



EXPRESSION OF INTEREST

Expressions of Interest are invited from suitably qualified staff of the HSE, TUSLA, and bodies which provide services on behalf of the HSE under Section 38 of the Health Act

Clinical Lead, BowelScreen National Screening Service Job Specification

Job title	Clinical Lead, BowelScreen Programme National Screening Service (NSS) Expressions of Interest are invited from suitably qualified staff of the HSE, TUSLA, and bodies which provide services on behalf of the HSE under Section 38 of the Health Act. Please refer to eligibility criteria section below
Tenure	The role is for a minimum of one day per week 7.4hours per week, Monday-Friday for a fixed period of 12 months, based on a agreement with the appointee's primary employing authority. There is flexibility around the delivery of time commitments of this post. The appointee's current terms and conditions of employment will be retained with their primary employer(s). The NSS will provide funding to the appointee's base employer for the approved time commitment on a pro-rata basis, on the basis of a secondment agreement between the NSS and the base employer. It is the responsibility of the appointee to seek approval from their current employer to facilitate their role with the NSS. 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.
Campaign reference	NSS2025136
Proposed interview date (s)	Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances.
Taking up appointment	A start date will be indicated at job offer stage.
Location of post	National Screening Service, King's Inns House, Parnell Street, Dublin 1, D01 A3Y8 Please note that no panel will be formed as a result of this recruitment campaign. This campaign will be used to fill the listed post only and no additional jobs will be offered to candidates successful at interview. Once the post/s are filled the candidate pool will be disbanded. Some flexibility will be provided around location subject to a requirement to attend specific meetings at the NSS.
Informal enquiries	We welcome enquiries about the role. Contact: Hilary Coffey, Bowel Screen Programme Manager hilary.coffey@screeningservice.ie
Details of service	The National Screening Service (NSS), part of the Health Service Executive (HSE), delivers four free, national population-based screening programmes:



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	Programme	Aim
	BreastCheck	Detecting breast cancers at the earliest possible stage, when they can be easier to treat.
	CervicalCheck	To prevent cervical cancer by finding and treating changes to the cells in the cervix before they develop into cancer. Also to find cervical cancer at an early stage, before symptoms start, when it can be easier to treat.
	BowelScreen	To prevent bowel cancer by finding and removing abnormalities in the bowel (polyps). Also to find bowel cancer at an early stage, before symptoms start, when it can be easier to treat.
	Diabetic RetinaScreen	Early detection and treatment of sight-threatening retinopathy. When retinopathy is caught early, treatment is effective at reducing or preventing damage to your sight.
Our mission: We deliver population screening programmes that help prevent, reduce the risk of, and assist the recognition of, disease in Ireland. Our vision: To work together to save lives and improve people's health through population screening. Screening programmes aim to reduce morbidity and mortality in the population by identifying those at risk of the condition/pre-condition, allowing free assessment, detection and treatment. - Population screening can save lives. Evidence shows that detection, survival and death rates are all improved for people who have participated in screening. - Screening programmes play a significant part in cancer detection; 5% of all cancers in Ireland are detected during screening. - Services are growing and dynamic, with exciting opportunities in the next 5 years for innovation and further benefits for the >1.5m population eligible. Our programmes focus on looking for early signs of disease in healthy people, so that we can: - detect health issues early - help prevent disease - ensure that anyone who does develop the disease being screened for has the best chance of early, more effective treatment - reduce people's risk of developing a disease or its complications - support people in making informed decisions about their health The NSS Strategic Plan 2023-2027 Choose Screening: Together we can make a difference sets out our areas of focus: - Engagement and partnership - Operational excellence - Service development - People and culture - Governance and quality assurance		



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	- Data and information On our website www.screeningservice.ie we report regularly on our activity, progress and performance. Read more about some of our work to deliver our strategy: Equity in screening Quality assurance - We highlight research that we have published, presented, authored and co-authored in the news section of our website - Our reports and publications provide more information about our work
Reporting relationship	The post holder will administratively report to the Chief Executive Officer, National Screening Service or nominated individual and clinically to the Chief Clinical Officer or nominated individual.
Key working relationships	Key working relationships - Programme Manager - BowelScreen - Clinical Directors - BreastCheck, CervicalCheck, and Diabetic RetinaScreen - Director of Public Health – National Screening Service - Screening Endoscopists - HSE Regional Executive Officers - National Cancer Control Programme - HSE National Endoscopy Programme - Primary Care Operations - RCPI - RCSI - ICGP - HIQA - Department of Health - Relevant private providers - European and International bowel screening service providers
Purpose of the post	The post holder will lead on clinical advice on the screening pathway and support Clinical Governance & Quality Improvement (QI) within the BowelScreen services. The post holder will be responsible for medical advice with regard to the BowelScreen programme including building, motivating and developing clinical relationships to drive forward improvements in the commissioning and provision of national screening services. The post holder will be responsible for ensuring patient input to the design and operation of the screening programme. The post holder will be a member of the BowelScreen Executive Management Team, the NSS Executive Management Team, the NSS and BowelScreen Quality Assurance Committees and will be Chair of the Clinical Advisory Group for BowelScreen and will provide senior clinical input to these committees, so that key decisions are clinically appropriate and informed.
Principal duties and responsibilities	Clinical & Service Leadership: - Provide medical / clinical advice for the BowelScreen programme including - Supporting a patient and clinically focussed team ensuring the commissioning of services that deliver safe, high-quality care and



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	good patient experience consistent with commissioning intentions, service specifications, procurement and wider HSE policies. ○ Ensure the provision of robust, transparent and evidence based medical and clinical advice to the Chief Clinical Officer and BowelScreen Management Team. ○ Contributing to the development and updating of National Quality Assurance standards across the programme. • Supporting continuing professional development throughout the programme. • Participating in the recruitment of permanent, temporary and locum staff as required. • To act as spokesperson for the organisation as required. • Demonstrate proactive commitment to all communications with internal and external stakeholders. Partnership Working & Performance: • Initiate and facilitate effective partnerships and alliances with Acute Hospitals/Hospital Groups, Consultants, GPs and other senior clinicians to draw on their experiences and perspectives in creating strategies, policies and actions, to deliver successful screening outcomes. • Ensure that effective governance for quality is established in the programme and have necessary structures, processes, standards and oversight in place; to ensure that safe person-centred and effective services are delivered within the screening programme. • Knowledge of clinical governance systems including risk management, quality improvement and quality assurance. • Knowledge of performance oversight and performance management in the context of Access, Quality, Finance and Workforce. • Establish collaboration with members of the research community to enhance service offerings, jointly developing innovative methodologies, linkages, algorithms and analytical tools. • Engaging with Service Users and Representatives and actively include the Service User perspective in Service Management. Risk Management and Clinical Governance: • Implement an agreed Quality & Risk Management Programme for the BowelScreen Programme. • Identify areas requiring further attention from a Clinical Risk Management perspective and facilitate change to prevent recurrence. • Implement measures required to meet and secure relevant accreditation requirements. • Provide education and training on Clinical Risk Management & Quality principles and issues. • 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. • Ensure a consistency of approach across the programme in relation to application of corporate and ethical standards / clinical protocols in accordance with best practice. • Adequately identifies, assesses, manages and monitors risk within their area of responsibility.
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	- 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 - Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate. 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 them from time to time and to contribute to the development of the post while in office.
Eligibility criteria Qualifications and/ or experience	The applicant pool for this campaign is restricted to existing HSE staff working at Consultant grade Candidates must have at the latest date of application: - 1. Professional Qualifications Candidates must be registered as a Specialist in a relevant Specialty on the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland AND 2. Have at least seven years' experience (after primary medical qualification) in the practice of the medical profession, including at least four years' experience in their relevant specialty 3. Possess a high standard of professional attainment 4. Possess the requisite knowledge and ability (including a high standard of suitability) for the proper discharge of the duties of the office Health A candidate 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. Character Each candidate for and any person holding the office must be of good character. Entry to competition and subsequent appointment For the purposes of eligibility for entry to any competition or recruitment process associated with this post, a candidate must fulfil the eligibility requirements laid down in the Additional Campaign Information for the post. The successful interviewee must be registered as a Specialist in the relevant specialty on the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland before taking up appointment. Should the successful candidate not be registered as a Specialist at that time, the post may be offered to the next suitable candidate. Should no suitable candidate exist, a further recruitment process may be initiated.



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	Please note that appointment to and continuation in post is dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by The Medical Council of Ireland
Other requirements specific to the post	Have access to appropriate transport to fulfil the requirements of the role
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.
Skills, competencies and/or knowledge	Candidates must demonstrate the following: Professional Knowledge & Experience • Experience of participating, with other professional disciplines, in the implementation of policies and programmes. • Knowledge of clinical governance systems including quality improvement and quality assurance. • A track record of achievement in effective performance management and facilitation of groups. • Successful initiation and facilitation of strategic partnership working and alliances. • A good understanding of epidemiology and population health. • An ability to evaluate health services. • Published research studies • The ability to contribute to policy development. • Computer literacy, including the ability to use Power Point for presentations and the internet as a research tool, and experience in using a range of proprietary software packages in data analysis and in preparation of reports. • Capable and committed to translating policy and analysis into practical actions. Critical Analysis, Problem Solving and Decision Making • Critical appraisal skills. • Innovative thinking, with strong service focussed approach. • The ability to think and act strategically and to articulate a clear sense of direction and vision to a wide audience. • Strong problem solving and analytic skills. Building and Maintaining Relationships – Communication



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	• Good interpersonal and negotiating skills and an ability to build relationships with staff, colleagues and a range of internal and external stakeholders at all levels. • A high degree of report writing skills. • The ability to deal confidently with the media. • An ability to present and communicate technical/scientific material verbally and in writing to a variety of audiences with varying levels of knowledge and experience. Leadership and Direction • An ability to work independently and as part of a structured collaborative team. • Leadership and team management skills, including the ability to work with multi-disciplinary team members and to adopt a flexible leadership style. • Have demonstrated effective leadership in a challenging environment including a track record of service innovation/ improvements. • Have the capacity to lead, organise and motivate staff to effectively function Operational Excellence – Managing and Delivering Results • A proven ability to prioritise, organise and schedule a wide variety of tasks and the ability to manage deadlines and effectively handle multiple tasks. • An ability to effectively adapt to changing sets of demands/ work environments. • Experience of developing an organisational culture that promotes clinical engagement in decision making and leading continuous change and improvement in services, encouraging the use of new clinical and service technologies Personal Commitment and Motivation • A strong commitment to providing a quality service. • Be driven by the values, aims and ethos of the HSE. • Demonstrate a patient/service user centred approach to provision of health and personal social services. • Be capable of coping with competing demands without a diminution in performance.
Campaign specific selection process Ranking/ shortlisting / interview	A ranking and or shortlisting exercise may be carried out based on 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.



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	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.	