

Circular No. 46 /2004

22nd November 2004

DEPARTMENT
OF HEALTH AND
CHILDREN
AN ROINN
SLÁINTE AGUS LEANAÍ

Quintin Clift
Assistant Secretary

Chief Executive Officer/HR Director/
Finance Director
Each Health Board/ERHA

Chief Executive Officer/HR Director/
Finance Director
Each Public Voluntary Hospital
outside the ERHA

Chief Executive Officer/HR Director/
Finance Director
Each Mental Handicap Agency
outside the ERHA

**Re. Arrangements for Undergraduate Nursing Students Undertaking the Continuous Twelve
Month Rostered Clinical Placement**

1. I am directed by the Minister for Health and Children to advise you of the arrangements for the 2002 intake of undergraduate nursing degree students commencing the twelve month rostered clinical placement.
2. Nursing students on the continuous twelve month rostered clinical placement will be entitled to the following:
3. **Salary**
Students will be paid 80% of the first point of the staff nurse salary for twelve months (52 weeks x 39 hours*). Students are also entitled to receive premium pay (i.e. Saturday, Sunday, Night Duty, Unsocial Hours etc). The Salary for Student Nurses (Degree) can be found in the Consolidated Salary Scales.

There is no provision for the payment of allowances to student nurses during their rostered clinical placement i.e. mileage allowances, external clinical placement allowances (travel or accommodation), community, location, long stay unit allowance etc.

4. **PRSI**

The PRSI class applicable to nursing students on the rostered clinical placement is Class A1.

5. **Superannuation**

Nursing students should be entered into the employer's existing superannuation scheme. Students should be advised that the remaining three years of the programme are not reckonable for superannuation purposes.

6. **Incremental Credit**

Students will receive incremental credit for the rostered year. On successful completion of the Degree Programme and registration with An Bord Altranais, and on commencement of employment in the public health service he/she will be paid at the second point of the staff nurse scale.

7. **Sponsored Students**

Health service employees who were awarded a sponsorship under the terms of Circular 1/2002 continue to remain on the payroll of her/his public health service employer (parent employer). S/he retains her/his existing substantive salary throughout the **four** years of the nursing degree programme, and continues to be entitled to normal incremental progression up to the maximum of that scale. Sponsored employees will not receive any extra remuneration during the rostered placement other than premium payments where appropriate. Details of the sponsored student's hours/days worked should be notified to her/his parent employer to enable that employer to calculate the premium payments due to the sponsored student.

8. **Annual Leave**

Students will be entitled to 4 weeks (20 x 7.8 hour days) annual leave.

9. **Public Holidays**

The entitlement of students on rostered placement to the benefit of any public holidays is determined by the provisions of the Organisation of Working Time Act 1997 and the arrangements which already apply to Nurses and Midwives working in the public health service.

10. **Sick Leave**

The employer's existing sick leave arrangements for temporary staff will apply to nursing students during the course of the paid rostered placement.

11. **Policies and Procedures**

Nursing students must comply with the employing authorities policies and procedures in relation to grievance, health and safety, disciplinary procedures, etc. and with the

disciplinary codes for undergraduate BSc Nursing Students agreed between the health service providers and the HEIs as part of the Memoranda of Understanding.

12. Terms of Employment

In accordance with the Terms of Employment (Information) Act, 1994 and 2001 nursing students on the paid rostered placement should be provided with a written statement of particulars of the student's terms of employment.

13. An Bord Altranais Standards and Requirements

Students should be reminded that a minimum number of hours in theoretical and clinical instruction must be successfully completed before registering with An Bord Altranais.

Failure to satisfy these requirements will result in the student having to make up the lost hours and she/he will not be entitled to any further remuneration.

14. Any queries in relation to this circular should be addressed to the Nursing Policy Division. Telephone enquiries may be made at (01) 6354055 or (01) 6354024.


Simonetta Ryan
Principal Officer
Nursing Policy Division

*39 hour week inclusive of 4 hours per week reflective time.