Staff Nurse, SCBU Altra Foirne (Do Leanaí)
Job Specification & Terms and Conditions

Job Title, Grade Code	Staff Nurse (General), Special Baby Care Unit (Grade Code: 2135)
Remuneration	The salary scale for the post is: € 38,166, €40,158, €41,175, €42,519, €44,213, €45,907, €47,591, €49,049, €50,509, €51,973, €53,466, €54,956, **€56,592 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	DML-10-26-288
Closing Date	12 noon Friday 13th November 2026
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	There are currently 2 permanent vacancies in the Special Care Baby Unit at the Regional Hospital Mullingar/ Aonad Sainchúraim Naíonán an tOspidéal Réigiúnach Lár Tíre, an Muileann gCearr. A panel may be formed as a result of this campaign for Staff Nurse Special Care Baby Unit from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled in Regional Hospital Mullingar and Midland Regional Hospital Portlaoise.
Informal Enquiries	We welcome enquiries about the role. Please contact: Maureen Revilles, Director of Midwifery Regional Hospital Mullingar maureen.revilles1@hse.ie
HR Point of Contact	DML is committed to providing information and services which are accessible to all, if you require accessibility assistance throughout any stage of the recruitment process, please contact: Nincy Philip HR Recruitment Officer HSE Dublin and Midlands Email: Nincy.Philip@hse.ie
Details of Service	The Dublin and Midlands Health Region is one of six new HSE Health Regions and has responsibility for the planning and co-ordinated delivery of health and social care services within its defined geography. June 2025 The HSE Dublin and Midlands serves a population of circa 1,077,639 (20.9% of the country's population) providing health and social care services to communities living within Dublin West, Dublin South-West, Dublin South City, Laois, Longford, Offaly, Kildare, West Wicklow and Westmeath. Currently, approximately 30k staff work within the HSE Dublin and Midlands Region providing key health and social care services with a budget of €4 billion. The region has 4 Integrated Health Areas, serving a population of around 300,000 and take account of local geographies, population size, needs and services. The IHA areas are HSE Dublin South City and West, HSE Dublin South West, HSE

	Kildare and West Wicklow and HSE Midlands and the Integrated Healthcare Managers are in post since October 2024. IHAs bring together both acute and community services as well as other non-HSE providers and are crucial to supporting and enabling integrated care. Within the 4 Integrated Health Areas there are 9 acute hospitals (model 4s and 3s, mix of statutory and voluntary providers) delivering a full range of acute hospital, women and children's services, in addition to specialised radiation and oncology care. There are also 6 integrated care hubs/CSTs and 20 Community Health Networks/Areas who together will serve the population health needs of our area. The reform Programme for HSE Dublin and Midlands provides an opportunity to shape the future of health and social care in a rapidly changing environment and to continue to implement safer better health care through integrated services. Health Regions will be the primary service coordination and delivery units for the vast majority of health and social care services provided across Ireland. They will provide the governance and organisational arrangements to enable planning. The Regional Hospital Mullingar is a Model 3 Statutory Hospital forming part of the HSE Dublin and Midlands regional healthcare area. The Hospital provides a wide range of health services for people in Westmeath and Longford and a specialised service for a broader Midlands population of 291,000 including Laois, Offaly, North Meath, Kildare and Roscommon. The Hospital has 216 beds (184 inpatient, 16-day beds, 10 short term stay beds and a 6 bedded Medical Assessment Unit) and provides a range of services, on a 24-hour basis. The Hospital has a combined Critical Care Unit comprising of six beds (ICU/CCU). The hospital provides the following acute services: • Accident & Emergency • General Medicine (Including Regional Stroke Thrombolysis) • General Surgery • Obstetrics and Gynaecology • Paediatrics / Special Care Baby Unit • Critical Care • 24 hour CT scanning service • Out-Patient Services incl. Ophthalmology The Maternity Unit had 1693 births in 2024.The Special Care Baby Unit consists of 5 cots providing specialist care to infants born from 32 weeks' gestation supported by the nursing, neonatal and paediatric team at the hospital. The unit is managed by a Clinical Nurse Manager 2 (CNM). The unit is also supported by a dedicated Clinical Skills Facilitator. In addition the nursing team work closely with Allied Health Professional groups, including pharmacists, dietetics.
Reporting Relationship	• The post holder will report operationally to the CNM2 or CNM1 in the Special Care Baby Unit/ and thereafter to the CMM3/ADOM • The post holder reports professionally to the Director of Midwifery
Key Working Relationships	• Director of Midwifery • ADOM, AMP's CMM3, CMM2, CNM2 SCBU, Clinical Skills Facilitator SCBU and other midwifery/nursing grades including Nursing administration out of hours • All midwives/nurses within the health region including Public Health Nurses • Consultant Paediatricians and NCHD's, • Inter-professional colleagues • Prescribing site co-ordinator(s) • Nursing and Midwifery Practice Development • Women and babies/families and Services Users • Nursing and Midwifery Board of Ireland • Higher Education Institutions • May include client/women interest groups • Nursing and Midwifery Planning and Development Unit • Centres of Nursing and Midwifery Education

Purpose of the Post	The Staff Nurse (SCBU) will assess, plan, implement and evaluate care to the highest professional and ethical standards within the model of neonatal nursing care practiced in the Special Care Baby Unit. The staff nurse will provide holistic, family centred care, promoting optimum parent education and care of the neonate and enhance the quality of life for families providing support in a variety of clinical scenarios pertinent to the new-born preterm and term infant.
Principal Duties and Responsibilities	**Professional Responsibilities** *The Staff Nurse – general (Special Care Baby Unit) will* • Practice Nursing according to the Code of Professional Conduct (2025) as laid down by the Nursing and Midwifery Board of Ireland and Professional Clinical Guidelines • Adhere to national, regional and local Health Service Executive (HSE) guidelines, policies, protocols and legislation • Work within their scope of practice and take measures to develop and maintain the competence necessary for professional practice • Maintain a high standard of professional behaviour and be accountable for their practice • Be aware of ethical policies and procedures which pertain to their area of practice • Respect and maintain the privacy, dignity and confidentiality of the patient • Follow appropriate lines of authority within the Nurse Management structure **Clinical Practice** *The Staff Nurse – general (Special Care Baby Unit) will* • Fulfil their statutory obligations within the legislation and the policies as appropriate to the role • Deliver nursing care to patients according to best practise/evidence based framework • Manage a designated caseload • Promote the health, welfare and social wellbeing of patients within our services • Actively participate as a multi-disciplinary / inter-disciplinary team member in all aspects of service delivery including case conferences, clinical meetings, team meetings • Assess, plan, implement and evaluate individual person centred care programmes within an agreed framework and in accordance with best practice • Develop and promote good interpersonal relationships with patients, their family / social network supports and the interdisciplinary care team in the promotion of person centred care • Endeavour to ensure that care is carried out in an empathetic and ethical manner and that the dignity and spiritual needs of the patient are respected • Promote and recognise the patients in the context of the family's social and cultural dimensions of care and the need for links with their local community • Collaborate and work closely with the patient's family, the multi-disciplinary / inter-disciplinary team, external agencies and services to facilitate discharge planning, continuity of care and specific care requirements • Provide education and information to the patient's family and be an advocate for the individual patient and for their family • Report and consult with senior midwifery/nursing management on clinical issues as appropriate • Maintain appropriate and accurate written nursing records and reports regarding patient care in accordance with local / national / professional guidelines and standards • Participate in innovation and change in the approach to patient care delivery particularly in relation to new research findings, evidence based practice and advances in treatment • Participate in nursing metrics, clinical audit and review • Participate in community needs assessment and ongoing community delivery of care as appropriate • Promote a positive health concept with the patient's family and colleagues and contribute to health promotion and disease prevention initiatives of the Health Service Executive • Delegate and supervise the work of other grades of staff within the remit of their role, as appropriate • Initiate and undertake approved clinical nursing research

	• Refer clients to other services as required • Participate in the national code of discharge planning **<u>Clinical Governance</u>** *The Staff Nurse – general (Special Care Baby Unit) will* • Participate in clinical governance structures within the local / regional / national clinical governance framework • Contribute to ongoing monitoring, audit and evaluation of the service as appropriate • Accurately record and report all complaints to appropriate personnel according to local service policy • Participate in the development of policies / procedures and guidelines to support compliance with current legal requirements, where existing, for the safe storage and administration of medicines and other clinical products • Participate in the development of policies / procedures and guidelines with health, safety, fire, risk and management personnel and participate in their development in conjunction with relevant staff and in compliance with statutory obligations • Observe, report and take appropriate action on any matter which may be detrimental to patient care or well being • Be aware of, and comply with, the principles of clinical governance including quality, risk and health and safety and be individually responsible for clinical governance, risk management / health and safety issues in their area of work • Comply with HSE policies to minimise risk with particular reference to infection control. • Participate in the development, promotion and implementation of infection prevention and control guidelines • Adhere to organisational dress code • Have a working knowledge of HIQA standards as they apply to the role for example Standards of Healthcare, National Standards for 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. • To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable low carbon and efficient health service **<u>Risk Management, Quality, Health & Safety</u>** *The Staff Nurse – general (Special Care Baby Unit) will* • Adequately identifies, assesses, manages and monitors risk within their area of responsibility. • 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>Education & Training</u>** *The Staff Nurse – general (Special Care Baby Unit) will* • Engage in the HSE performance achievement process/PDP's in conjunction with your Line Manager and staff as appropriate. • Attend mandatory training courses • Keep abreast of the latest development in nursing practise as far as possible • Develop and use reflective practise techniques to inform and guide practise. • Participate in the clinical workplace induction of new nursing and support staff. • Participate in performance evaluation / review with their line manager, identifying areas for improvement and appropriate plans / measures to achieve them • Provide feedback to the Clinical Nurse Manager or the designated officer with regard to compilation of proficiency assessments for students in the clinical setting • Identify and contribute to the continual enhancement of learning opportunities within a population health framework • Participate in the clinical / workplace induction of all new nursing and support staff

	• Contribute to the identification of training needs pertinent to the clinical area. • Develop teaching skills and participate in the planning and implementation of orientation training and teaching programmes for nursing/midwifery students and the nursing element of education for other health care staff as appropriate. • Identify and contribute to the continual enhancement of learning opportunities within a population health framework. • Provide support, guidance and advice to junior colleagues when required within the scope of practice • Participate in regular performance /clinical reviews with their line manager • Participate in the development of performance indicators in conjunction with the Clinical Nurse Manager 2 • Participate in innovation and change in the approach to service user care delivery, and contribute to the service planning process, based on best practice and under the direction of Nurse Management / Nurse Practice Development, particularly in relation to new research findings and advances in treatment **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 for receipt of applications for the post:-** **1. Professional Qualifications, Experience etc.** • Be registered, or be eligible for registration, in the General Division of the Register of Nurses kept by the Nursing & Midwifery Board of Ireland [NMBI] (Bord Altranais agus Cnáimhseachais na hÉireann). **And** • Candidates must possess the requisite knowledge and ability, (including a high standard of clinical and administrative capacity), for the proper discharge of the duties of the office. **2. Annual registration** • On appointment, practitioners must maintain live annual registration on the General Nurse Division of the Register of Nurses & Midwives maintained by Nursing and Midwifery Board of Ireland [NMBI] (Bord Altranais agus Cnáimhseachais na hÉireann). **And** • Practitioners must confirm annual registration with the NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). **4. 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. **5. Character** Each candidate for and any person holding the office must be of good character.
Post Specific Requirements	Candidate must: • Demonstrate depth and breadth of experience in NICU/ SCBU/ PICU as relevant to the role
Other requirements specific to the post	• Have access to appropriate transport to fulfil the requirements of the role • Participate in the roster over 7 days and including rotation on to night duty.

Skills, competencies and/or knowledge	**Professional Knowledge & Experience Relevant to the role** • Demonstrate sufficient clinical knowledge, clinical reasoning skills and evidence based practice to carry out the duties and responsibilities of the role • Demonstrate depth and breadth of experience in neonatal nursing and/ or paediatric intensive care, as relevant to the post. • Practices nursing care safety and effectively, fulfilling their professional responsibility within their scope of practice • Practice in accordance with legislation affecting nursing practice • Demonstrate a willingness to engage and develop IT skills relevant to the role. A commitment to provide a quality service • Sets realistic goals and time-scales, taking account of potential problems and competing priorities • Devotes time and energy to the most important task at any given time • Maintains an awareness of value for money **Planning and Organisation** • Demonstrate the ability to plan and organise effectively. • Demonstrates the ability to plan and organise own workload and that of others in an effective and methodical manner within strict deadlines, ensuring deadlines are met **Building and Maintaining Relationships** • Demonstrate the ability to build and maintain relationships including the ability to work effectively as part of a multi-disciplinary team. • Demonstrate effective analytical, problem solving and decision making skills. **Communication and Interpersonal Skills** • Demonstrate good written communication skills including the ability to present information in a clear and concise manner. • Demonstrate evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect. • Demonstrate excellent communication skills, including sufficient command of the English language so as to effectively carry out the duties and responsibilities of the role. • Demonstrate a commitment to continuing professional development. • Demonstrate a commitment to providing a quality service. • Demonstrate an awareness of developments within the HSE. • Demonstrate knowledge of the HSE Transformation Programme.
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.	

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Terms and Conditions of Employment

Tenure	The current vacancy available is permanent and whole time in Regional Hospital Mullingar but the panel will be available for the HSE Dublin and Midlands Region (Regional Hospital Mullingar and Midland Regional Hospital Portlaoise). 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 **37.5** hours per week. Your normal weekly working hours are **37.5** 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.
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. You should check if you are a Designated Officer and / or 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/service[1], 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 procedures[2]. • 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.

[1] A 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.