

DETE procedure for Employment Permits for Non- Consultant Hospital Doctors (NCHDs) in Public Hospitals and Public Health Facilities: Two-Year Multi-Site General Employment Permit (GEP) (effective from 11am, 6 December 2021)

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid Employment Permit. It is illegal for an individual requiring an employment permit to work without a current valid employment permit. Doctors are eligible for both a Critical Skills Employment Permit and a General Employment Permit and should apply for Critical Skills Employment Permit when their employment contract is of two years or longer.

In most cases the employer will submit an application on behalf of the prospective employee. When applying for an employment permit the employer must apply using the Employment Permits Online System (EPOS).

General Employment Permit applications for Non-Consultant Hospital Doctors (NCHD) in the public hospitals and public health facilities made after 6 December 2021 should be made on a two-year multi-site basis, with the exception of 12 month internship.

NCHD's include:

- Senior House Officer
- Registrar
- Senior Registrar
- Specialist Registrar
- Intern (but interns will still apply for a 12 month GEP)

General Employment Permit (GEP) applications

The Department of Enterprise, Trade and Employment and the Department of Health have agreed that all General Employment Permits for NCHDs in public hospitals or public health facilities will be based on a two-year multi-site basis. All new General Employment Permits applications should be made for a 2 year basis, irrespective of the length of the initial employment contract. There will be no obligation on the employer to employ the NCHD for longer than the length of the initial employment contract. Subsequent employment contracts with a different Public hospital or Public health facility can be accommodated under this initial two-year Multi-site GEP without the requirement to seek a new Employment Permit.

Process for applying for a Two-year Multi-site GEP (guide for NCHDs):

- The first employer, i.e. the initial Public hospital or Public health facility (which must have a Trusted Partner number) making the application on behalf of the NCHD, will make an application for a Two-year Multi-site GEP.

- An application for an employment permit must be made online through the EPOS system. Where possible, applications for employment permits should be received 12 weeks in advance of the proposed start date of the employment.
- When the Two-year Multi-site GEP is issued the NCHD usually needs to contact Immigration Service Delivery (ISD in the Department of Justice) for a 'Permission to remain'. It is expected that a 12 month 'Permission to remain' will be issued initially.
- At the expiry or extension of the initial employment contract the employer will confirm with DETE the expiry or extension of the contract of employment.
- DETE will contact the NCHD to remind them that to ensure their GEP remains valid they must secure a new job as a NCHD in a Public hospital or Public health facility.
- It is the responsibility of the NCHD to secure a further employment contract in a Public hospital or Public health facility.
- If the NCHD secures further employment in a Public hospital or Public health facility, that organisation must inform DETE that they have offered the employment contract and confirm the details of their new employee, in advance of the employment starting. DETE will store the details of every contract.
- All subsequent employers (Public hospital or Public health facility) must contact DETE to provide the necessary details of the employment, in advance of the employment starting.
- 12 months after the initial Department of Justice 'Permission to Remain' was issued it will expire. At that point the NCHD needs to reapply to Immigration Service Delivery (ISD in the Department of Justice) for a new 'Permission to Remain'. ISD will have access to DETE's systems to see information on contracts completed and currently held by the NCHD to assist them in this process.
- If Immigration Service Delivery (ISD in the Department of Justice) refuses to issue a new 'Permission to Remain', they will inform DETE and the Employment Permit may be cancelled by DETE.
- The Two-year Multi-site GEP is only for NCHDs working in public hospitals or public health facilities. If the NCHD holds such a position but wishes to take up an offer of employment in another type of organisation (e.g. Private Hospitals, private practice, etc) they will need to apply for a new General Employment Permit, or a Critical Skills Employment Permit (if the contract is for two years or longer).

It should be noted that once a permit has issued it is not possible to lengthen the time a permit is valid for.

Cancellation of Permit

In accordance with section 24(1) of the Employment Permits Act 2006 should a non-EEA national, for whatever reason, cease to be employed by the employer (or the associated employers) during the period of validity of an employment permit the original permit and the employer's certified copy must be returned to the Department of Enterprise, Trade and Employment within 4 weeks from the date of

termination or cessation. Due to COVID-19, and as an interim measure, currently DBEI will accept cancellations where it may not be possible to return the original or certified copy of the permit.

Employment Permits Section

Department of Enterprise, Trade and Employment

6 December 2021