



Oifig an Stiúrthóra Náisiúnta, Acmhainní Daonna
Feidhmeannacht na Seirbhíse Sláinte
Ospidéal Dr. Steevens'
Baile Átha Cliath 8

Office of the National Director of Human Resources
Health Service Executive
Dr. Steevens' Hospital
Dublin 8
Tel: 01 635 2319 Email: nationalhr@hse.ie

To:

- Chief Executive Officer**
- 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: 24th December 2021

Re: HR Circular 043/2021 - Update on HSE Circular 40/2021 – DPER Quick Guide (Close Contacts and Restricted Movements)

Dear Colleagues

I refer to HSE HR Circular 40/2021 on the DPER FAQs guidance document dated 26 November 2021 [here](#). The DPER Quick Guide is at **Appendix D**.

As you will be aware the public health advice in relation to **close contacts and restricted movements** has been revised and the HSE website sets out the current information. As such the Quick Guide in the DPER FAQs guidance document does not reflect the most up-to-date information in relation to restricted movements.

Given the rapidly changing situation, please note that the most up-to-date public health guidance and COVID-19 information on the [HSE website](#) should be followed rather than relying solely on the Quick Guide in the FAQ guidance document. The information relating to restricted movements can be found at [this link](#).

Please note that the below extracts from section 7 of HSE Circular 40/2021 remain current:

UPDATED 7. Employees who are required to restrict their movements following close contact with a confirmed COVID-19 case

7.1 The HSE sets out the latest criteria for restricted movements following close contact at these links:-

<https://www2.hse.ie/conditions/covid19/restricted-movements/restricted-movements/>

<https://www2.hse.ie/conditions/covid19/contact-tracing/close-contact/>

7.2 Managers should also refer to the guidelines:

- ***Derogation for the Return to Work of Healthcare Workers (HCW) at this link.***

National Guidelines for Public Health management of contacts of cases of COVID-19 at this link.

7.3 SLWP for COVID-19 does not apply to employees who are required to restrict their movement as they are not ill. *Where an employee is required to restrict their movements and cannot attend the work premises the employer must facilitate working from home.* If remote working in an employee's current role is not feasible, then the assignment of work may be outside of their usual core duties. Employees must cooperate with all such flexibilities while they are required to restrict their movement or self-isolate. In all such cases, employees remain available for work whilst at home, where they have been advised to restrict their movements as a precautionary measure.

7.4 This FAQ does not apply to employees who are required to quarantine in line with Government advice arising from travel abroad (see section 16).

It is intended that the DPER FAQ guidance document will be reviewed in full and updated in January 2022.

Please ensure that this Circular is brought to the attention of managers within your area of responsibility and that updated information is disseminated to all employees (including those who are absent from work on any type of leave).

Queries

Queries from individual employees or managers should be referred to local HR/Employee Relations Departments. Please note that the National HR Helpdesk is also available to take queries from employees Tel: 1850 444 925 Email: ask.hr@hse.ie.

Queries on the occupational safety and health implications of the Work Safely Protocol may be referred to the HSE National Health and Safety Function (NHSF). Log your request at: <https://healthservice.hse.ie/staff/benefits-services/health-and-safety/health-and-safety-helpdesk.html> or go to:

<http://pndchssdweb02.healthirl.net/Health.WebAccess/ss>

Alternatively contact the National Health & Safety Helpdesk Tel: 1850 420 420 Monday to Friday between 10.30-12.00 and 14.00-15.30

Queries on the HSE Workplace Health & Wellbeing Unit's Covid-19 Occupational Health Guidance Documents may be referred to hr.wellbeing@hse.ie.

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

Yours sincerely



Anne Marie Hoey
National Director of Human Resources