

Template 4: Job Description – candidate Advanced Nurse Practitioner (cANP)

Job Specification, Terms and Conditions: Advanced Nurse Practitioner, candidate (cANP)

Job Title, Grade and Grade Code	Advanced Nurse Practitioner, candidate (cANP) (area of speciality to be inserted) Grade Code: 2272 The successful candidate will, on completion of the requirements set out in the section entitled Tenure be appointed to the post of Registered Advanced Nurse Practitioner
Competition Reference	<i>To be completed by HR Department</i>
Whole Time Equivalent	<i>To be completed by service advertising for the cANP</i>
Closing Date	<i>To be completed by HR Department</i>
Proposed Interview date(s)	<i>Insert proposed date of interviews</i>
Taking up Appointment	<i>The successful candidate will be required to take up duty no later than.....</i>
Duration of Post	The candidate ANP is required to progress to registration with Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) (NMBI) as a Registered Advanced Nurse Practitioner (RANP) within 3 years of commencement of this post.
Location of Post	(to be completed by service advertising candidate ANP) <i>What is the name of the Department?</i> <i>Where is the cANP located?</i> <i>Which hospital/ service?</i> <i>Which geographical area?</i>
Organisational Area	(to be completed by service advertising candidate ANP)
Details of Service	(to be completed by service advertising candidate ANP) What service does the unit/service/catchment area provide? What client group is served by the unit/service/catchment area? What are the possible future developments for the service? What is the team structure? What area is covered by this service? <i>There is no limit to the text that can be inserted here. Please use this section to highlight the service and generate interest in the service and job being recruited for.</i>
Service Mission, Vision and Values	To be completed by the service(s) {Hospital Group and/or CHO area}
Reporting Arrangements	Is professionally accountable to the Assistant Director of Nursing and Director of Nursing Is clinically accountable to the supervising Consultant/Clinical Lead/ GP and/or Registered Advanced Nurse Practitioner
Clinical Indemnity	To be completed by the service(s) {Hospital Group and/or CHO area}

<p>Key Working Relationships to include but not limited to</p>	<p>Director of Nursing Assistant Director of Nursing Clinical Nurse Manager RANPs and other nursing grades Nurse Practice Development Co-ordinator Prescribing site co-ordinator(s) Medical colleagues Interprofessional colleagues Patients/service users/families and/or carers Nursing and Midwifery Board of Ireland Higher Education Institution Nursing and Midwifery Planning and Development Unit Centres of Nursing and Midwifery Education National Clinical and Integrated Care Programme National Clinical Leadership Centre Other relevant statutory and non-statutory organisations</p>
<p>Clinical Supervision</p>	<p>The cANP (NNN) engages in on-going clinical supervision as per a Memorandum of Understanding. The structure, process and outcome of clinical supervision must be explicit. The cANP (NNN) maintains a record of clinical supervision in his/her professional practice portfolio.</p>
<p>Purpose of the Post</p>	<p>The main purpose of the post is to develop the job description and supporting documentation under the direction of the Health Care Provider's Advanced Practice Stakeholder Governance Group, to enable the individual nurse to meet the NMBI Criteria for Registration as an Advanced Nurse Practitioner as set out in <i>Advanced Practice (Nursing) Standards and Requirements (NMBI, 2017)</i>.</p> <p>The individual will undertake the academic preparation and develop the clinical and leadership skills, competencies and knowledge required to meet the criteria to be registered as a RANP with NMBI. The scope of the cANP role must reflect the incremental development of expertise and as such, the cANP cannot deliver care as an autonomous practitioner.</p> <p>The individual will complete and submit the necessary documentation for registration as an RANP with NMBI.</p> <p>The value of the nursing contribution as a distinct profession must be safeguarded and articulated in the development of new services led by advanced nurse practitioners, complementing rather than replacing current services delivered by doctors (NMBI 2017 p.9).</p> <p>The overall purpose of the post is to provide safe, timely, evidenced based nurse-led care to patients at an advanced nursing level. This involves undertaking and documenting a complete episode of patient care (assess, diagnose, plan, treat and discharge patients) according to collaboratively agreed protocols and scope of practice in the clinical setting; demonstrating advanced clinical and theoretical knowledge, critical thinking, clinical leadership and decision making skills.</p> <p>The advanced practice role demonstrates a high degree of knowledge, skill and experience that is applied within the nurse-patient/client relationship to achieve optimal outcomes through critical analysis, problem solving and accurate decision-making (NMBI, 2017).</p> <p>Central to this is the provision of quality care, a safe environment and processes for patients by the use of evidence based clinical guidelines that address patient</p>

	<p>expectations, promote wellness and evaluate care given.</p> <p>The role will provide clinical leadership and professional scholarship in order to develop nursing practice and health policy at local, regional and national level.</p> <p>The role will contribute to nursing research to shape and advance nursing practice, education and health care policy at local, national and international levels.</p>
<p>Principle Duties and Responsibilities</p>	<p>The post holder's practice is based on developing a higher level of capability across the six domains of competences as defined by Bord Altranais agus Cnáimhseachais na hÉireann Advanced Practice (Nursing) Standards and Requirements (NMBI 2017)</p> <p>The domains are:</p> <ul style="list-style-type: none"> • Professional Values and Conduct • Clinical-Decision Making • Knowledge and Cognitive Competences • Communication and Interpersonal Competences • Management and Team Competences • Leadership and Professional Scholarship Competences <p>Domain 1: Professional Values and Conduct</p> <p>Standard 1</p> <p>The cANP NNN will gain increased competence in applying ethically sound solutions to complex issues related to individuals and populations by:</p> <ul style="list-style-type: none"> • Demonstrating accountability and responsibility for professional practice as a lead healthcare professional {in the care of patients with...} • Collaborating with his/her supervisor and local stakeholder group to scope the caseload and scope of practice for the RANP (NNN) • Collaborating with his/her supervisor and local stakeholder group to determine the inclusion criteria for the RANP (NNN) • Collaborating with his/her supervisor and local stakeholder group to determine the exclusion criteria for the RANP (NNN) • Articulating safe boundaries and engaging in timely referral and collaboration for those areas outside his/her scope of practice, experience, and competence by establishing, in collaboration with key stakeholders, referral pathways and locally agreed policies, procedures, protocols and guidelines to support and guide the RANP (NNN) service • Demonstrating leadership by practising compassionately to facilitate, optimise, promote and support the health, comfort, quality of life and wellbeing of persons whose lives are affected by altered health, chronic disorders, disability, distress or life-limiting conditions • Selecting a professional practice model that provides him/her latitude to control his/her own practice, focusing on person centred care, interpersonal interactions and the promotion of healing environments The chosen professional practice model for nursing will emphasise a caring therapeutic relationship between the cANP/RANP (NNN) and his/her patients, recognising that cANPs/RANPs work in partnership with their multidisciplinary colleagues (Slatyer et. Al (2016)).

- Articulating and promoting the advanced practice nursing service in clinical, political and professional contexts {for example presenting key performance outcomes locally and nationally; contributing to the service’s annual report; participating in local and national committees to ensure best practice as per the relevant national clinical and integrated care programme}.

Domain 2: Clinical-Decision Making Competences

Standard 2

The cANP **NNN** will enhance his/her advanced knowledge, skills, and abilities to engage in senior clinical decision-making by increasing his/her capability to:

- Conduct a comprehensive holistic health assessment using evidenced based frameworks, policies, procedures, protocols and guidelines to determine diagnoses and inform autonomous advanced nursing care
- Synthesise and interpret assessment information particularly history including prior treatment outcomes, physical findings and diagnostic data to identify normal, at risk and subnormal states of health
- Demonstrate timely use of diagnostic investigations / additional evidence-based advanced assessments to inform clinical-decision making
- Exhibit comprehensive knowledge of therapeutic interventions including pharmacological and non-pharmacological advanced nursing interventions, supported by evidence-based policies, procedures, protocols, and guidelines, relevant legislation, and relevant professional regulatory standards and requirements
- Initiate and implement health promotion activities and self-management plans in accordance with the wider public health agenda
- Discharge patients from the service as per an agreed supporting policy, procedure, protocols, guidelines and referral pathways

Domain 3: Knowledge and Cognitive Competences

Standard 3

The cANP **NNN** will actively contribute to the professional body of knowledge related to his/her area of advanced practice by enhancing his/her capability to:

- Provide leadership in the translation of new knowledge to clinical practice (for example teaching sessions; journal clubs; case reviews; facilitating clinical supervision to other members of the team)
- Educate others using an advanced expert knowledge base derived from clinical experience, on-going reflection, clinical supervision and engagement in continuous professional development
- Demonstrate a vision for advanced practice nursing based on service need and a competent expert knowledge base that is developed through research, critical thinking, and experiential learning
- Demonstrate accountability in considering access, cost and clinical effectiveness when planning, delivering and evaluating care (for example key performance areas, key performance indicators, metrics).

Domain 4: Communication and Interpersonal Competences

Standard 4

The cANP **NNN** will negotiate and advocate with other health professionals to ensure the beliefs, rights and wishes of the person are respected by gaining increased competence and capability to:

- Communicate effectively with the healthcare team through sharing of information in accordance with legal, professional and regulatory requirements as per established referral pathways
- Demonstrate leadership in professional practice by using professional language (verbally and in writing) that represents the plan of care, which is developed in collaboration with the person and shared with the other members of the inter-professional team as per the organisation's policies, procedures, protocols and guidelines
- Facilitate clinical supervision and mentorship through utilising one's expert knowledge and clinical competences
- Utilise information technology, in accordance with legislation and organisational policies, procedures, protocols and guidelines to record all aspects of advanced nursing care.

Domain 5: Management and Team Competences

Standard 5

The cANP **NNN** will manage risk to those who access the service through collaborative risk assessments and promotion of a safe environment by:

- Promoting a culture of quality care
- Proactively seeking feedback from persons receiving care, families and staff on their experiences and suggestions for improvement
- Implementing practice changes using negotiation and consensus building, in collaboration with the multidisciplinary team and persons receiving care.

Domain 6: Leadership and Professional Scholarship Competences

Standard 6

The cANP **NNN** will lead in multidisciplinary team planning for transitions across the continuum of care by enhancing his/her competence and capability to:

- Demonstrate clinical leadership in the design and evaluation of services (for example findings from research, audit, metrics, new evidence)
- Engage in health policy development, implementation, and evaluation (for example key performance indicators from national clinical and integrated care programme/HSE national service plan/ local service need to influence and shape the future development and direction of advanced practice in {cite speciality})
- Identify gaps in the provision of care and services pertaining to his/her area of advanced practice and expand the service to enhance the quality, effectiveness and safety of the service in response to emerging healthcare needs
- Lead in managing and implementing change.

	<p>Advanced Practice Performance Management and Evaluation</p> <p>Performance Indicators (PI's) are required to evaluate nursing interventions and implement initiatives to improve quality and quantity of the nursing care provided. They should have a clinical nursing focus as well as a breakdown of activity, including patients seen and treated. In addition, they identify areas of good practice that must be recognised and celebrated (HSE 2015).</p> <p>The Department of Health (2017) <i>Framework for National Performance Indicators for Nursing and Midwifery</i> provides a guiding framework for the development of Nursing and Midwifery PI's.</p> <p>In collaboration with the Director of Nursing and the Assistant Director of Nursing, the cANP will identify and develop Nursing PI's for their area of practice, collect and collate data that will provide evidence of the impact and effectiveness of the interventions undertaken. <i>(insert agreed PI's/clinical targets/structure, process and outcome measures)</i></p> <p>The cANP will evaluate audit results and research findings to identify areas for quality improvement in collaboration with nursing management and multidisciplinary team colleagues (primary and secondary care).</p> <p>Professional / Clinical</p> <p>The cANP NNN will practice nursing according to:</p> <ul style="list-style-type: none"> • Professional clinical guidelines • National Health Policy • Local policies, procedures, protocols and guidelines • Current legislation • Values for Nursing and Midwifery – Care, Compassion and Commitment (DoH, 2016). <p>Education and Training</p> <p>The cANP NNN will:</p> <ul style="list-style-type: none"> • Contribute to service development through appropriate continuous education, research initiatives, keeping up to date with nursing literature, recent nursing research and new developments in nursing practice, education and management. • Provide support and advice to those engaging in continuous professional development in his/her area of advanced nursing practice.
<p>Legislation, Regulations, Policies and Guidelines</p>	<p>The cANP (NNN) practises nursing according to:</p> <ul style="list-style-type: none"> • The Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives (NMBI 2014); • Scope of Nursing and Midwifery Practice Framework (NMBI 2015); • Values for Nurses and Midwives in Ireland – Care, Compassion and Commitment (Department of Health 2016); • Advanced Practice Nursing Standards and Requirements (NMBI 2017); • National Health Policies and Procedures (latest versions) {list as relevant to the service for example: Houses of the Oireachtas Committee on the Future of Healthcare (Sláintecare 2017), National Consent Policy (HSE 2013, revised 2016); • Local policies, procedures, protocols and guidelines; • Current legislation {list as relevant to the service for example:

	Assisted Decision-Making Capacity Act (Government of Ireland 2015); {Insert as appropriate to the RANP (NNN) service}.
Professional Practice Portfolio	The cANP (NNN) must develop a professional practice portfolio, incorporating evidence of learning from continuing professional development, clinical supervision, reflective practice and review of his/her own scope of practice in accordance with regulatory requirements and service need.
Health and Safety	<p>The cANP NNN will:</p> <ul style="list-style-type: none"> • Ensure adherence to established policies and procedures e.g. health and safety, infection control, storage and use of controlled drugs etc. • Ensure completion of incident and near miss forms. • Ensure adherence to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty. • Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards or Mental Health Commission (MHC) 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.
Management / Administration:	<p>The cANP NNN will:</p> <ul style="list-style-type: none"> • Provide support, advice and direction to staff as required. • Engage with the wider healthcare team and facilitate team building. • Facilitate communication with the healthcare team across services and within the senior nurse team. • 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. • Manage and promote liaisons with internal and external bodies as appropriate, for example; intra-hospital service, community services, or voluntary organisations. • Contribute to the strategic management and planning process. • Formulate service plans and budgets in co-operation with the wider healthcare team. • Provide reports on activity and services as required. • Engage in digital developments as they apply to service user and service administration.

<p>Eligibility Criteria</p> <p>Qualifications and/or Experience</p>	<p>1. Professional Qualifications, Experience, etc.</p> <p>(a) Eligible applicants will be those who on the closing date for the competition are:</p> <p>(i) Be a registered nurse with the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) or entitled to be so registered</p> <p style="text-align: center;">And</p> <p>(ii) Be registered in the division(s) of the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) Register for which the application is being made or entitled to be so registered.</p> <p style="text-align: center;">Or</p> <p>In recognition of services that span several patient/client groups and/or division(s) of the register, provide evidence of validated competences relevant to the context of practice</p> <p style="text-align: center;">And</p> <p>(iii) Have a broad base of clinical experience relevant to the advanced field of practice</p> <p style="text-align: center;">And</p> <p>(iv) Be eligible to undertake a Master's Degree (or higher) in Nursing or a Master's Degree, which is relevant, or applicable, to <i>the advanced field of practice</i>. The Master's programme must be at Level 9 on the National Framework of Qualifications (Quality & Qualifications Ireland), or equivalent. Educational preparation must include at least three modular components pertaining to the relevant area of advanced practice, in addition to clinical practicum.</p> <p style="text-align: center;">Or</p> <p>(v) Be currently undertaking a Master's Degree in Nursing (Advanced Practice Pathway) <u>or be eligible</u> to register to undertake additional Level 9 National Framework of Qualifications (Quality and Qualifications Ireland) specific modules of a Master's Degree in Nursing (Advanced Practice Pathway) within an agreed timeframe. Educational preparation must include at least three modular components pertaining to the relevant area of advanced practice, in addition to clinical practicum.</p> <p style="text-align: center;">Or</p> <p>(vi) Possess a Master's Degree (or higher) in Nursing or a Master's Degree which is relevant, or applicable, to <i>the advanced field of practice</i>. The Master's programme must be at Level 9 on the National Framework of Qualifications (Quality & Qualifications Ireland), or equivalent. Educational preparation must include at least three modular components pertaining to the relevant area of advanced practice, in addition to clinical practicum.</p> <p style="text-align: center;">And</p> <p>(b) Candidates must possess the requisite knowledge and ability including a high standard of suitability and clinical, professional and administrative capacity to properly discharge the functions of the role.</p>
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	<p>2. <u>Annual Registration</u></p> <p>(i) Practitioners must maintain active annual registration on the appropriate/relevant Division of the register of Nurses and Midwives maintained by the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) for the role</p> <p style="text-align: center;">And</p> <p>(ii) Confirm annual registration with NMBI to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).</p> <p>3. <u>Age</u></p> <p>Age restriction shall only apply to a candidate where s/he is not classified as a new entrant (within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed application forms for the office occurs.</p> <p>4. <u>Health</u></p> <p>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.</p> <p>5. <u>Character</u></p> <p>Candidates for and any person holding the office must be of good character.</p>
<p>Post Specific Requirements, Additional Qualifications and/or Experience Required</p>	<p>The organisation will consider the post specific requirements, additional qualifications and or experience required in developing the specific cANP (NNN) service.</p>
<p>Essential Skills, Competencies and/or Knowledge</p>	<p>Demonstrate the specialist knowledge and clinical skills in the specific area of practice (NNN)</p> <p>The cANP must demonstrate:</p> <p><u>Professional/Clinical Knowledge</u></p> <ul style="list-style-type: none"> • Demonstrate a high degree of commitment, professionalism and dedication to the philosophy of quality health care provision • Demonstrate evidence of Policy, Procedure, Protocol, Guideline (PPPG) development and the translation of PPPGs into action • Demonstrate knowledge and experience of quality audit/assurance systems • Demonstrate experience in developing, implementing and evaluating quality improvement initiatives • Demonstrate awareness of relevant legislation and policy developments • Demonstrate commitment to continuing professional development.

	<p><u>Planning and Organising Resources</u></p> <ul style="list-style-type: none"> • Demonstrate ability to proactively plan, organise, deliver and evaluate a nursing service in an efficient, effective and resourceful manner, within a model of person-centred care and value for money • Demonstrate ability to manage deadlines and effectively handle multiple tasks. <p><u>Building and Maintaining Relationships: Leadership, Staff Management and Team Work</u></p> <ul style="list-style-type: none"> • Demonstrate flexibility and openness to change and ability to lead and support others in a changing environment • Demonstrate the ability to communicate a change vision and engage stakeholders in a sustainable change process • Demonstrate ability to foster a learning culture among staff and colleagues to drive continuous improvement • Demonstrate ability to work effectively within multi-disciplinary teams. <p><u>Evaluation Information and Judging Situations</u></p> <ul style="list-style-type: none"> • Demonstrate the ability to evaluate information and solve problems. <p><u>Commitment to Providing Quality Services</u></p> <ul style="list-style-type: none"> • Demonstrate understanding of, and commitment to, the underpinning requirements and key processes in providing quality, person-centred care • Demonstrate the ability to lead on clinical practice and service quality. <p><u>Communication and Interpersonal Skills</u></p> <ul style="list-style-type: none"> • Demonstrate effective communication and interpersonal skills, including the ability to present information in a clear and concise manner • Demonstrate ability to engage collaboratively and influence others • Demonstrate competency in the general use of information technology for example computers, office functions, internet for research purposes, email and preparation of presentation materials • Demonstrate evidence of skills in data management and report writing.
<p>Other Requirements Specific to Post</p>	<p><i>Please outline the specific criteria that are specific to the post, e.g. access to transport as post will involve frequent travel</i></p>
<p>Competition Specific Selection Process</p> <p>Short listing / Interview</p>	<p>Campaign Specific Selection Process</p> <p>Ranking/Shortlisting / Interview</p> <p>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.</p> <p>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p> <p>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.</p> <p><i>Candidates who are successful at interview and subsequently meet the necessary registration requirements with NMBI will automatically be upgraded into the prepared Registered Advanced Nurse Practitioner post.</i></p>

Code of Practice	<p>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 Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, feedback facilities for candidates on matters relating to their application, when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process, and review in relation to allegations of a breach of the Code of Practice. Additional information on the HSE's review process is available in the document posted with each vacancy entitled "Code of Practice, Information for Candidates".</p> <p>Codes of Practice are published by the CPSA and are available on www.hse.ie in the document posted with each vacancy entitled "Code of Practice, Information For Candidates" or on www.cpsa-online.ie.</p>
<p>The reform programme outlined for the health services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job description 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.</p>	

HEALTH SERVICES EXECUTIVE Terms and Conditions of Employment-candidate Advanced Nurse Practitioner (cANP)

<p>Tenure</p>	<p>The appointment is whole-time and candidate ANP is required to have progressed to being eligible to be registered as an ANP with NMBI within 3 years of commencement of the post.</p> <p>Given the developmental nature of this service the successful advanced nurse practitioner candidate will be required to adhere to the terms as set out below which are specific to this appointment.</p> <ul style="list-style-type: none"> • In line with requirements and standards set out by NMBI (2017) <i>Advanced Practice (Nursing) Standards and Requirements</i> the successful candidate will be required to engage in a process of self-development and structured education and clinical supervision specific to (<i>area of practice to be inserted</i>) in order to develop advanced clinical nursing knowledge and critical thinking skills to gain competence necessary to independently provide efficient, effective, safe patient care to a specific caseload which has been previously agreed. • The candidate Advanced Nurse Practitioner is expected to demonstrate the core and specific competencies deemed necessary to manage the particular scope of practice. The candidate must undertake formal competency assessment in order to meet the criteria for registration as an ANP with NMBI. • On successful completion of the above requirements and on acquiring registration with NMBI as an ANP, the candidate will be appointed as an RANP in a permanent capacity. • Failure to successfully achieve essential milestones (outlined above) within an agreed timeframe will result in termination of the ANP career pathway and return to a previously held substantive post OR re-deployment within the organisation. <p>Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.</p>
<p>Remuneration</p>	<p>The salary scale for this post is in accordance with HSE approved salary scales (<i>aligned to Clinical Nurse Manager 3 salary scale</i>)</p> <p><i>Candidates who are successful at interview and subsequently meet the necessary registration requirements with NMBI will automatically be appointed into the approved post of RANP (NNN)</i></p>
<p>Working Week</p>	<p>The standard working week applying to the post is: 39 hours</p> <p>HSE Circular 003-2009 "Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016" applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p>
<p>Annual Leave</p>	<p>The annual leave associated with the post is in accordance with approved HSE policy</p>

Superannuation	<p>All pensionable staff become members of the pension scheme.</p> <p>Applicants for posts in the Mental Health service are advised that Section 65 of the Mental Treatment Act, 1945, <u>does not</u> apply to new entrants to the Mental Health Services as defined by the Public Service Superannuation(Miscellaneous Provisions) Act, 2004 (Section 12 of that Act) New entrants</p>
Probation	<p>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.</p>
Protection of Persons Reporting Child Abuse Act 1998	<p>This post is one of those designated in accordance with Section 2 of the Protection of Persons Reporting Child Abuse Act, 1998. You will remain a designated officer for the duration of your appointment in this post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. Such officers will, on receiving a report of child abuse, formally notify the Senior Social Worker in the community care area in which the child is living.</p>