Medical Scientist, Staff Grade

 (Blood Sciences- Haematology and Biochemistry)

 **Cork University Hospital**

**Job Specification & Terms and Conditions**

|  |  |
| --- | --- |
| **Job Title, Grade Code** | Leighis Eolaí Foireann Grád (Eolaíocht Fola- Saotharlanna Haemaiteolaíocht agus Bitcheimic), Ospidéal Ollscoile Chorcaí(Grád Code 3875)Medical Scientist, Staff Grade (Blood Sciences - Haematology and Biochemistry Laboratories)(Grade Code: 3875)**2025 graduates are welcome to apply.** |
| **Remuneration** | The salary scale for the post (as at 01/08/2025) is: €44,331, €45,994, €48,630, €49,883, 5€1,075, €53,964, €55,904, €57,889 €59,917, €61,955, €63,998, €66,058, €68,133, €70,229, €72,268, **€73,667 LSI**New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies. |
| **Campaign Reference** | CUHBS83777 |
| **Closing Date** | Friday the 29th of August 2025 @ 12 noon |
| **Proposed Interview Date (s)** | Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances. |
| **Taking up Appointment** | A start date will be indicated at job offer stage. |
| **Location of Post** | South West RegionThere is currently **one permanent whole-time** vacancy available in the Haematology Department in Cork University Hospital. The successful candidate may be required to work in any service area within the vicinity as the need arises.A panel may be formed as a result of this campaign for the **post of Medical Scientist, Staff** **Grade (Blood Sciences)** from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled.  |
| **Informal Enquiries**  | We welcome enquiries about the role. For further information about the role please contact;Ms Denise Clarke,Chief Medical Scientist,Haematology Dept., Cork University Hospital, Wilton, Cork.Email: denisec.clarke@hse.iePhone: (021) 4922 544Ms. Ruth Shields,Chief Medical Scientist,Biochemistry Dept., Cork University Hospital, Wilton, Cork.Email: Ruth.Shields@hse.iePhone: (021) 4920173For enquiries relating to the recruitment process please contact;Mary Hayes, People Resourcing, Office of the Regional Head of People,HSE South West Tel: 021 4928737Email: mary.hayes22@hse.ie  |
| **Details of Service** | Cork University Hospital (CUH) is the largest university teaching hospital in Ireland and the only Level 1 Trauma Centre in the country due to the presence of over 40 different medical and surgical specialties on the campus. CUH has 800 beds and currently employs approximately 3,600 (WTE) staff of multiple professions. It is the primary teaching hospital for the Faculty of Health and Science in University College Cork. University College Cork (UCC) is the Primary Academic partner of the South-South West Hospital Group. Cork University Hospital has very strong relationships with each of the six schools within the Science Faculty of UCC and this is a key area for future development to maximise the opportunities for both the service and academia.The Blood Sciences Department offers a regional laboratory service which caters for a catchment area of just over 450,000 for routine and non-routine testing. The Laboratory provides urgent service provision to the Cork University Hospital and Cork University Maternity Hospital (CUH/CUMH) while also processing samples from other citywide hospitals which have no laboratory facility (e.g. St. Finbarr’s Hospital and the South Infirmary Victoria Hospital). Greater than 50% of the Laboratory’s sample test requests originate from General Practitioners. The Laboratory is the referral laboratory for other HSE-South hospitals in which a full range of testing is not available such as Bantry General Hospital, Mallow General Hospital and University Hospital Kerry. The diagnostic services provided by the Haematology Laboratory include but is not limited to:* Routine Full Blood Counts, ESR and Blood films
* Coagulation Screening and Specialised Coag Testing
* Thrombophilia Testing and Von Willibrands Screening
* Bone marrow investigations
* Flow Cytometry
* Haemoglobinopathy Screening and Glycosylated Haemoglobin Assays
* Molecular Testing

The Biochemistry Laboratory offers a diagnostic, analytical and interpretative service for a large range of analytes in body fluids. Services include * General Chemistry
* Endocrinology
* Immunology
* Molecular Genetics
* Therapeutic Drug Monitoring
* Specialised testing.

Clinical Biochemistry deals with the Biochemical basis of disease and the use of Biochemical tests for its diagnosis, prognosis, screening and management.A reduced service is available out of hours 24/7/365 in line with clinical need.Education and training are an integral part of the daily routine within the Laboratory with established links to the Medical and Science faculties at University College Cork (UCC) and the Biological Sciences department of Munster Technological University (MTU). Structured training programmes for trainee Medical Scientists, approved by the Academy of Clinical Science and Laboratory Medicine, and training programmes for Non-Consultant Hospital Doctors (NCHDs) are well established within the Laboratory. The Laboratory is also involved in both intradepartmental and collaborative research.Six Health Regions have been established within the HSE, on the basis of the geographical boundaries agreed by the Government in July 2019 and they will be operational from 2024. Each Health Region will be tasked with population specific planning resourcing and delivery of health and social care services for the needs of its unique population. This will result in improved accountability and governance in terms of finance and performance, while also bringing decision-making closer to the frontline. Health Regions will enable and empower staff to provide services that are:·         Integrated, locally planned and delivered·         Easier to access and navigate·         Available closer to home Health Regions are geographically based units with clearly defined populations. They align community and hospital services within specific areas. The HSE will retain a strong but leaner central organisation, with more service provision developed at a local level. The HSE South West Health Region will manage and deliver all public health and social care services in Cork and Kerry**.**HSE South West includes all hospital and community healthcare services in the region. This includes:·         South / South West Hospital Group S/SWHG·         Cork Kerry Community Healthcare CKCH The Department of Population and Public Health is also now aligned with this health region. **Services in the South West health region:** HSE Services working within this region include:·         Acute Hospitals·         Primary care services·         Community services·         Social care services·         Health and social care professionals·         Voluntary sector services  South / South West Hospital Group and Cork Kerry Community Healthcare became part of HSE South West Health Region on the 3rd March 2025, and the transition to the new structures will continue throughout 2025. |
| **Reporting Relationship** | The post holder will report to the Chief Medical Scientist/ Senior Medical Scientist or other nominated personnel. The post holder is responsible to Laboratory Manager and Consultant Haematologist |
| **Key Working Relationships** | The post holder will have key working relationships with the Senior Medical Scientists, or other nominated personnel, the Consultant Haematologist(s), Laboratory Manager and CUH/CUMH Haemovigilance Officers |
| **Purpose of the Post**  | To participate as a Medical Scientist, Staff Grade (Haematology and Biochemistry) in providing a high quality and efficient laboratory service to Consultants, Doctors and their patients within the hospital and the community.In co-operation with the Senior Medical Scientists, clinical staff and the Chief Medical Scientist, the post holder will participate in the delivery of a quality laboratory service that supports the clinical needs of its patients and is consistent with the Laboratory Quality Statement, mission, vision, values and strategic plan of the organisation. |
| **Principal Duties and Responsibilities** | *The Medical Scientist will:* **Scientific / Professional*** Maintain awareness of the primacy of the patient in relation to all hospital activities.
* Perform to the highest professional standards and participate in implementing a service that supports the clinical needs of patients and is consistent with the mission, vision, values and strategic plan of the HSE.
* Demonstrate behaviour consistent with the values of the profession of Medical Scientist.
* Participate in the implementation of operational processes to standards of best practice in order to optimise use of resources.
* Liaise with other health care professionals as appropriate.
* Be responsible for the quality of their work and carry out their duties in accordance with laboratory and hospital policy.
* Perform analytical testing appropriate to a clinical laboratory.
* Actively participate in quality management programmes which are patient centred and which measure, audit performance and client satisfaction.
* Perform assigned work to the highest professional standard in accordance with ISO 15189 and laboratory SOPs.
* Ensure that procedures are carried out in compliance with international and national guidelines and actively participate in internal and external quality control and quality assurance.
* Report all anomalies, near misses, non-conformances, incorrect results immediately to appropriate senior staff.
* Assist in investigating and closing non-conformances and service user complaints.
* Ensure all policies in relation to record keeping are followed.
* Observe the strictest confidence when dealing with all aspects of patient or hospital information.
* In co-operation with the Consultant Heads of Department, Laboratory Manager, Chief Medical Scientist and other designated senior staff, participate in the introduction of new ideas and methods according to HSE policy.
* Participate and co-operate in evaluating and validating equipment, consumables and reagents.
* Participate and co-operate in research and development projects.
* Carry out the Major Emergency Plan for isolated incidents of multiple traumas as required or requested by hospital policy.

**Health & Safety*** Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate.
* Implement agreed policies, procedures and safe professional practice and adhere to relevant legislation, regulations and standards.
* Work in a safe manner with due care and attention to the safety of self, patient and others.
* Be aware of risk management issues, identify risks and take appropriate action; report any adverse incidents or near misses.
* Assist and cooperate with senior staff in procedures aimed at accident prevention in the Laboratory.
* Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.
* Report any malfunctions or defects in equipment or any such suspicions immediately to the Senior Medical Scientist / Chief Medical Scientist.
* 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 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.

**Education & Training*** Participate in mandatory training programmes.
* To participate in the practice education of student therapists
* Take responsibility for and keep up to date with current practice by participating in continuing professional development.
* Maintain an up-to-date personal training / retraining record in accordance with laboratory policy.
* Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate.
* Facilitate arrangements in the laboratory area for educating and training scientific, medical personnel and others as appropriate.
* Co-operate fully with the implementation of new procedures, technologies and IT systems.

**Administrative*** Actively participate in the improvement and development of services by liaising with Senior Medical Scientists / Chief Medical Scientist.
* Be familiar with and duly implement all documented procedures and policies.
* Participate as required in the registration, custody and stock monitoring of materials held in the laboratory.
* Participate in the provision of appropriate statistical and management information.
* Make the most effective use of information technology for both patient care and administrative support.
* Represent the department at meetings and conferences as designated.
* Promote a culture that values diversity and respect in the workplace.
* Keep up to date with organisational developments within the Irish Health Service.

**The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.**  |
| **Eligibility Criteria****Qualifications and/ or experience** | **Candidates must have at the latest date of application: -****1. Statutory Registration, Professional Qualifications, Experience, etc**1. **Candidates for appointment must:**
2. Be registered, or be eligible for registration, on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU.

**OR**1. Applicants who satisfy the conditions set out in Section 91 of the Health and Social Care Professionals Act 2005, **(see note 1 below\*),** must submit proof of application for registration with the Medical Scientists Registration Board at CORU. The acceptable proof is correspondence from the Medical Scientists Registration Board at CORU confirming their application for registration as a Section 91 applicant was received by the 30th of March 2021.

**AND**1. Have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office.

**AND**1. Provide proof of Statutory Registration on the Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU **before a contract of employment can be** **issued.**

**2. Annual Registration**(i) On appointment, practitioners must maintain annual registration on Medical Scientists Register maintained by the Medical Scientists Registration Board at CORU.**AND**(ii) Practitioners must confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).**Health**A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service. **Character**Each candidate for and any person holding the office must be of good character.Please note that appointment to and continuation in posts that require statutory registration is dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by Medical Scientists Registration Board at CORU. |
| **Post Specific Requirements** | Demonstratedepth and breadth of post qualification experience in Haematology and Biochemistry as relevant to the role. |
| **Other requirements specific to the post** | In line with HSE HR Circular 19/2008 candidates will be required **to provide evidence of appropriate checks** for Hepatitis B (surface antigen negative or, if positive, e-antigen negative with a viral load of 104 genome equivalents/ml or less) and Hep C (antibody negative or, if positive, negative for Hep C RNA). These checks need to be completed and confirmed as satisfactory **before appointment** will be made to a post whose duties involve Exposure Prone Procedures (EPPs).A flexible approach to working hours is required in order to ensure deadlines are met and successful candidates will be expected to participate in laboratory weekend and out of hours cover. |
| **Additional eligibility requirements:** | **Citizenship Requirements** Eligible candidates must be: 1. EEA, Swiss, or British citizens

**OR**1. Non-European Economic Area citizens with permission to reside and work in the State

Read Appendix 2 of the Additional Campaign Information for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status.To qualify candidates must be eligible by the closing date of the campaign.  |
| **Skills, competencies and/or knowledge** | ***Candidates must:*****Professional Knowledge*** Demonstrate knowledge of the requirements of ISO 15189.
* Demonstrate knowledge of assay performance monitoring.
* Demonstrate awareness and compliance with HSE policies, procedures, guidelines and standards.
* Demonstrate skills in solving analytical problems and instrument failures.
* Maximises the use of ICT, demonstrating excellent computer skills particularly Microsoft Office, Outlook etc.
* Demonstrate the ability to work in line with relevant policies and procedures

**Planning & Managing Resources** * Demonstrates the ability to plan and organise large workloads, ability to work under pressure and multi-task.
* Demonstrate good time management skills.
* Demonstrates the ability to work in an effective and methodical manner within strict deadlines, ensuring deadlines are met
* Sets realistic goals and timescales, taking account of potential problems and competing priorities
* Devotes time and energy to the most important task at any given time
* Maintains an awareness of value for money

T**eam Skills*** Demonstrate ability to work to your own initiative, work independently and as part of a multidisciplinary team.
* Demonstrate ability to maintain self-control in difficult and challenging situations.
* Demonstrate the ability to both give direction / feedback and take direction / feedback from others.
* Demonstrates awareness of the role of other team members and has an ability to actively participate in implementing team interventions and goals.
* The ability to build and maintain relationships, understanding and valuing individuals and their respective professional roles.

**Commitment to Providing a Quality Service** * Demonstrate a commitment to provide a high-quality service.
* Display awareness and appreciation of the service user and the ability to empathise with and treat others with dignity and respect.
* Demonstrate flexibility and openness to change.
* Demonstrate motivation and an innovative approach to job and service developments, is flexible and open to change.
* Report all near misses, non-conformances, incorrect results immediately to appropriate senior staff.
* Assist in investigating and closing non-conformances and service user complaints.
* Demonstrate awareness of the service user and the patient

**Evaluating Information and Judging Situations*** The ability to evaluate information, solve problems and make decisions in relation to service user care.
* Sound clinical / professional decision-making - gathers information from varied sources to make well-founded decisions.
* A logical and systematic approach to problem solving.
* The ability to establish integrity by ensuring that the professional, ethical and safety factors are fully considered in decisions.

**Communication & Interpersonal Skills*** Demonstrate good communication skills including the ability to present information in a clear and concise manner.
* Demonstrates sensitivity to issues arising from multiple stakeholders, is patient and understanding in dealing with others.
* Demonstrates good negotiation skills and is assertive as required.
 |
| **Campaign Specific Selection Process****Ranking/Shortlisting / Interview** | A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements. Failure to include information regarding these requirements may result in you not progressing to the next stage of the selection process. Those successful at the ranking stage of this process, where applied, will be placed on an order of merit and will be called to interview in ‘bands’ depending on the service needs of the organisation. |
| **Diversity, Equality and Inclusion**  | The HSE is an equal opportunities employer.Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience. The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated. The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long-term health condition. Read more about the HSE’s commitment to [Diversity, Equality and Inclusion](https://www.hse.ie/eng/staff/resources/diversity/diversity.html)  |
| **Code of Practice** | The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA).The CPSA is responsible for establishing the principles to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process.Read the [CPSA Code of Practice](https://www.cpsa.ie/pdf/?file=https://assets.cpsa.ie/media/275828/b88e3648-c663-4293-9471-d2d75bd1d685.pdf).  |
| The reform programme outlined for the health services may impact on this role, and as structures change the Job Specification may be reviewed.This Job Specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. |

 Medical Scientist, Staff Grade (Haematology)

**Terms and Conditions of Employment**

|  |  |
| --- | --- |
| **Tenure**  | The current vacancy available is **permanent** and **whole time.** The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at “expression of interest” stage. Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointments) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013. |
| **Working Week** | The standard weekly working hours of attendance for your grade are 35 hours per week. Your normal weekly working hours are 35 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent.You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars. |
| **Annual Leave** | The annual leave associated with the post will be confirmed at Contracting stage. |
| **Superannuation** | This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004 |
| **Age** | The Public Service Superannuation (Age of Retirement) Act, 2018\* set 70 years as the compulsory retirement age for public servants.***\* Public Servants not affected by this legislation:***Public servants joining the public service or re-joining the public service with a 26 week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age.Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70. |
| **Probation** | Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71. |
| **Protection of Children Guidance and Legislation** | The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies. All Mandated Persons under the Children First Act 2015, within the HSE, are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act, 1998. Mandated Persons such as line managers, doctors, nurses, physiotherapists, occupational therapists, speech and language therapists, social workers, social care workers, and emergency technicians have additional responsibilities. You should check if you are a Mandated Person and be familiar with the related roles and legal responsibilities.Visit [HSE Children First](https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/) for further information, guidance and resources. |
| **Infection Control** | Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. |
| **Health & Safety** | It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site-Specific Safety Statement (SSSS). Key responsibilities include:* Developing a SSSS for the department/service[[1]](#footnote-2), as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work.
* Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection.
* Consulting and communicating with staff and safety representatives on OSH matters.
* Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee.
* Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures[[2]](#footnote-3).
* Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate.
* Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example.

**Note**: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.  |

1. A template SSSS and guidelines are available on [writing your site or service safety statement](https://healthservice.hse.ie/staff/health-and-safety/safety-statement/).

2 Structures and processes for effective [incident management](https://www2.healthservice.hse.ie/organisation/qps-incident-management/incident-management/) and review of incidents. [↑](#footnote-ref-2)
2. [↑](#footnote-ref-3)