Clinical Skills Facilitator - Emergency Department (CNM2)
Job Specification & Terms and Conditions of Employment

Job Title, Grade Code	**Clinical Skills Facilitator - Emergency Department (CNM2)** (Grade Code: 2119)
Remuneration	The salary scale for the post (as at 01/06/2026) is: €62,699 - €63,737 - €64,615 - €66,048 - €67,633 - €69,189 - €70,745 - €72,497 - €74,123 - €76,921 - **€79,227 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	HSEMW301-26
Closing Date	Friday 20th of November at 5pm
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 Mid West – University Hospital Limerick** **FFS An Íarthar Láir – Ospideál Ollscoile Luimnigh** The current vacancy available is permanent and whole-time in Training and Education in Emergency Department, University Hospital Limerick. A panel may be created from this campaign for **Clinical Skills Facilitator Emergency Department (CNM2) HSE Mid-West Acute Services** from which current and future permanent and specified purpose vacancies of full time or part time duration may be filled.
Informal Enquiries	We welcome enquiries about the role. Contact Ms. Eimear Breen, Assistant Director of Nursing Urgent and Acute Care Emergency Directorate, University Hospital Limerick. **Email:** Eimear.Breen@hse.ie **Telephone:** 087-1877723 Contact UHLRecruitment@hse.ie for enquiries relating to the recruitment process.
Details of Service	**HSE Mid West** 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)
Reporting Relationship	• Reports to the CNM 3 - Urgent and Acute Care Emergency Directorate / Divisional Nurse Manager as relevant to the post / as appropriate. • Accountable to the Assistant Director of Nursing - Urgent and Acute Care Emergency Directorate and Director of Nursing
Key Working Relationships to include but not limited to	The Clinical Skills Facilitator - Emergency Department (CNM2) will work collaboratively with a range of internal and external stakeholders including: CNM3/Assistant Director of Nursing/Director of Nursing CNS/, RANP and other nursing and HCA grades Multidisciplinary Team colleagues and other key stakeholders within services, including National Clinical and Integrated Care Programmes Service users/families and/or carers Nursing and Midwifery Board of Ireland Educational Bodies Nursing and Midwifery Planning and Development Units Centres of Nursing and Midwifery Education Nurse Practice Development Unit UHL National Clinical Leadership Centre Other relevant statutory and non-statutory organisations
Principal Duties and Responsibilities	*The Clinical Skills Facilitator - Emergency Department (CNM2) will:* • Educate all nursing staff and allied staff, including the introduction and orientation of new staff to the speciality and maintain an effective learning environment. • Identify the educational needs within the Emergency Department in collaboration with Clinical Nurse Manager 3, Nursing Practice Development Unit and Nurse Education centre. • Maintain a mechanism of recording and co-ordinating ongoing education. • Act as a preceptor/ mentor and coach to nursing staff and other allied professionals. • Assess, Plan, Organise, Supervise, Evaluate and Monitor quality nursing standards and foster advanced evidence based clinical practice and clinical learning environment. • Foster staff empowerment and increase autonomy over learning. • Assist all nursing personnel to maintain high levels of competence by enabling them to identify their professional goals, provide feedback, and facilitate achievement of personal development outcomes. • Support and participate in clinical audit within the hospital and promote same within the assigned department.
Principal Duties and Responsibilities	**Professional /Clinical** *The Clinical Skills Facilitator - Emergency Department (CNM2) will:* • Support education around patient care to ensure the highest professional standards using an evidence based, care-planning approach.

- Provide a high level of professional and clinical leadership.
- Be responsible for the co-ordination, assessment, planning, delivery and review of service user care by all staff in designated area(s).
- Provide safe, comprehensive nursing care to service users according to the Code of Professional Conduct as laid down by the Bord Altranais agus Cnáimhseachais na hÉireann (Nursing Midwifery Board Ireland) and Professional Clinical Guidelines
- Practice nursing according to:
    - Professional Clinical Guidelines
    - National and Area Health Service Executive (HSE) guidelines.
    - Local policies, protocols and guidelines
    - Current legislation
- Manage own caseload in accordance with the needs of the post.
- Participate in teams / meetings / committees as appropriate, communicating and working in co-operation with other team members.
- Facilitate co-ordination, co-operation and liaison across healthcare teams and programmes.
- Collaborate with service users, family, carers and other staff in treatment / care planning and in the provision of support and advice.
- Communicate verbally and / or in writing results of assessments, treatment / care programmes and recommendations to the team and relevant others in accordance with service policy.
- Plan discharge or transition of the service user between services as appropriate.
- Ensure that service users and others are treated with dignity and respect.
- Maintain nursing records in accordance with local service and professional standards.
- Adhere to and contribute to the development and maintenance of nursing standards, protocols and guidelines consistent with the highest standards of patient care.
- Evaluate and manage the implementation of best practice policy and procedures e.g. admission and discharge procedures, control and usage of stocks and equipment, grievance and disciplinary procedures.
- Maintain professional standards in relation to confidentiality, ethics and legislation.
- In consultation with CNM3 and other disciplines, implement and assess quality management programmes.
- Participate in clinical audit as required.
- Initiate and participate in research studies as appropriate.
- Devise and implement Health Promotion Programmes for service users as relevant to the post.
- Operate within the scope of practice - seek advice and assistance from his / her manager with any cases or issues that prove to be beyond the scope of his / her professional competence in line with principles of best practice and clinical governance.
- Be familiar with and support staff nurses knowledge and understanding of the Trendcare Software management system used to measure evidence-based patient acuity, workload management, and workforce planning system.

Health & Safety

The Clinical Skills Facilitator - Emergency Department (CNM2) will:

- Ensure that effective safety procedures are developed and managed to comply with statutory obligations, in conjunction with relevant staff e.g. health and safety procedures, emergency procedures.
- Observe, report and take appropriate action on any matter which may be detrimental to staff and/or service user care or well-being / may be inhibiting the efficient provision of care.
- Assist in observing and ensuring implementation and adherence to established policies and procedures e.g. health and safety, infection control, storage and use of controlled drugs etc.
- Ensure completion of incident / near miss forms / clinical risk reporting.
- Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.
- Liaise with other relevant staff e.g. CNS infection control Occupational Therapist re appropriateness for procurement.
- 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.
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

Education and Training

The Clinical Skills Facilitator - Emergency Department (CNM2) will:

- Engage in continuing professional development by keeping up to date with nursing literature, recent nursing research and new developments in nursing management, education and practice and to attend staff study days as considered appropriate.
- Lead and Support on Resus Education from Novice to Expert on Adult and Paediatric Critical Management; Manchester triage Education; Paediatric Education.
- Support Major Incident Planning and Education for staff in the Emergency Department
- Develop and support Competency Assessment Portfolios for Staff from Novice to expert practice.
- Support and Educate staff on Minor Injuries management through the emergency department.
- Lead and Support Multi-Disciplinary Simulation Training in the Emergency Department
- Support, educate and engage staff on Quality Improvement Initiatives identified within the department.
- Co-ordinate Multidisciplinary education for staff to ensure high standards of team performance.
- Be familiar with the curriculum-training programme for student nurses and be aware of the clinical experience required to meet the needs of the programme.
- Participate in the identification, development and delivery of induction, education, training and development programmes for nursing and non-nursing staff.
- Provide support and supportive supervision to Clinical Nurse Manager 1 and front-line staff where appropriate.
- Supervise and assess student nurses and foster a clinical learning environment.

	• Engage in supporting performance review processes in conjunction with CNM2/3 including personal development planning as appropriate. **Management** *The Clinical Skills Facilitator - Emergency Department (CNM2) will:* • Manage and support communication at departmental level and facilitate team building. • Provide staff leadership and motivation which is conducive to good working relations and work performance. • Promote a culture that values diversity and respect in the workplace. • Formulate, implement and evaluate service plans and budgets in co-operation with the wider healthcare team. • Manage all resources efficiently and effectively within agreed budget. • Lead on practice development within the clinical area. • Lead and implement change. • Promote, facilitate and participate in the development of nursing policies and procedures. Monitor as appropriate and lead on proactive improvement. • Contribute to the formulation, development and implementation of policies and procedures at area and hospital level. • Ensure compliance with legal requirements, policies and procedures affecting service users, staff and other hospital matters. • Manage and promote liaisons with internal / external bodies as appropriate e.g. intra-hospital service and the community. • Actively participate in the Nursing Management structure by 'acting up' when required. • Maintain all necessary clinical and administrative records and reporting arrangements. • Engage in IT developments as they apply to service user and service administration. **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**	**1. <u>Statutory Registration, Professional Qualifications, Experience, etc</u>** **(a) Eligible applicants will be those who on the closing date for the competition:** (i) Are registered in the General Division of the Register of Nurses & Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) or entitled to be so registered. **And** (ii) Have at least 5 years relevant post registration nursing experience of which 2 must be in the speciality or related area. (iii) Have the clinical, managerial and administrative capacity to properly discharge the functions of the role **And**

	(iv) Candidates must demonstrate evidence of continuous professional development. **And** **(b)** Candidates must possess the requisite knowledge and ability including a high standard of suitability and clinical, managerial and administrative capacity to properly discharge the functions of the role. **2. <u>Annual registration</u>** (i) Practitioners must maintain live annual registration on the relevant division of the Register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann). **And** (ii) Confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC). **<u>3. 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. **<u>4. Character</u>** Candidates for and any person holding the office must be of good character. *<u>*</u> The Service have determined the specialty or related area is: Emergency Nursing.* ***Please note that appointment to and continuation in posts that require statutory registration is dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing Midwifery Board Ireland).***
Post Specific Requirements	• Demonstrate depth and breadth of experience in Emergency Nursing in an Acute Hospital setting as relevant to the role. • Knowledge of Emergency Care nursing is essential for the role to provide support for nursing staff. • Rostered hours will be 7/7 inclusive of days, nights and weekends.
Other Requirements Specific to the Post	There may be a requirement to travel to other hospitals in the hospital group so access to transport is important.
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. **OR** (iii) Suitably qualified, non-resident non-EEA citizens.

	The HSE welcomes applications from suitably qualified, non-resident, non-EEA citizens and will support successful candidates in their application for a Work Permit, as applicable. Read more about Department of Enterprise, Trade & Employment Work Permits.
Skills, Competencies and/or Knowledge	*The candidate must demonstrate:* **Professional Knowledge and Experience** *For example:* • Demonstrate practitioner competence and professionalism. • Demonstrate an awareness of current and emerging nursing strategies and policy in relation to the clinical / designated area. • Demonstrate the ability to relate nursing research to nursing practice. • Demonstrate an awareness of HR policies and procedures including disciplinary procedures. • Demonstrate an awareness of relevant legislation and policy e.g., health and safety, infection control etc. • Demonstrate a commitment to continuing professional development. • Demonstrate a willingness to develop IT skills relevant to the role. **Organisation and Management Skills** *For example:* • Demonstrate the ability to plan and organise effectively. • Demonstrate the ability to manage deadlines and effectively handle multiple tasks. • Demonstrate an awareness of resource management and the importance of value for money. • Demonstrates flexibility and adaptability in their approach to work **Building and Maintaining Relationships *(including Team Skills and Leadership Potential)*** *For example:* • Demonstrate the ability to work on own initiative as well as part of a team • Adopts a collaborative approach to patient care by co-ordination of care / interventions and interdisciplinary team working. • Demonstrate strong interpersonal skills including the ability to build and maintain relationships. Fosters good professional work relationships between colleagues • Demonstrates the ability to lead on clinical practice. **Commitment to providing a Quality Service** *For example:* • Demonstrates a strong commitment to the delivery of quality service. • Display awareness and appreciation of the service user and the ability to empathise with and treat others with dignity and respect. • Demonstrates integrity and ethical stance. • Demonstrate motivation, initiative and an innovative approach to job and service developments, is flexible and open to change. **Analysis, Problem Solving and Decision-Making Skills** *For example:* • Demonstrates evidence-based decision-making, using sound analytical and problem-solving ability. • Shows sound professional judgement in decision-making. • Takes an overview of complex problems before generating solutions; anticipates implications / consequences of different solutions. • Uses a range of information sources and knows how to access relevant information to address issues. • Demonstrate resilience and composure in dealing with situations.

	Communication Skills *For example:* • Demonstrate strong communication skills - presents written information in a concise, accurate and structured manner. • Demonstrates the ability to influence others effectively. Anticipates and recognises the emotional reactions of others when delivering sensitive messages.
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 being called forward 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 description 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.

Clinical Skills Facilitator - Emergency Department (CNM2)
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 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. 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/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 the National Health and Safety Function, here: https://www.hse.ie/eng/staff/safetywellbeing/about%20us/

[2] See link on health and safety web-pages to latest Incident Management Policy