



Speech and Language Therapist, Clinical Specialist (In-Reach) Job Specification & Terms and Conditions

Job title, grade code	Speech and Language Therapist, Clinical Specialist (In-Reach)/ <i>Teiripeoir Urlabhra agus Teanga, Speisialtóir Cliniciúil (In-Rochtana)</i> (Grade Code: 3025)
Remuneration	The salary scale for the post is 01/06/2026: €72,119 €73,511 €74,941 €76,363 €77,784 €79,280 €80,857 €82,428 €83,689 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	DSE1052026
Closing date	Friday 6th November 2026 no later than 12noon <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>
Proposed interview date (s)	Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances.
Taking up appointment	A start date will be indicated at job offer stage.
Location of post	HSE Dublin & South East/ <i>FSS Bhaile Átha Cliath agus an Oirdheiscirt</i> Individual sites/ location will be indicated at expression of interest stage to panel members for each individual job. All applicants will be given the opportunity, at the time of application, to indicate an IHA preference area. • HSE Carlow Kilkenny and Tipperary South • HSE Waterford Wexford • HSE Dublin South and Wicklow Candidates successful at interview will be placed on the regional panel in order of merit. Where vacancies arise, posts will be expressed to the panel as follows: 1. <u>IHA Preference Area</u> Vacancies will initially be expressed to candidates who have selected the IHA preference area in which the vacancy arises, in order of merit. 2. <u>Regional Panel</u> 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 A panel may be formed as a result of this campaign for Speech and Language Therapist, Clinical Specialist (In-Reach) for Dublin & South East from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled for the region.
Informal enquiries	We welcome enquiries about the role. Aoife O'Keeffe, Speech and Language Therapy Manager

	Tel: 087 947 5017 Email aoife.okeeffe3@hse.ie or Michelle Quinn on Tel: 086 210 5752 Email: Michelle.Quinn7@hse.ie For IHA Carlow Kilkenny & South Tipperary & IHA Waterford Wexford please contact Maeve Cleary, General Manager Tel: 087 797 6134 Email: maeve.cleary@hse.ie For IHA Dublin South & Wicklow please contact Caoileann Cassidy, General Manager Email: Caoileann.Cassidy@hse.ie Tel: 086 020 3625 For enquiries relating to the recruitment process, please contact: Tiegan Barnaville, Campaign Lead Email: Tiegan.Barnaville@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 Tiegan Barnaville, Campaign Lead Tiegan.Barnaville@hse.ie
Details of service	The implementation of the Autism Assessment and Intervention Pathways protocol in the Regional Healthcare Areas will be supported by In-Reach Teams. In-reach teams are being introduced on a phased based. In Phase 1 In-reach teams x 11 will be introduced across the Health Regions in 2026. In Phase 2 a further 9 x teams are planned for 2027. In Phase 1 of the implementation five of the six Regional Health Areas will receive 2 x In- Reach teams in 2026, and one Regional Health Area will receive 1 x In-Reach team. This implementation plan of 1 x In-reach Team for every 2 x Community Healthcare Networks is based on the learnings from the prototype In-reach Team in t in Co Meath. The initial focus of the In-Reach Team will to support service integration and the flow of client care for Children. Accordingly, the In-Reach Team will work in collaboration with Primary Care Children's Services, Disability and CAMHS teams (core services) to support and/or undertake autism diagnostic assessments for children and adolescents, as appropriate to the local area service needs and configuration. This will broaden out to Adults as the teams are developed and embedded into integrated service design and delivery. It is envisioned that the focus will be for children requiring an autism diagnostic assessment who have non-complex needs; and who cannot access a full diagnostic autism assessment in either CAMHS or Primary Care. Non-complex needs are defined by the National Policy on Access to Services for Children & Young People with Disability & Developmental Delay. Existing referral pathways to core services will be maintained, acknowledging the move towards a single point of access (SPoA) in the regions. The In-Reach team will be engaged by the core service to complete/support a diagnostic autism assessment for open active cases, with the core service providing additional background information. There should be ongoing communication and collaboration between the core service and the In-Reach Team as the assessment is being conducted. The outcome of the assessment findings should be collectively and collaboratively agreed and shared. The In-Reach Team may also support existing teams with a focus on enhancing their capacity in undertaking assessments. The goal is to make sure that children and adolescents get the right care, at the right time, no matter where they live. These teams support the provision of services that are consistent, equitable and based on relevant healthcare evidence.

	Carlow Kilkenny, South Tipperary and Waterford Wexford IHAs have Primary Care Autism Assessment Teams operating. It is anticipated that the In-reach and PCAAT teams will work collaboratively to achieve the shared goal of supporting local teams to assess children presenting with neurodiverse needs and also support the teams to develop local competency to work collaboratively to support non-complex diagnosis. In-Reach Teams In-Reach teams are being established across the HSE in 2026 and 2027. The establishment of these teams will improve access to autism assessment by building more integrated services for children, young people and ultimately adults through integrated, multidisciplinary care and support. In-Reach teams are multidisciplinary teams of Psychologists, Speech & Language Therapists and Occupational Therapists supported by an administrator. The teams will work in partnership with Primary Care, Disability Services and Child and Adolescent Mental Health Services to help provide timely assessments for children and young people. Watch our In-Reach Teams webinar to learn more about this innovative new service and the rewarding career opportunities available within the teams. Register now on the HSE Career Hub to receive weekly job alerts straight to your inbox. Sign up today and stay connected to the latest career opportunities.
Reporting relationship	The Clinical Specialist Speech and Language Therapist will report to the Speech and Language Therapy Manager in Charge III or other designated Speech & Language Therapy Discipline manager in the IHA area. As a multidisciplinary Team, the Clinical Specialist SLT and SLT Manager will work collaboratively with other members of the in-reach and community teams to achieve an integrated approach to Autism diagnosis
Key working relationships	Integrated Healthcare Teams (Previously primary care, mental health and disability teams/groups) Integrated Healthcare Managers Primary Care and CAMHS SLT Managers Children's Disability Network Managers Community Healthcare Network Managers Community Healthcare Area Managers Integrated Service Leads Regional Directors Health & Social Care Professionals
Purpose of the post	The Clinical Specialist Speech and Language Therapist will be a key member of the multi-disciplinary In-Reach team. The team, comprising of Specialist Principal Psychologist, Clinical Specialist Speech and Language Therapist, Clinical Specialist Occupational Therapist and admin support (Grade IV). The team will work across the core care groups of Primary Care, CAMHS and Disabilities. The in-reach team will work collaboratively with clinicians from the core service and the heads of discipline / service managers to ensure a co-ordinated and comprehensive service delivery to, and effective communication with, all stakeholders with the aim of providing integrated care. The team will operate in parallel to existing diagnostic services during the initial roll out with realistic allocation of diagnostic assessments. The post-holder will contribute significantly to service planning, development, evaluation and quality initiatives with the autistic community. The Clinical Specialist Speech and Language Therapist will lead and be responsible for the delivery of a high-quality, evidence-based Speech and Language Therapy service within the area of Autism Assessment. The Clinical Specialist Speech and Language Therapist will provide assessment as indicated, specific to their discipline and in adherence to evidence-based guidelines. They will advocate for neuro-affirmative practice and influence service culture to move away from deficit-focused narratives; this can include training and development activities where resourcing allows. The Clinical Specialist Speech and Language Therapist will participate in audit and research ensuring client outcomes and satisfaction with service is at forefront of service development.

	The post-holder will provide expert Speech & Language Therapy input , consultation and clinical leadership to the in reach team and across services involved in autism assessment. A key component of the role will be to act as an expert clinical resource, supporting capacity building, education and the development of neuroaffirmative practice across services. All practice will be delivered in accordance with service plans and objectives, and within established professional standards, policies, and guidelines.
Principal duties and responsibilities	<i>The Speech and Language Therapist, Clinical Specialist will:</i> <u>Professional / Clinical</u> • Have a willingness to work across Primary care, Disability and Mental Health services • Undertake a commitment to upskill staff in existing IHA teams to support capacity development, where resources allow. • Undertake assessment, formulation and diagnosis in a neuro-affirming manner. . • Provide supervision to Speech and Language Therapists in Training where indicated. • Identify and prioritise the requirements of the service within a constantly changing environment. • Ensure that professional standards are maintained through clinical audit, supervision and training. • Operate within the scope of Speech and Language Therapy practice as per CORU requirements and in accordance with guidelines. • Keep abreast of research and practice developments in relevant clinical areas, for example Autism diagnostic assessment and neuro-affirming Speech and Language Therapy practice. Lead and facilitate research projects in these areas. • Develop guidelines for safe and effective Speech and Language Therapy practice in the local In-Reach team. • Act as an advanced clinical advisor to colleagues. • Be responsible for a clinical caseload. • Demonstrate advanced proficiency in the ability to assess and prioritise clients according to clinical needs using clinical reasoning skills. • Ensure a high standard of Speech and Language Therapy assessment and management to provide for clients under his/her care and ensure that professional standards of practice are adhered to. • Prioritise and maximise effectiveness using available resources to ensure service demands are optimally met e.g. appropriate delegation and onward referral. • Collaborate and effectively communicate with the Speech and Language Therapy Manager and the multidisciplinary team regarding referral pathways and service provision to ensure a safe, effective and efficient service. • Demonstrate advanced knowledge of care pathways appropriate to clients availing of the service and proactively work with colleagues to design and implement processes to improve flow for children and adolescents, and latterly adults as the teams develop. Ensure the privacy and dignity of the client is respected at all times. • Work within the multidisciplinary team ethos and liaise with staff to ensure effective communication. • Promote changes in work practices, procedures, techniques or technology having regard to the development of best practice and advanced practice in Speech and Language Therapy. • Communicate with other clinical specialists nationally and internationally to further develop clinical excellence and research. <u>Education and Training</u> • Participate in mandatory training programmes. • Maintain standards of practice and levels of professional knowledge by participating in continuous professional development initiatives and attendance at courses as appropriate. • Engage in peer support with Speech and Language Therapist colleagues. • Engage in professional clinical Speech and Language Therapist supervision. • Facilitate the practice education of student therapists through provision of placements and through support for therapists who are practice educators within their departments.

	<u>Health & Safety</u> • Promote a safe working environment in accordance with Health and Safety legislation. • Be aware of and implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards. • Actively participate in risk management issues, identify risks and take responsibility for appropriate action. • Document appropriately and report any adverse incidents, near misses, hazards and accidents in accordance with organisational guidelines. • 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. • Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. <u>Management</u> • Responsible for the co-ordination and delivery of Speech and Language Therapy within the local In-Reach Team. • Review and allocate resources within Speech and Language Therapy in the local In-Reach Team, in collaboration with multi-disciplinary colleagues and relevant others. • Advise the Speech & Language Therapy Manager on matters relevant to the optimal functioning of the Speech & Language Therapy Service in the In-Reach Team and in service development of the Speech & Language Therapy Department. • Assist in the setting and monitoring of clinical standards, policies and procedures, evaluation of clinical practice, quality control and clinical audit. • Foster and lead a culture and practice of; evaluating service outcomes; data collection; implementing quality improvement initiatives as appropriate. • Oversee the upkeep of accurate records in line with best clinical governance, organisational requirements and the Freedom of Information Act, GDPR, and render reports and other information / statistics as required. • Develop and implement strategic service and business plans, quality initiatives etc. based on up to date evidence-based practice and report on outcomes. • Be responsible for the succession planning/sustainability of new service developments. • Put in place evaluating mechanisms appropriate to the In-Reach Team and continually audit and evaluate the service with a view to maximising effectiveness, efficiency and quality. • Work within the multidisciplinary team and liaise with staff to ensure effective communication. • Communicate with other clinical specialists nationally and internationally to further develop clinical excellence and research. • Represent the department / team at meetings and conferences as appropriate. • Liaise with the Speech and Language Therapist Manager regarding the needs, interests and views of Speech and Language Therapy staff. • Promote good team working, and a culture that values diversity and respect. • Engage in IT developments • Keep up to date with developments within the organisation and the wider 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 them from time to time and to contribute to the development of the post while in office.
Eligibility criteria Qualifications and/or experience	Candidates must have at the latest date of application: Statutory Registration, Professional Qualifications, Experience, etc.

	(a) Eligible applicants will be those who on the closing date for the competition have the following: i) Be registered on the Speech & Language Therapists register maintained by the Speech & Language Therapists Registration Board at CORU AND ii) Have 5 years full time (or an aggregate of 5 years) post registration qualification experience of which 4 years full time (or an aggregate of 4 years) post registration qualification clinical experience must include working with Autistic people. AND iii) Demonstrate a proven record of clinical excellence in Autism Diagnostic Assessments and neuro-affirming Speech and Language Therapy Practice. AND iv) Candidates must demonstrate evidence of continuing professional development relevant to the In-Reach Team, in the form of post-graduate qualifications or relevant courses. AND v) Candidates must demonstrate achievement in the areas of clinical audit, quality improvement initiatives, practice development, teaching and research. AND vi) Provide proof of Statutory Registration on the Speech & Language Therapist Register maintained by the Speech & Language Therapists Registration Board at CORU <u>before a contract of employment can be issued.</u> vii) Candidates must have the requisite knowledge and ability (including a high standard of suitability, management, leadership and professional ability) for the proper discharge of the duties of the office. AND Annual registration (i) On appointment practitioners must maintain annual registration on the Speech & Language Therapists Register maintained by the Speech & Language Therapists 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). 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.
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	Character Each candidate for and any person holding the office must be of good character.
Post specific requirements	• Relevant knowledge, skills and experience in Differential Diagnosis and Diagnostic Intervention, Autism Diagnostic Assessment, and available supports and accommodations for Autistic children and their families. • Understanding of conditions that Autistic people commonly experience and relevant available supports/ accommodations. • Knowledge, skills and experience of neuro-affirming practice for Speech and Language Therapists.
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	Professional Knowledge & Experience <i>For example:</i> • Demonstrates an advanced level of clinical knowledge, clinical reasoning skills and evidence-based practice appropriate to carrying out the duties and responsibilities of the role in line with relevant legislation and standards. • Demonstrates an ability to apply specialist knowledge to best practice. • Demonstrates evidence of having applied / used appropriate assessment tools and treatments and a knowledge of the implications of outcomes for service users, particularly those with complex needs in the specialist area. • Demonstrate a willingness to engage and develop IT skills relevant to the role. Planning and Managing Resources • Balances clinical work with other research and educational responsibilities. • Provides flexible interventions to meet the varied needs of individual service users. • Demonstrates the ability to plan and manage the delivery of an optimum service in an effective and resourceful manner, within a model of person-centred care. • Demonstrates a high level of initiative, flexibility and adaptability in response to workforce demands. • Promotes the delivery of a holistic, user-focused approach, which encompasses a multi-professional and inter-professional perspective. Managing and Developing (Self and Others) • Demonstrates advanced leadership and team skills including the ability to lead by example. • Demonstrates a commitment to managing and developing self and others in a busy working environment. • Deals positively and constructively with obstacles and conflict within teams. • Demonstrates commitment to continuing professional development (CPD) and facilitates staff development by providing support such as; supervising, mentoring, coaching and formal development planning. Develops and/or implements systems to support a CPD culture within the service. Commitment to providing a Quality Service

	• Leads on the design, delivery and implementation of a high quality, person centred service. • Designs and develops new, innovative and non-traditional service delivery models which aim to promote a comprehensive and integrated quality service within evolving healthcare structures, overcoming any resource limitations. • Demonstrates and promotes collaborate working relationships as well as having the ability to work independently and exercise a high degree of professional autonomy. • Displays awareness and appreciation of service users and the ability to empathise with and treat others with dignity and respect. Evaluating Information and Judging Situations <i>For example:</i> • Exercises a high degree of professional autonomy in the analysis of highly complex facts or situations that contribute to the implementation of a treatment or management strategy for the service user. • Demonstrates the ability to effectively analyse and critically evaluate complex information and make appropriate decisions. • Explains the rationale behind decisions confidently when faced with opposing or competing demands. Is objective but also aware of sensitivities in their approach. • Regularly quantifies and evaluates activities against service plans and takes timely action to correct potential difficulties and/or to respond to changing needs. Recognises how service constraints impact on service delivery. Communications and Interpersonal Skills • Displays effective communication skills (written & verbal) e.g. presents written information in a clear, concise and well-structured manner / communicates complex information by tailoring the communication method and the message to match the needs of the audience. • Demonstrates sound interpersonal skills including the ability to collaborate effectively with a wide range of people, colleagues, families, carers etc. • Demonstrates sensitivity, diplomacy and tact when dealing with others and is patient and tolerant when dealing with conflict or negative attitudes from others. Demonstrates strong negotiation skills, remains firm but flexible when putting forward a point of view.
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.
Staff Bank	We also have a DSE, HSE Staff Bank within our region where employees can choose a flexible work contract- Hours as Required, Indefinite Duration. The HSE Staff Bank gives you the opportunity to work shifts that fit around your lifestyle, providing greater control and flexibility over when, where and how often you work, while contributing to high-quality patient care and supporting services across the DSE. As a DSE/HSE Staff Bank employee, you can support services when they need it most, contribute to patient care across the health service, and enjoy the freedom to choose when and where you work. <i>Benefits of Joining the Staff Bank</i> <u>Boost Your Earnings</u> • Top up your income at your convenience • Receive applicable premium payments and allowances where eligible • Hours worked through the HSE Staff Bank count towards reckonable service for pension purposes, subject to scheme rules

	<u>Flexibility to suit your lifestyle</u> • Choose when you work • Select shifts that fit your lifestyle and commitments • Enjoy the freedom to increase or reduce your hours as needed Expand Your Experience • Choice of working across HSE services and Health Regions • Gain valuable experience in different healthcare settings • Support your career development and progression opportunities We welcome all enquiries in relation to the Staff Bank. Contact RecruitmentStaffBankDSE@hse.ie for further information about the service and the recruitment process.
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.	



Speech and Language Therapist, Clinical Specialist Terms and Conditions of Employment

Tenure	The current vacancy available is permanent 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, the Public Service Management (Recruitment and Appointments) Act 2004, and Public Service Management (Recruitment and Appointments) Amendment Act 2013.
Working week	The standard weekly working hours of attendance for your grade are 35 hours per week. Your normal weekly working hours are 35 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent. You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars.
Annual leave	The annual leave associated with the post will be confirmed at Contracting stage.
Superannuation	This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004
Age	The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants. * Public Servants not affected by this legislation: 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. Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. In the HSE, all Mandated Persons under the Children First Act 2015 are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act 1998. You should check Schedule 2 of the Children First Act 2015 to see if you are a Mandated Person, and therefore a HSE Designated Officer, 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 need 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 managed appropriately and investigated in accordance with HSE procedures². • Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. • Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example. Note: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.

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

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