

## Health Service Staff Categorisations

### Background

Each grade (/grade code) fulfill multiple purposes including the payment, reporting and classification of staff. They are an important key driver not only for pay but reporting and planning.

The Health Service Personnel Census (HSPC) is the official record of employment levels in respect of the public health sector and therefore is a critical dataset where accuracy of data is paramount in order to ensure that there is a clear understand to the available human resources to staff our services. *Not only does this require staff to be graded correctly but also that they must be returned in the correct service.*

The HSPC is critical source of information *in* the monitoring of the numbers of health service personnel by grade in each service delivery area to:

- inform decision making and analysis in respect of the health service workforce;
- assist workforce planning and the optimisation of workforce skills to deliver safe, effective and efficient services
- ensure compliance with approved rates of pay through alignment with pay expenditure, the monitoring of compliance with the Pay and Numbers Strategy targets.
- This is underpinned by a clear focus on the alignment of HSPC reporting and Pay Expenditure Reporting, whereby the integration of this data provides key intelligence to inform planning and performance.

### Staff Categorisation

Each grade (/grade code) rests in a hierarchy through grade groups, staff groups and staff categories associated with a grade code which is linked to a Staff Category, Staff Group and Grade Group.

Health service staff are categorised into 6 main **Staff Categories** (Medical & Dental, Nursing & Midwifery, Health & Social Care Professionals, Management & Administrative, General Support and Patient & Client Care and further subdivided into 26 **Staff Groups**, 99 **Grade Groups** and in the order of 850 active **Grades**.

At that higher levels, the grading structure is based on professional groupings and categorisations' to allow for service planning, delivery, performance and accountability.

- 1) Medical & Dental:** The medical dental grade category is defined as Medical and Dental personnel (together with medical and dental managerial grades where a recognized medical or dental qualification is a prerequisite for the performance of the duties involved or is a requirement for appointment). Registration with the Medical Council or Dental Council is a statutory requirement. There are 4 staff groups in this category.
  - a) Consultants: The Consultants division of National Doctors Training and Planning (NDTP) is responsible for the regulation of the number and type of medical consultant posts engaged in the provision of public services. NDTP maintain a statutory register of approved consultant posts and specify qualifications for consultant appointments with input from the Postgraduate Medical Training Bodies and the Consultant Applications Advisory Committee (CAAC).
  - b) Registrars (including Senior & Specialist Registrars.
  - c) SHO & Interns (Senior House Officer and Medical Interns)
  - d) Medical/ Dental other (includes Medical Officers & Dentists).
- 2) Nursing & Midwifery:** The nursing grade category is defined as nursing and midwifery personnel together with nursing/midwifery management grades where a recognized nursing/midwifery qualification is a prerequisite for the performance of the duties involved or is a requirement for appointment. Registration with the Nursing Board is statutory requirement. There are 6 staff groups in this category.
  - a) Nurse/ Midwife Manager (Director of Nursing/Midwifery, Director Nursing/Midwifery, Assistant, Clinical Nurse/ Midwife Manager 1, Clinical Nurse/ Midwife Manager 2, Clinical Nurse/ Midwife Manager 3)
  - b) Nurse/ Midwife Specialist & AN/MP (Advanced Nurse/ Midwife Practitioner, Clinical Nurse/ Midwife Specialist; Adv. Nurse/ Midwife, Candidate, Clinical Nurse/ Midwife Spec., Candidate)
  - c) Staff Nurse/ Staff Midwife (Nursing Bank Staff Midwives, Staff Nurse [Intellectual Disability], Staff Nurse [Psychiatric], Staff Nurses [General/ Children's])
  - d) Public Health Nurse
  - e) Nursing/ Midwifery Student (Pre-registration Nurse/ Midwife Intern, Nursing/ Midwifery awaiting registration, Post-registration Nurse/ Midwife Student)
  - f) Nursing/ Midwifery other (Nursing Education/Clinical, Other Nursing/ Midwifery)
- 3) Health & Social Care Professionals** are qualified health service workers (who are not Doctors, Dentists or Nurses) together with Health and Social Care Professional managerial grades where a recognized Health and Social Care Professional qualification is a prerequisite for the performance of the duties involved or is required for appointment. There are 7 Staff groups in this category.
  - a) Therapy Professions (Dietitians, Occupational Therapists, Orthoptists, Physiotherapists, Podiatrists & Chiropodists, Speech & Language Therapists)
  - b) Health Science/ Diagnostics (Audiology Biochemists, Dosimetrists, Perfusionists, Phlebotomists, Physicists, Radiation Therapists, Radiographers, Medical Science, Clinical Engineering, E.C.G. Technicians, Respiratory Physiologists, Cardiac Physiologists, Neuro-Physiologists, Vascular Physiologists, Gastrointestinal Physiologists)
  - c) Social Care
  - d) Social Workers
  - e) Psychologists
  - f) Pharmacy (Pharmacists & Pharmaceutical Technicians)
  - g) H&SC, Other (Counsellor Therapists, Dental Hygienists, Environmental Health Officers, Play Therapists/ Specialists, Other Health & Social Care, HSCP Trainees/ Students)

*Registration process for these grades is governed by the Health and Social Care Professionals Act (2005) with the Health and Social Care Professionals Council is an independent regulator established under the Act to protect the public by promoting high standards of professional conduct and professional education, training and competence amongst registrants of seventeen designated health and social care professions - clinical biochemists, counsellors and psychotherapists, dietitians, dispensing opticians, medical scientists, occupational therapists, optometrists, orthoptists, physiotherapists, podiatrists, psychologists, radiographers, radiation therapists, social care workers, social workers, speech & language therapists.*
- 4) Management & Administrative Staff:** General Management, Clerical and Administrative grades, where a health care qualification is not required. There are 3 staff groups in this category.
  - a) Management (VIII & above) are non-clinical managerial personnel at Grade VIII, General, Manager, Head of Function /Service, Community Services, Assistant National Director and National Director level together with associated grades.
  - b) Administrative/ Supervisory (V to VII)
  - c) Clerical (III & IV)
- 5) General Support:** Personnel who provide non-front line support, maintenance, technical, catering or domestic duties. A qualification may or may not be a requirement depending on the grade. There are 2 staff groups in this category.
  - a) Support (Catering, Household Services, Other Labs & Associated, Other Support, Portering)
  - b) Maintenance/ Technical (Maintenance, Technical Services)
- 6) Patient & Client Care:** Personnel who provide direct client care and/or assist other healthcare professions as appropriate. A qualification may or may not be a requirement depending on the grade. There are 4 staff groups in this category.
  - a) Health Care Assistants (Health & Social Care Assistants, Attendant/ Aide, Health Care Assistant/ Care Assistant)
  - b) Home Helps
  - c) Ambulance Staff (Ambulance Control, Ambulance Education, Ambulance Officers, Pre-Hospital Care (Ambulance))
  - d) Care, other (Other Care Grades, Workshop Services, Health Promotion, Pastoral Care, Home Care Services)

Level 1	Level 2	Level 3											Level 4	
Staff Category	Staff Group	Grade Group												
Medical & Dental	Consultants	Consultant Anaesthesia	Consultant Dentistry	Consultant Emergency Medicine	Consultant Intensive Care Medicine	Consultant Medicine	Consultant Obstetrics & Gynaecology	Consultant Paediatrics	Consultant Pathology	Consultant Psychiatry	Consultant Radiology	Consultant Surgery		
	Registrars	Registrar	Senior Registrar	Specialist Registrar										
	SHO/ Interns	Interns	Senior House Officer											
	Medical/ Dental, other	Dentists	Other Medical										19	
Nursing & Midwifery	Nurse/ Midwife Manager	Director Nursing/Midwifery, Assistant	Director of Nursing/Midwifery	Clinical Nurse/ Midwife Manager 1		Clinical Nurse/ Midwife Manager 2		Clinical Nurse/ Midwife Manager 3					20	
	Nurse/ Midwife Specialist & AN/MP	Advanced Nurse/ Midwife Practitioner	Clinical Nurse/ Midwife Specialist	Adv. Nurse/ Midwife, Candidate	Clinical Nurse/ Midwife Spec., Candidate									
	Staff Nurse/ Staff Midwife	Nursing Bank	Staff Midwives	Staff Nurse [Intellectual Disability]	Staff Nurse [Psychiatric]	Staff Nurses [General/ Children's]								
	Public Health Nurse	Public Health Nurse												
	Nursing/ Midwifery Student	Pre-registration Nurse/ Midwife Intern	Nursing/ Midwifery awaiting registration	Post-registration Nurse/ Midwife Student	Pre-registration Nurse Intern (COVID-19)									
	Nursing/ Midwifery other	Nursing Education/Clinical	Other Nursing/ Midwifery											
Health & Social Care Professionals	Therapy Professions	Dietitians	Occupational Therapists	Orthoptists	Physiotherapists	Podiatrists & Chiroprodists	Speech & Language Therapists						25	
	Health Science/ Diagnostics	Audiology	Biochemists	Dosimetrists	Perfusionists	Phlebotomists	Physicists	Radiation Therapists		Radiographers				
		Medical Science	Clinical Engineering	E.C.G. Technicians	Respiratory Physiologists	Cardiac Physiologists	Neuro-Physiologists		Vascular Physiologists		Gastrointestinal Physiologists			
	Social Care	Social Care												
	Social Workers	Social Workers												
	Psychologists	Psychologists												
	Pharmacists	Pharmacists												
	H&SC, Other	Counsellor Therapists	Dental Hygienists	Environmental Health Officers	Play Therapists/ Specialists	Other Health & Social Care	HSCP Trainees/ Students							
Management & Administrative	Management (VIII & above)	Executive Management		Senior Management (VIII & GM)									9	
	Administrative/ Supervisory (V to VII)	Middle Management (V-VII)		Other Administrative										
	Clerical (III & IV)	General Administrative (III & IV)												
General Support	Support	Catering	Household Services	Other Labs & Associated	Other Support	Portering							4	
	Maintenance/ Technical	Maintenance	Technical Services											
Patient & Client Care	Health Care Assistants	Health & Social Care Assistants	Attendant/ Aide	Health Care Assistant/ Care Assistant								13		
	Home Help	Home Helps												
	Ambulance Staff	Ambulance Control	Ambulance Education	Ambulance Officers	Pre-Hospital Care (Ambulance)									
	Care, other	Other Care Grades	Workshop Services	Health Promotion	Pastoral Care	Home Care								

Individual grades/ grade codes are assigned to each grade group below this level