



Oifig an Stiúirthóra 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  
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To: Each Member of the Directorate and Leadership Team  
Each Assistant National Director HR  
Each Hospital Group CEO  
Each Hospital Group Director of HR  
Each Chief Officer CHO  
Each CHO HR Manager  
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

7<sup>th</sup> January, 2019

Re: HR Circular 002/2019 re Incremental Credit for NCHDs

Dear Colleagues,

The purpose of this circular is to provide further detail and clarity on the recent changes to NCHD Contract 2010, relating to incremental credit for previous qualifications and agency work.

#### **Incremental Credit for Previous Qualifications**

Section 16(a)(ii) of the revised NCHD Contract, which issued on the 9<sup>th</sup> April 2018, states that incremental credit will be granted for "time spent gaining a graduate qualification (prior to completion of internship) in the health sciences subject to a limit of one incremental point of progression for any such qualification".

This change was introduced in recognition of the fact that NCHDs in our workforce may have attained a previous qualification in health sciences. Since the current NCHD contract was introduced in 2010, the routes of entry into the medical workforce have become more varied. Doctors may have previously qualified in other fields and have subsequently returned to university to undertake medical degrees. Individuals in this position will now avail of a maximum of one point of incremental credit in respect of a relevant degree in the health sciences. In circumstances where degrees in two different fields of relevant studies in the health sciences were undertaken, one additional point of incremental credit may be awarded subject to a global maximum of two points. Where a degree and a higher degree, for example a Masters are obtained in the same field only one increment may be granted.

#### **Recognised Qualifications**

Hospitals shall recognise the below qualifications for the purpose of awarding additional incremental credit.

Applied Healthcare
Audiology
Biochemistry
Biomedical, Health and Life Sciences
Clinical Speech and Language Studies/Therapy
Genetics
Health and Social Care
Human Health and Diseases
Human Nutrition and Dietetics
Medical and Health Sciences

Midwifery
Neuroscience
Nursing – General/Psychiatric/Intellectual Disability
Occupational Therapy
Optometry
Pharmaceutical Healthcare
Pharmacy
Physical Activity and Health Science
Physiology
Physiotherapy
Psychology
Public Health and Health Promotion
Public Health Sciences
Radiation Therapy
Radiography
Speech and Language Therapy
Microbiology

\*This list is not exhaustive

### Implementation

1. For existing staff: Incremental credit should be applied retrospectively to July 2018, but not before. Therefore, affected NCHDs may receive either one or two points of incremental credit on their current salary scale from July 2018. The intern salary scale has only one point so this applies to SHO, Registrar, Senior and Specialist Registrar grades only. For SHOs, incremental credit is applied on that scale immediately and is backdated to July 2018. Those NCHDs who assimilated or remained on Registrar, Senior Registrar and Specialist Registrar grades in July 2018 will receive an incremental point on that scale, in a similar fashion as it applies to those on the SHO scale in July 2018.
2. From July 2019 onwards: Incremental credit of this nature should be assessed immediately following internship and credit awarded when commencing an SHO post. There is no requirement on hospitals to review this annually for Registrar or SPR grades. As the SHO grade is the first point at which incremental credit becomes relevant, additional qualifications can be counted when the qualifying Doctor transitions from Intern to the Senior House Officer grade.

There may be instances when an individual who has a previous health science degree returns to the Irish public health system– for example after working abroad – and in that circumstance credit should be given on their current scale.

### Review Process

An NCHD incremental credit committee will be convened in 2019 comprising representatives from the IMO and the HSE. The purpose of this committee will be to review individual requests arising from the contractual change and this circular. The committee can only consider requests forwarded by Medical Manpower/HR departments rather than directly from employees. Save in circumstances where these revised provisions clearly do not apply, Medical Manpower / HR Departments shall forward requests to the committee in a timely fashion. Once a decision is made to recognise a qualification at the committee, this will have universal applicability and all relevant parties will be advised.

### Incremental Credit for Agency Work

Section 16(a)(i)(2) of the revised NCHD Contract provides that incremental credit will be granted for *“periods spent employed by an agency and assigned to the public health service for periods of in excess of two consecutive weeks. For periods spent employed by an agency there shall be a limit of one incremental point of progression irrespective of the number of periods or duration of same.”*

This provision will apply with effect from July 9<sup>th</sup> 2018, subject to a limit of one additional incremental point applying. Service, which requires to be appropriately verified in all instances, undertaken prior to this date (July 9<sup>th</sup> 2018) can be taken into account.

### Queries

Queries from individual employees should in the first instance be addressed to the Medical Manpower or HR Department.

Queries from HR Departments in relation to the contents of this Circular may be referred to John Delamere, Assistant National Director - HSE Corporate Employee Relations, HR Directorate, 63-64 Adelaide Road, Dublin 2. Tel: 01 6626966; Email: [john.delamere@hse.ie](mailto:john.delamere@hse.ie).

Please note also that the National HR Help Desk is also available to take queries on 1850 444 925 or [ask.hr@hse.ie](mailto:ask.hr@hse.ie).

Yours sincerely,



**Rosarii Mannion,**  
**National Director of Human Resources.**