



# ACE Nursing Student Presentation 2024

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# ACE Nursing Presentation

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# What is ACE?

- ACE is the only way to apply for a HWNZ funded Nurse Entry to Practice (NETP) or New Entry to Specialty Practice (NESP) graduate training programme in NZ
- You can apply to both the NETP and NESP programme through the ACE process
- The ACE Process is not the only way to apply for a Registered Nursing position

# Eligibility Criteria

- Either be a New Zealand Citizen, Australian Citizen or hold a Permanent Resident Visa (Or Returning Resident Visa)
- You must have not practised as a New Zealand Registered Nurse continuously (full time 0.8FTE or more) for longer than six months before starting on the NETP programme. – Some situations will be acceptable.
- For full information please refer to the ACE Nursing website [nursing.acenz.net.nz](http://nursing.acenz.net.nz)





# End of Year 2024 Timeline

| Milestone   | Date  |
|---|---|
| ACE Nursing applications open                               | 9am Wednesday, 7 August                       |
| ACE Nursing applications close                              | 12pm (noon NZT) Tuesday, 3 September          |
| ACE assess complete applications                            | Wednesday, 4 September - Friday ,13 September |
| Employers interview, shortlist and rank applicants          | Monday, 16 September - Friday, 25 October     |
| Applicants must have all employer preference changes to ACE | 5pm, Friday 25 October                        |
| ACE Nursing national match                                  | Monday, 28 October - Friday, 1 November       |
| ACE Nursing match outcome notified                          | Wednesday, 20 November                        |
| ACE Nursing Talent Pool Released                            | Thursday, 21 November                         |

**State Final Examinations**  
**19 November**

# Overview of the ACE Process





# ACE Application Process

- Go to [nursing.acenz.net.nz](https://nursing.acenz.net.nz) to register
  - ✦ Resume & Cover Letters
  - ✦ Certified Personal Identification & Residency Documents
  - ✦ Certified/Verified Academic Transcripts
  - ✦ Select employer and practice setting preferences
  - ✦ Request references

# Documentation

## Certified Documents

- **NZ & AU Citizens:** The photo page of Passport **plus** New Zealand Tertiary Student Identification Card **or** New Zealand Driver's License
- **Permanent Resident Visa Holders:** The photo page of an Overseas Passport **plus** Permanent Resident Visa **plus** New Zealand Tertiary Student Identification Card **or** New Zealand Driver's License

# Resume & Cover Letter Preparation

- Ensure that your resumes and cover letters are clear, succinct and properly structured
- ACE Nursing resume & cover letter templates with instructions and advice are available for download online at the ACE Nursing website

# Selecting your Preferences

- Select up to **3 Employers**: Select minimum 1, maximum 3
- Choose **Practice Settings**: Select minimum 1, maximum 5
- You can apply to both **NETP and NESP** programmes through ACE

# Practice Settings List

- ✧ Aged Residential Care
- ✧ Assessment, Treatment & Rehabilitation
- ✧ Cardiac Care includes Coronary Care Units and Cardiothoracic
- ✧ District Nursing
- ✧ Disability Health
- ✧ Emergency & Trauma
- ✧ Health of Older People within the DHB
- ✧ Intensive Care and High Dependency
- ✧ Medical
- ✧ Mental Health and Addictions (**NESP**)
- ✧ Neonatal
- ✧ Oncology
- ✧ Paediatrics/ Child Health/ Youth Health
- ✧ Perioperative Care (Theatre)
- ✧ Primary Health Care Including Practice Nursing, GP Clinics, Accident & Medical Centres, Iwi Providers, Pacifica Providers, School Nursing, Well Child Tamariki Ora Providers, Plunket, NGO's Prisons, Defence and Hospice
- ✧ Public Health Nursing
- ✧ Rural Health
- ✧ Surgical
- ✧ Woman's Health

# Requesting References

- You must provide two references, from one Nurse Preceptor and one Clinical Tutor who supervised your final placement
- Make sure you ask your referees for permission BEFORE you send the ACE electronic reference request
- Make sure the email address for your referees are correct
- Your referee report and your application is only complete once both your referees have completed and submitted your reference to ACE
- Both referees MUST complete and submit their referee reports to ACE before **12pm (noon), Tuesday 3<sup>rd</sup> September 2024**

# Checklist Completed Application



|            |  |
|------------|--|
|            | CHANGE LOGIN DETAILS                     |
|            | YOUR PROFILE                             |
|            | YOUR APPLICATION<br>APP NUMBER: 54444216 |
| Check List |  |
|            | Eligibility for ACE Nursing              |
|            | Personal Details                         |
|            | Education                                |
|            | Declaration                              |
|            | Preferences                              |
|            | Documents                                |
|            | References                               |
|            | Workforce Questionnaire                  |
|            | Consent                                  |

**Check List**

You are currently editing the application for **Quentin Campbell** [cancel](#)  
**Username:** Quentin Campbell **Email:** nursing@acenz.net.nz

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### Mid-Year 2017 Nursing ACE Intake

Your Application is Complete

Application Number : 54444216

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.

|                             |   |
|-----------------------------|---|
| Eligibility for ACE Nursing | ✓ |
| Personal Details            | ✓ |
| Education                   | ✓ |
| Declaration                 | ✓ |
| Preferences                 | ✓ |
| Documents                   | ✓ |
| References                  | ✓ |
| Workforce Questionnaire     | ✓ |
| Consent                     | ✓ |



|            |   |
|------------|---|
|            | CHANGE LOGIN DETAILS                            |
|            | YOUR PROFILE                                    |
|            | <b>YOUR APPLICATION</b><br>APP NUMBER: 0A5D6058 |
| Check List |   |
|            | Eligibility for ACE Nursing                     |
|            | Personal Details                                |
|            | Education                                       |
|            | Declaration                                     |
|            | Preferences                                     |
|            | Documents                                       |
|            | References                                      |
|            | Workforce Questionnaire                         |
|            | Consent   |

Complete

Incomplete

# Common application mistakes

- Applying to the wrong portal i.e. EN not RN – Double check
- Entering contact details incorrectly – double check name & email address of both yourself and referee
- Not getting documents certified
- Indicating a scholarship on application but not providing proof of scholarship
- Requesting references late in the application process, the earlier the better!



# Applications Close

- Following the closure of the application portal ACE creates Excel spreadsheets for each employer listing all the applicants who ranked that employer as one of their preferred employers
  - Note that you will only be included in this spreadsheet if your application was complete at application close time of **12pm (noon), Tuesday 3<sup>rd</sup> September 2024**
- ACE then generates an assessment score for each candidate by assessing your application against the nationally agreed criteria and adds this score to the excel spreadsheets
- ACE then sends this spreadsheet to only the employers you have ranked as a preference
- Employers then review your application together with Primary Care, Aged Residential Care and Community Care facilities etc and create short lists based on their own local criteria and processes

# ACE Assessment Score

- Referee Scores Combined
  - Maximum weight score of **70%**
- Fitness to Practice
  - Maximum weight score of **10%**
- Verified Academic Transcript
  - Maximum weight score of **10%**
- Certified Bachelor of Nursing Scholarship
  - Maximum weight score of **10%**

# Interviews & Assessments

- Not everyone will be interviewed
- Employers use their own interview or assessment processes
- The ACE Consultant is not privy to the shortlist of applicants as this is an employer process
- Employers then send their selections & ranking of applicants back to ACE along with a confirmed number of positions that they have available

# ACE Match Algorithm

1. If you are ranked above the line by all 3 employers, you will be matched your 1st preferred employer. However, if your first preferred employer did not rank you above the line but your second preferred employer did, you'll get matched to your 2<sup>nd</sup> preferred employer.
2. The algorithm will not take into account your Practice Setting preferences
3. The algorithm will match NESP candidates to NESP positions first and then NETP candidates to NETP positions
4. Candidates can only be matched to 1 employer

# What Happens After the Match?

- **Not Initially Matched**
  - ✓ Receive notification email from ACE (9am morning)
  - ✓ Go into the **national talent pool** sent to all employers
  - ✓ If still eligible applicants can re-apply in next intake
- **Successfully Matched**
  - ✓ Receive notification email from ACE (9am morning)
  - ✓ Receive offer letter from employer (From 1pm afternoon)
  - ✓ Go back to employer with acceptance/decline

# ACE Information Sources



## ACE Nursing Website

<https://nursing.acenz.net.nz>



## ACE Nursing Facebook Page



## ACE Contact Centre (Mon – Fri)

☎ 0800 223 236

✉ [nursing@acenz.net.nz](mailto:nursing@acenz.net.nz)



## Kiwi Health Jobs Website

[www.kiwihealthjobs.com](http://www.kiwihealthjobs.com)



## Regional DHB Career Websites

# Any Questions?

ACE

advanced choice of employment



Good Luck!