



Radiation Therapy Service Manager, I (Grade Code 3972)

And

Radiation Therapy Service Manager, II (Grade Code 398Y)

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 **Radiation Therapy Service Manager, I and Radiation Therapy Service Manager 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 Radiation Therapists Division of the Radiographers Register maintained by the Radiographers Registration Board at CORU.
AND	
(ii)	Have 6 years full time (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 <u>Note 1</u> below).
AND	
(iv)	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	
(v)	Candidates must provide proof of Statutory Registration on the Radiation Therapists Division of the Radiographers Register maintained by the Radiographers Registration Board at CORU <u>before a contract of employment can be issued.</u>

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2. Annual Registration

(i)	On appointment practitioners must maintain annual registration on the Radiation Therapists 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 28th day of June 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 Radiation Therapy Service Manager I or II.

All candidates wishing to apply for the role of **Radiation Therapy Service Manager I and 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/Radiation Therapist*). A minimum of 5 ECTS must be accumulated through direct learning i.e. through attending courses, lectures, tutorials, seminars or completing e-learning modules.

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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.