



Job Specification & Terms and Conditions

Job Title and Grade	CHEMM/09/25 Consultant Child & Adolescent Psychiatrist (Temp)
Proposed Interview Date (s)	To be confirmed
Additional Information	Informal Enquiries to: Dr Louise Sharkey Consultant Child and Adolescent Psychiatrist Phone 01 2680501
Taking up Appointment	Ideally, the successful candidate will take up duty as soon as possible
Location of Post	This is an initial 1-year Temporary appointment to HSE Dublin South East & Wicklow Healthcare Area (Mental Health Services) on a Public Only Consultant Contract 2023 by the Health Service Executive. The initial commitment for this post will be to HSE Dublin South East & Wicklow Mental Health Services for 37 hours per week. 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 national health policy, the HSE's National Clinical Programmes including commitment to deliver the relevant performance outcomes.
Details of Service	<p>The CAMHS ID service was established in HSE Dublin South East & Wicklow Healthcare Area in 2020 and delivers outpatient appointments to children with a moderate to profound intellectual disability who have a moderate to severe mental disorder from the CAMHS ID building on Clonskeagh Hospital Campus and to provide outreach services to a Wicklow Clinic.</p> <p>HSE CAMHS ID service in Dublin South East and Wicklow covers a large geographical catchment area of 422,000 from Carnew in Wicklow to Baggot Street in South Dublin.</p>
Purpose of the Post	This Consultant Child & Adolescent Psychiatrist post is required to provide clinical leadership/consultant input to HSE Dublin South East & Wicklow CAMHS Team.

<p>Principal Duties and Responsibilities</p>	<p>Standard Duties and responsibilities</p> <ul style="list-style-type: none"> a) 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 and in line with policies as specified by the Employer. b) To ensure that duties and functions are undertaken in a manner that minimises delays for patients and possible disruption of services. c) To work within the framework of the hospital / agency's service plan and/or levels of service (volume, types etc.) as determined by the Employer. Service planning for individual clinical services will be progressed through the Clinical Directorate structure or other arrangements as apply. d) To co-operate with the expeditious implementation of the Disciplinary Procedure (attached at Appendix II). e) To formally review the execution of the Clinical Directorate Service Plan with the Clinical Director / Employer periodically. The Clinical Directorate Service Plan shall be reviewed periodically at the request of the Consultant or Clinical Director / Employer. The Consultant may initially seek internal review of the determinations of the Clinical Director regarding the Service Plan. f) To participate in the development and operation of the Clinical Directorate structure and in such management or representative structures as are in place or being developed. The Consultant shall receive training and support to enable him/her to participate fully in such structures. g) To provide, as appropriate, consultation in the Consultant's area of designated expertise in respect of patients of other Consultants at their request. h) To ensure in consultation with the Clinical Director 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. i) To supervise and be responsible for diagnosis, treatment and care provided by non-Consultant Hospital Doctors (NCHDs) treating patients under the Consultant's care. j) 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. k) 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.
---	--

l) To participate in and facilitate production of all data/information required to validate delivery of duties and functions and inform planning and management of service delivery.

m) To carry out teaching as appropriate.

Operational, strategic, developmental, clinical, administrative and other duties that will apply to the post:

Clinical:

- To practice as a Consultant Psychiatrist in Child & Adolescent Mental Health in Community Healthcare East under the Contract for Consultants on a Type A basis employed in the Public Health Service (2008) by the HSE
- To be responsible for the care and treatment of patients in his/her clinical charge and to ensure mechanisms for the co-ordination of the care with the multidisciplinary team and between the team and other health and social care agencies are established and maintained.
- To ensure that the service will be community orientated, with treatment provided in the main range of community facilities available, and within the level of resources allocated.
- To provide a service with the multidisciplinary team for patients referred for specialist treatment encompassing comprehensive programmes of care to include where necessary family support and advice.
- To lead and engage in the provision of a range of community based assessment and treatment programmes including, outpatients clinics, and any service deemed necessary in the future.
- To attend at the facilities of Community Healthcare East and associated services, with a commitment to the regular provision of services at such times as may be determined by the National Director, Mental Health Division for the HSE, or other designated officer and in emergencies, as required to remain in attendance thereat as long as his/her services are required.
- To provide a diagnostic treatment or consultation service as may be appropriate for or in respect of patients for whom the HSE is obliged under any enactment to provide. To develop and provide special clinics and associated services for identified patients.
- To arrange for the discharge of all patients in his/her clinical charge for whom hospital care and treatment, in his/her opinion, is no longer required. To ensure that discharge plans and post discharge care arrangements are in place prior to discharge.

- To keep such records as may be required from time to time by the HSE.
- To examine, assess, report and provide advice on every person referred to him/her.
- To furnish on request to any registered Medical Practitioner authorized by the HSE or the Minister, the clinical details regarding any person who is or who has been under his/her care, on production of the written consent of the person or the written consent of the person's representative or next of kin. Whenever the Minister is of the opinion, however, that it would not be in the interests of the common good to seek such consent and he/she certifies accordingly, the Officer shall furnish all required information to a Registered Medical Practitioner authorised by the Minister. Where, however, the Officer is of the opinion that the nature of the case is such that he/she should inform the patient of the requirement of the Minister, he/she then shall be at liberty to do so. It is not however intended that this requirement will operate in a manner, which would detract from the patient's character or reputation.
- To examine any person referred to him/her by the Chief Officer or other designated officer of the HSE for examination and report and furnish to the HSE a full report of his /her findings on such examination, unless the person referred informs the officer that he/ she objects to such report, in which event the officer shall notify the HSE.
- To issue, or arrange for the issue of, to or in respect of any patient under his /her care in the hospital or referred to him /her at a clinic and without payment by or on behalf of the HSE, any certificate which might reasonably be required by such patient regard to the state of his/ her health in connection with his /her normal employment, his/ her entitlement to benefit under the scheme of social insurance or assistance.
- To supervise and be responsible for the clinical work and record keeping of Non-Consultant Hospital Doctors and as appropriate other staff and to instruct them in the proper performance of their duties.
- To ensure that adequate supplies of such drugs, medicines, medical and surgical appliances as he/she considers necessary, will be available in his/her department of the hospital and to report to the HSE, arrangements for the custody of dangerous drugs etc., which he/she considers to be unsatisfactory.
- To be responsible, under the Executive Clinical Director, for the general management and running of hospital and community based departments or any such other psychiatric services operated by the HSE as may be assigned to him/her and to attend and be responsible for the care and treatment of patients concerned in such assignment.
- To take a special interest in and be responsible, under the person in charge, for the general organisation of such aspects of the Mental Health Services of the HSE as may be assigned to him/her.

- To be responsible for the maintenance of appropriate liaison arrangements between his/her department in the hospital or community services and the patients normal medical attendant.
- To participate in a system of professional practice review to support the maintenance of service quality and standards. To actively participate in and promote continuing education and review activities consistent with the position, and maintain a programme of continuing professional development applicable to the responsibilities of the post. To establish and develop multidisciplinary risk management/audit and review committees within the allocated area of responsibility and/or as requested by the management of the psychiatric services.

Organisational:

- To work with the HSE and Heads of Services and supporting structures, Hospital Managers and Director of Nursing, medical and surgical staff of the hospital/community services in all matters pertaining to their general efficiency.
- To participate in structured arrangements for the determination of resource provision and utilisation, service planning and evaluation and performance review appropriate to Community Healthcare East Mental Health Services.
- To participate in the on-call rota as required. To deputise and supply cross-cover as appropriate for his/her colleagues in the event of service exigencies in agreement with the Executive Clinical Director and management of the service.
- To agree with his/her Clinical Director, Executive Clinical Director, the consultant colleagues to assume clinical responsibility for his/her patients during his/her absence and document same. He/she shall agree with the Clinical Director, prior to taking leave, which members of medical staff will be on-call and available during that time.
- To undertake referral meetings, case reviews as required.
- To write letters and communications to General Practitioners and other professionals as required.
- To participate in various medical staff meetings within the HSE- South as necessary.
- To provide lectures/training as appropriate and as required in the Hospital and Clinical Service areas for medical, nursing and other staff or students.
- To perform duties in occasional emergencies and unforeseen circumstances on consultation with senior and junior colleagues.

- To provide advice, support and consultancy in a variety of settings to minimise risk.
- To participate in regular Audit and Quality Assurance programmes to improve and maintain high standards of service.
- To contribute to or conduct research in clinical or service areas pertinent to the service and their own relevant experience.
- To comply with reporting requirements and system developments e.g. Mental Health Commission etc and to provide data / activity as required for performance monitoring processes in the HSE- South.
- To ensure compliance with all HSE national and local policies and procedures.
- To notify the appropriate officer of any case of infectious or suspected infectious disease in his / her Department and to furnish such particulars as may be required in each case and to carry out the preventative measure that may be necessary.
- The person appointed will hold office under the terms and conditions of the revised consultant's contract, which will determine that he /she will participate actively in the management of the unit, take cognisance of resource constraints and retain clinical autonomy while practicing.
- To work with a multidisciplinary team providing assessment and therapeutic services and to have special administrative responsibility if required for the Service.
- The person appointed will take an active role in the selection and recruitment of staff where required.
- To be responsible for the maintenance of appropriate liaison arrangements between his / her unit and the patients normal medical attendants.
- The person appointed to the office is a Designated Officer under the "Protections for Persons Reporting Child Abuse Act 1998" to received reports of child abuse. Such officers will, on receiving a report of child abuse formally notify the relevant Childcare Manager.
- To prepare clinical and court reports pursuant to Section 25 of the Mental Health Act 2001.
- To ensure that current Health and Safety Legislation is complied with in consultation with the Executive Clinical Director, Director of Nursing and other responsible persons.
- To participate and ensure that junior medical staff participate in regular Health & Safety exercise e.g. Fire Drill.

	<ul style="list-style-type: none"> • To perform such other duties appropriate to his/ her office as may be assigned to him / her by the Area Manager/Executive Clinical Director or other designated officer. <p>TEACHING:</p> <ul style="list-style-type: none"> • To undertake undergraduate and postgraduate medical teaching duties. • To provide lectures for students and health care staff. <p>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.</p>
<p>Eligibility Criteria</p> <p>Qualifications and/ or experience</p>	<p>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 Child & Adolescent psychiatry.</p> <p>Entry to competition / recruitment process No candidate will be appointed as a Medical Consultant unless (s)he is registered as a Specialist in the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland.</p> <p>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.</p> <p>Character A candidate for and any person holding the post must be of good character.</p> <p>Entry to competition and subsequent appointment The successful interviewee must be registered as a Specialist in the relevant specialty on the Specialist Division of the Register of Medical Practitioners maintained by the Medical Council of Ireland before taking up appointment. The candidate will be allowed a max of 180 calendar days from date of interview to secure this registration and produce evidence of special interest training where relevant.</p>

Other requirements specific to the post	<ul style="list-style-type: none"> • The Consultant is required to have access to transport
Skills, competencies and/or knowledge	<p>Working with Others</p> <ul style="list-style-type: none"> • Develops networks and works in partnership with patients/service users, carers and colleagues within and across systems to deliver and improve services. • Builds and maintains relationships, listening, supporting others, gaining trust and showing understanding. • Encourages contribution creating an environment where others have the opportunity to contribute. • Works within teams to deliver and improve services. <p>Managing Services</p> <ul style="list-style-type: none"> • Contributes to the development of business and service plans to achieve service goals. • Manages resources to ensure the delivery of safe and efficient services. • Manages people by providing direction, reviewing performance, motivating others and promoting equality and diversity. • Manages performance, holding themselves and others accountable for service outcomes. <p>Setting Direction</p> <ul style="list-style-type: none"> • Identify the contexts for change, demonstrating awareness of the political, social, technical, economic, organisational and professional environment. • Applies knowledge and evidence, gathering information to produce an evidence-based challenge to systems and processes in order to identify opportunities for service improvement. • Makes sound evidence based decisions consistent with the values and priorities of the organisation and profession. • Measures and evaluates outcomes taking corrective action where necessary and being accountable for decisions. <p>Improving Services</p> <ul style="list-style-type: none"> • Ensures patient safety by assessing and managing the risk to patients associated with service developments, balancing economic considerations with the need for patient safety. • Critically evaluates services to identify where services can be improved, working individually or as part of a team. • Encourages improvement and innovation, creating a climate of continuous service improvement. • Facilitates transformation, actively contributing to change processes that lead to improved healthcare. <p>Demonstrating Personal Qualities</p> <ul style="list-style-type: none"> • Is aware of own values, principles and assumptions and is able to learn from experience. • Organises and manages self while taking account of the needs and priorities of others. • Learns through participating in continuing professional development and from experience and feedback. • Acts with integrity, behaving in an open, honest and ethical manner.

<p>Competition 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.</p> <p>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.</p>
<p>Protection of Persons Reporting Child Abuse Act 1998</p>	<p>As this post is one of those designated under the Protection of Persons Reporting Child Abuse Act 1998, appointment to this post appoints one as a designated officer in accordance with Section 2 of the Act. You will remain a designated officer for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. You will receive full information on your responsibilities under the Act on appointment.</p>
<p>Code of Practice</p>	<p>This competition will be run in compliance with the Code of Practice prepared by the Commissioners 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 Codes also specifies the responsibilities placed on candidates, feedback facilities for applicants 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.cpsa.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> <p>Please be advised that we do not require the assistance of agencies at this time.</p>	



Terms and Conditions of Employment

Consultant Child and Adolescent Psychiatrist (Temporary)

Tenure	The appointment is a Temporary 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.
Remuneration	<p>The annual salary will be as set out in the Public only Consultant Contract 2023.</p> <p>Medical Consultants Salary Scales from 1st February 2026</p> <p>€235,862, €248,612, €2262,070, €269,154, €276,236, €283,318</p> <p>Note: *Consultants taking up posts under these scales may benefit from incremental credit up to the 6th point</p>
Working Week	The standard working week applying to the post is: 37 hours per week
Annual Leave	The annual leave associated with the post is: 30 Working Days per annum and as determined by the Organisation of Working Time Act 1997
Superannuation	This is a pensionable position within the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Please be advised that pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on 1st 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 to which they were entitled at 31st December 2004.
Age	<p>The Public Service Superannuation (Age of Retirement) Act, 2018* set 70 years as the compulsory retirement age for public servants.</p> <p>* Public Servants not affected by this legislation:</p>
Public servants recruited between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age. Public servants recruited since 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 Persons Reporting Child Abuse Act 1998	As this post is one of those designated under the Protection of Persons Reporting Child Abuse Act 1998, appointment to this post appoints one as a designated officer in accordance with Section 2 of the Act. You will remain a designated officer for the duration of your appointment to your current post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. You will receive full information on your responsibilities under the Act on appointment.

Infection Control	<p>All HSE Employees must have a working knowledge of 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.</p>
<p>Ethics in Public Office 1995 and 2001</p> <p>Positions remunerated at or above the minimum point of the Grade VIII salary scale (€68,310 as at 01.09.19)</p>	<p>Positions remunerated at or above the minimum point of the Grade VIII salary scale (€ 68,310 as at 01.09.2019) are designated positions under Section 18 of the Ethics in Public Office Act 1995. Any person appointed to a designated position must comply with the requirements of the Ethics in Public Office Acts 1995 and 2001 as outlined below;</p> <p>A) In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year.</p> <p>B) In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.</p> <p>C) A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commission's website http://www.sipo.ie/</p>

Positions remunerated at or above €171,263 at 1 September 2019.

Positions remunerated at or above €171,263 as at 1st September 2019 are designated positions under the Ethics in Public Office Acts 1995 and 2001.

In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year. In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.

The Standards in Public Office Commission oversees compliance with the tax clearance provisions. We will provide details of your appointment and contact details to the Commission. Non-compliance will be investigated by the Commission. A report will be furnished to the HSE and laid before each House of the Oireachtas, at which point it will be made public. Any continuing non-compliance will also be noted in the Commission's Annual Report.

Under the Standards in Public Office Act 2001, the post holder must within nine months of the date of appointment provide the following documents to the Standards in Public Office Commission at 18 Lower Lesson Street, Dublin 2:

1. A Statutory Declaration, which has been made by the post holder not more than one month before or after the date of the appointment, attesting to compliance with the tax obligations set out in section 25(1) of the Standards in Public Office Act and declaring that nothing in section 25(2) prevents the issue to the post holder of a tax clearance certificate
2. and either
 - (a) a Tax Clearance Certificate issued by the Collector-General not more than 9 months before or after the date of the appointment or
 - (b) an Application Statement issued by the Collector-General not more than 9 months before or after the date of the appointment.

A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or give by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commissions website

www.sipo.ie