
Matched Per Category



ACE RMO Intake Data

Matched Applicants Preference Results

Matched to Preference



ACE & Employer Webinars



ACE RMO Employer Webinar Schedule 2024 (April – May) TBC early 2024

Day 1		Day 2		Day 3	
Bay of Plenty (Tauranga)		Taranaki (New Plymouth)		Mid-Central (Palmerston North)	
South Canterbury (Timaru)		Hawkes Bay (Hastings)		Auckland Regional	
Wairau		Tairāwhiti (Gisborne)		Canterbury (Christchurch)	
Lakes (Rotorua)		Whanganui		Capital Coast (Wellington)	
Dunedin		Nelson		Waikato	
Bay of Plenty (Whakatāne)		Southland		Northland	

Pātai?

For any questions from today's session please do check the following links:

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