

**Psychologist Senior, Disability Services**

**Job Specification & Terms and Conditions**

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| **Job Title, Grade Code** | **Psychologist Senior***Grade Code: Psychologist Senior Clinical 367Y, Psychologist Senior Counselling 3692, Psychologist Senior Educational 3693* |
| **Campaign Reference** | NRS14721 |
| **Remuneration**  | The salary scale for the post as at 01/10/24 is: €95,616 €97,888 €100,179 €102,458 €104,719 €105,587 €108,987 €112,390 LSIsSalary Scales are updated periodically and the most up to date versions can be found here: <https://healthservice.hse.ie/staff/benefits-services/pay/pay-scales.html> |
| **Taking up Appointment** | A start date will be indicated at job offer stage. |
| **Location of Post** | The National Recruitment Service are running this targeted recruitment campaign to fill immediate vacancies that currently exist for Senior Psychologists in HSE Disability Services. The vacancies listed at the link below are for the specified locations only. <https://careerhub.hse.ie/immediate-vacancies/> Please note that no panel will be formed as a result of this recruitment campaign. This campaign will be used to fill the listed vacancies only and no additional jobs will be offered to candidates successful at interview. Once the vacancies are offered, the candidate pools will be disbanded. Therefore please only apply if you are genuinely interested in any of these vacancies and would accept the post if offered.  |
| **Details of Service** | The staff appointed to these posts will be assigned to a designated Psychology Service in a HSE area, working as part of multi-disciplinary team(s) delivering a coordinated approach to client care. |
| **Reporting Relationship** | Your professional reporting relationship for clinical governance and clinical supervision will be to the Head of Discipline. Existing accountability for day-to-day operational matters will continue to be to the Head of Discipline until such a time as arrangements have been finalised on a system for the management of teams.  |
| **Purpose of the Post**  | Deliver, develop and manage the delivery of a (specified) psychology service in line with service plans and objectives and within established professional standards, guidelines and policy. |
| **Principal Duties and Responsibilities** | **Professional / Clinical**The Psychologist, Senior will:* Be responsible for the delivery of professional psychology services appropriate to the post in line with best practice.
* Carry a clinical caseload appropriate to the post.
* Provide psychological assessments for the client group based upon the appropriate use, interpretation and integration of data from a variety of sources including psychological tests, self-report measures, direct and indirect observation and interviews with clients, family members and/or carers.
* Formulate and implement plans for psychological therapeutic intervention or management based on an appropriate conceptual framework, working in home and clinical settings as appropriate.
* Provide clinical supervision to other Psychology staff members.
* Exercise autonomous professional responsibility for the assessment, treatment and discharge of clients whose problems are managed using psychologically based care plans.
* Contribute a psychological perspective to case planning and multi-agency case working and review and call multi-professional meetings when appropriate.
* Provide professional reports as required in accordance with professional standards.
* Communicate effectively and work in co-operation with team members and others to ensure integrated service provision.
* Develop and maintain close liaison with key stakeholders.
* Ensure co-ordinated interdisciplinary and inter-agency service delivery.
* Participate in meetings, committees and/or conferences as required.
* Act as a representative of the psychology service / profession as required.
* Work within limits of professional competence in line with principles of best practice, professional conduct and clinical governance.
* Represent and advocate for the psychological needs of service users.
* Work in and promote an ethical and professional manner at all times.
* 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.
* Be aware of and refer the service user to other services as necessary.
* Undertake Key Worker role as required.
* Initiate and participate in needs assessment and health promotion as appropriate.
* Deputise for the Principal Psychologist as appropriate / required.
* Promote a culture that values equality, diversity and respect in the workplace.

**Research & Evaluation** The Psychologist, Senior will:* Utilise evidence-based literature and research to support effective practice.
* Undertake project management including audit and service evaluation with colleagues within the service to help develop service provision.
* Participate in evaluation of all clinical activity within the post and provide such information as required by the Psychology Manager for the purpose of service monitoring and evaluation.
* Conduct, encourage and support service related research and provide research advice as appropriate.
* Publish research outcomes in professionally recognised journals and share information on outcomes at professional conferences where appropriate.
* Represent a professional view point in relation to nationally accepted good practice and to ensure a high level of ethical standards and professional conduct.
* Lead and contribute to developments and innovative practice.

**Education & Training**The Psychologist, Senior will:* Receive regular clinical professional supervision.
* Provide post-graduate teaching and training and deliver teaching and training to professional postgraduates including Doctoral Psychology trainees.
* Provide supervision to the work of non-psychologists in delivery of psychological interventions as appropriate.
* Provide psychological training, advice and consultation to staff from health and other agencies in areas relevant to direct clinical work and to psychology service provision.
* Provide professional and clinical supervision of trainee psychologists.
* Provide supervision as appropriate on running community-based intervention groups for other professions.
* Provide advice, consultation and training to staff working with the client group across a range of agencies and settings where appropriate.
* Attend mandatory training programmes.
* Be informed of advances in professional knowledge and practice.
* Be informed of developments in national policies, strategies and legislation and perceived impact on practice.
* Take responsibility for continuous professional development and ensure compliance with statutory registration requirements.
* In collaboration with the Principal Psychologist, attend training courses as informed by service requirements and career & personal development planning.
* Be responsible for the induction of new staff as appropriate.
* Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate.

**Health & Safety**The Psychologist, Senior will:* Comply with and contribute to the development of policies, procedures and safe professional practice, and adhere to relevant legislation, regulations and standards and ensure their staff compliance.
* Adequately identifies, assesses, manages and monitors risk within their area of responsibility.
* Have a working knowledge of HIQA or Mental Health Commission 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.
* As a mandated person under the Children First Act 2015 you will have a legal obligation to report child protection concerns at or above a defined threshold to TUSLA & to assist Tusla, if requested, in assessing a concern which has been the subject of a mandated report.
* As this post is one of those designated under the Protection for 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.
* Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

**Management**The Psychologist, Senior will:* Provide line management supervision to assigned staff.
* Manage and co-ordinate service delivery in their area of responsibility.
* Assign duties and responsibilities as appropriate to ensure effective service delivery.
* Ensure the maintenance of appropriate service user records and statistics in accordance with HSE requirements and local guidelines, Freedom of Information Act, Data Protection Acts and other relevant legislation.
* Provide service reports / data as required.
* Contribute to the development and implementation of information sharing protocols, audit systems, referral pathways and integrated care arrangements.
* Actively participate in the development and continuing improvement initiatives of psychology services in conjunction with the Principal Psychologist and relevant others.
* Contribute to policy development, performance monitoring, business / service planning and budgetary control in conjunction with Principal Psychologist and relevant others.
* Maintain an awareness of HR policies and procedures / engage in recruitment processes and other HR functions as required.
* Assist in ensuring that the psychological service makes the most efficient and effective use of developments in IT.
* Maintain professional standards with regard to service user and data confidentiality.
* 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:****Category A (**Employed pre October 2002)**Professional Qualifications, Experience, etc.**Eligible applicants must:* Have been employed before 25th October 2002 and be currently in employment as a psychologist in the public health system; the HSE and agencies funded under Section 38 and Section 39 of the Health Act 2004

**And*** Demonstrate competence in the Care Group/s applied for

**And*** Possess the requisite knowledge and ability, including a high standard of suitability and ability, for the proper discharge of the office

 **And*** Applicants must have at least five years satisfactory post-graduate experience in the area of professional psychology, no more than three years of which was spent in gaining the postgraduate professional qualification and no less than two years full-time spent in post qualification experience as a professional psychologist. Years in excess of the permitted three years for completion of the post-graduate training or time not worked will not be taken into consideration when assessing the five years’ experience requirement.

**Category B** (Currently employed in a basic grade or above Psychology post in a named publically funded psychological service commencing during the period between October 2002 and 31st January 2021)**Professional Qualifications, Experience, etc.**Eligible applicants must:* Be currently employed in a named publically funded psychological service, **Note 1**.

**And*** Have a university degree or diploma (QQ1 level 8 equivalent) obtained with 1st or 2nd class honours in which Psychology was taken as a major subject and honours obtained in that subject

**And*** Have an Irish post-graduate professional psychology qualification accredited by the Psychological Society of Ireland in Clinical, Counselling or Educational Psychology

**Or**An equivalent qualification from another jurisdiction validated by the Department of Health.**And*** Demonstrate competence in the Care Group/s applied for.

**And*** Applicants must have at least five years satisfactory post-graduate experience in the area of professional psychology, no more than three years of which was spent in gaining the postgraduate professional qualification and no less than two years full-time spent in post qualification experience as a professional psychologist. Years in excess of the permitted three years for completion of the post-graduate training or time not worked will not be taken into consideration when assessing the five years’ experience requirement.

**And*** Possess the requisite knowledge and ability, including a high standard of suitability and ability, for the proper discharge of the office

**Note 1.** Psychological services delivered or funded by the Department of Health, Department of Justice, Department of Education and the Department of Children, Disability, Equality and Integration aimed at improving the mental, physical or social health or wellbeing of the clients they serve. **Category C (**Employed between 31st January 2021 to the 30th September 2026**)****Professional Qualifications, Experience, etc.**Eligible applicants must:* Have a university degree or diploma (QQ1 level 8 equivalent) obtained with 1st or 2nd class honours in which Psychology was taken as a major subject and honours obtained in that subject

**And*** Have an Irish post-graduate professional psychology qualification accredited by the Psychological Society of Ireland in Clinical, Counselling or Educational Psychology

**Or**An equivalent qualification from another jurisdiction validated by the Department of Health.**And*** Demonstrate competence in the Care Group/s applied for.

**And*** Applicants must have at least five years satisfactory post-graduate experience in the area of professional psychology, no more than three years of which was spent in gaining the postgraduate professional qualification and no less than two years full-time spent in post qualification experience as a professional psychologist. Years in excess of the permitted three years for completion of the post-graduate training or time not worked will not be taken into consideration when assessing the five years’ experience requirement.

**And*** Applicants with a clinical or counselling psychology qualification must demonstrate that they have acquired in appropriate health settings, **for the area / areas for which they wish to apply** - Disability (Child and Adult), Child Psychology, Adult Psychology - either at least 60 days or equivalent supervised clinical placements as part of the professional qualification; or at least 60 days or equivalent post-qualification supervised work experience as a psychologist. **Note 2.**

**Or*** Applicants with an educational psychology qualification must demonstrate that they have acquired in appropriate health settings **for the area / areas for which they wish to apply** - Child Disability, Child Psychology - either at least 60 days or equivalent supervised clinical placements as part of the professional qualification; or at least 60 days or equivalent post qualification supervised work experience as a psychologist. **Note 2.**

**Note 1.** Psychological services delivered or funded by the Department of Health, Department of Justice, Department of Education and the Department of Children, Disability, Equality and Integration aimed at improving the mental, physical or social health or wellbeing of the clients they serve. **Note 2**: Combinations of supervised clinical placement experience as part of the qualification and post qualification supervised work experience within a single care group area to give a total of 60 days are not acceptable.The 60 days of supervised placements do not have to be acquired consecutively. However no more than three separate supervised placements, each with a minimum of 20 consecutive days, should be counted to make up the sixty days. For example, a candidate could have completed three separate supervised placements of 20 days duration in different semesters, months, years etc., this would also satisfy the 60 day requirement.**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. |
| Definitions | For the purpose of clarity the following definitions apply in the context of recruitment for psychology positions within the HSE:PSI Placement Accreditation StandardsClinical Psychology: Each trainee should spend a minimum of 60 days per placement but overall trainees should be on placement for a minimum of 390 days of the total course time.Counselling Psychology: Trainees should have a minimum of 450 hours supervised client contact experience (accrued over a minimum period of 30 months based on at least 2 placement days per week). Students must gain client experience in at least three settings at least one of which should be in a health care setting.Educational Psychology: Trainees should complete 120 full days practical work experience in applied settings.Appropriate Health SettingAn appropriate health setting is defined in this context to be a setting which facilitates placement/clinical experience to be gained where the trainees / students have the opportunity to be supervised by an appropriate supervisor who is working within the health setting. The placement should include opportunities to acquire skills in assessment, formulation, intervention, evaluation and reporting with a range of clinical problems in terms of complexity and severity seen within a care group population e.g. Child (0-18) Adult, Disability (lifespan).Statutory / Public health service setting outside of the Irish State will be considered on a case by case basis.Post-graduate Professional Psychology QualificationPost Graduate qualification means satisfactory completion of a PSI accredited professional training programme in clinical, counselling or educational psychology. Applicants with non Irish post graduate qualifications must have their qualification validated by the Department of Health.Supervised PlacementA common definition of supervised clinical placement was developed based on the diverse accreditation standards pertaining to each qualification. This is defined as a period of clinical time spent under the supervision of an appropriately qualified senior psychologist. The placement must provide the opportunity to work with a range of clinical problems in terms of complexity and severity. To meet the eligibility criteria for psychology posts in the HSE all applicants must demonstrate that they have completed a placement of at least 60 days in a health setting supervised by a practitioner who fulfils PSI supervision accreditation criteria for the professional qualification in question. Counselling psychologists currently calculate placements using both days and hours. In their case, the 60 days in a health setting must comprise a minimum of 150 hours of direct client contact.Post-qualificationPost Qualification is defined as time in supervised professional practice after acquiring a professional qualification in clinical, counselling or educational psychology.Appropriate post qualification professional work experienceSixty days or equivalent (60 days equates to 150 hours of supervised client contact) of clinical experience under the supervision of a more senior grade psychologist (relevant discipline of psychology applies). |
| Report of the Psychology Review Implementation Group June 2017 – Descriptor of Appropriate Health Settings | Adult DisabilityCategory C candidates must demonstrate that they have gained at least 60 days (150 hours) supervised experience in the area of Adult Disability.Appropriate Health Care Setting:The experience needs to be in health care settings which provide access to a broad range of experience with people with complex disabilities aged 18 years and over. The candidate will need to have gained experience with, or in, the following:* Working with service users as part of a multidisciplinary team involving a range of professionals which include disciplines such as, Social Workers, Occupational Therapists, Speech and Language Therapists, Psychiatrists, Physiotherapists, and other health care professionals.
* Working in a variety of settings such as residential settings, family homes, respite centres, day services, cross agency experiences, so that skills are developed in the multiplicity of settings requiring input to support Adults with complex disabilities.

Client groups within the Health Care Setting:Within the HSE and HSE funded services, Adult Disability services encompass clients aged18+ years with mild to high support disability related supports, and co morbidities.Candidates:* Must have gained experience of engaging with service users with disabilities such as intellectual disability, Autistic Spectrum Disorder, physical, emotional, behavioural, and sensory related disabilities, in direct work, and indirectly through consultation with other professionals, and front line staff teams.
* Must have gained experience of working with a range of severity of psychological presentations from needs requiring early intervention responses to more severe and enduring support needs.
* Must have gained experience in working with adults under 65 years, and where feasible adults over the age of 65yrs.
* Will have gained experience in working with adults with communication and positive behavioural support needs and needs related to their level of functional and cognitive skills.
* Must have gained experience of working with service users from minority backgrounds.

Experience of Assessment and Intervention in the Health Care Setting:Within the HSE and HSE funded services, Adult Disability services are required to offer a broad range of assessments which inform their practice. Psychologists need to have clear formulations that lead to evidence based interventions which are governed and adapted depending on need over the course of ongoing reviews with staff teams and/or families. As such candidate must have worked in health care settings where:* They have gained experience in using a range of psychometric assessments to assist in formulating and understanding of the service user’s presentation.
* They have gained experience of using psychometric instruments to assist with treatment planning and to review client progress overtime. They include assessments of cognitive and adaptive functioning and more broad based inventories to measure mood, anxiety etc.
* They have gained experience in the assessment process regarding dementia screening and assessments which illustrate differential diagnostic issues to consider and associated interventions with front line staff members, and families, post diagnosis.
* They have gained experience in conducting risk assessments with particular reference to vulnerable adult issues, self-harm, behaviours directed against others, and have a clear understanding of policies, procedures, and interventions to support these issues.
* They have had supervised experience in the application of evidence based models including Positive Behaviour Support and the process by which a Multi Element Behaviour Support Plan (MEBS) is formulated and implemented. The have experience in using least restrictive intervention approaches and how any restrictions can be reduced and eliminated.
* They have experience in the responding to the requirements placed on psychologists in Adult Disability Services via regulations associated with inspections by The Health Information and Quality Authority (HIQA)
* They will have experience in writing reports, protocol, Behavioural support assessments and interventions in collaboration with available multidisciplinary and frontline colleagues.

Child DisabilityCategory C candidates must demonstrate that they have gained at least 60 days (150 hours) supervised experience in the area of Child Disability.Appropriate Health Care Setting:The experience needs to be in health care settings which provide access to a broad range of experience with children with complex disabilities with an age range spanning from Early Intervention (Birth to age 5/6 years) to School Age Services (Age 5/6 to 18 years). The candidate will need to have gained experience with, or in, the following:* Working with children as a member of a multidisciplinary team involving a range of professionals which include disciplines such as, Speech and Language Therapists, Occupational Therapists, Social Workers, Early Education Specialists, Paediatricians, Physiotherapists, as well as relevant other health care professionals.
* Working in a variety of settings such as preschools, schools, family homes, respite centres, including cross agency experiences, so that skills are developed in meeting needs across the range of settings required of a member of a Children’s Disability Team.
* Supervised experience must be gained in services/teams who are, or will be, partners in the HSE’s national framework: Progressing Disability Services for Children and Young People.

Client groups within the Health Care Setting:Within the HSE, Child Disability services encompass children aged from birth to18 years with complex disabilities. Candidates:* Must have gained experience of engaging with children with disabilities such as, intellectual disability, Autistic Spectrum Disorder, physical, emotional, and sensory related disabilities, in direct work, and indirectly through consultation with their families, other professionals, and front line staff teams.
* Must have gained experience of working with a range of severity of psychological presentations from needs requiring Early Intervention (birth to aged 5/6 years) to School Age Services (aged 5/6 years to 18 years).
* Must have gained experience in completing a diagnostic workup from start to completion, including being a member of a team who informs parents of the disability experienced by the child.
* Must have gained experience of supports required by parents on learning of their child’s life long needs.
* Must have gained experience of working with service users from minority backgrounds.

Experience of Assessment and Intervention in the Health Care Setting:Within the HSE, Child Disability services are required to offer a broad range of assessments, including diagnostic assessments, and short and long term interventions. Psychologists need to have clear formulations that lead to evidence based interventions with outcome evaluations evident. As such, candidates must have worked in health care settings where:* They have gained experience in using a range of psychometric assessments to assist in formulating and understanding of the child’s presentation.
* They have gained experience of using psychometric instruments to assist with treatment planning and to review the child’s progress overtime. They include assessments of cognitive and adaptive functioning and more broad based inventories to measure functional needs and goals; and address any social, behavioural, and emotional needs that may be present.
* They are informed of emerging referral needs in the Children’s Disability Teams, such as gender identity issues and develop skills in the assessment and intervention of mental health needs, and the associated differential diagnostic issues that arise particularly for children with ASD, syndromes, and comorbid neurological conditions, such as epilepsy etc.
* They have gained experience in the assessment and intervention needs of children across Early Intervention and School Age referrals working as part of a multidisciplinary team collaborating with key partners including parents, and staff members in preschools, schools, respite locations, etc.
* They have gained experience of using risk assessments to while collaborating with multidisciplinary colleagues, frontline staff, and families in supporting the child.
* They have gained experience in conducting risk assessments with particular reference to child protection, self-harm, self-injurious behaviours, behaviours directed to others, and have a clear understanding of policies, procedures, and best practice interventions to managing these support needs.
* They have had supervised experience in the application of evidence based models including Positive Behaviour Support and the process by which a Multi Element Behaviour Support Plan (MEBS) is formulated and implemented with regard to behavioural challenges that can be self-directed and directed towards others.
* They will have experience in writing correspondence and reports to inform multidisciplinary and frontline colleague of the outcome of their work.
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| Post Specific Requirements | Any post specific requirement for individual posts will be indicated at the ‘Expression of Interest’ stage of the recruitment process.The client populations within each care area are outlined below:Disability Child:* Child – Assessment & Intervention 0-18

Disability Adult:* Adult Intellectual Disability
* Adult Mental Health with an Intellectual Disability
* Acquired Disability
* Physical and Sensory Disability
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| Other requirements specific to the post | Any specific requirements for particular posts (e.g. access to appropriate transport in order to fulfil the requirements of the role, fluency in Irish etc.) will be outlined expression of interest stage. |
| Skills, competencies and/or knowledge | Managing & Developing (Self & Others)* Demonstrate an ability to manage and develop self and others in a busy working environment.
* Demonstrate effective leadership and team skills.
* Demonstrate flexibility and openness to change.

Commitment to Providing a Quality Service * Demonstrate competence in delivering a professional service.
* Demonstrate commitment to continuing professional development and a clear commitment to the supervision process.
* Demonstrate the ability to plan and deliver care in an effective and resourceful manner within a model of person-centred care.
* Demonstrate a commitment to assuring high standards and strive for a user centred service.
* Display awareness and appreciation of the service users and the ability to empathise with and treat others with dignity and respect.

Knowledge/Experience Relevant to the Role* Demonstrate an awareness of current professional issues.
* Demonstrate a clear understanding of professional ethics.
* Demonstrate knowledge of research methods.
* Demonstrate sufficient clinical knowledge and evidence based practice to carry out the duties and responsibilities of the role.
* Demonstrate an ability to apply knowledge to best practice.
* Demonstrate a commitment to continuing professional development.

Communication & Interpersonal Skills* Demonstrate sufficient communication skills (verbal & written) to effectively carry out the duties and responsibilities of the role.
* Display effective interpersonal skills including the ability to collaborate with colleagues, families, carers, etc.
* Demonstrate a willingness to develop IT skills relevant to the role.

Evaluating Information & Judging Situations* Demonstrate the ability to effectively evaluate information and make appropriate decisions.
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| Campaign Specific Selection ProcessRanking/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. 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. 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 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. |



**Psychologist Senior**

**Terms and Conditions of Employment**

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| **Tenure**  | The current vacancies available are permanent/specified purpose and whole time/part-time. 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. |
| **Remuneration**  | The salary scale for the post as at 01/10/24 is: €95,616 €97,888 €100,179 €102,458 €104,719 €105,587 €108,987 €112,390 LSIsNew 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. |
| **Working Week** | The standard working week applying to the post is to be confirmed at Job Offer stage. HSE Circular 003-2009 “Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016” applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th, 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016). |
| **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. 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** | 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-1), 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-2).
* 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 the National Health and Safety Function, here: <https://www.hse.ie/eng/staff/safetywellbeing/about%20us/>

2 See link on health and safety web-pages to latest Incident Management Policy [↑](#footnote-ref-1)
2. [↑](#footnote-ref-2)