



**Radiography Service Manager I
Grade Code 309X**

**Radiography Service Manager II
Grade Code 310X**

In exercise of the powers conferred on me by Section 22 of the Health Act 2004, I hereby approve the qualifications, as set out hereunder, for the appointment and continuing as **Radiography Service Manager I & II** in the Health Service Executive.

1. Statutory Registration, Professional Qualifications, Experience, etc.

(a) Candidates for appointment must:

(i)	Be registered, or be eligible for registration, on the Radiographers Division of the Radiographers Register maintained by the Radiographers Registration Board at CORU.
AND	
(ii)	Have 6 years fulltime (or an aggregate of 6 years full time) post qualification clinical experience.
AND	
(iii)	Possess a minimum of 10 postgraduate ECTS credits or equivalent relevant to the profession or the management of the profession as adjudged by the HSE and verified by the IIRRT** (see Note 1 below).

AND	
(b)	Requisite Knowledge & Ability Candidates must have the requisite knowledge and ability (including a high standard of suitability, managerial, leadership and professional ability) for the proper discharge of the duties of the office.
AND	
(c)	Candidates must provide proof of Statutory Registration on the Radiography Division of the Radiographers Register maintained by the Radiographers Registration Board at CORU <u>before a contract of employment can be issued.</u>

2. Annual Registration

(i)	On appointment practitioners must maintain annual registration on the Radiography division of the Radiographers Register maintained by the Radiographers Registration Board at CORU.
And	
(ii)	Practitioners must confirm annual registration with CORU to the HSE by way of the annual Patient Safety Assurance Certificate (PSAC).

3. Health

Candidates 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.

4. Character

Candidates for and any person holding the office must be of good character.

Dated this 4th day of July two thousand and Twenty three



Anne Marie Hoey
National Director – Human Resources

Note 1:

Portfolio Requirements for meeting the educational requirement for the post of Radiography Service Manager I and Radiography Service Manager II.

All candidates wishing to apply for the role of **Radiography Service Manager I and Radiography Service Manager II** must submit a portfolio for review, along with their application form, to demonstrate how they meet the educational requirements of the post. A minimum of 10 postgraduate ECTS credits, or equivalent as recognised by the IIRRT, is required to meet the eligibility for this post and certified proof of completion must be included.

Ten European Credit Transfer System (ECTS) credits equates to **250 hours of learning, effort with one ECTS equating to 25 hours of work.** *Effort includes all courses, lectures, tutorials, seminars, time spent in independent study or research and any additional time and effort expected of a Radiographer*). A minimum of 5 ECTS must be accumulated through direct learning i.e. through attending courses, lectures, tutorials, seminars or completing e-learning modules.

The portfolio should be pertaining to the preceding 6 years and should include:

o	Details of relevant education undertaken including copies of certificates of any relevant courses completed*;
o	Copy of transcripts of any academic courses completed bearing the stamp of the awarding body and details of the curriculum of the completed course**;
o	Details of relevant continuing professional development*;
o	Details of relevant research activity*;
o	Details of involvement in relevant educational activities*;
o	Details of relevant professional activities, which demonstrates acquired prior learning of the speciality*;

*	Include details of the time spent on the activity and the acquired competences relevant to the context of practice gained through this form of learning.
**	The IIRRT reserve the right to request original transcripts.