



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

Oifig an Stiúrthóra Náisiúnta, Acmhainní Daonna  
Feidhmeannacht na Seirbhíse Sláinte  
Ospidéal Dr. Steevens'  
Baile Átha Cliath 8

Office of the National Director of Human Resources  
Health Service Executive  
Dr. Steevens' Hospital  
Dublin 8

HSE HR Circular 010/2015

29<sup>th</sup> April 2015

**To:** Each Member of the Directorate and Leadership Team HSE  
Each Hospital Group CEO  
Each Chief Officer, CHO  
Each Assistant National Director, HR  
Each Employee Relations Manager  
Each CEO Section 38 Agency

**From:** Ian Tegerdine, Interim National Director of Human Resources

**Date:** 29<sup>th</sup> April 2015

**Re:** Amendment to compliance and reporting dates contained in:

1. HSE HR Circular 028/2014 issued on the 23 December 2014 and
2. Policy on 2015 Certification of Registration of Nurses and Midwives with the Nursing and Midwifery Board of Ireland Policy on 2015 Certification of Registration of Nurses and Midwives with the Nursing and Midwifery Board of Ireland.

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## Dear Colleagues

Following on from the issues surrounding the retention fee set by the Nursing and Midwifery Board of Ireland and the subsequent resolution of these issues the HSE is amending the date set for completion of the Patient Safety Assurance Certificate (PSAC) and associated reporting dates specified in Circular 028/2014 and the associated *Policy on 2015 Certification of Registration of Nurses and Midwives with the Nursing and Midwifery Board of Ireland*.

[http://www.hse.ie/eng/staff/Resources/HR\\_Circulars/circ2814.pdf](http://www.hse.ie/eng/staff/Resources/HR_Circulars/circ2814.pdf)

The revised date for submission of the PSAC to the Director of Nursing or relevant manager is now Tuesday, **30<sup>th</sup> June 2015**.

**This amendment is effective from Monday, 27<sup>th</sup> April 2015**

Please bring this policy to the attention of all relevant staff in your area of responsibility.

This document will be available on the HSE Intranet and Website at the following links:

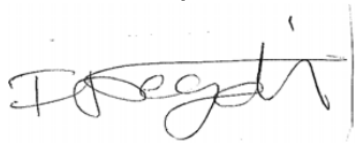
[http://www.hse.ie/eng/staff/Resources/HR\\_Circulars/2015circ.html](http://www.hse.ie/eng/staff/Resources/HR_Circulars/2015circ.html)

[http://hsenet.hse.ie/Intranet/Human\\_Resources/resources/?importUrl=http://localhost:82/eng/staff/Resources/HR\\_Circulars/2015circ.html](http://hsenet.hse.ie/Intranet/Human_Resources/resources/?importUrl=http://localhost:82/eng/staff/Resources/HR_Circulars/2015circ.html)

#### Queries

- Queries in respect of registration with the Nursing and Midwifery Board of Ireland should be directed to the Nursing and Midwifery Board of Ireland, 18/20 Carysfort Avenue, Blackrock, Co. Dublin, telephone 01 266 9777 or e-mail [registration@nursingboard.ie](mailto:registration@nursingboard.ie)
- Queries in respect of HSE nursing and midwifery issues should be directed to Dr. Michael Shannon, Director of Nursing & Midwifery Services & Assistant National Director, Clinical Strategy & Programmes Division, HSE Tel:01 635-2471 or by e-mail [michael.shannon@hse.ie](mailto:michael.shannon@hse.ie)
- Any HR queries in respect of this Circular or policy should be directed to Mr. Paddy Duggan, Workforce Planning & Informatics (WPAI), HR Directorate, HSE, Oak House, Millennium Park, Naas, Co. Kildare. 045 880400 or by e-mail to [paddy.duggan2@hse.ie](mailto:paddy.duggan2@hse.ie)

Yours sincerely



**Ian Tegerdine**  
Interim National Director of Human Resources