



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 Officer
Each Hospital Group CEO
Each Hospital Group Director of HR
Each Chief Officer CHOs
Each Head of HR CHOs
Each CEO Section 38 Agencies
Each HR Manager Section 38 Agencies
Each Employee Relations Manager
Each Clinical Director**

From: Anne Marie Hoey, National Director of Human Resources

Date: 23rd December 2020

Re: HR Circular 071/2020: Revised arrangements for Change in Contract requests during the COVID-19 Outbreak

Dear Colleagues,

I refer to Circulars [029/2020](#) and [050/2020](#) 'Revised arrangements for Change in Contract requests during the COVID-19 Outbreak' which provided an expedited process for Consultants wishing to apply for a change of contract type to Consultant Contract Type A. The circulars permitted this arrangement for the duration of the period comprehended in the Private Hospital Agreement. Whilst the Private Hospital Agreement terminated on June 30th, 2020, I wish to confirm Department of Health approval for the further extension of the current arrangements to **June 30th 2021**. The Department considers this is appropriate given that COVID-19 will continue to have an impact on service delivery and that the approach is consistent with the future direction of health policy in relation to public hospital care.

The approval process remains the same as that outlined in Circular 029/2020, i.e. a request for a change to Consultant Contract 2008 Type A may be made by an individual Consultant using the 'COVID-19 request to change contract template' (attached in Appendix II). This should be submitted to the relevant Hospital Group CEO/Chief Officer for approval.

Where a change in contract is approved by the Group CEO/Chief Officer, a 'Change in Contract Type A' letter (template attached in Appendix III) should be issued to the Consultant for their signature, and then attached to their original Consultant's Contract.

For Consultants who do opt to change contract type, the continuity of care for patients will continue with their eligibility status as a public patient.

The guidance in relation to the salary conditions which apply to the contract change continue to be those outlined in the original Circular 029/2020.

Please note that this derogation only applies to consultants requesting to change to Consultant Contract 2008 Type A. For any other request for change in contract Type (i.e. Cat 1, Cat 2, Type B, Type B* or Type C) the current process outlined in Section 22 of the Consultants Contract 2008 remains in place.

To enable the national recording of any contract changes, a copy of the Approved COVID-19 Template Change in Contract Request (Appendix II) should to be submitted to the Consultants Division (consultant.applications@hse.ie) for updating of Doctors Integrated Management E-system (DIME).

With regard to the duration of the contract change, Circular 029/2020 provided that the temporary change to Contract Type A could continue until the cessation of the public health emergency caused by COVID-19. Given the extension approved by the Department of Health, those Consultants who have already availed of a contract change, may continue on their Type A contracts until at least the end of June 2021. I will write regarding the termination of these temporary changes in contracts when the Minister of Health confirms that the arrangement should cease.

Alternatively, those Consultants who availed of a change in contract may advise their Hospital Group CEO/Chief Officer of their intention to revert to their original contract type. When Consultants revert back to their former contracts, employers are obliged to advise the Consultants Division immediately (consultant.applications@hse.ie).

It is imperative that local management ensure that the Consultants who change to Type A contracts under the terms of this circular are engaged **exclusively** in public work and assurances in this regard should be sought from the Consultants involved.

Yours sincerely



Anne Marie Hoey
National Director of Human Resources