**SPC Consultant General Adult Psychiatrist with Special Interest in Substance Misuse**

**Job Specification & Terms and Conditions**

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| **Job Title and Grade** | | Consultant General Adult Psychiatrist s.i. substance misuse (specific purpose contract) |
| **Competition Reference** | | DNCSISM0725 |
| **Closing Date** | |  |
| **Proposed Interview Date (s)** | |  |
| **Taking up Appointment** | | As soon as possible after accepting offer |
| **Location of Post** | | This is a specific purpose (temporary) appointment to the HSE Dublin & North East Region on a Public Only Consultants’ Contract 2023 by the Health Service Executive. The initial commitment for this post will be to HSE Addiction Service DNCC for 27 hours per week, HSE - DML for 3.5 hours and National Drug Treatment Centre for 6.5 hours. This post may be subject to restructuring in the future to facilitate the reorganisation 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. |
| **Informal Enquiries** | | Brian Kirwan, General Manager, Social Inclusion Addiction Service, DNCC Tel: 0871394197  [brian.kirwan1@hse.ie](mailto:brian.kirwan1@hse.ie)  Dr. Angela Noonan, ECD Dublin North City Mental Health Services Tel: 01-7958900  [angela.noonan3@hse.ie](mailto:angela.noonan3@hse.ie) |
| **Details of the Service** | | Social Inclusion Addiction Service DNCC provides a specialist mental health service in Dublin North City and County (population 621,405) for people with substance use disorders and co-morbid mental illness. It also provides a liaison service to the Mater Hospital for the same service user group. Those attending the Social Inclusion Addiction Service present with addiction and psychosocial, physical health and mental health needs. The needs may be complex and require medical and psychosocial interventions.  In Dublin North City there are 2.5 WTE consultant psychiatrists who treat adults with substance use disorders.  They work in HSE community addiction services, the residential treatment centre, Cuan Dara, and the National Drug Treatment Centre.  There is one child and adolescent psychiatrist with a special interest in substance misuse who treats those under 18.  In south Dublin there are three other psychiatrists who provide similar services to people over 18 and a child and adolescent psychiatrist for those under 18.  The group of consultants treating adults work on the same on call rota (Cuan Dara, St. Michael’s Ward, Beaumont Hospital and the National Drug Treatment Centre) and collaborate in the service delivery of the National Drug Treatment Centre.  Dublin North City and County Addiction Service provides an opiate substitution treatment service via 7 treatment centres, 7 satellite clinics and GP prescribers. There are approximately 2694 service users attending the CHO DNCC service, and approximately 500 attending the National Drug Treatment Centre. |
| **Purpose of the Post** | | The temporary appointment is being sought pending recruitment of a permanent consultant and filling the post on a permanent basis.  Addiction can have a devastating impact on the lives of individuals, their families and their communities. Treatment is effective, can reduce harm and enables people and their families to regain control and meaning in their lives.  People with addiction have high rates of co-morbid mental and physical illness and may be difficult to engage. The post holder will provide expert psychiatric assessment and will liaise with colleagues in hepatology, gastroenterology, infectious diseases, obstetrics and general practice.  The post holder will manage people with substance use disorders who have co-morbid mood disorders, psychotic disorders, anxiety disorders, personality disorders and ADHD. The post holder will deliver trauma informed care.  The post holder will work in partnership with CMHTs for those with severe and enduring mental Illness and addiction or when admission to an approved centre is required.  The post holder will be an expert resource for GPs and other colleagues in the service and will be a clinical and educational supervisor of doctors in specialist training. |
| **Reporting Relationship** | | The post holder will report clinically to the Executive Clinical Director of the Mental Health Service, Dublin North City and operationally to the General Manager, Social Inclusion Addiction Service. |
| **Key Working Relationships** | | * The successful candidate will collaborate with (community clinics) or lead (National Drug Treatment and residential) multidisciplinary teams consisting of GPs, nurses, pharmacists, rehabilitation and integration staff, outreach staff, counsellors, administrative staff and general assistants in delivering a comprehensive person centered service.   The post holder will work with the consultant group and will lead a MDT in the National Drug Treatment Centre. Here the MDT also has social work and psychology team members.  The post holder will collaborate with and act as an expert opinion to the MDT in the development of treatment plans for those attending community addiction clinics.  The post holder will be the clinical and educational supervisor for NCHDs.  The post holder will liaise with general adult psychiatrist colleagues when service users require admission to an acute mental health (approved) centre or are to be discharged after inpatient treatment. |
| **Principal Duties and Responsibilities** | | Clinical Expertise  The post holder will be an expert in the assessment and management of mental illness, and substance use disorders. This will include the prescription of opiate substitution and psychotropic medications that promote abstinence, implementation of harm minimisation strategies and person centred care planning. The post holder will act as an expert resource for community teams consisting of GPs, counsellors, nurses, pharmacists and general assistants, to ensure person centred and evidence based care.  Non-residential Care  The post holder will provide assessment and treatment of people with mental illness attending community addiction clinics and the Drug Treatment Centre.  Residential Care  The post holder will, with the MDT, review and prioritise referrals for admission, and oversee the care of those admitted for residential detoxification or stabilization.  Specialist Training  The post holder will be the clinical and educational supervisor for specialist trainees who are based in the National Drug Treatment Centre.  Leadership  The post holder will lead multi-disciplinary teams in the national drug treatment centre and Cuan Dara.  The post holder will work closely with the clinical leads and management teams to contribute to clinical governance, risk management and quality improvement in the community settings, Cuan Dara and the National Drug Treatment Centre.  Collaboration with other services  The post holder with collaborate with other specialists to meet the needs of those with physical illness/disability, who are pregnant, or require admission to an acute mental health (approved) centre, and with the child and family agency, the probation service, homeless agencies and others, where appropriate, to improve outcomes and integrate care for service users.  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. 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 carry out teaching as appropriate. 14. Have a working knowledge of the 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. 15. Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. 16. Act as spokesperson for the Organisation as required. 17. Demonstrate pro-active commitment to all communications with internal and external stakeholders. 18. Staff will work in accordance with the principles and values of recovery as described in the National Framework for Recovery for Irish Mental Health Services 2018-2020.   **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**   1. 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. One year of specialist postgraduate training and/or experience assuring competence in the area of substance misuse   **Entry to competition / recruitment process and subsequent appointment**  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.  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.  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 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. |
| **Other requirements specific to the post** | | The post holder will undertake travel as part of this role and access to transport is essential. |
| **Skills, competencies and/or knowledge** | | **Clinical Competence – Delivering Clinical Expertise**  *(incorporating clinical knowledge & skills, clinical experience, Continuous Practitioner Development)*   * Possesses a detailed knowledge and understanding of the relevant specialist domain * Has a clear understanding of the clinical challenges facing relevant population groups * Demonstrates leadership skills to enhance patient care and safety * Applies knowledge effectively to make clear and proactive decisions * Anticipates rather than reacts; maintains knowledge of current research and practice * Recognises and responds to the complexity, uncertainty and ambiguity inherent in medical practice * Has track record of doing things thoroughly in challenging cases / complex referrals * Adopts a patient-centred approach to understanding patient needs and delivering their care * Makes a clear and decisive contribution within the multi-disciplinary team * Regularly engages in further education to develop self and practice   **Organisational Competence – Leading & Governance**  *(Incorporating clinical leadership & accountability, clinical service planning)*   * Sees self as accountable for relevant issues related to clinical outcomes, patient safety, risk, quality, stewardship of resources and change management * Manages people by providing direction, reviewing performance, motivating others and promoting equality and diversity * Recognises respective areas of accountability of the CEO, General Manger / Service lead and others * Efficient and organised; employs effective processes to manage and prioritise workload * Open and honest; willing to admit mistakes and learns from experiences * Is aware of resources available and manages these appropriately to ensure the delivery of safe and efficient services * Contributes to the development of business and service plans to achieve service goals * Reviews and monitors service provision * Adequately identifies, assesses, manages and monitors risk within their area of responsibility   **Interpersonal Competence – Engaging Staff, Patients & Family**  *(Incorporating communication & listening skills, dealing with emotional situations, teamwork & collaboration, motivating and supporting others)*   * Listens attentively and accurately to others and tailors his/her communication to suit the individual and the situation (oral and written) * Encourages people to collaborate towards a common goal or vision * Helps people to identify and develop their strengths, supports people when things go wrong * Demonstrates self-awareness; understands own limitations * Manages own emotions and is resilient, remains calm under pressure * Adopts an inclusive, collaborative approach / understands and respects others’ roles within the wider multi-disciplinary team / treats people with respect at all times * Sees self as a team member; is willing to take as well as give direction / works within teams to deliver and improve services * Effectively influences and persuades others   **Future Focused Competence – Improving Future Care**  *(Improving healthcare quality, Teaching & Research)*   * Identifies the contexts for change, demonstrating awareness of the political, social, technical, economic, organisational and professional environment * Encourages improvement and innovation, creating a climate of continuous service improvement. * 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 is accountable for decisions * Contributes to an ongoing process to improve health in the community / population s/he serves, with a strong appreciation of the service user * Shares learning with colleagues via formal and informal methods (thinking aloud) * Makes time to coach and support others; shows empathy for the concerns of learners, promotes a safe learning environment |
| **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.  The HSE is an equal opportunities employer. |
| **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.  For further information on the HSE commitment to Diversity, Equality and Inclusion, please visit the Diversity, Equality and Inclusion web page at <https://www.hse.ie/eng/staff/resources/diversity/> |
| **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 that should be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards that should 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.  The CPSA Code of Practice can be accessed via <https://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. | | |
| **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 General Adult Psychiatrist S.I. Substance Misuse at HSE Addiction Service DNCC for 27 hours per week, HSE - DML for 3.5 hours and National Drug Treatment Centre for 6.5 hours 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  **Pro Rata HSE Addiction Service DNCC for 27 hours per week and HSE - DML for 3.5 hours, National Drug Treatment Centre for 6.5 hours** | |
| **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** | Appointment to this post is dependent upon the Employee satisfactorily completing a probationary period of 6 months. The probationary period may be extended at the discretion of the Employer for a further period of up to 6 months. In such an event the reasons for the extension will be furnished in writing to the Employee.  A probationary period will not apply in the following instances:   * Where the Employee currently holds a permanent consultant appointment with the Employer or another public health service provider and the Employer is satisfied that the Employee has satisfactorily completed probation in their current role. * Where the Employee previously held a permanent consultant appointment with the Employer or another public health service provider and the Employer is satisfied that the Employee (a) satisfactorily completed probation in that previous appointment and (b) the duration of the period of time between the termination of that previous appointment and the Commencement Date is not more than 26 weeks (or such longer period, if any, as the Employee was on a pre-approved career break for the duration of that longer period). * Where the Employee has, for a period of not less than 12 months, held this post (ie the post to which this contract relates) on a temporary basis pending the filling of this post on a permanent basis and the Commencement Date is not more than 26 weeks after the termination of the temporary contract under which the Employee held this post (or a longer period, if any, as the Employee was on a pre-approved career break for the duration of that longer period). | |
| **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.  Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. You should check if you are a Designated Officer and / or a Mandated Person and be familiar with the related roles and legal responsibilities.  For further information, guidance and resources please visit: [HSE Children First webpage](https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/). | |
| **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 1March 2025)**  **Positions remunerated at or above €204,190 at 1 March 2025** | Positions remunerated at or above the minimum point of the Grade VIII salary scale 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 **€204,190** as at 1st March 2025 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/ | |