



**Clinical Nurse Specialist - Cardiology Integrated Care**  
**Altra Cliniciúil Speisialtóir - Cúram Comhtháite Cairdeolaíochta**  
**HSE Dublin & South East**  
**Job Specification, Terms and Conditions**

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| <b>Job Title, Grade, Grade Code</b> | <b>Clinical Nurse Specialist (CNS) Cardiology – Integrated Care</b><br><br>(Grade Code: 2628)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Remuneration</b>                 | The salary scale for the post as at 01/06/2026 is:<br>€62,699, €63,737, €64,615, €66,048, €67,633, €69,189, €70,745, €72,497, €74,123, €76,921<br><b>€79,227 LSI</b><br><br>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Competition Reference</b>        | <b>DSE612026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Closing Date</b>                 | <b>Tuesday 15<sup>th</sup> September 2026 no later than 12 noon</b><br><br><i>We recommend that candidates submit their application a minimum of 1 hour before the closing date and time to ensure their application form has been uploaded successfully to Rezoomo. Applications will not be accepted after this date and time, no exceptions will be made.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Proposed Interview Date</b>      | Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Taking up Appointment</b>        | A start date will be indicated at job offer stage.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Location of Post</b>             | <b>FSS Bhaile Átha Cliath agus an Oirdheiscirt</b><br>Bhaile Átha Cliath Theas, Chill Mhantain, Cheatharlach, Chill Chainnigh Thiobraid Árann Theas, Phort Láirge agus Loch Garman<br><br><b>HSE Dublin &amp; South</b><br>East South Dublin, Wicklow, Carlow, Kilkenny, South Tipperary, Waterford and Wexford<br><br>There is currently one permanent part-time post available in the RHA HSE Dublin & South.<br><br>The commitment for this post will be for 30 hours per week to work within South Tipperary Chronic Disease Community Specialist Service and aligned hospital Tipperary University Hospital.<br><br>In line with the Model of Care, 80% of the CNS role will involve working with MDTs including General Practitioners (GP's) in the Chronic Disease Community Specialist Service, and 20% of CNS role will involve working with the IC Cardiology Consultant in the Chronic Disease Community Specialist Service and/or in Secondary Care OPD. There will be a strong focus on service integration and team-working.<br><br>A panel may be formed as a result of this campaign for Clinical Nurse Specialist Cardiology - Integrated Care from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled for HSE Dublin and South East.<br><br>All applicants will be given the opportunity, at the time of application, to indicate an IHA |

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|                                  | <p>preference area.</p> <ul style="list-style-type: none"> <li>• HSE Carlow Kilkenny and Tipperary South</li> <li>• HSE Waterford Wexford</li> <li>• HSE Dublin South and Wicklow</li> </ul> <p>Candidates successful at interview will be placed on the regional panel in order of merit.</p> <p>Where vacancies arise, posts will be expressed to the panel as follows:</p> <ol style="list-style-type: none"> <li>1. <b><u>IHA Preference Area</u></b><br/>Vacancies will initially be expressed to candidates who have selected the IHA preference area in which the vacancy arises, in order of merit.</li> <li>2. <b><u>Regional Panel</u></b><br/>Where a vacancy remains unfilled, an expression of interest will then be issued to the full regional panel, in order of merit, regardless of IHA preference</li> </ol> <p><b>Please note that the preference area cannot be changed once the application has been submitted.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Informal Enquiries</b>        | <p>We welcome enquiries about the role.</p> <p>Kate O' Connor, Operational Team Lead<br/>South Tipperary Chronic Disease Specialist Community Services<br/>Tel: 087 1143359.<br/>Email: <a href="mailto:Kate.OConnor1@hse.ie">Kate.OConnor1@hse.ie</a></p> <p>Pamela Lonergan, Assistant Director of Public Health Nursing, St Lukes Campus<br/>HSE Carlow Kilkenny and Tipperary South<br/>Tel: 052 6177143.<br/>Email: <a href="mailto:pamela.lonergan@hse.ie">pamela.lonergan@hse.ie</a></p> <p>For enquiries relating to the recruitment process, please contact:<br/>Surbhi Sharma, Recruitment Lead<br/>Email: <a href="mailto:Surbhi.sharma@hse.ie">Surbhi.sharma@hse.ie</a></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Reasonable Accommodations</b> | <p>Candidates who require a Reasonable Accommodation/s to support their participation, at any stage, in the recruitment and selection process, should email the Dublin and Southeast Recruitment Team, <a href="mailto:DSECampaigns@hse.ie">DSECampaigns@hse.ie</a></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Details of Service</b>        | <p>In line with Sláintecare (2017) and the Department of Health's Capacity review (2018), a shift in healthcare service provision is now required to place the focus on integrated, person-centred care, based as close to home as possible. In order to enable this, the Integrated Care Programme for the Prevention and Management of Chronic Disease (ICPCD) is supporting the national implementation of a model of integrated care for the prevention and management of chronic disease as part of the Enhanced Community Care Programme (ECC). The Model of Care for the Integrated Prevention and Management of Chronic Disease has a particular focus on preventive healthcare, early intervention and the provision of supports to live well with chronic disease.</p> <p>The investment in the ECC programme will be delivered on a phased basis with a view to national coverage being achieved within a two- to three- year period. Three priority areas have been identified as follows:</p> <ol style="list-style-type: none"> <li>1. Structural reform of healthcare delivery within the community with Community Health Networks (CHNs) becoming the basic building blocks for the organisation, management and delivery of community services across the country;</li> <li>2. Creating Chronic Disease Community Specialist Services within the community to support primary care management of chronic disease and older people with complex needs; and,</li> </ol> |

3. Scaling Integrated Care for Older People and Chronic Disease through the recruitment of specialist integrated care teams including Frailty at the Front Door Teams.

The focus is on providing an end-to-end pathway that will reduce admissions to acute hospitals by providing access to diagnostics and specialist services in the Chronic Disease Community Specialist Services in a timely manner. For service users who require hospital admission, the emphasis is on minimising the hospital length of stay, with the provision of post-discharge follow up and support for people in the community and in their own homes, where required. A shared local governance structure across the local acute hospitals and the associated CHO will ensure the development of a fully integrated service and end-to-end pathway for individuals living with chronic disease.

The ECC Programme is underpinned by a set of key principles including:

- Eighty percent of services delivered in Primary Care are through the GP and CHNs;
- Identifying and building health needs assessments at a CHN level (approximate population of 50,000) based on a population stratification approach to include identification of people with chronic disease and frequent service users, thereby ensuring the right people get the right service based on the complexity of their health care needs;
- Utilisation of a whole system approach to integrating care based on person centred models, while promoting self-care in the community;
- The Older Persons and Chronic Disease Service Models set out an end to end service architecture for the identification and management of frail older adults with complex care needs and people living with chronic disease;
- Learning from, and delivering services, based on best practice models and the extensive work of the integrated care clinical programmes to date, particularly in the areas of Older Persons and Chronic Disease;
- Embed preventive approach to chronic disease into all services;
- Availability of a timely response to early presentations of identified conditions and the ability to manage appropriate levels of complexity related to same in the community;
- Resources applied intensively in a targeted manner to a defined population, implementing best practice models of care to demonstrate the delivery of specific outcomes and sustainable services; and,
- The need to frontload investment, coupled with reform to strengthen community services.

Chronic Disease Community Specialist Services are sites identified outside of the hospital setting that will provide access to specialist services within the community. Each Chronic Disease Community Specialist Services will be affiliated with a local hospital and will serve a population of approximately 150,000 and will focus primarily on the prevention and management of chronic diseases. These Chronic Disease Community Specialist Services will be established to support the provision of care closer to home and to facilitate ready access to diagnostics, specialist services and specialist opinions in order to enhance the delivery of individual-centred care, support early intervention and avoid hospital admission, where possible.

Each site will develop a suite of pathways that provide access to the Chronic Disease Community Specialist Services and to diagnostics including ECHO and NTProBNP testing, radiology and laboratory testing. The integrated care services will receive clinical governance from dedicated Specialist Consultants to ensure the provision of the right care, in the right place, at the right time.

The Integrated Cardiology Service will support:

- A holistic, multidisciplinary approach to the care of individuals with chronic cardiovascular disease
- Provision of a reformed outpatient service that utilises telehealth and other ICT measures to facilitate a more effective and efficient delivery of care

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|                                                                | <ul style="list-style-type: none"> <li>• Reduced waiting times for services for hospital-based outpatient services</li> <li>• Timely access to specialist services and specialist opinion for service users with cardiovascular disease in the community</li> <li>• Early intervention pathways/ rapid access clinics for acute, chronic or newly presenting cardiovascular conditions</li> <li>• Development of pathways for the management of chronic cardiovascular disease</li> <li>• The early assessment and implementation of pathways that will support GP-led primary care, efficient discharge back to the community where appropriate and reduce the need for repeated hospital-based outpatient reviews</li> <li>• Provision of oversight and implementation of self-management support services for chronic cardiovascular disease, including cardiac rehabilitation</li> <li>• Facilitating access and reporting of non-invasive cardiology testing e.g. ECHO and NTProBNP testing for GPs</li> <li>• Providing improved integration of early discharge, outreach and potential admission avoidance programmes</li> </ul> <p>The report <i>Preventing Chronic Disease: Defining the Problem</i> (2014) outlines the impact of known risk factors of chronic diseases on the health of our population. The application of specialty focused knowledge and skills of the CNS (Cardiology – Integrated Care), can fulfil a number of these principles including better integrated care across institutional boundaries, disease prevention and the requirement to support and strengthen self-care in collaboration with the multidisciplinary team (MDT).</p> <p>The role of the CNS Cardiology - Integrated Care will differ according to the needs and configuration of established cardiology services at each site. The purpose of this Clinical Nurse Specialist, Cardiology - Integrated Care post is to provide expertise and specialist nursing services to service users with a cardiovascular condition both in the hospital outpatient settings and in primary care. The post holder will liaise between integrated cardiology services in the community and acute cardiology services along with other agencies to deliver effective evidenced based care. They will use resources efficiently to achieve the best possible outcomes in keeping with the ICP CD model of care and HIQA standards.</p> <p>The person appointed to this post will work in newly formed Cardiology Integrated Care services. The post holder will work as part of a multidisciplinary team delivering coordinated evidence based care for service users in primary care whilst liaising closely with secondary care. The CNS will deliver nurse-led clinics to provide support to service users and their GPs in creating care management plans, assisting with diagnosis development and will provide education to service users and staff.</p> |
| <b>Reporting Relationship</b>                                  | <ul style="list-style-type: none"> <li>• Reports to the Operational Team Lead South Tipperary Community Specialist Service on operational and administrative matters.</li> <li>• The professional reporting relationship is to the Director of Public Health Nursing (DPHN) or designated Nursing Manager.</li> <li>• The clinical reporting relationship is to the IC Consultant Cardiologist</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Key Working Relationships to include but not limited to</b> | <p>The CNS Cardiology – Integrated Care will work collaboratively with a wide range of internal and external stakeholders to support the delivery of high-quality, person-centred cardiology services across community and acute care settings. This includes close working with the Integrated Care Consultant Cardiologist, IC Cardiology ANP, CNS, cardiology nursing staff, and psychology services within Community Specialist Services, as well as the cardiac diagnostics team, cardiologists and cardiac nursing colleagues in Tipperary University Hospital. The role involves engagement with the respiratory and diabetes multidisciplinary chronic disease community specialist teams, General Practitioners, Community Healthcare Network Managers and nursing management across community and secondary care, collaboration with relevant national programmes and professional bodies, and active partnership with service users, families and carers to support informed decision-making and positive care experiences.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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| <b>Purpose of the Post</b>                   | <p>The CNS Cardiology - Integrated Care post holder will deliver care in line with the five core concepts of the role set out in the Framework for the Establishment of Clinical Nurse/Midwife Specialist Posts, 4th edition, National Council for the Professional Development of Nursing and Midwifery (NCNM) 2008.</p> <p><b>Caseload</b><br/>The CNS Cardiology - Integrated Care will focus initially on the following service user groups aged 16 years and over:</p> <ul style="list-style-type: none"> <li>• At high risk of developing cardiovascular disease</li> <li>• Heart Failure</li> <li>• Atrial Fibrillation</li> <li>• Ischaemic Heart Disease</li> </ul> <p>The concepts are:</p> <ul style="list-style-type: none"> <li>• Clinical Focus (Direct and Indirect Care)</li> <li>• Service user/client Advocacy</li> <li>• Education and Training</li> <li>• Audit and Research</li> <li>• Consultancy (including leadership in clinical practice)</li> </ul> <p>In line with the Model of Care, 80% of the CNS role will involve working with MDTs including General Practitioners (GP's) in the Chronic Disease Community Specialist Service, and 20% of CNS role will involve working with the Cardiology Consultant in the Chronic Disease Community Specialist Service and/or in Secondary Care OPD. There will be a strong focus on service integration and team-working.</p> <p>In order to ensure continuity of service to service users the CNS may be required to rotate/cover other parts of the integrated cardiology service such as Cardiac Rehabilitation. This will also promote service integration and enhance skillset development. It will be dependent on identified service needs at each site. If deemed appropriate, site rotation should occur within the first 3-6 months of taking up the post.</p>                                                                           |
| <b>Principal Duties and responsibilities</b> | <p><b>Clinical Focus</b><br/>The CNS Cardiology - Integrated Care will have a strong service user focus whereby the specialty defines itself as nursing and subscribes to the overall purpose, functions and ethical standards of nursing. The clinical practice role may be divided into direct and indirect care. Direct care comprises the assessment, planning, delivery and evaluation of care to the service user, family and/or carer. Indirect care relates to activities that influence others in their provision of direct care. The CNS will work in conjunction with other team members in co-ordinating and developing the Integrated Care service to meet the needs of the population it serves in line with the objectives of the organisation.</p> <p><b>Direct Care</b><br/>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Provide a specialist nursing service for service users with cardiovascular disease that incorporates evidence based knowledge, investigative and analytical skills and specialist assessment techniques to triage comprehensively assess and manage a range of complex presentations. This includes physical, psychological, social and spiritual element of care using evidence based practice.</li> <li>• Use the outcomes of the service user assessment to develop and implement plans of care/case management in conjunction with the GP/Consultant/MDT and the service user, family and/or carer as appropriate.</li> <li>• Monitor and evaluate the service user's response to treatment and amend the plan of care accordingly in conjunction with the GP/Consultant/MDT and service user, family and/or carer as appropriate.</li> <li>• Make alterations in the management of service user's condition in collaboration with the GP/Consultant/MDT and the service user in line with agreed pathways, policies,</li> </ul> |

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|  | <p>protocols and guidelines (PPPG's).</p> <ul style="list-style-type: none"> <li>• Accept appropriate referrals from MDT colleagues.</li> <li>• Manage nurse led cardiology clinics with GP/Specialist input</li> <li>• Evaluate clinical problems using objective measurement tools</li> <li>• In conjunction with other team members, co-ordinate investigations, therapies and service user follow-up in secondary or primary care as appropriate.</li> <li>• In collaboration with clinical, nursing and MDT colleagues, establish and utilise an agreed direct pathway for service users who may present/become clinically unwell at time of attending/engaging with the service.</li> <li>• In collaboration with the GP and Consultant, co-ordinate investigations, treatment therapies and service user follow-up and referrals as required.</li> <li>• Communicate with service users, family and /or carer as appropriate, to assess service users' needs and provide relevant support, information, education, advice and counselling as required.</li> <li>• Work collaboratively with MDT colleagues across Primary and Secondary Care to provide a seamless service delivery to the service user, family and/or carer as appropriate.</li> <li>• Participate in medication reconciliation taking cognisance of poly-pharmacy and support medical and pharmacy staff with medication reviews and medication management.</li> <li>• Identify health promotion priorities for the service user, family and/or carer and support the individuals' self-care in line with best evidence and using the principles laid out by MECC (Make Every Contact Count). This will include the provision educational and health promotion material which is comprehensive, easy to understand and meets service users' needs</li> <li>• Assess the service users understanding of treatment proposals, gain informed consent and have the capacity to work within a legal framework with service users who lack capacity to consent to treatment.</li> <li>• Communicate with service users, families and friends, assess needs and provide relevant support, information, education, advice and counselling when and where necessary.</li> </ul> <p><b>Indirect Care</b></p> <p>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Identify and agree appropriate referral pathways for service users with cardiovascular disease</li> <li>• Participate in case review with MDT colleagues</li> <li>• Use a case management approach to service users with complex needs in collaboration with MDT in both Primary and Secondary Care</li> <li>• Take a proactive role in the formulation and provision of evidence based PPPGs relating to Integrated Care and related care pathways.</li> <li>• Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways, individual care plans and shared care arrangements through regular collaboration/meetings with cardiology nurses locally and nationally.</li> <li>• Manage clinical risk within own clinical caseload, to have up to date knowledge of indications, contraindications and precautions for any treatment skills and techniques selected and applied throughout an individual course of treatment.</li> <li>• Arrange referrals to other appropriate specialist services as deemed necessary</li> <li>• Refer for further clinical psychological evaluation if felt necessary or requested by the service user and/or their family.</li> <li>• Effectively manage time and caseload in order to meet the needs of an evolving service</li> <li>• Work closely with colleagues across services in order to provide a seamless integrated care service for the service user</li> <li>• Identify and utilise professional and voluntary resources and facilities at local and national level by direct and indirect referral</li> <li>• Refer to relevant services to assist with procurement of domiciliary equipment and therapies that may be required by the service user</li> </ul> |
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|  | <ul style="list-style-type: none"> <li>• Participate in the Departmental Clinical Governance processes, working in partnership with the Head of Departments, DPHN/DON ADON/CNM 3, Operational Lead, Clinical Governance lead and local cardiology governance groups.</li> <li>• Ensure that effective clinical governance procedures are maintained and evolve according to defined needs and demands in cardiology care.</li> <li>• Maintain professional standards including service user and data confidentiality in line with HSE policy.</li> <li>• Develop and implement strategies as part of the Integrated Cardiology Care Team for delivering effective care within a changing environment using IT and alternative delivery strategies as needed.</li> <li>• Take a lead role in ensuring the nursing service for service user with the cardiovascular condition, outlined in caseload above, is in line with best practice guidelines and the Safer Better Healthcare Standards (HIQA, 2012).</li> </ul> <p><b>Service User/Client Advocate</b><br/>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Communicate, negotiate and represent service user's family and /or carer values and decisions in relation to their condition in collaboration with GP/Consultant/MDT colleagues in both Primary and Secondary Care as appropriate</li> <li>• Develop and support the concept of advocacy, particularly in relation to service user participation in decision making, thereby enabling informed choice of treatment options</li> <li>• Respect and maintain the privacy, dignity and confidentiality of the service user, family and/or carer</li> <li>• Establish, maintain and improve procedures for collaboration and cooperation between Acute Services, Primary Care and Voluntary Organisations</li> <li>• Proactively challenge any interaction which fails to deliver a quality service to service users.</li> <li>• Participate in meetings as a service user and service representative when requested to advocate and support the development of services/staff in cardiology care</li> <li>• Support the development of local service user advocacy groups pertinent to specialty</li> <li>• Provide and advocate for appropriate assessments, supports and strategies for service users with disease related changes and difficulties.</li> </ul> <p><b>Education &amp; Training:</b><br/>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Maintain clinical competence in service user management within cardiology nursing, keeping up-to-date with relevant research to ensure the implementation of evidence based practice.</li> <li>• Provide the service user, family and/or carer with appropriate information and other supportive interventions to increase their knowledge, skill and confidence in managing their cardiovascular conditions.</li> <li>• Contribute to the design, development and implementation of education programmes and resources for the service user, family and/or carer in relation to cardiovascular disease thus empowering them to manage their own condition independently and autonomously.</li> <li>• Provide mentorship and preceptorship for nursing colleagues as appropriate.</li> <li>• Participate in training programmes for nursing, MDT colleagues and key stakeholders as appropriate.</li> <li>• Create exchange of learning opportunities within the MDT in relation to evidence based cardiovascular care delivery through journal clubs, conferences etc.</li> <li>• Develop and maintain links with Regional Centres for Nursing &amp; Midwifery Education (RCNMEs), the Nursing and Midwifery Planning and Development Units (NMPDUs) and relevant third level Higher Education Institutes (HEIs) in the design, development and delivery of educational programmes in cardiovascular care.</li> </ul> |
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|  | <ul style="list-style-type: none"> <li>• Develop and deliver education and training programmes for the wider primary and secondary care MDTs as requested or deemed necessary</li> <li>• In tandem with the line management structure, be responsible for addressing own continuing professional development (CPD) needs to maintain competencies required for the role.</li> <li>• Use agreed protected time for research, education and professional development.</li> <li>• In collaboration with the line manager, use the Professional Development Planning (PDP) Framework for Nurses and Midwives to plan and self-assess additional CPD needs.</li> </ul> <p><b>Audit &amp; Research:</b><br/>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Establish and maintain a register of service user with cardiovascular conditions within the CNS Caseload.</li> <li>• Maintain a record of clinically relevant data aligned to National Key Performance Indicators (KPI's) as directed and advised by the DPHN/DoN/Services in conjunction with the senior clinical decision maker.</li> <li>• Provide annual reports/updates on service user numbers and activity levels as required for service planning.</li> <li>• Identify, initiate and conduct nursing and collaborative MDT audit and research projects relevant to the area of practice.</li> <li>• Identify, critically analyse, disseminate and integrate best evidence relating to cardiovascular care into practice.</li> <li>• Contribute to nursing research on all aspects of cardiology nursing care.</li> <li>• Use the outcomes of audit to inform service provision and the need for change.</li> <li>• Contribute to service planning and budgetary processes through use of audit data and specialist knowledge.</li> <li>• Monitor, access, utilise and disseminate current relevant research to advise and ensure the provision of informed evidence based practice.</li> <li>• Contribute to the examination of service users and staff experiences when engaging with Cardiology service to include Cardiac Rehabilitation and other relevant Integrated services</li> <li>• Assures all service user evaluations are performed and results communicated to the appropriate stakeholders.</li> <li>• Represent the department/ team at local, national and international meetings and conferences as appropriate.</li> </ul> <p><b><u>Audit expected outcomes including:</u></b></p> <ul style="list-style-type: none"> <li>• Collate data (agreed KPIs/clinical targets) which will provide evidence of the effectiveness of the CNS interventions. Refer to National KPIs associated with the specialty. KPI's should have a clinical nursing focus as well as a breakdown of activity – service users seen and treated.</li> <li>• Evaluate nursing audit results and research findings to identify areas for quality improvement in collaboration with nursing management and MDT colleagues (Primary and Secondary Care).</li> </ul> <p><b>Consultant (including leadership in clinical practice)</b><br/>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Provide leadership in clinical practice and act as a resource and role model to primary care staff in the area of cardiology practice.</li> <li>• Generate and contribute to the development of clinical standards and guidelines and support implementation.</li> <li>• Use specialist knowledge in cardiology care to support and enhance generalist nursing practice and own clinical/professional practice.</li> </ul> |
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|                            | <ul style="list-style-type: none"> <li>• Develop collaborative working relationships with local cardiology cCNS/CNSs/ Registered and Candidate Advanced Nurse Practitioners and Registered Advanced Nurse Practitioners/ GPs/ Consultants/ MDT colleagues as appropriate, developing person centred care pathways to promote the integrated model of care delivery.</li> <li>• With the support of the DPHN/Operational Lead and other key stakeholders attend integrated care planning meetings as required.</li> <li>• Develop and maintain relationships with specialist services in Voluntary Organisations which support service users in the community.</li> <li>• Liaise with other health service providers in the development and on-going delivery of the ICP CD model of care.</li> <li>• Network with other CNSs in cardiology care and in related professional associations.</li> <li>• Support the development of local disease specific service user support groups by acting as a specialist resource and point of contact for educational elements as needed.</li> <li>• Liaise with other chronic disease specialist teams (Diabetes and Respiratory) to discuss joint management/assessment needs of service users as necessary.</li> <li>• Be required to lead out on elements of nursing as a representative for cardiology integrated care.</li> <li>• Liaise with other health service providers in the development and on-going delivery of the National Heart Programme and Integrated Care Programme for the Prevention and Management of Chronic Disease model of care.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Health &amp; Safety</b> | <p>These duties must be performed in accordance with local organisational and the HSE health and safety policies. In carrying out these duties the employee must ensure that effective safety procedures are in place to comply with the Health, Safety and Welfare at Work Act (2005). Staff must carry out their duties in a safe and responsible manner in line with the local policy documents and as set out in the local safety statement, which must be read and understood.</p> <ul style="list-style-type: none"> <li>• Have a working knowledge of the 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.</li> <li>• To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.</li> </ul> <p><b>Quality, Risk and Safety Responsibilities</b><br/>It is the responsibility of all staff to:</p> <ul style="list-style-type: none"> <li>• Participate and cooperate with legislative and regulatory requirements with regard to quality, risk and safety</li> <li>• Participate and cooperate with local quality, risk and safety initiatives as required</li> <li>• Adequately identifies, assesses, manages and monitors risk within their area of responsibility</li> <li>• Participate and cooperate with internal and external evaluations of the organisation's structures, services and processes as required, including but not limited to, The National Hygiene Audit, National Decontamination Audit, Health and Safety Audits and other audits specified by the HSE or other regulatory authority</li> <li>• Initiate, support and implement nursing quality improvement initiatives in their area which are in keeping with local organisational quality, risk and safety requirement</li> <li>• Contribute specialist expertise to the development of PPPGs and safe professional practice and adhere to relevant legislation, regulations and standards</li> <li>• Comply with Health Service Executive (HSE) Complaints Policy</li> <li>• Respond immediately and appropriately to ensure the safety of any service user that you are aware has been put at risk</li> <li>• Ensure completion of incident/near miss forms and clinical risk reporting</li> <li>• Adhere to department policies in relation to the care and safety of any equipment supplied and used to carry out the responsibilities of the CNS in Cardiology I.C. care</li> </ul> |

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|                                   | <p><b><u>Specific Responsibility for Best Practice in Hygiene</u></b></p> <p>Hygiene is defined as: “The practice that serves to keep people and environments clean and prevent infection. It involves the study of preserving one’s health, preventing the spread of disease, and recognising, evaluating and controlling health hazards. In the healthcare setting it incorporates the following key areas: environment and facilities, hand hygiene, catering, management of laundry, waste and sharps, and equipment” (HIQA, 2008; P2)</p> <p>It is the responsibility of all staff to ensure compliance with local organisational hygiene standards, guidelines and practices.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Management/ Administration</b> | <p>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Provide an efficient, effective and high quality service, respecting the needs of each service user, family and/or carer</li> <li>• Effectively manage time and caseload in order to meet changing and developing service needs</li> <li>• Develop and monitor implementation of agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards.</li> <li>• Ensure the safety of self and others, and the maintenance of safe environments and equipment used in cardiovascular disease by assessing and managing risk in their assigned area(s) of responsibility.</li> <li>• Continually monitor the nursing service to ensure it reflects current service user and organisational needs</li> <li>• Implement and manage identified changes</li> <li>• Ensure that confidentiality in relation to service user records is maintained</li> <li>• Understand the need to represent the specialist nursing service at local, national and international fora as required</li> <li>• Contribute to the service planning process as appropriate and as directed by the DPHN/Director of Nursing/Line Manager.</li> <li>• Maintain accurate and contemporaneous records and data on all matters pertaining to the planning, management, delivery and evaluation of care and ensure that this service is in line with HSE requirements;</li> <li>• Promote a culture that values diversity and respect in the workplace</li> <li>• Participate in the control and ordering of stock and equipment</li> <li>• Keep up to date with organisational developments within the Irish health service</li> <li>• Engage in IT developments as they apply to clients and service administration</li> </ul> <p><b>To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.</b></p> <p><b>The above Job Description 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.</b></p> |
| <b>Eligibility Criteria</b>       | <p><b>Applicants must have at the latest date for receipt of completed applications for the post:</b></p> <p><b><u>Candidates must have at the latest date of application:</u></b></p> <p><b>1. <u>Professional Qualifications, Experience, etc</u></b></p> <p>i) Be a registered nurse/midwife on the active Register of Nurses and Midwives held by An Bord Altranais and Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be eligible to be so registered.</p> <p style="text-align: center;"><b>And</b></p> <p>ii) Be registered in the division(s) of the Nursing and Midwifery Board of Ireland (Bord</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

Altranais agus Cnáimhseachais na hÉireann) Register for which the application is being made or be entitled to be so registered.

**Or**

In exceptional circumstances, which will be assessed on a case by case basis be registered in another Division of the register of Nurses and Midwives.

**And**

(iii) Have a minimum of 1 years' post registration full time experience or an aggregate of 1 years' full time experience in the division of the register in which the application is being made (taking into account (ii) (iii) if relevant)

**And**

(iv) Have a minimum of 1 years' experience or an aggregate of 1 years' full time experience in specialist area of Cardiology Nursing Care

**And**

(v) Have successfully completed a post registration programme of study, as certified by the education provider which verifies that the applicant has achieved a Quality and Qualifications Ireland (QQI), National Framework of Qualifications (NFQ) major academic Level 9 or higher award that is relevant to the specialist area of care (equivalent to 60 ECTS or above), and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4<sup>th</sup> ed (2008).

Alternatively provide written evidence from the Higher Education Institute that they have achieved the number of ECTS credits equivalent to a Level 9 or higher standard, relevant to the specialist area of care (equivalent to 60 ECTS or above), and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4<sup>th</sup> ed (2008) **Cardiology Nursing Care** prior to application\* (See \*\*Note below).

**And**

(vi) Be required to demonstrate that they have continuing professional development (CPD) relevant to the specialist area of Cardiology Nursing care.

**\*\*Note 1:** For Nurses/Midwives who express an interest in CNS/CMS roles and who currently hold a level 8 educational qualification in the specialist area (equivalent to 60 ECTS or above), this qualification will be recognised up to September 2026.

Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice

## **2. Annual registration**

(i) Practitioners must maintain live annual registration on the appropriate/relevant Division of the register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) for the role.

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|                                                                                        | <p style="text-align: center;"><b>And</b></p> <p>(ii) Confirm annual registration with NMBI to the HSE by way of the annual Service user Safety Assurance Certificate (PSAC).</p> <p><b>3. <u>Health</u></b><br/>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.</p> <p><b>4. <u>Character</u></b><br/>Candidates for and any person holding the office must be of good character.</p> <p><i>Please note that appointment to and continuation in posts that require statutory registration is dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing &amp; Midwifery Board of Ireland) by way of the Service user Safety Assurance Certificate (PSAC)</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Post Specific Requirements additional qualifications and or experience required</b> | <ul style="list-style-type: none"> <li>• Demonstrate depth and breadth of nursing experience in the specialist area of Cardiology Care.</li> <li>• Have undertaken or agree to undertake, within an agreed timeframe, the Nurse Prescribing of Medicinal Products Certificate.</li> <li>• Have undertaken or agree to undertake, within an agreed timeframe, the Nurse Prescribing of Ionising Radiation Certificate if clinically relevant to the role.</li> <li>• Formally apply for entry onto the Interim ONMSD CNS/CMS database (until the database is transferred to its permanent location)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Essential Skills, competencies and/or knowledge</b>                                 | <p><b>Professional Knowledge</b><br/>The CNS Cardiology - Integrated Care will:</p> <ul style="list-style-type: none"> <li>• Practice in accordance with relevant legislation and with regard to The Scope of Nursing &amp; Midwifery Practice Framework (Nursing and Midwifery Board of Ireland, 2015) and the Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives (Nursing and Midwifery Board of Ireland, 2021)</li> <li>• Maintain a high standard of professional behaviour and be professionally accountable for actions/omissions. Take measures to develop and maintain the competences required for professional practice</li> <li>• Adhere to the Nursing &amp; Midwifery values of Care, Compassion and Commitment (DoH, 2016).</li> <li>• Adhere to national, regional and local HSE PPPGs.</li> <li>• Demonstrate practitioner competence and professionalism as it related to CNS.</li> <li>• Demonstrate an awareness of current and emerging nursing strategies and policy in relation to the clinical/specialist area.</li> <li>• Demonstrate the ability to relate nursing research to nursing practice.</li> <li>• Demonstrate an awareness of HR policies and procedures including disciplinary procedures.</li> <li>• Demonstrate an awareness of relevant legislation and policy e.g., health and safety, infection control etc.</li> <li>• Demonstrate a commitment to continuing professional development.</li> <li>• Demonstrate a willingness to develop IT skills relevant to the role.</li> </ul> <p><b>Demonstrate:</b></p> |

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|  | <ul style="list-style-type: none"> <li>• An in-depth knowledge of the role of the CNS</li> <li>• In-depth knowledge of the pathophysiology of cardiovascular disease</li> <li>• The ability to undertake a comprehensive assessment of the service user with cardiovascular disease, including taking an accurate history of their cardiovascular condition and presenting problem</li> <li>• The ability to employ appropriate diagnostic interventions to support clinical decision making and the service users' self- management planning</li> <li>• The ability to formulate a plan of care based on findings and evidence based standards of care and practice guidelines</li> <li>• The ability to follow up and evaluate a plan of care</li> <li>• Knowledge of health promotion principles/coaching/motivational interviewing and self-management strategies that will enable people to take greater control over decisions and actions that affect their health and wellbeing</li> <li>• An understanding of the principles of clinical governance and risk management as they apply directly to CNS role and the wider health service</li> <li>• Evidence of teaching in the clinical area</li> <li>• A working knowledge of audit and research processes</li> <li>• Evidence of computer skills including use of Microsoft Word, Excel, E-mail, PowerPoint.</li> </ul> <p><b>Communication &amp; Interpersonal Skills</b></p> <p>Demonstrate:</p> <ul style="list-style-type: none"> <li>• Emotionally intelligent communication skills</li> <li>• Ability to build and maintain relationships particularly in the context of MDT working</li> <li>• Ability to advocate strongly and consistently on behalf of service users and the cardiology service</li> <li>• Ability to present information in a clear and concise manner</li> <li>• Ability to manage groups through the learning process</li> <li>• Ability to provide constructive feedback to encourage future learning</li> <li>• Effective presentation skills</li> <li>• Demonstrates the ability to influence others effectively.</li> </ul> <p><b>Organisation &amp; Management skills:</b></p> <p>Demonstrate:</p> <ul style="list-style-type: none"> <li>• Evidence of effective organisational skills including awareness of appropriate resource management</li> <li>• Ability to plan and organise effectively</li> <li>• Ability to attain designated targets, manage deadlines and multiple tasks</li> <li>• Ability to be self-directed, work on own initiative</li> <li>• A willingness to be flexible in response to changing local/organisational requirements</li> </ul> <p><b>Building &amp; Maintaining Relationships including Team and Leadership skills</b></p> <p>Demonstrate:</p> <ul style="list-style-type: none"> <li>• The ability to work on own initiative as well as the ability to build and maintain relationships with MDT colleagues</li> <li>• With the required support, demonstrate leadership in clinical practice</li> <li>• A knowledge of change management and team management skills</li> <li>• Adopts a collaborative approach to service user care by co-ordination of care/interventions and interdisciplinary team working.</li> </ul> <p><b>Commitment to providing a quality service:</b></p> <p>Demonstrate</p> <ul style="list-style-type: none"> <li>• Awareness and respect for the service user and family/carers' views in relation to their care</li> <li>• A strong commitment to providing quality improvement programmes</li> <li>• The ability to conduct audits</li> <li>• Demonstrates integrity and ethical stance.</li> </ul> |
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|                                                                                   | <ul style="list-style-type: none"> <li>• Demonstrate motivation, initiative and an innovative approach to job and service developments, is flexible and open to change.</li> </ul> <p><b>Analysing &amp; Decision Making</b><br/>Demonstrate:</p> <ul style="list-style-type: none"> <li>• Adopts an overview of complex problems before generating solutions and anticipates implications</li> <li>• Effective analytical, problem solving and evidenced-based decision making skill</li> <li>• Uses a range of information sources and knows how to access relevant information to address issues.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Other requirements specific to the post</b>                                    | <ul style="list-style-type: none"> <li>• Access to appropriate transport to fulfil the requirement of the role.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Campaign Specific Selection Process</b><br><br><b>Shortlisting / Interview</b> | <p>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.</p> <p>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Diversity, Equality and Inclusion</b>                                          | <p>The HSE is an equal opportunities employer.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>For further information on the HSE commitment to Diversity, Equality and Inclusion, please visit the Diversity, Equality and Inclusion web page at <a href="https://www.hse.ie/eng/staff/resources/diversity/">https://www.hse.ie/eng/staff/resources/diversity/</a></p> |
| <b>Code of Practice</b>                                                           | <p>The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA).</p> <p>The CPSA is responsible for establishing the principles that should be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards that should 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</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|                                                                                                                                                                                                                                                                                                                                                                              | <p>process.</p> <p>The CPSA Code of Practice can be accessed via <a href="https://www.cpsa.ie/">https://www.cpsa.ie/</a>.</p> |
| <p>The reform programme outlined for the Health Services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job description 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.</p> |                                                                                                                               |



## Clinical Nurse Specialist Cardiology – Integrated Care

### Terms and Conditions of Employment

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| <b>Tenure</b>       | <p>The initial vacancies for this post are permanent whole time. This post is pensionable.</p> <p>The current vacancy(s) available is permanent 0.8 WTE</p> <p>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.</p> <p>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.</p>                                                                                                                                                                                                |
| <b>Remuneration</b> | <p>The salary scale for the post as at 01/06/2026 is:<br/>         €62,699, €63,737, €64,615, €66,048, €67,633, €69,189, €70,745, €72,497, €74,123, €76,921 €79,227 LSI</p> <p>Salary Scales are updated periodically and the most up to date versions can be found here: <a href="https://healthservice.hse.ie/staff/benefits-services/pay/pay-scales.html">https://healthservice.hse.ie/staff/benefits-services/pay/pay-scales.html</a></p> <p>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</p> |
| <b>Working Week</b> | <p>The standard working week applying to the post is to be confirmed at Job Offer stage.</p> <p>HSE Circular 003-2009 “Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016” applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16<sup>th</sup> 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p>                                                                                           |
| <b>Annual Leave</b> | <p>The annual leave associated with the post will be confirmed at contracting stage and is in accordance with HSE Policy.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Age</b>          | <p>The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants.</p> <p><b>* <u>Public Servants not affected by this legislation:</u></b><br/>         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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                         |

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|                                                             | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Superannuation</b>                                       | 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 01 <sup>st</sup> 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 at 31 <sup>st</sup> December 2004.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Probation</b>                                            | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Protection of Persons Reporting Child Abuse Act 1998</b> | <p>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.</p> <p>Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. You should check if you are a Designated Officer and / or a Mandated Person and be familiar with the related roles and legal responsibilities.</p> <p><b>For further information, guidance and resources please visit: <a href="#">HSE Children First webpage</a></b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Infection Control</b>                                    | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Health &amp; Safety</b>                                  | <p>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).</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> <li>• Developing a SSSS for the department/service<sup>1</sup>, 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.</li> <li>• 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.</li> <li>• Consulting and communicating with staff and safety representatives on OSH matters.</li> <li>• Ensuring training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are</li> </ul> |

<sup>1</sup> A template SSSS and guidelines are available on the National Health and Safety Function/H&S web-pages

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|  | <p>maintained for each employee.</p> <ul style="list-style-type: none"> <li>• Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures<sup>2</sup>.</li> <li>• Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate.</li> <li>• Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example.</li> </ul> <p><b>Note:</b> Detailed roles and responsibilities of Line Managers are outlined in local SSSS.</p> |
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<sup>2</sup> See link on health and safety web-pages to latest Incident Management Policy