JOB DESCRIPTION & PERSON SPECIFICATION

PERMANENT CONSULTANT

GENERAL ADULT PSYCHIATRIST

REF 03/19
## PERSON SPECIFICATION

**Job Title:** Consultant General Adult Psychiatrist  

**Department:** Psychiatry  
**Report to:** Dr Sharon Sheehan Master/CEO

### FACTOR

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| **Qualifications** | Applicants must be registered as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland in the speciality of Adult Psychiatry.  
For the purposes of eligibility for entry to any competition or recruitment process associated with this post, a candidate cannot be appointed as a Medical Consultant unless (s)he is registered as a Specialist in the Specialist Division on the Register of Medical Practitioners maintained by the Medical Council of Ireland before taking up appointment. The successful candidate will be allowed a maximum of 180 calendar days from date of interview to secure registration and produce evidence of special interest training where relevant. | Candidates will ideally have a higher degree such as an MD or a PhD. |

**Experience**  
Expertise in the provision of General Adult Psychiatry care.  
Applicants will be expected have relevant experience in Perinatal Psychiatry.

**Skills/Abilities/Knowledge/Understanding**  
- Strong leadership skills  
- Ability to liaise with colleagues on a range of issues and work effectively within a team  
- Knowledge and understanding of the services provided at CWIUH  
- Ability to plan and organise effectively.  
- Excellent communication, influencing and interpersonal skills, including the ability to build and maintain relationships.  
- Resourceful and resilient  
- Openness to change.  
- Honesty and integrity.  
- Caring and empathetic.  
- Knowledge of current clinical, professional, quality and audit guidelines and processes.
JOB DESCRIPTION

JOB TITLE: CONSULTANT GENERAL ADULT PSYCHIATRIST

Department: Psychiatry
Report to: Dr. Joanne Fenton, Consultant Psychiatrist

About the Coombe Women & Infants University Hospital

As a tertiary-referral, university-teaching hospital, the Coombe Women & Infants University Hospital (CWIUH) is the largest provider or women and infants' healthcare in Ireland and indeed one of the largest providers in Europe. It is part of the Dublin Midlands Hospital Group and is aligned with the National Women & Infants Health Programme (NWIHP), the HSE Clinical Programme in Obstetrics and Gynaecology, and the HSE Clinical Programmes of Paediatrics and Neonatology. Medical students from UCD and TCD attend the Hospital; the campus hosts the National Cytology Training Centre and the Centre for Midwifery Education for the Greater Dublin Area. The Hospital also supports research fellowships in Obstetrics, Peri-operative Medicine, Early Pregnancy Assessment, Perinatal Ultrasound and Pharmacology.

2018 marks the third year of the Hospital’s 5 year strategy which was developed with the Board of Guardians and Directors and the Senior Management Team. This strategy continues to set the direction of the hospital, underpinned by the commitment to its mission of “excellence in the care of women and babies”, and the values of excellence in everything we do, respect, progressive, woman and baby-centred, caring and pride in what we do, and the vision to be a “nationally and internationally recognised leader in healthcare for women, babies and their families”. The Master was a member of the Steering Group charged with developing the National Maternity Strategy and continues to work closely with NWIHP to ensure the implementation of this strategy.

In 2017, a total of 8689 mothers attended the Hospital, 7975 mothers delivering 8166 infants weighing >= 500g, including 195 sets of twins, 7 sets of triplets, and 134 infants >= 1500g. There were 5012 gynaecological operations performed in 2017. The gynaecology service provided by consultants based in the CWIUH continues to be the busiest surgical service in the state. Throughout 2017, we continued to provide a most extensive surgical gynaecology service and more than ever, due to increased demand for gynaecology services, it is essential that we continue to expand our capacity in the Coombe.

The Midland Regional Hospital Portlaoise, Ireland, is a 152 bedded acute hospital serving the catchment areas of Laois, Offaly, Kildare, Carlow and Tipperary. The Maternity Unit is a 29 bedded unit. The birth rate is between 1,500 and 2,000 births per annum. The Department of Obstetrics and Gynaecology, MRHP provides comprehensive services to ante-natal; post-natal mothers and women who require gynaecological care.

Contract Details

This is a joint consultant appointment on a Type B basis under the Consultant’s Contract 2008 to the Coombe Women & Infants University Hospital and Midland Regional Hospital Portlaoise.

The Consultant’s Contract 2008 provides for a normal working week of 39 hours. This 39 hour commitment for this post will be to the Coombe Women & Infants University Hospital for 27 hours per week and 12 hours per week to the Midland Regional Hospital Portlaoise. The hours will normally be delivered across a span of 12 hours between the hours of 8 am and 8 pm Monday to Friday or as outlined in section 7 of the Consultant Contract (as at 12/4/2018). The normal duties for the post as outlined in the documentation and agreed by the HSE will include inter alia:
The successful candidate duties will include the following:

- Will work in the Coombe Women & Infants University Hospital and Midland Regional Hospital as part of a multidisciplinary team under the direction of the Master/CEO.
- Will work as part of the Mental Health Division within the Hospital.
- Will provide clinical leadership in Perinatal Psychiatry
- Will be involved in Conferences, teaching, training and audit.
- Will see both Inpatients and Outpatient Consultations.
- OPD clinics in both sites
- Community Liaison
- On call
- Teaching, Training, Audit, Risk Management, Quality Improvement
- Continuous Professional Development
- Greater consultant involvement in the direct provision of care
- Senior decision making
- No delays in decisions
- Increased access
- Increased consultant involvement in training, audit, risk management and quality improvement programmes

Background to the Post

The post has been developed in the context of the National Perinatal Mental Health Model of Care, Women and Infants Health Programme, the National Clinical Programme in Obstetrics & Gynaecology, the recommendations of the Institute of Obstetricians & Gynaecologists, "Creating a Better Future Together, National Maternity Strategy 2016- 2026" and "HIQA Standards Safer and Better Maternity Services". This post forms a very important part of the hospital’s overall plan to address the mental health needs of women.

GENERAL ACCOUNTABILITY

The person chosen will:

- Maintain throughout the hospital awareness of the primacy of the patient in relation to all of the Hospital’s activities.
- Demonstrate behaviour consistent with the Values of the Hospital
- Promote open communications throughout the hospital.
- Will work as part of a multidisciplinary team under the direction of the Master/CEO.
- Will provide clinical leadership in MDT context - hand-over, ward-rounds, clinical risk &morbidity/mortality Conferences, teaching, training and audit.

The Consultant’s reporting relationship and accountability for the discharge of his/her contract is to the Master of the hospital.

The successful candidate:

Should be fully trained to the level of Consultant General Adult Psychiatrist.
SPECIFIC RESPONSIBILITY AND ACCOUNTABILITY

The successful candidate will perform the following duties appropriate to the candidate:

Clinical

Provision of Psychiatric services to the CWUIH and MRHP.

a) To attend at CWIUH and MRHP at such times as may be determined by the CWIUH and MRHP and in emergencies as required, and to remain in attendance thereat as long as his/her services are required.

b) To attend at any clinic or site maintained by the CWIUH and MRHP within the group catchment as appropriate and to provide either thereat or in the appropriate hospital such diagnostic, treatment or consultation service as may be appropriate.

c) To participate in development of and undertake all duties and functions pertinent to the Consultant’s area of competence, as set out within the Clinical Directorate Service Plan/CWIUH and MRHP in line with policies as specified by the Employer.

d) To ensure that duties and functions are undertaken in a manner that minimises delays for patients and possible disruption of services.

e) To alternate with the other Consultants in the Department and to act for them as required during short-term absences including weekend and off-duty leave.

f) To provide, as appropriate, consultation in the Consultant’s area of designated expertise in respect of patients of other Consultants at their request.

g) To provide lectures as required in the hospitals for student nurses, other nurses in training and other staff.

h) To supervise and be responsible for diagnosis, treatment and care provided by non-Consultant Hospital Doctors (NCHDs) treating patients under the Consultant’s care.

i) To examine any person referred to him/her by the appropriate CWIUH and MRHP for examination and report and to furnish to the CWIUH/MRHP a full report of his/her findings on such examination, unless the person referred informs the officer that he/she objects to the examination or to the submission of such report, in which event the officer shall notify the CWIUH and MRHP concerned.

j) To participate in the On Call Service as outlined in the HSE Letter of approval as at 18th May 2018.

Management & Administration

a) To work within the framework of the hospital / agency’s service plan and/or levels of service (volume, types etc.) as determined by the Master. Service planning for individual clinical services will be progressed through the Clinical Directorate/ CWIUH/MRHP structure or other arrangements as apply.
b) To participate in the development and operation of the Clinical Directorate/CWIUH/MRHP structure and in such management or representative structures;

c) To participate in committees as requested by the Master, both internal and external.

d) To collaborate with the Hospital Management, Directors of Midwifery & Nursing and Medical Staff of the hospitals in all matters appertaining to the general efficiency of the hospitals.

e) To keep such records and to supply such reports and other information as may be required by the CWIUH/MRHP from time to time.

The foregoing list of duties will form part of the Hospital’s service and strategic plans. The remaining commitments are to be assigned by the employer and may be adjusted by the Master in consultation with the Consultant appointed to this post.

**Human Resources**

a) To co-operate with the expeditious implementation of the Disciplinary Procedure as per Consultants Contract 2008 (as at 12th April 2018).

b) To ensure in consultation with the Clinical Director/Master that appropriate medical cover is available at all times having due regard to the implementation of the European Working Time Directive as it relates to doctors in training.

c) To participate as a right and obligation in selection processes for non-Consultant Hospital Doctors and other staff as appropriate. The Employer will provide training as required. The Employer shall ensure that a Consultant representative of the relevant specialty / sub-specialty is involved in the selection process.

**Risk Management**

a) To participate in clinical audit and proactive risk management and facilitate production of all data/information required for same in accordance with regulatory, statutory and corporate policies and procedures.

**Financial**

a) To assist in the preparation of annual estimates/budgets of expenditure for revenues for which he/she is responsible.

**General**

a) To reside convenient to CWIUH and MRHP at such other place as may be approved by the CWIUH and MRHP.

b) To perform such other duties appropriate to the office as may be assigned to him/her by the CWIUH /MRHP or other authorised officer.

c) The person appointed will hold office under the terms and conditions of the 2008 contract (as at 12th April 2018) for consultants employed in the public service which will determine that he/she will participate actively in the management of the hospitals, take cognisance of resource constraints and retain clinical autonomy while practising.
Transport:

The Consultant is required to have access to transport to travel between both sites.

For the clinical duties and responsibilities in the CWIUH and MRHP the Consultant appointed will report to the lead Consultant Psychiatrist and Clinical Director respectively.

Other duties and responsibilities may be assigned to the appointed consultant by the Master as Chief Executive Officer of CWIUH Hospital or General Manager, MRHP.

The duties of the successful applicant may change in the context of the skill mix of the individual and the requirements of the Hospital.

Other duties and responsibilities may be assigned to the appointed consultant by the Master as Chief Executive Officer of CWIUH Hospital in consultation with the postholder.

The duties of the successful applicant may change in the context of the skill mix of the individual and the requirements of the Hospital.

*The above Job Description 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.*

Letter of Approval
18 May 2013

Dear Mr. O’Callaghan,

I refer to the application from the Dublin Midlands Hospitals Group attached to Ms Aedh O’Nial’e’s email of 15 June 2017 and related documentation.

The Health Service Executive has approved the appointment of a:

**Consultant General Adult Psychiatrist**

The successful candidate will have a specific responsibility for perinatal mental health for Coombe Women & Infants University Hospital and the Midland's Regional Hospital Portlaoise.

This is an appointment to the Dublin Midlands Hospitals Group on a Type B basis under the Consultants’ Contract 2008 (as per standard text issued by the HSE) by the Health Service Executive. The initial commitment for this post will be to Coombe Women & Infants University Hospital for 27 hours per week and to Midland's Regional Hospital Portlaoise for 12 hours per week. This is a new post. This post may be subject to restructuring in the future to facilitate the reorganization of acute services in line with new clinical models of acute and community services. It is noted that the post must be congruent with the requirements of, and facilitate implementation of, the HSE’s National Clinical Programmes including commitment to deliver the relevant performance outcomes.

The normal duties for the post as outlined in the documentation submitted and approved by the HSE, will include inter alia:

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<tr>
<th>Day</th>
<th>Times From</th>
<th>Times To</th>
<th>Details</th>
<th>Hospital/ Employee</th>
<th>Hours per day</th>
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<tr>
<td>Monday</td>
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<tr>
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<td>FRIDAY</td>
<td>Admit/research/audit</td>
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* On-call duties for this post will only commence when the Coombe Women & Infants University Hospital relocates to the St James’s Hospital campus to provide a joint on-call system across both hospitals. At that point the post-holder will join the joint on-call rota. For the purposes of the St James’s Hospital on-call duties, the post-holder will report to the relevant Executive Clinical Director Mental Health.

The following list of duties will form part of the Clinical Directorate Service Plan. The remaining commitments are to be assigned by the employer(s) and may be adjusted by the Clinical Director / Employer whilst retaining flexibility in meeting the operational needs of the employer. This assignment of commitments will be done in consultation with the Consultant appointed to this post who will be expected to work in a flexible manner to meet operational needs.

If a significant change to this post is contemplated e.g., location, structure, title, contract type etc., prior consideration by the CAAC (Consultant Applications Advisory Committee) and approval by the Health Service Executive is required.

Approval to this post is subject to the following conditions:

- Total employment remaining within your approved ceiling.
- That normal recruitment procedures for the filling of consultant posts are applied.
- That there are no additional non-consultant hospital doctor posts attached.
- This post must be advertised as being open to applicants who wish to work on a flexible or part-time basis and may – subject to preference of the successful applicant(s) and the decision of the employer – be filled on that basis.

The following qualifications shall apply to this appointment:

1. **Professional Qualifications**
   Registration as a specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council in Ireland in the specialty of psychiatry.

2. **Age**
   Age restriction shall only apply to a candidate where he/she 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.

3. **Health**
   A candidate for and any person holding the post must be fully competent and capable of undertaking the duties attached to the post and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

4. **Entry to competition and subsequent appointment**
   For the purposes of eligibility for entry to any competition or recruitment process associated with this post, a candidate must fulfil the eligibility requirements laid down in consultant appointment documents for the post.
The successful interviewee must be registered as a Specialist in the relevant specialty on the Specialist Division of the Register of Medical Practitioners maintained in the Medical Council of Ireland before taking up appointment. The candidate will be allowed a max of 100 calendar days from date of interview to secure the registration and produce evidence of special interest training where relevant.

Should the successful candidate not be registered as a Specialist at that time, the post may be offered to the next suitable candidate (or, in the case of HSE posts, the Public Appointments Service may choose not to recommend that candidate to the employer). Should no suitable candidate exist, a further recruitment process may be initiated.

It is noted that Section 2 c) of Consultant Contract 2008 provides for proleptic appointment to a post as follows:

"Should the Consultant be required by the terms of the offer of appointment to comply with specified requirements or conditions (including a requirement or condition that (c) the shall acquire a specified qualification) before the completion of a specified period the employment shall be terminated unless within that period the Consultant has complied with such requirements or conditions."

The HSE encourages the employer to make greater use of proleptic appointments and notes that it is open to the employer to make such an appointment subject to compliance by both the employer and the proleptic appointee to the requirements of the contract as set out above.

Requirements vis-à-vis approval letter

- All documentation relating to this post, including the job description, should be consistent with the contents of this letter.
- The Contract offered to the appointee is the Consultants’ Contract 2008 (as per the standard text issued by the HSE).
- This letter of approval must be attached at Appendix 1 to the contract to be made with the successful candidate as per the Consultants’ Contract 2008 (as per the standard text issued by the HSE).

In the event of the above post becoming vacant at any future date, whether by reason of resignation, retirement, or death, the vacancy must be notified to the Consultant Division which will arrange for a review of the position and a decision on whether to rely the continuation of the post.

I would be grateful if, in due course, you would update DIME (Doctors Integrated Management System) with the details of the person appointed to the above permanent position as soon as that is known.

Any queries regarding this letter of approval should be directed to myself in the first instance.

Yours sincerely

Andrew Condon
Medical Workforce Lead, Human Resources

Ms Sharon Sheahan, Matron, Coombe Women & Infants University Hospital
Ms Michaela Kowalka, URS, Midlands Regional Hospital Portlaoise
Dr Martin Forde, Group Clinical Director, Institute of Clinical Sciences Group
Ms Nora Shortt, Group Director of HR, Duale Midlands Hospitals Group
Ms Mary Gormley, HR Business Partner, HSE
Mr Ronan Foley, HSE Recruit, HSE IH
ELIGIBILITY REQUIREMENTS

Professional Qualifications
Registration as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland in the speciality of Obstetrics and Gynaecology.

Age Restrictions In Relation To Applications
Age restriction shall only apply to a candidate where he/she 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 applications for the office occurs.

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 as would indicate a reasonable prospect of ability to render regular and efficient service.”

Be of good character
A person selected for this role must be of good character.

Garda Vetting/ Police Clearance
The National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 provide a statutory basis for the vetting of persons carrying out relevant work with children or vulnerable persons. Given the specialised nature of the services provided by the Coombe Women and Infants University Hospital, your appointment is subject to satisfactory Garda Vetting and revetting in circumstances where the Hospital deems it appropriate. You are obliged to disclose previous and any criminal convictions acquired during the course of your employment. Should the Hospital obtain information from the Garda Vetting Unit to indicate that your Garda clearance report is not satisfactory and / or if you have supplied the Hospital with false or misleading information in relation to your Garda clearance status, the Hospital may terminate your contract with immediate effect.

Where candidates are appointed and have worked outside of jurisdiction, current police clearance is required.

PARTICULARS OF OFFICE
These appointments are permanent on a Type B Basis under the Consultants’ Contact 2008 (as at 12th April 2018) with a commitment of 39 Hours to the Coombe Women & Infants University Hospital.

Remuneration
Remuneration is in accordance with the salary scale approved by the Department of Health & Children effective from 1st January, 2019.

Duties
The successful candidate will perform such duties as are outlined in responsibilities and accountabilities outlined in this document.

Hours of work
39 hours per week.
**Flexibility**

This post requires a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore, the post holder will be required to demonstrate flexibility as and when required, i.e. evenings/weekends.

**Probation**

The successful candidate will be appointed initially for a probationary period of twelve months. During the probationary period progress or otherwise will be monitored and at the end of the probationary period the service will (a) be certified as satisfactory and confirmed in writing or (b) if not satisfactory, the probationary period may be extended in accordance with section 3 of the consultant 2008 contract.

**Annual Leave**

Annual leave entitlement is 30 days per annum (pro-rata) and public holidays should be granted as determined by the Organisation of Working Time Act 1997.

**Sick Leave**

The Consultant may be paid under the Sick Pay Scheme for absences due to illness or injury. Granting of sick pay subject to a requirement to comply with the Employer’s sick leave policy. Details of the scheme are set out at Appendix VI of the Consultant Contract 2008.

**Rest Days**

Consultants with an on-call liability shall have an entitlement to avail of compensatory rest day / on the following basis:

1. 1:1 on-call roster entitles the Consultant to 5 days in lieu per 4 week period;
2. 1:2 on-call roster entitles the Consultant to 3 days in lieu per 4 week period.

**Termination of Office**

If the Consultant wishes to terminate this employment (s) he shall provide the Employer (s) with 3 months written notice of his/her proposed termination date in line with the 2008 Consultant Contract.

**Pension arrangements and retirement age**

There are three superannuation schemes currently in operation for staff in the Coombe Women & Infants University Hospital:

(a) Voluntary Hospital Superannuation Scheme (Non-New Entrant)
(b) Voluntary Hospital Superannuation Scheme (New Entrant)
(c) Single Public Service Pension Scheme

Please read carefully the summary of the criteria for the three superannuation schemes below. This will assist you in identifying which scheme membership is applicable to your employment circumstances.

(a) If you have been continually employed in the public service prior to the 1st April 2004 and you have not had a break in service of more than 26 weeks, you will be included in the Voluntary Hospital Superannuation Scheme (Non-New Entrant) with a Minimum Retirement Age of 60 and a Maximum Retirement Age of 65.

(b) If you have been continually employed in the public service post the 1st April 2004 and you have not had a break in service of more than 26 weeks, you will be included in the Voluntary Hospital Superannuation Scheme (New Entrant) with a Minimum Retirement Age of 65. There is no Maximum Retirement Age.

The compulsory retirement age of 65 has been removed enabling staff to remain longer in work should they wish, subject to suitability and health requirements.
(c) If you have commenced employment in the public service as a new entrant or you are a former public servant, returning to the public service after a break of more than 26 weeks, you will be included in the Single Public Service Pension Scheme effective from the 1st January 2013 with a minimum retirement age of 66 (rising to 67 and 68 in line with state pension changes). The maximum retirement age under this scheme will be age 70.

The person appointed will be required to join the relevant Superannuation Scheme and will be required to contribute to the employing authority at the appropriate rate of gross annual superannuable remuneration as determined by the Minister responsible for the Scheme.

Pension benefits made to part-time staff will be on a pro-rata basis.

Pension Arrangements and Retirement Age:

For existing Public Servants (i.e. those who have entered the public service on or before the 31st March 2004) retirement is compulsory on reaching the age of 65 years.

However, candidates should note that changes have been made in the superannuation provisions and retirement ages for public servants who take up duty with effect from 1st April 2004.

In this context, new entrants, within the meaning of the Public Service Superannuation (Miscellaneous Provisions) Act 2004, to the public service should note:

The minimum pension age has been increased to 65 years for most new entrants to the public service. The compulsory retirement age of 65 has been removed

Pension benefits for new entrants will accrue on a standard basis (i.e., one year’s credit for one year’s service up to a maximum of 40 years’ service) while normal abatement of pension provision will apply to all public sector posts.

With effect from 1st January 2013, it is a condition of the appointment of new entrants to the public service* that you be a member of the Single Public Service Pension Scheme. Please see information booklet attached.

*A former public servant returning to the public service after a break of more than 26 weeks is considered a new entrant.

Health & Safety

- All employees must comply with the Safety, Health and Welfare at Work Act, 2005.
- Comply and enact Health and Safety responsibilities as outlined in Hospital policies, protocols and procedures relevant to your area.
- Take reasonable care to protect your own safety, health and welfare and that of any other person who may be affected by your acts or omissions at work.
- Ensure that personal protective equipment is worn while on duty
- Correct use of equipment.

Information Technology

Ensure that you make the most effective and efficient use of developments in technology for both patient care and IT support in a manner, which integrates well with systems throughout the organisation, actively assisting in the integration of new technology and systems.
Hygiene/Infection Control
All employees have responsibility for Hygiene awareness. Hygiene is defined as “The practice that serves to keep people and environments clean and prevent infection.” All employees also have a responsibility under their terms of employment to prevent transmission of infection and to follow the hospital infection control policies and guidelines as outlined in the Infection Control Manual. All employees must be aware that they work in an area where there is potential for transmission of infection. All employees have a responsibility to follow hand hygiene guidelines as this is the single most important intervention to prevent the transmission of infection.

Confidentiality
In the course of the post holder’s employment he/she may have access to or have information concerning the personal affairs of staff or other confidential information. Such information is strictly confidential and unless acting on the instruction of an authorised officer, on no account must information concerning staff or other service business be divulged or discussed, except as appropriate in the performance of normal duty. In addition, information, records, files must never be left in such a manner that unauthorised persons can obtain access to them. No records, documents or property of the Hospital may be removed from the premises of the Hospital without prior authorisation. You must return to the Hospital upon request and, in any event, upon the termination of your employment, all documents or other property of the Hospital which are in your possession or under your control.

Clinical Indemnity
The Consultant will be provided with an indemnity against the cost of meeting claims for personal injury arising out of bona fide actions taken in the course of his/her employment. This indemnity is in addition to the Employer’s(s’) Public Liability / Professional Indemnity / Employer’s(s’) Liability in respect of the Consultant’s non-clinical duties arising under this contract. Notwithstanding (a) above, the Consultant is strongly advised and encouraged to take out supplementary membership with a defence organisation or insurer of his/her choice, so that (s)he has adequate cover for matters not covered by this indemnity such as representation at disciplinary and fitness to practise hearings or Good Samaritan acts outside of the jurisdiction of the Republic of Ireland. Under the terms of this indemnity the Consultant is required to report to an officer designated by the Employer in such form which may be prescribed, all adverse incidents which might give rise to a claim and to otherwise participate in the Employer’s risk management programme as may be required from time to time. In the event that an adverse incident is first reported by a third party, the Consultant/Head of Department should be notified as soon as practicable.

Data Management
Ensure compliance with the obligations required by the General Data Protection Regulations (GDPR) 2018.

Trust in Care Policy
The Coombe Women & Infants University Hospital is committed to the principles of the Trust in Care Policy and all employees have a duty to report concerns for the safety and welfare of patients with in the procedures detailed in this policy.

The Hospital is committed to the principles of the Children First Act 2015 all employees must fully comply with Procedures and Practices including relevant legislation and Codes of Practice.

Note: This job description is an outline of current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. As the role develops in the hospital this job description may be reviewed in light of possible new structures and/or changing needs of the hospital.
The extent and speed of change in the delivery of health care is such that adaptability is essential at this level of appointment. The incumbent will be required to maintain, enhance and develop their knowledge, skills and aptitudes necessary to respond to a changing situation. The Job Description must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

**Application Details**
Intending applicants should submit a completed application form along with an updated Curriculum Vitae, and letter of application to www.coombe.ie **before the closing date of 12 noon Friday the 5th April 2019.**

Application form for the above post is available at www.coombe.ie and www.irishjobs.ie.

**Short-listing**
Applicants will be subject to short listing based on information provided in their application, whereby only those who meet set criteria shall be called to interview.

**Presentation**
Candidates who are shortlisted for interview may be required to make a presentation to the Interview Board. The title and length of the presentation will be advised in advance of interview.

**Expenses**
The Coombe Women & Infants University Hospital regret that they cannot be responsible for any expenses a candidate may incur in participating in the recruitment and selection process.

**Informal enquiries**
Informal enquiries in relation to this position may be made to: -
Dr Joanne Fenton, Consultant Psychiatrist, Coombe Women & Infants University Hospital
Email: joanne.fenton@hse.ie  or Phone: +353 (0)1 7036 158.

You must complete the official application form in full. If you do not complete the application form in full your application may not be submitted to the selection board for consideration and subsequent interview.
*Applications must be submitted as a Microsoft Word or PDF document format only.*

All candidates should note that, in order to maintain a timely process, the closing date and time for receipt of application.