



**Stiúrthóra Náisiúnta,  
Acmhainní Daonna**

Feidhmeannacht na Seirbhíse  
Sláinte Ospidéal Dr. Steevens',  
Baile Átha Cliath 8, D08 W2A8

**National Director  
Human Resources**

Health Service Executive,  
Dr Steevens' Hospital,  
Dublin 8, D08 W2A8

**www.hse.ie  
@hselive**

t 01 635 2319  
e nationalhr@hse.ie

**To: Chief Executive Officer  
Each National Director  
Each Assistant National Director HR  
Each Assistant Chief Finance Officer  
Each Hospital Group CEO  
Each Hospital Group Director of HR  
Each Chief Officer CHOs  
Each Head of HR CHOs  
Head of HR, PCRS  
Each CEO, Section 38 Agencies  
Each HR Manager, Section 38 Agencies  
Each Employee Relations Manager  
Each Clinical Director**

**From: Anne Marie Hoey, National Director of Human Resources**

**Date: 31<sup>st</sup> May 2023**

**Re: Addendum HR Circular 008/2023 - Public Only Consultant Contract 2023**

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Dear Colleagues,

The purpose of this Addendum Circular is to communicate the updated Public Only Consultant Contract 2023 (hereafter referred to as 'POCC23') for relevant medical staff providing services under the Health Acts, with effect from the 8<sup>th</sup> March 2023. The Contract contains update provisions in respect of **Academic Consultants** only. The contract recognises that Academic Consultant posts are joint appointments between universities and the HSE or a Section 38 agency. However, for the purposes of administering the contract (e.g. for administering salary, remitting tax to Revenue etc.) one entity, rather than two entities, need to clearly be identified as the employer. For that reason, the HSE or relevant hospital or funded health service agency is described in this contract as "the Employer". The relevant university is defined as "the University". The Employer and the University are joint and co-equal parties in this tri-partite relationship with the academic consultant.

POCC23 is the only contract of employment that may be offered to new consultants, consultants who wish to transition from existing consultant contracts, or consultants changing employers, from 8<sup>th</sup> March 2023.

A copy of the template contract is attached at Appendix A. Most consultants in the public service are employed by the HSE or Section 38 agencies. Some text in the template is specific to the HSE. That text may be amended in the relevant clauses where the employer is a different public health service employer.

To assist with the implementation of POCC23, a number of detailed documents are available, at the following location [www.hse.ie/eng/staff/resources/hr-circulars/hr-circular-008-2023-public-only-consultant-contract-2023.html](http://www.hse.ie/eng/staff/resources/hr-circulars/hr-circular-008-2023-public-only-consultant-contract-2023.html). The following guidelines are now available:

- Updated Frequently Asked Questions (FAQs)
- External Work Guidance Documents

The recording of an explanatory webinar hosted by National HR on the new Public Only Consultant Contract 2023 is also available for your information at <https://youtu.be/FKShxLS2Nrl>

## Queries

Queries regarding consultant applications and CAAC process should be referred to Consultants Division, National Doctors Training and Planning, email [consultant.applications@hse.ie](mailto:consultant.applications@hse.ie)

Queries from individual employees or managers on the remainder of the Circular should be referred to local HR/Medical Manpower/Employee Relations Departments. Please note that the National HR Helpdesk is also available to take queries from employees, tel 1800 444925, email [ask.hr@hse.ie](mailto:ask.hr@hse.ie)

Queries from HR/Medical Manpower/Employee Relations Departments on the remainder of the Circular may be referred to Barbara Whiston or Lisa Walsh, National Employee Relations, HR Directorate, 63-64 Adelaide Road, Dublin 2, tel 01-662 6966, email [info.t@hse.ie](mailto:info.t@hse.ie)

Yours sincerely,



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**Anne Marie Hoey**  
**National Director of Human Resources**