



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

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Health Service Executive
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19th February 2007

HSE HR Circular 003/2007

To: Each Assistant National Director of Human Resources

**Cc: Ms. Laverne Mc Guinness, National Director of Primary, Community & Continuing Care.
Each Local Health Office Manager**

Re: Regularisation of employment status of long-term acting Assistant Directors of Mental Health Nursing

As it is not intended that acting-up arrangements would continue for excessive periods, the Health Service Executive now intends to regularise the employment status of long-term acting Assistant Directors of Mental Health Nursing, as follows:

Where an individual has been assigned to an approved Assistant Director of Mental Health Nursing post on an acting-up basis on or before 1st January 2004 and has continued in that position uninterrupted since assignment and where there is no substantive post-holder, such individuals will be confirmed in the grade with immediate effect subject to:

- The individual has undergone a competitive interview prior to assignment,
- The assignment has been continuous since 1st January 2004,
- The individual holds the qualifications set out for the post of Assistant Director of Mental Health Nursing.
- No additional posts or acting-up arrangements will ensue as a result of this initiative.

Human Resource Departments should arrange for the implementation of this Circular with effect from 1st February 2007. Any queries should be directed to Mr. Gerry Bellew, Senior Industrial Relations Executive, HSE Employers Agency, 63-64 Adelaide Road, Dublin 2, Telephone No. 01-6626966.

Yours sincerely,

Martin Mc Donald,
National Director of Human Resources.