



Oifig an Stiúrthóra Náisiúnta, Acmhainní Daonna

Feidhmeannacht na Seirbhísí Sláinte

Ospidéal Dr. Steevens'

Baile Átha Cliath 8

Office of the National Director of Human Resources

Health Service Executive

Dr. Steevens' Hospital

Dublin 8

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To:

**Chief Executive Officer
Each National Director
Each Assistant National Director HR
Each Assistant Chief Finance Officers
Each Hospital Group CEO
Each Hospital Group Director of HR
Each Chief Officer CHO
Each CHO Heads of HR
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**

**From: Anne Marie Hoey, National Director of Human Resources
Stephen Mulvany, Chief Financial Officer**

Date: 13th March, 2020

Re: Joint HR and Finance Circular 011/2020: Clarification on recruitment derogation – COVID 19 Response

Dear Colleagues,

Our response to increase the capacity of our health workforce is multipronged, using a range of approaches that include the optimisation of our existing resources through redeployment within the health family and across the wider public and civil service, alongside recruitment. The extraordinary efforts that our staff are making to maximise our workforce as part of our response to COVID-19 is acknowledge and appreciated.



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A National HR memo on the *Policy on Redeployment of Staff during COVID-19 Infection* has already issued (6th March 2020). In the context of our multipronged efforts to enable the health service's response to COVID 19, and in consultation with the HSE Chief Operations Officer, we wish to provide the following clarifications to ensure that there are no barriers to the necessary recruitment of the health workforce that is required to support our services during the COVID-19 response.

The following is applicable with immediate effect;

- I. The affordability measures outlined in the Memo of 20th June 2019 are paused until further notice.
- II. Consequently, this reinstates National Director authority to delegate the decisions and accountability for same, with the following exceptions:
 - a. Consultant posts will continue to require submission nationally;
 - b. New Senior Management and Administration posts continue to require submission nationally in line with the National HR memo of 28th February 2020;
- III. As deemed appropriate, each National Director, in delegating these functions, is required to formally set out individual arrangements for their areas of responsibility, to provide for the necessary governance and oversight of same, including those specifically in respect of the drawdown of the COVID-19 funding. These arrangements should issue without undue delay to provide clarity of arrangements.
- IV. These arrangements are required to support the minimum data requirements for the overall management of our response to COVID-19 which will include weekly and monthly updates. This will include recruitment activity by each National Director for their areas of responsibility. Required data fields will include at a minimum; WTE, Grade, Location and 'in-post' recruitment date.

Queries

Queries from HR Departments on the contents of this Circular may be referred in the first instance to each relevant National Director. Please note that nationalhr@hse.ie is also available to take queries on same.

Yours sincerely,



Anne Marie Hoey
National Director of Human Resources.



Stephen Mulvany
Chief Financial Officer



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