



**Stiúrthóra Náisiúnta,
Acmhainní Daonna**

Feidhmeannacht na Seirbhísí
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To:

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- Each National Director**
- Each Assistant National Director HR**
- Each Assistant Chief Finance Officer**
- Each Hospital Group CEO**
- Each Hospital Group Director of HR**
- Each Chief Officer CHOs**
- Each Head of HR CHOs**
- Head of HR, PCRS**
- 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**
- Director National Ambulance Service**

From: **Anne Marie Hoey, National Director of Human Resources**

Date: **9th March 2022**

Subject: **HR Circular 009/2022 - Payment of Clinical Placement Allowances to Undergraduate Supernumerary Nursing and Midwifery Degree Students**

Dear Colleagues

Please see attached Department of Health Circular 01/2022 regarding the Payment of Clinical Placement Allowances to Undergraduate Supernumerary Nursing and Midwifery Degree Students. The Circular revises the provisions of Department of Health Circular 09/2004 in relation to the accommodation allowance. As set out previously in Department of Health Circular 46/2004 there is no provision for the payment of the accommodation and travel allowances set out below to nursing and midwifery students undertaking their internship placement.

The vouched accommodation allowance cap has been increased to €100 weekly and this will apply for the duration of the supernumerary placement where it is

necessary for the student to obtain accommodation away from their normal place of residence, on the basis of receipts certified by the student and the Student Allocation Officer (SALO) in the health service. The revised rate will take effect from the start of the 2021/2022 academic year.

This allowance is intended as a contribution toward the cost of attending a supernumerary clinical placement. It is not intended to meet the full-cost of an undergraduate nursing/midwifery degree student's accommodation where incurred.

As set out in Department of Health Circular 01/2022 a supernumerary student on the undergraduate nursing/midwifery degree programme continues to be entitled to a refund of the cost of transport on the basis of receipts certified by the student and the SALO in the clinical partner site. Public transport should be used wherever possible.

Please ensure that this Circular is brought to the attention of managers and staff within your area of responsibility.

Queries

Queries from individual employees or managers in relation to these arrangements should be referred to local HR/Employee Relations Departments. Please note that the National HR Help Desk is also available for **staff queries** on 1800 444 925 or ask.hr@hse.ie

Queries from HR Departments and Employee Relations Departments on the contents of this Circular may be referred to National Employee Relations (NER), 63/64 Adelaide Road, Dublin 2. Tel: 01- 6626966, Email: info.t@hse.ie

Yours sincerely



Anne Marie Hoey
National Director of Human Resources