**Job Specification & Terms and Conditions**

|  |  |
| --- | --- |
| **Job Title and Grade** | **Temp Consultant Physician In Geriatric Medicine** |
| **Competition Reference** | UHWGERI25 |
| **Closing Date** | Mon 7th July @2pm |
| **Proposed Interview Date (s)** | Two weeks following the closing date |
| **Taking up Appointment** | Ideally, the successful candidate will take up duty no later than 2 months of being interviewed. |
| **Location of Post** | This is an appointment to the Dublin South East Regional Health Area under a POCC23 contract (as per standard text issued by the HSE) by the Health Service Executive. The initial commitment for this post will be to University Hospital Waterford for 18.5 hours per week, and to CHO5 for 18.5 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** | Care is delivered in a variety of settings. New approaches and models of care to follow the care demands of the health service are being advanced within the context of overall healthcare reform, to include Sláintecare.   * This post will work with the existing Consultant Geriatricians to provide safe evidence based services to the people of Waterford. This service includes, inpatient, outpatient, rehab, residential and Day hospital services through in an integrated fashion with the community. * Although all current UHW Consultant Geriatricians are involved in the assessment, diagnosis and management of people with dementia, both in acute care and in the community, there is currently no dedicated consultant-led memory clinic nor memory service within the Waterford area. Multidisciplinary assessment is available through Waterford Integrated Care for Older Persons (WICOP), including a Clinical Nurse Specialist and Clinical Psychologist recruited for a developing Memory Assessment and Support Service (MASS). * The post holder will lead on the development of a new Memory Assessment and Support Service providing seamless, timely, effective, and efficient assessment, diagnosis and management of patients with cognitive impairment within the Waterford catchment, both in acute care and in the community. The post holder will lead service development, provide clinical governance, and provide education, training and supervision of MDT members within MASS. * Specialist gerontological services for older people in Waterford are coordinated via the WICOP Hub. This Hub is a multidisciplinary team of professionals that offers a single point of contact for all specialist older people’s services in Waterford. Referrals are received from local GPs, PHNs and from the acute hospital. All patients benefit from a comprehensive global assessment within days of referral and are then allocated to one of five streamlined ambulatory assessment pathways. The Hub also has access to a selection of supporting services such as inpatient rehabilitation, memory technology services. This post will integrate with the existing WICOP services in the WICOP hub, in acute care, and in the community. |
| **Reporting Relationship** | The Consultant’s reporting relationship and accountability for the discharge of his/her contract is:   * + 1. Mr Ben O’Sullivan, General Manager, University Hospital Waterford.     2. Professor Riona Mulcahy, Clinical Director for Medical Services   **The consultant post-holder will be accountable to the** **ICPOP governance Group through the Clinical Director of UHW for both hospital and community elements of the post.** |
| **Purpose of the Post** | The consultant will work within the Department of Geriatric Medicine with the current Consultant Geriatricians and will form part of a team that will deliver care to persons with known or suspected dementia in the acute and community settings and will enable the development and delivery of the MASS programme in this area. Consultant rotations across the Department of Geriatric Medicine are sometimes necessary.  The post holder will support a new integrated MASS service ensuring sufficient leadership capacity to allow the National Dementia Services model of care to be fully leveraged.  The new consultant will develop new services as described above. It is intended however that they will integrate with the Clinical Director, existing consultant staff, head of Geriatric Medicine Department UHW, and the WICOP Steering Committee. They will be expected to contribute to and further develop existing research, academic and QI activity.  This post will fulfill the on-call commitment of a 0.5 WTE physician within the Department of General Internal Medicine. |
| **Principal Duties and Responsibilities** | Standard Duties and responsibilities   1. 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. 2. To ensure that duties and functions are undertaken in a manner that minimises delays for patients and possible disruption of services. 3. 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. 4. To co-operate with the expeditious implementation of the Disciplinary Procedure (attached at Appendix II). 5. 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. 6. 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. 7. To provide, as appropriate, consultation in the Consultant’s area of designated expertise in respect of patients of other Consultants at their request. 8. 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. 9. To supervise and be responsible for diagnosis, treatment and care provided by non-Consultant Hospital Doctors (NCHDs) treating patients under the Consultant’s care. 10. 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. 11. 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. 12. 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. 13. To contribute to GIM activity.   **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.** |
| **Eligibility Criteria**  **Qualifications and/ or experience** | **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 specialties of geriatric medicine and general (internal) medicine.**  **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.  **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.  **Character**  A candidate for and any person holding the post must be of good character.  **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 the information pack 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 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  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.  **Section 62 Post**  It is noted that this post of CONSULTANT PHYSICIAN IN GERIATRIC MEDICINE is considered to carry with it duties involving the teaching of clinical medicine and/or the conduct of medical research under the direction of the  University College Cork. Therefore this post is considered a Section 62 post under the Health Act 1953 as amended by the Health Act 2004. |
| **Post Specific Requirements** | **Teaching** It will be a requirement that candidates will have displayed a career long dedication to interdisciplinary undergraduate and postgraduate education. The Department of geriatric medicine at University Hospital Waterford hosts undergraduate medical, nursing and therapy students. It is also a training site for numerous postgraduate clinical disciplines. This includes but is not limited to the basic specialist training of physicians and higher specialty training of general medical and geriatric specialist registrars. All applicants will need to meet the minimum eligibility criteria for registration as a trainer with the Royal College of Physicians of Ireland.  **Research** The Department of geriatric medicine at University Hospital Waterford has a vibrant research portfolio. It participates in international clinical trials and supervises a number of postgraduate doctoral students. There is a twice monthly research meeting where projects are proposed and developed. Typically, we host a range of projects being delivered by medical, nursing and therapy postgraduates both within and outside of organised degree programs. Candidates applying for this post will need to be familiar with common research methodologies. They should also have demonstrated a track record of peer-reviewed dissemination of their own research. |
| **Other requirements specific to the post** | Applicants for this post should have an enthusiasm for project and change management.  Own transport |
| **Skills, competencies and/or knowledge** | **Working with Others**   * 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.   **Managing Services**   * 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.   **Setting Direction**   * 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.   **Improving Services**   * 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.   **Demonstrating Personal Qualities**   * 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**.** |
| **Competition Specific Selection Process**  **Ranking/Shortlisting / Interview** | A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.  Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process. |
| **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. |
| **Code of Practice** | The Public Appointment Service will run this campaign 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. ”  Codes of practice are published by the CPSA and are available on [www.cpsa.ie](http://www.cpsa.ie) |
| The reform programme outlined for the Health Services may impact on this role and as structures change the job description may be reviewed.  This job 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. | |

**Terms and Conditions of Employment**

**Temporary Consultant Physician In Geriatric Medicine**

|  |  |
| --- | --- |
| **Tenure** | The appointment is whole-time, temporary and pensionable  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.  A panel may be formed from which other temporary vacancies for Consultant Physician In Geriatric Medicineat University Hospital Waterford may be filled. |
| **Remuneration** | |  | | --- | | The annual salary will be as set out in the Public Only Consultants’ Contract 2023. Medical Consultants Salary Scales from 1st March 2025:  **€231,215 €243,713 €256,906 €263,850 €270,793 €277,736**  Incremental credit is awarded in respect of previous experience at Consultant level. | |
| **Working Week** | The standard working week applying to the post is: 37 hours per week  Whole time temporary post in University Hospital Waterford for 18.5 hours per week and CHO5 for 18.5 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** | 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 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** | 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. |
| **Ethics in Public Office 1995 and 2001**  **Positions remunerated at or above the minimum point of the Grade VIII salary scale**  **(€81,444 as at 01.03.25)**  **Positions remunerated at or above €174,688 at 1 October 2020.** | Positions remunerated at or above the minimum point of the Grade VIII salary scale (€ 81,444as at 01.03.2025) 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;  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.  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.  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/>  Positions remunerated at or above €174,688 as at 1st Oct 2020 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 3. a Tax Clearance Certificate issued by the Collector-General not more than 9 months before or after the date of the appointment or 4. 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 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/ |