



Circular 5/2020

20th May 2020

Anne Marie Hoey
National Director of Human Resources
Health Service Executive
Dr. Steevens Hospital
Dublin 8

**Implementation of additional roles within the general support staff grades identified through the
Job Evaluation Process - LCR 22066 refers**

Dear Anne Marie,

It has come to our attention that some additional roles have been identified through the Job Evaluation process within the general support staff grades. Following from this, new titles with grade codes have been generated. Each agency, where applicable, will be required to adjust pay bands accordingly, for individual staff carrying out these roles.

Grade code	Grade Description	Band
6013	Theatre Operative	1
5000	Laboratory Porter	3
5001	Pharmacy Porter	2
5003	Pharmacy Aide/Attendant	3
6017	Endoscopy Operative (Band 1)	1
6018	Endoscopy Operative (Band 2)	2
6012	Health Care Assistant (Band 1) / (Specific Sites Only) <ul style="list-style-type: none">• St Ita's, Portrane• Central Mental Hospital• National Rehabilitation Hospital, Dublin• Galway/Roscommon Mental Health Services• St. Fintan's Hospital, Portlaoise	1

The effective date of application is 1st September 2019. Individual existing increments dates will remain in place.

The grade of Laboratory Attendant is to remain at band 4 as it is not affected by the outcome of the job evaluation process.

5391	Laboratory Attendant	4
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The effective dates for grades of CSSD Operatives and Medical Laboratory Aides are to be correctly shown as the current rate of 1.9.19 and one historic rate of 1.10.18 until the next relevant increase.

5785	CSSD OPERATIVES	1/09/19 PSPP
		1/10/18 PSPP
4077	MEDICAL LABORATORY AIDES	1/09/19 PSPP
		1/10/18 PSPP

All employee queries should be directed to the relevant employer. Requests for clarification from payroll and hr managers should be directed to National_hr_unit@health.gov.ie

The contents of this circular should be brought to the attention of all HR managers, payroll staff, and all employees of the HSE and Section 38 agencies.

Yours sincerely,

Paul Howard
People Pay and Superannuation Unit
Department of Health