



Stiúrthóra Náisiúnta,  
Acmhainní Daonna

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**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 Group Director of Nursing & Midwifery**
- Each Group Director of Midwifery**
- Each Clinical Director**
- Director National Ambulance Service**

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

**Date:** 5<sup>th</sup> August 2022

**Subject:** Addendum to HR Circular 022/2022: Temporary scheme of Paid Leave for Public Health Service Employees unfit for work post COVID-19 infection

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Dear Colleagues

I refer to [HR Circular 022/2022](#) *Temporary Scheme of Paid Leave for Public Health Service Employees unfit for work post COVID-19 infection*.

Please note that Department of Social Protection (DSP) benefit is **not** a requirement in respect of this Scheme. This means that public health service employers should make the full payment to eligible employees and no deduction at source or reimbursement in respect of DSP benefits will apply (unlike the normal public service sick leave scheme). Public health service employees who are eligible for payment under this scheme are precluded from claiming DSP benefit in respect of this period of absence from work as they will be granted full payment from their employer and overpayments are not permitted under this scheme.

Any instances of overpayment that occur in respect of this scheme should be dealt with in accordance with the employer's normal procedure governing overpayments. In the case of HSE employees please refer to [\*\*NFR-04 Payroll Overpayments and Underpayments\*\*](#)

Please bring this to the attention of relevant managers, including payroll departments, and those employees who are eligible for payment under this scheme.

### **Queries**

Queries from individual employees or managers regarding these arrangements should be referred to local HR Departments/Employee Relations Departments. Please note that the National HR Helpdesk is also available to take queries from employees Tel: 1800 444 925  
Email: [Ask.HR@hse.ie](mailto:Ask.HR@hse.ie)

Queries from HR Departments on the contents of this Circular may be referred to National Employee Relations, HR Directorate, 63-64 Adelaide Road, Dublin 2 Tel: 01 6626966,  
Email: [info.t@hse.ie](mailto:info.t@hse.ie)

Yours sincerely



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