



Medical Scientist, Staff Grade (Histology)
HSE Mid West, Acute Services
HSEMW263-26
Job Specification & Terms and Conditions

Job Title, Grade Code	Medical Scientist, Staff Grade (Histology) (Grade Code: 3875) Eolaí Leighis, Grád Foirne - Histeolaíocht <u>Candidates who are due to graduate in 2026 are eligible to apply for this campaign.</u>
Remuneration	The salary scale for the post is (as at 01/06/2026): €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	HSEMW263-26
Closing Date	Thursday 24 th September 2026 @ 5pm
Proposed Interview Date (s)	Candidates will normally be given at least one 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 are currently various permanent / specific purpose whole-time vacancies available in University Hospital Limerick. 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: Ellen Murphy – Chief Medical Scientist Histology, HSE Mid-West, Acute Services Email: Ellen.murphy2@hse.ie Phone: 061-727218 <u>For enquiries relating to the recruitment process.</u> Please contact UHLRecruitment@hse.ie
Reasonable Accommodations	Candidates who require a Reasonable Accommodation/s to support their participation, at any stage, in the recruitment and selection process, should email Sarah Relihan, Campaign Lead sarah.relihan@hse.ie



Details of Service	HSE Mid-West FSS An Íarthar Láir 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 Histology Laboratory service is based at University Hospital Limerick, providing a regional clinical diagnostic service in Histology. The Histology Laboratory provides a quality diagnostic service for the University Limerick Hospital Group (ULHG) and a regional service for all clinicians, including General Practitioners. The Histology Laboratory also provides a venue for the training of Medical Scientists, participation in on-going education and development, and the provision of a timely and effective service. The department is led by Chief Medical Scientist and a lead Consultant Histopathologist
Reporting Relationship	The post holder will report to the Chief Medical Scientist and to the Senior Medical Scientists
Key Working Relationships	The post holder will mainly work with Laboratory Assistants, Medical Scientists, Specialists and Senior Medical Scientists, Chief Medical Scientist and Consultant Histopathologists
Purpose of the Post	To participate in providing a high quality and efficient laboratory service, in compliance with ISO 15189 to Consultants, Medical Doctors and their patients within the Hospital and the community, and to the Environmental Health Officers and other customers.
Principal Duties and Responsibilities	<i>The Medical Scientist Staff Grade, Histology will:</i> <u>Scientific / Professional</u> • Maintain awareness of the primacy of the patient in relation to all hospital activities • Perform to the highest professional standards and participate in provision of a histopathology laboratory 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 Medical Scientist basic grade. • Perform assigned work to the highest professional standard in accordance with ISO 15189 and laboratory SOPs • Participate in the implementation of operational processes to standards of best practice to optimise the use of resources • Be responsible for performance, maintenance, condition, quality control and record keeping of all reagents, consumables and instrumentation within assigned areas of the



laboratory. Ensure all equipment malfunctions are investigated, reported and repaired accordingly

- Perform analytical testing appropriate to a Histology laboratory
- Perform all activities related to the receipt, analysis and reporting of laboratory specimens
- Participate in staff training as required. Participate in the arrangements for the education and training of undergraduate and postgraduate students.
- Be responsible for managing consumables and reagent stocks supplies associated with assigned areas of the laboratory
- Contribute to the evaluation, procurement, validation and implementation of new instrumentation, methodologies and software.
- 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
- Actively participate in Quality Management programs which are patient centred and which measure / audit performance and client satisfaction
- Co-operate with other laboratory departments to ensure a holistic laboratory service is provided for all patients
- Facilitate open communication within the laboratory and with other hospital and user sectors
- Be able to work to tight deadlines and re-prioritise work proactively as required
- Participate in the reporting of non-conformances, complaints, incidents and near misses and perform corrective actions as required
- Identifies and resolves system failures and anomalies
- Observe strict confidentiality when dealing with all aspects of patient or hospital information
- Be familiar with and implement the HSE MW Major Emergency Plan

Health & Safety

- 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 equipment supplied for the fulfilment of duty
- Investigate accidents, incidents and near misses, and take the necessary corrective action
- 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
- Attend Health & Safety related training and not undertake any task for which they have not been authorised and adequately trained
- 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 and other training as required to keep up to date with current practice and continuing professional development
- Facilitate arrangements in the laboratory area for educating and training scientific, medical personnel and others as appropriate
- Maintain an up-to-date personal training / retraining record in accordance with department / laboratory policy and CORU requirements



	- Engage in performance review processes including personal development planning as per laboratory policy <u>Administrative</u> - Participate in laboratory meetings particularly in relation to assessment of performance, development of the service and organisational changes - Make the most effective use of information technology for both patient care and administrative support - Promote a culture that values diversity and respect in the workplace, create and promote positive working relationships - Demonstrate pro-active commitment to all communications with internal and external stakeholders - Co-operate fully with the implementation of new procedures, technologies and IT systems - 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	<u>Candidates who are due to graduate in 2026 are eligible to apply for this campaign.</u> Candidates must have at the latest date of application: 1) Statutory Registration, Professional Qualifications, Experience, etc (i) Be registered, or be eligible for registration, on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU. OR (ii) Applicants who satisfy the conditions set out in Section 91 of the Health and Social Care Professionals Act 2005, (see note 1 below*), must submit proof of application for registration with the Medical Scientists Registration Board at CORU. The acceptable proof is correspondence from the Medical Scientists Registration Board at CORU confirming their application for registration as a Section 91 applicant was received by the 30th March 2021. AND (III) Have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office AND (iv) Provide proof of Statutory Registration on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU <u>before a contract of employment can be issued.</u> Applicable to Section 38 applicants only). 2) <u>Annual registration</u> * (Applicable to Section 38 Applicants only*) (i) On appointment practitioners must maintain annual registration on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU. AND (ii) Practitioners must confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). 3) <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. 4) <u>Character</u> Candidates for and any person holding the office must be of good character. Note 1* Section 91 candidates are individuals who qualified before 31st March 2019 and have been engaged in the practice of the profession in the Republic of Ireland for a minimum of 2 years fulltime (or an aggregate of 2 years fulltime), between 31st March 2014 and 31st March 2019 are considered to be Section 91 applicants under the Health and Social Care Professionals Act 2005. Note 2* For information in relation to the type of applicants – please click on this link: https://coru.ie/health-and-social-care-professionals/registration/what-kind-of-applicant-am-i-
Post Specific Requirements	• Demonstrate depth and breadth of knowledge of and practical experience in the following areas, as relevant to the role: • Histology specimen processing including specimen reception, specimen labelling, assisting Pathologist lead cut-up, performing Medical Scientist lead cut-up, tissue processing, embedding, microtomy, slide issuing and frozen sectioning. • Automated and Tissue staining procedures including routine, special stains and Immunohistochemistry. • Manual Special Stains and Immunohistochemistry Techniques. • Must be willing to participate in histodissection procedures as assigned by the Consultant Pathologist with responsibility for training in Histodissection.
Other requirements specific to the role	• Participation in the provision of an additional out of hours service for Histology
Additional eligibility requirements:	Citizenship Requirements 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	Candidates must demonstrate the following: <u>Professional Knowledge</u> • Demonstrate evidence of theoretical and practical knowledge of Histology including knowledge of and practical experience in the following areas, as relevant to the role:



	• Histology specimen processing including specimen reception, specimen labelling, assisting Pathologist cut-up, performing Medical Scientist appropriate cut-up, tissue processing, embedding, microtomy, staining, slide issuing and frozen sectioning. • Tissue staining procedures including routine, special stains and Immunohistochemistry. • Automated and Manual Special Stains and Immunohistochemistry Techniques • Must be willing to participate in histodissection procedures as assigned by the Consultant Pathologist with responsibility for training in Histodissection. • Demonstrate up-to-date knowledge of best practice in delivering a Quality Laboratory Service. • Demonstrate the ability to work with laboratory automation. • Demonstrate knowledge of the standards set by 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 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</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.	



Medical Scientist, Staff Grade (Histology)

Terms and Conditions of Employment

Tenure	The current vacancies available are permanent / 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 the 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](#).

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