



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: 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

Date: 25th February 2020

Re: HR Circular 005/2020: Implementation and Assimilation of outcomes arising from Phases 1 and 2 of the Job Evaluation Scheme for Support Staff arising per Labour Court Recommendations 22066

Dear Colleagues,

I refer to the provisions of Labour Court Recommendations No. LC22066 which are in relation to the implementation of Phases 1 and 2 of the Job Evaluation process for Support Staff. This Circular gives effect to the outcomes in respect of the upgrading of support staff to higher bands within the support staff structure. The revised bands applicable are set out below.

PHASE 1

Grade Code	Description	Current Band	New Band
4077	Medical Laboratory Aide	2	1
5363	Theatre Porter/Attendant	3	2
5785	C.S.S.D. Operative	2	1
6503	Physiotherapy Assistant	3	2
6525	Radiography Aide	3	2

PHASE 2

Grade Code	Description	Current Band	New Band
6015	Multi Task Attendant	3	NO CHANGE
6075	Health Care Assistant	3	2

Some additional roles within the general support staff have also been identified through the Job Evaluation process. New grade codes have been generated as below. In the first instance, each hospital/agency will be required to adjust pay bands accordingly, for individual staff carrying out these roles.

Grade Code	Description	Current Band	New Band
6013	Theatre Operative	<i>n/a</i>	1
5000	Laboratory Porter	<i>n/a</i>	3
5001	Pharmacy Porter	<i>n/a</i>	2
5003	Pharmacy Aide/Attendant	<i>n/a</i>	3
6017	Endoscopy Operative (Band 1)	<i>n/a</i>	1
6018	Endoscopy Operative (Band 2)	<i>n/a</i>	2
6012	Health Care Assistant (Band 1)/ (Specific Sites Only) Specifically working in the following locations <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 	3	1

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

Appendix 1 outlines detail of the specific implementation of the band changes, including the points of movement across bands. An additional element in the application of this Circular is the adherence to HR Circular 010/2019 regarding additional increments awarded to new entrants.

Please ensure that this Circular is brought to the attention of all relevant managers in your area of responsibility including Payroll Managers.

Queries

Queries from individual employees or managers regarding these arrangements should be referred to local HR Departments / Employee Relations Departments.

Queries from HR Departments on the contents of this Circular may be referred to Paul Byrne, HSE Corporate Employee Relations, HR Directorate, HSE, Oak House, Millennium Park, Naas, Co. Kildare. Email: paulj.byrne@hse.ie or martina.canavan@hse.ie

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

Yours sincerely,



Anne Marie Hoey
National Director of Human Resources.



www.hse.ie/changeguide

“To view the Health Services People Strategy 2019 - 2024 please click [here](#).”

Appendix 1

Band 2 to Band 1 - Assimilation will take place on the basis of next nearest cash point.

		Band	Effective From	Pts	1	2	3	4	5	6	7	8	9
For those moving from BAND 2		2	1/09/19 PSPP	9	28,351	29,676	31,074	31,444	32,519	33,310	34,452	35,636	36,862
		1	1/09/19 PSPP	7	33,344	34,319	35,361	36,361	37,430	38,530	39,666		
BAND 1 Assimilation at point:					1st	1st	1st	1st	1st	1st	3rd	4th	5th

Band 3 to Band 1 - For those moving two pay bands, assimilation will take place on the basis of next nearest cash point.

Grade Code	Grade Description	Band	Effective From	Pts	1	2	3	4	5	6	7	8	9
For those moving from BAND 3		3	1/09/19 PSPP	9	28,131	29,818	30,832	31,527	32,287	33,069	33,545	34,358	35,193
		1	1/09/19 PSPP	7	33,344	34,319	35,361	36,361	37,430	38,530	39,666		
BAND 1 Assimilation at point:					1st	1st	1st	1st	1st	1st	2nd	3rd	3rd

Band 4 to Band 3 - will move to assimilation to Point 6 of Band 3 and on next increment move to Point 7

		Band	Effective From	Pts	1	2	3	4	5	6	7	8	9
For those moving from BAND 4		4	1/09/19 PSPP	9	27,258	28,927	30,170	30,689	30,909	31,426	31,955	32,534	33,038
			1/09/19 PSPP	9	28,131	29,818	30,832	31,527	32,287	33,069	33,545	34,358	35,193
BAND 3 Assimilation at Point:					6th								
NEXT INCREMENT					7th								

Band 3 to Band 2 (see detail below)

	Band	Effective From	Pts	1	2	3	4	5	6	7	8	9
For those moving from BAND 3	3	1/09/19 PSPP	9	28,131	29,818	30,832	31,527	32,287	33,069	33,545	34,358	35,193
	2	1/09/19 PSPP	9	28,351	29,676	31,074	31,444	32,519	33,310	34,452	35,636	36,862
BAND 2 Assimilation at point: ***NEXT INCREMENT***				1st	3rd	3rd	5th	5th	6th	7th	7th	8th
				3rd	Normal progression + any new entrant benefit due	If eligible and yet to benefit from new entrant benefit move to point 5	Normal progression + any new entrant benefit due	If eligible and yet to benefit from new entrant benefit move to point 7	If eligible and yet to benefit from new entrant benefit move to point 9 (Scale max)	Normal progression + any new entrant benefit due	If eligible and yet to benefit from new entrant benefit move to point 9 (Scale max)	Move to point 9 (Scale max). If increment falls after 1st April 2020, move to point 9 on 1st April 2020.

Extracted from LCR2066:

Band 3 to Band 2

Those transferring from **Point 1 of Band 3 to Point 1 of Band 2** will move to **Point 3** on their next incremental date, to address an anomaly that would have left them disadvantaged post-transfer.

Those transferring from **Points 2, 4, and 7** will move to the next cash point and normal incremental progression will apply thereafter as well as any benefit yet to accrue as appropriate from the new entrant salary measure.

Those moving across at **Point 3 from Band 3** move to **Point 3 on Band 2** and if eligible and yet to benefit from the agreed new entrant salary measure will move to **Point 5** at their next increment date in accordance with that measure.

Those moving across at **Point 5 from Band 3** move to **Point 5 on Band 2** and if eligible and yet to benefit from for the agreed new entrant salary measure will move to **Point 7** at their next increment date in accordance with that measure.

Those moving across at **Point 6 from Band 3** move to **Point 6 on Band 2** and if eligible and yet to benefit from the agreed new entrant salary measure will move to **Point 9 (scale max)** at their next increment date in accordance with that measure.

Those moving across at **Point 8 from Band 3** move to **Point 7 on Band 2** and if eligible and yet to benefit from the agreed new entrant salary measure will move to **Point 9 (scale max)** at their next increment date in accordance with that measure.

Those moving across at **Point 9 from Band 3** move to **Point 8 on Band 2** and on their next incremental date will move to **Point 9 (scale max)**. However those whose next increment falls after 1st April 2020 will move to the max of the scale (**Point 9**) on 1st April 2020.

Band 3 to Band 1

For those moving two pay bands, assimilation will take place on the basis of next nearest cash point.

Band 2 to Band 1

Those moving from Band 2 to Band 1 will move across on the basis of the next nearest cash point.

Band 4 to Band 3

The very small number moving from **Band 4 to Band 3** will move on assimilation to **Point 6 of Band 3** and on their next increment date will move to **Point 7**.