



Biochemist Staff Grade – Point of Care
HSE Mid West, Acute Services
HSEMW217-26
Job Specification & Terms and Conditions

Job Title, Grade Code	Biochemist Bithcheimiceoir Biochemist (Grade Code: 3751)
Remuneration	The salary scale for the post is (as at 01/06/2025): €45,279; €46,959; €49,621; €50,887; €52,102; €55,049; €57,028; €59,053; €61,121; €63,201; €65,284; €67,386; €69,502; €71,640; €73,721; €75,148 LSI New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies.
Campaign Reference	HSEMW217-26
Closing Date	Friday 7 th August 2026 @ 5pm
Proposed Interview Date (s)	Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances.
Taking up Appointment	A start date will be indicated at job offer stage.
Location of Post	HSE Mid West FSS an Mheán-Iarthair There is currently one specific purpose whole-time vacancy available in the Point Of Care Department at University Hospital Limerick, Acute Services. A panel may be formed as a result of this campaign, from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled for the HSE Mid-West.
Informal Enquiries	We welcome enquiries about the role. Name: Marie Carr - Laboratory Manager, HSE Mid-West Acute Services Telephone: 061-482244 Email: marie.carr@hse.ie Name: Cliona Cleary, Senior Scientist, Point of Care, HSE Mid-West Acute Services Telephone: 061 588719 Email: cliona.cleary@hse.ie <u>For enquiries relating to the recruitment process.</u> Contact UHLRecruitment@hse.ie for enquiries relating to the recruitment process.
Reasonable Accommodation	Candidates who require a Reasonable Accommodation/s to support their participation, at any stage, in the recruitment and selection process, should email Recruitment Lead / Campaign Lead email address: sarah.relihan@hse.ie
Details of Service	HSE Mid West



	The newly established HSE Mid-West Health Region will manage and deliver all public Health and social care services for Limerick, Clare and North Tipperary serving a population of over 413,059 people. The redesign of services will allow new pathways to be developed between acute hospitals, community services, primary care, health & wellbeing and voluntary sectors to develop more integrated, patient-centred care. HSE Mid-West Includes all hospital, community healthcare and public health services in the region. This includes: HSE Mid West Acute Services consisting of: • University Hospital Limerick • University Maternity Hospital Limerick • Ennis Hospital • Nenagh Hospital • Croom Hospital • St John's Hospital (voluntary) The Laboratory service based at University Hospital Limerick provides a Point of Care Testing (POCT) service in UL Hospitals. The Laboratory works closely with the regional services based at Croom, University Maternity Hospital Limerick, Ennis, Nenagh and St. John's Hospitals. The Point of Care Manager is supported by a team of Medical Scientists and Biochemists.
Reporting Relationship	The post will report to the POCT Manager and other nominated scientist, with overall responsibility to the Laboratory Manager and Consultants Head of Departments, Pathology Laboratory, HSE Mid West Acute Services. The post holder work closely with • Consultant Heads of Department • Laboratory Manager • Chief medical scientists • Laboratory quality manger • Clinical user groups • Nursing staff • Medical staff
Purpose of the Post	The post holder will be responsible for the delivery of POCT services in UL hospitals with the ultimate aim of achieving compliance with ISO15189 standards.
Principal Duties and Responsibilities	The Biochemist Staff Grade – Point of Care will, in cooperation with the Point of Care team, Consultant Heads of Department and Laboratory Manager • Provide frontline support and advice on all aspects of POCT use • Prepare documentation relating to operation and maintenance of POCT devices • Manage the appropriate IQC and EQA schemes • Participate in the verification of new POCT devices and consumables in accordance with the laboratory protocols and standards. • Ensure effective liaison with POCT device suppliers • Certify trained operators and maintain register of trained personnel, thus ensuring that only trained operators use POCT analysers and test devices. • Maintenance of POCT IT systems • Perform all activities related to Reagent and Stock Management



- Investigate and troubleshoot instrumentation failure and liaise with ULHG and provider IT professional in trouble shooting of software/interface issues and/or failure.
- Interpretation and verification of patient results, including discussion of abnormal results with senior laboratory and medical staff as required.
- To provide advice to clinical staff on test issues, tests interpretation and appropriate collection/samples requirements.
- Extract and analyser audit data and present result at departmental and NPT steering group meetings.
- Perform to the highest professional standards and participate in implementing a service that supports the clinical needs of patients and is consistent with the mission, vision, values and strategic plan of the HSE
- Demonstrate behaviour consistent with the values of the profession of Basic Grade Biochemist.
- Participate in the implementation of operational processes to standards of best practice in order to optimise use of resources
- Liaise with other health care professionals as appropriate
- Be responsible for the quality of their work and carry out their duties in accordance with laboratory and hospital policy
- Actively participate in quality management programmes which are patient centred and which measure, audit performance and client satisfaction
- Perform assigned work to the highest professional standard in accordance with ISO 15189 and laboratory SOPs
- Ensure that procedures are carried out in compliance with international and national guidelines and actively participate in internal and external quality control and quality assurance
- Report all anomalies, near misses, non-conformances, incorrect results immediately to appropriate senior staff
- Assist in investigating and closing non-conformances and service user complaints
- Ensure all policies in relation to record keeping are followed
- Observe the strictest confidence when dealing with all aspects of patient or hospital information
- Participate and co-operate in research and development projects
- Carry out the Major Emergency Plan for isolated incidents of multiple trauma as required or requested by hospital policy.

The chosen candidate will: -

- Perform routine and specialised work to the highest professional standards, as determined by the Laboratory Management Team.
- Be responsible for the quality of their work and carry out their duties in accordance with Hospital policy.



- Observe the strictest confidence when dealing with all aspects of patient or Hospital information.
- Health & Safety Hygiene Services, Infection Control and Risk Management**
- Implement agreed policies, procedures and safe professional practice and adhere to relevant legislation, regulations and standards.
 - Work in a safe manner with due care and attention to the safety of self, patient and others.
 - Be aware of risk management issues, identify risks and take appropriate action; report any adverse incidents or near misses.
 - Assist and cooperate with senior staff in procedures aimed at accident prevention in the Laboratory.
 - Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.
 - Report any malfunctions or defects in equipment or any such suspicions immediately to the Senior Medical Scientist / Chief Medical Scientist.
 - Have a working knowledge of HIQA Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
 - Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.
- Education & Training**
- Participate in mandatory training programmes
 - Take responsibility for, and keep up to date with current practice by participating in Continuing Professional Development (CPD)
 - Maintain an up-to-date personal training / retraining record in accordance with Laboratory policy
 - Engage in performance review processes including personal development planning as per Laboratory policy
 - Facilitate arrangements in the Laboratory area for educating and training scientific, medical personnel and others as appropriate
 - Co-operate fully with the implementation of new procedures, technologies and IT systems
- Administrative**
- Actively participate in the improvement and development of services by liaising with POCT Manager and Laboratory Manager
 - Be familiar with and duly implement all documented procedures and policies
 - Participate as required in the registration, custody and stock monitoring of materials held in the laboratory
 - Participate in the provision of appropriate statistical and management information



	• Make the most effective use of information technology for both patient care and administrative support • Represent the department at meetings and conferences as designated • Promote a culture that values diversity and respect in the workplace • Keep up to date with organisational developments within the Irish Health Service The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.
Eligibility Criteria Qualifications and/ or experience	1. <u>Statutory Registration, Professional Qualifications, Experience, etc</u> Eligible applicants will be those who on the closing date for the competition: (i) (a) Possess a BSc (Hons)/BA (Mod) in a subject area related to clinical biochemistry/laboratory medicine and diagnostics. (See recognised qualifications* below). https://careerhub.hse.ie/pathways_biochemist/hse-recognised-qualifications-biochemist/ OR (ii) (a) Have obtained before March 2018, a degree in which Biochemistry was taken as a subject in the final examination, or equivalent. and (b) Be currently employed as a Biochemist in the Irish Health System. (iii) Candidates must possess the requisite knowledge and ability, including a high standard of suitability for the proper discharge of the duties of the office. 2. <u>Health</u> Candidates for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service. 3. <u>Character</u> Candidates for and any person holding the office must be of good character.
Post-Specific Requirements	Demonstrate depth and breadth of post qualification experience in a clinical laboratory and point of care testing as relevant to the role.
Additional eligibility requirements:	<u>Citizenship Requirements</u> Eligible candidates must be: (i) EEA, Swiss, or British citizens OR (ii) Non-European Economic Area citizens with permission to reside and work in the State



	Read Appendix 2 of the Additional Campaign Information for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status. To qualify, candidates must be eligible by the closing date of the campaign. Read more about Department of Enterprise, Trade & Employment Work Permits.
Skills, competencies and/or knowledge	<u>Professional Knowledge</u> • Demonstrate evidence of theoretical and practical knowledge of the relevant laboratory discipline • Demonstrate Up-to-date knowledge of best practice in delivering a Quality Laboratory Service and awareness of the requirements of ISO 15189 • Demonstrate evidence of computer skills and a willingness to develop IT skills relevant to the role • Demonstrate commitment to continuing professional development • Demonstrate an awareness of the safety requirements in a clinical laboratory <u>Communications Skills</u> • Demonstrate effective communication skills including the ability to present information in a clear and concise manner <u>Team Skills</u> • Demonstrate effective team and interpersonal skills <u>Planning & Organising Skills</u> • Demonstrate evidence of effective planning and organising skills • Demonstrate the ability to manage self in a busy working environment <u>Problem Solving and Decision Making</u> • Demonstrate the ability to evaluate information, solve problems and make effective decisions. • Demonstrate the ability to identify and resolve system failures and anomalies <u>Commitment to providing a quality service:</u> • Demonstrate a strong commitment to the provision of a quality service • Demonstrate flexibility and openness to change • Demonstrate motivation and an innovative approach to job and service developments. • Demonstrate awareness of the service user and the patient •



Campaign Specific Selection Process Ranking/Shortlisting / Interview	A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements. Failure to include information regarding these requirements may result in you not progressing to the next stage of the selection process. Those successful at the ranking stage of this process, where applied, will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.
Diversity, Equality and Inclusion	The HSE is an equal opportunities employer. Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience. The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated. The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long-term health condition. Read more about the HSE's commitment to Diversity, Equality and Inclusion
Code of Practice	The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The CPSA is responsible for establishing the principles to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process. Read the CPSA Code of Practice.
The reform programme outlined for the health services may impact on this role, and as structures change the Job Specification may be reviewed. This Job Specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.	



Biochemist Staff Grade – Point of Care

Terms and Conditions of Employment

Tenure	The current vacancy available is specific purpose and whole time. The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at “expression of interest” stage. Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointments) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013.
Working Week	The standard weekly working hours of attendance for your grade are 35 hours per week. Your normal weekly working hours are 35 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent. You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars.
Annual Leave	The annual leave associated with the post will be confirmed at Contracting stage.
Superannuation	This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004
Age	The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants. * <u>Public Servants not affected by this legislation:</u> Public servants joining the public service or re-joining the public service with a 26 week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age. Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70.
Probation	Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71.
Protection of Children Guidance and Legislation	The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies. All Mandated Persons under the Children First Act 2015, within the HSE, are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act, 1998.



	Mandated Persons such as line managers, doctors, nurses, physiotherapists, occupational therapists, speech and language therapists, social workers, social care workers, and emergency technicians have additional responsibilities. You should check if you are a Mandated Person and be familiar with the related roles and legal responsibilities. Visit HSE Children First for further information, guidance and resources.
Infection Control	Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role.
Health & Safety	It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS). Key responsibilities include: • Developing a SSSS for the department/service¹, as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. • Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. • Consulting and communicating with staff and safety representatives on OSH matters. • Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. • Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures². • Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. • Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example. Note: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.

¹A template SSSS and guidelines are available on [writing your site or service safety statement](#).

² Structures and processes for effective [incident management](#) and review of incidents.