



**Clinical Nurse Manager II – Outpatients Department  
Job Specification, Terms and Conditions:**

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| <b>Job Title, Grade and Grade Code</b>                | Clinical Nurse Manager II - Outpatients Department<br>Grade Code: 2119  |
| <b>Competition Reference</b>                          | SJL/11/2022/2   |
| <b>Whole Time Equivalent</b>                          | 1 WTE   |
| <b>Closing Date</b>                                   | <b>Friday 2<sup>nd</sup> December 2022 at 12 Noon</b>   |
| <b>Proposed Interview date(s)</b>                     | Week commencing 11th December 2022  |
| <b>Taking up Appointment</b>                          | A start date will be indicated at job offer stage   |
| <b>Duration of Post</b>                               | Permanent Post  |
| <b>Location of Post</b>                               | St. John's Hospital, John's Square, Limerick, V94 H272.   |
| <b>Informal Enquiries</b>                             | Ms. Eileen Hayes – Assistant Director of Nursing. St. John's Hospital<br><a href="mailto:adons@stjohnshospital.ie">adons@stjohnshospital.ie</a>   |
| <b>Organisational Area</b>                            | St. John's Hospital Limerick, UL Hospitals Group, HSE Mid - West  |
| <b>Post Specific Information</b>                      | Details on this campaign can be found at<br><a href="http://www.stjohnshospital.ie/management-and-administration/recruitment/">http://www.stjohnshospital.ie/management-and-administration/recruitment/</a>   |
| <b>Details of Service/<br/>Background to the post</b> | <p>St John's Hospital, Limerick is Voluntary Hospital founded in 1780 by the Little Company of Mary Sisters. It is a Model 2S, acute general hospital funded by the HSE and member of University of Limerick Hospitals Group (ULHG). It is a longstanding teaching hospital for medical, nursing and allied healthcare professional staff and is an academic partner of the University of Limerick. The hospital provides a wide range of inpatient and outpatient services, including general medicine, general surgery, urology, gynaecology and endoscopy services. The hospital also has an Urgent Care Centre incorporating a Local Injuries Unit and Medical Assessment Unit. The Injury Unit is the busiest in the Midwest region and second busiest Unit nationally after the Mercy Hospital (Source: HSE BIU data October 2022)</p> <p>We are committed to providing the highest quality service to all our patients in a professional, safe and caring environment. We endeavour to provide an effective, efficient service in a timely manner at all times with equal access for all our patients. We aim to provide individual patient centred care to each patient and their families and to promote patient participation in their care. We encourage good interpersonal relationships and we collaborate extensively with key external stakeholders including the HSE, Voluntary Healthcare Forum and other local healthcare providers. We promote staff and service development through education, motivation and encouragement. We are committed to providing an effective learning environment for both present and future health service staff.</p> <p>The Hospital has a total of 99 beds – 89 In-Patient beds and 10 Day Care beds. The In-Patient specialties are General Medicine, General Surgery and Gynaecology. We also have an Urgent Care Centre</p> |

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|   | <p>incorporating a Local Injuries Unit and Medical Assessment Unit. We are a Teaching Hospital affiliated to the University of Limerick. Our 5-year Strategy (2022-2027) includes a key business plan for a new in-patient bed block to be built on site, bringing the total number of beds on site to 200. We are working with the HSE to support our business plan by approving funding for the development and resources needed for the additional bed capacity.</p> <p>Other clinical services provided on site include:</p> <ul style="list-style-type: none"> <li>• Consultant Out-Patient Clinics</li> <li>• Diagnostic Radiological and Laboratory services</li> <li>• Day Surgery</li> <li>• Clinical Nurse Specialists in the areas of Diabetes, Continence Management, Respiratory Care, Tissue Viability, Infection Control, Palliative Care and Pain Management</li> <li>• A Dietetic service providing nutritional assessment, dietary advice, education and evaluation</li> <li>• Occupational Therapy</li> <li>• Speech and Language Therapy</li> <li>• Social worker support</li> <li>• Physiotherapy services</li> <li>• Chaplaincy Service</li> </ul> <p>Clinical Research and Innovation:</p> <p>We have an active Audit, Research and Innovation Committee and an on-site Rapid Innovation Unit which collaborates with clinical staff across UL Hospitals to enhance patient experience, producing many pioneering quality improvement initiatives. This “Science Foundation” sponsored unit uses 3D printing and other engineering pathways to find live patient-centric digital manufacturing solutions to bedside care issues.</p> |
| <p><b>Our purpose, mission, vision and values</b></p> | <p><u>Our Purpose</u><br/>Together we work to enhance the health and wellbeing of all those in our care and inspire those who deliver it every day.</p> <p><u>Our Vision</u><br/>To be a leading provider of healthcare services where innovation and excellence are at the heart of the patient experience.</p> <p><u>Mission statement</u><br/>Faithful to our tradition, we provide the highest possible standard of care and treatment in a professional and compassionate manner to every person who avails of our services.</p> <p><u>Our Values</u><br/>To listen to each other and seek opportunities to help and support one another</p> <p>To deliver high quality, safe and reliable healthcare in accordance with evidence based best practice in an effectively managed and maintained environment.</p>  |

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|  | <p>To provide healthcare based on the assessed needs and preferences of our service users which ensures mutual respect, holistic care and continuous learning and training.</p> <p>To deliver excellence in care through monitoring, evaluating and continually improving our services.</p>   |
| <b>Reporting Arrangements</b>                | <p>The post holder will:</p> <ul style="list-style-type: none"> <li>• Report to the Assistant Director of Nursing at St John's</li> <li>• Be accountable to the Director of Nursing at St John's</li> </ul>   |
| <b>Purpose of the Post</b>                   | <p>The post of Clinical Nurse Manager II in Outpatients has a pivotal role in service planning, co-ordinating, and managing activity and resources within the clinical area. The main responsibilities are: quality assurance, resource management, staffing and staff development, practice development, facilitating communication and professional / clinical leadership.</p> <p>The Clinical Nurse Manager II in Outpatients will ensure that nursing deliver evidence-based nursing care in line with national and local policies, procedures and guidelines.</p> <p>The Clinical Nurse Manager II in Outpatients will act as a clinical leader to junior staff and students working under their remit, ensuring they are supervised and supported to become competent in their roles.</p> <p>The Clinical Nurse Manager II in Outpatients will also manage the Phlebotomy service across St John's Hospital and will play a key role in ensuring a seamless service for patients</p> <p>The Clinical Nurse Manager II in Outpatients will also have responsibility for the management and scheduling of patients who attend the Venesection service in St John's Hospital in collaboration with the consultant and relevant community services.</p> |
| <b>Principle Responsibilities and Duties</b> | <ul style="list-style-type: none"> <li>• Professional Leadership</li> <li>• Scheduling and organisation of activity</li> <li>• Standards of Patient Care</li> <li>• Manpower planning and skill mix</li> <li>• Patient Needs – Planning, implementation and evaluation of outcomes</li> <li>• Networking within a multi-disciplinary service, ensuring the delivery of effective, efficient, quality assured and patient centred care</li> <li>• Supervision and education of staff</li> <li>• Budget control</li> <li>• Management of the phlebotomy service across St John's Hospital</li> <li>• Management of the Venesection service in conjunction with the consultant and community services</li> </ul> <p><b>Professional /Clinical</b></p> <ul style="list-style-type: none"> <li>• Manage patient care to ensure the highest professional standards using an evidence based, care planning approach.</li> <li>• Provide a high level of professional and clinical leadership.</li> <li>• Be responsible for the co-ordination, assessment, planning, delivery and review of service user care by all staff in designated area(s).</li> </ul>   |

- Provide safe, comprehensive nursing care to service users according to the Code of Professional Conduct as laid down by the Bord Altranais agus Cnáimhseachais na hÉireann (Nursing Midwifery Board Ireland) and Professional Clinical Guidelines
- Practice nursing according to:
  - Professional Clinical Guidelines
  - National and Area Health Service Executive (HSE) guidelines.
  - Local policies, protocols and guidelines
  - Current legislation
- Manage own caseload in accordance with the needs of the post.
- Participate in teams / meetings / committees as appropriate, communicating and working in co-operation with other team members.
- Facilitate co-ordination, co-operation and liaison across healthcare teams and programmes.
- Collaborate with service users, family, carers and other staff in treatment / care planning and in the provision of support and advice.
- Communicate verbally and / or in writing results of assessments, treatment / care programmes and recommendations to the team and relevant others in accordance with service policy.
- Plan discharge or transition of the service user between services as appropriate.
- Ensure that service users and others are treated with dignity and respect.
- Maintain nursing records in accordance with local service and professional standards.
- Adhere to and contribute to the development and maintenance of nursing standards, protocols and guidelines consistent with the highest standards of patient care.
- Evaluate and manage the implementation of best practice policy and procedures e.g. admission and discharge procedures, control and usage of stocks and equipment, grievance and disciplinary procedures.
- Maintain professional standards in relation to confidentiality, ethics and legislation.
- In consultation with Clinical Nurse Manager III/Assistant Director of Nursing and other disciplines, implement and assess quality management programmes.
- Participate in clinical audit as required.
- Initiate and participate in research studies as appropriate.
- Devise and implement Health Promotion Programmes for service users as relevant to the post.
- Operate within the scope of practice - seek advice and assistance from his / her manager with any cases or issues that prove to be beyond the scope of his / her professional competence in line with principles of best practice and clinical governance.

**Health Safety & Quality**

- Ensure that effective safety procedures are developed and managed to comply with statutory obligations, in conjunction with relevant staff e.g. health and safety procedures, emergency procedures.
- Participate and cooperate with local quality, risk and safety initiatives as required.
- Participate and cooperate with internal and external evaluations of the organisation's structures, services and processes as required, including but not limited to, HIQA audits and other audits specified by the HSE or other regulatory authorities.
- Initiate, support and implement quality improvement initiatives in own area which are in keeping with local organisational quality, risk and safety requirements
- Comply with St John's Hospital Complaints Policy
- Observe, report and take appropriate action on any matter which may be detrimental to staff and/or service user care or well-being / may be inhibiting the efficient provision of care.
- Assist in observing and ensuring implementation and adherence to established policies and procedures e.g. health and safety, infection control, storage and use of controlled drugs etc.
- Ensure completion of incident / near miss forms / clinical risk reporting and management of issues reported.
- Adhere to department policies in relation to the care and safety of any equipment supplied for the fulfilment of duty.
- Liaise with other relevant staff e.g. Clinical Nurse Specialist, Infection Control, Physiotherapist, re appropriateness for procurement.
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards.
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.

**Education and Training**

- Engage in continuing professional development by keeping up to date with nursing literature, recent nursing research and new developments in nursing management, education and practice and to attend staff study days as considered appropriate.
- Be familiar with the curriculum training programme for student nurses and be aware of the clinical experience required to meet the needs of the programme.

- Participate in the identification, development and delivery of induction, education, training and development programmes for nursing and non-nursing staff.
- Provide support and supportive supervision to Clinical Nurse Manager 1 and front-line staff where appropriate.
- Supervise and assess student nurses and foster a clinical learning environment.
- Engage in performance review processes including personal development planning as appropriate.

**Management**

- To take a proactive approach to self, others and the working environment
- To be able to work on own initiative and manage own time effectively
- Exercise authority in the running of the assigned area(s) as deputised by the ADON.
- Provide the necessary supervision, co-ordination and deployment of nursing and support staff to ensure the optimum delivery of care in the designated area(s).
- Manage communication at departmental level and facilitate team building.
- Provide staff leadership and motivation which is conducive to good working relations and work performance.
- Promote a culture that values diversity and respect in the workplace.
- Formulate, implement and evaluate service plans and budgets in co-operation with the wider healthcare team.
- Manage all resources efficiently and effectively within agreed budget.
- Lead on practice development within the clinical area.
- Lead and implement change management where required.
- Promote, facilitate and participate in the development of nursing policies and procedures. Monitor as appropriate and lead on proactive improvement.
- Contribute to the formulation, development and implementation of policies and procedures at area and hospital level.
- Ensure compliance with legal requirements, policies and procedures affecting service users, staff and other hospital matters.
- Manage and promote liaisons with internal / external bodies as appropriate e.g. intra-hospital service and the community.
- Actively participate in the Nursing Management structure by deputising when required.
- Maintain all necessary clinical and administrative records and reporting arrangements.

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|   | <ul style="list-style-type: none"> <li>Engage in IT developments as they apply to service user and service administration.</li> </ul> <p><b>The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</b></p>   |
| <p><b>Eligibility Criteria</b></p> <p><b>Qualifications and/or experience</b></p> | <p><b>1. Professional Qualifications &amp; Experience</b></p> <ul style="list-style-type: none"> <li>Be registered in the General Division of the Register of Nurses maintained by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be entitled to be so registered.</li> </ul> <p style="text-align: center;"><b>And</b></p> <ul style="list-style-type: none"> <li>Have at least 5 years post registration experience of which 2 must be in an acute hospital environment</li> </ul> <p style="text-align: center;"><b>And</b></p> <ul style="list-style-type: none"> <li>Have the clinical, managerial and administrative capacity to properly discharge the functions of the role.</li> </ul> <p style="text-align: center;"><b>And</b></p> <ul style="list-style-type: none"> <li>Demonstrate evidence of continuing professional development at the appropriate level.</li> </ul> <p style="text-align: center;"><b>And</b></p> <ul style="list-style-type: none"> <li>Candidates must possess the requisite knowledge and ability including a high standard of suitability and clinical, managerial and administrative capacity to properly discharge the functions of the role.</li> </ul> <p><b>2. Annual Registration</b></p> <p>Appointment to and continuation in posts that require statutory registration dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by Bord Altranais agus Cnáimhseachais na hÉireann (Nursing Midwifery Board Ireland).</p> <p><b>3. Age</b></p> <p>Age restrictions shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age on the first day of the month in which the latest date for receiving completed application forms for the office occurs.</p> <p><b>4. Health</b></p> <p>A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p> |

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|  | <p><b>5. Character</b><br/>Each candidate for and any person holding the office must be of good character.</p>   |
| <p><b>Essential Skills, competencies and/or knowledge</b></p>                                | <p>Candidates should demonstrate:</p> <ul style="list-style-type: none"> <li>• The ability to lead on clinical practice and service quality</li> <li>• Promotion of evidence-based decision making</li> <li>• Practitioner competence and professionalism</li> <li>• The ability to plan and organise effectively</li> <li>• The ability to build, lead and manage a team</li> <li>• Experience of working on own initiative and managing time effectively</li> <li>• Evidence of a proactive approach to self and others</li> <li>• Ability to motivate others</li> <li>• Strong interpersonal skills including the ability to build and maintain relationships</li> <li>• Strong communication and influencing skills</li> <li>• Initiative and innovation in the delivery of service</li> <li>• Resilience and composure</li> <li>• Openness to change</li> <li>• Integrity and ethical stance</li> <li>• A commitment to continuing professional development</li> <li>• The ability to relate nursing research to nursing practice</li> <li>• Knowledge of quality assurance practices and their application to nursing procedures</li> <li>• An awareness of HR policies and procedures including disciplinary procedures, managing attendance etc.</li> <li>• An awareness of relevant legislation and policy e.g. legislation relevant to the service area, health and safety, infection control etc.</li> <li>• An awareness of current and emerging nursing strategies and policies in relation to the clinical / designated area</li> <li>• A willingness to develop IT skills relevant to the role</li> </ul> |
| <p><b>Other requirements specific to the post</b></p>  | <p>The successful applicant will be required to work flexibly in response to changing local/organisational/network requirements.</p>   |
| <p><b>Competition Specific Selection Process</b></p> <p><b>Short listing / Interview</b></p> | <p>Applications should be submitted by completing the hospital's standard job application form. Application forms and full particulars relating to the post are available on St. John's Hospital website, Details on this campaign can be found at <a href="http://www.stjohnshospital.ie/management-and-administration/recruitment/">http://www.stjohnshospital.ie/management-and-administration/recruitment/</a> or contact the HR department St. John's Hospital.</p> <p>Applications to Human Resources Department, St. John's Hospital. <a href="mailto:recruitment@stjohnshospital.ie">recruitment@stjohnshospital.ie</a></p> <p><b><u>Closing Date &amp; Time: Friday 2<sup>nd</sup> December @ 12 Noon</u></b></p> <p><b>Ranking/Shortlisting/Interview</b><br/>A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements.</p>  |

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|   | <p>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p> <p>Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in 'bands' depending on the service needs of the organisation.</p>  |
| <b>Code of Practice</b>   | <p>St. John's Hospital will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, feedback facilities for candidates on matters relating to their application, when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process, and review in relation to allegations of a breach of the Code of Practice.</p> <p>Codes of Practice are published by the CPSA and are available on <a href="http://www.hse.ie">www.hse.ie</a> in the document posted with each vacancy entitled "Code of Practice, Information For Candidates" or on <a href="http://www.cpsa-online.ie">www.cpsa-online.ie</a>.</p> |
| <p>The reform programme outlined for the health services may impact on this role and as structures change the job description may be reviewed.</p> <p>This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. It is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</p> |  |

**Terms and Conditions of Employment  
Clinical Nurse Manager II (CNM11) Out-Patient's Department**



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| <b>Tenure</b>   | <p>The appointment is whole-time, permanent and pensionable.</p> <p>A panel may be created from which permanent vacancies of whole-time duration may be filled during the life of the panel.</p> <p>Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.</p>  |
| <b>Remuneration</b>   | <p>The salary scale for the post (as at 01/10/2022) is:</p> <p>€55,248; €56,164; €56,937; €58,201; €59,597; €60,968; €62,338; €63,882; €65,316</p>   |
| <b>Working Week</b>   | <p>The standard working week applying to the post is: 37.5 hours delivered on a 5- or 7-day roster including weekends.</p> <p>HSE Circular 003-2009 "Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016" applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16<sup>th</sup> 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p> |
| <b>Annual Leave</b>   | <p>The annual leave entitlement is in accordance with St. John's Hospital/HSE approved leave entitlements.</p>   |
| <b>Superannuation</b>                                       | <p>All pensionable staff become members of the pension scheme.</p>   |
| <b>Probation</b>  | <p>Employment will be probationary for the first six months, during which time the Department Head will carry out periodic probation assessment reviews. The appointee will cease to hold office at the end of or during the probationary period unless during such period the Hospital has certified that their service is satisfactory</p>   |
| <b>Mandatory Training and Health and Safety at Work Act</b> | <p>The post holder is obliged to fulfil mandatory training requirements in line with this post. All staff must comply with all Hospital Health &amp; Safety Policies and Procedures. Staff must be aware of the responsibilities placed on them under the Health and Safety at Work Act (2005), and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.</p>   |
| <b>Children First Act</b>                                   | <p>Schedule 2 of the Children First Act 2015 specifies that this post falls under the classes of persons as "Mandated Persons" for the purpose of the Act. As a mandated person, under the legislation you are required to report any knowledge, belief or reasonable suspicion that a child has been harmed, is being harmed, or is at risk of being harmed. It is a requirement of this post that you complete the HSE Land training in relation to Children First and any other training the Hospital deems appropriate in this regard</p>  |
| <b>GDPR</b>   | <p>The post holder is obliged to adhere to General Data Protection Regulations 2018. All staff who have access to patients' care records have a responsibility to ensure that these are maintained efficiently and that confidentiality is protected in line with the Hospital's Confidentiality Policy. Staff are also subject to this obligation both on an implied basis and also on the basis that, on accepting their job description, they agree to maintain both patient/client and staff confidentiality. In addition, all health professionals are advised to compile records on the assumption that they are accessible to patients in line with FOI and GDPR 2018. Hospital policies and procedures at all times. Details of the Hospital's policies are available on the intranet.</p>     |

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| <b>Infection Prevention and Control</b>                     | <p>The post holder is obliged to adhere to Hospital policies and procedures relating to Hand Hygiene and Infection Prevention and Control.</p> <p>Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc.</p>   |
| <b>Health &amp; Safety</b>                                  | <p>It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site-Specific Safety Statement (SSSS).</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> <li>• Developing a SSSS for the department/service<sup>1</sup>, as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work.</li> <li>• Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection.</li> <li>• Consulting and communicating with staff and safety representatives on OSH matters.</li> <li>• Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee.</li> <li>• Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures<sup>2</sup>.</li> <li>• Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate.</li> <li>• Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example.</li> </ul> <p>Note: Detailed roles and responsibilities of Line Managers are outlined in local SSSS.</p> |
| <b>Professional Registration</b>                            | <p>If you are employed in an area of work which requires membership of a professional body in order to practice (e.g. Nursing &amp; Midwifery Board of Ireland), it is a condition precedent of your employment to maintain membership of such professional body. It is also your responsibility to comply with the relevant body's code of practice.</p> <p>You are required to advise the Hospital if your professional body in any way limits or changes the terms of your registration. Failure to remain registered or to comply with the relevant code of practice may result in temporary downgrading, suspension from duty and/or disciplinary action, which may result in the termination of your employment.</p>   |
| <b>Protection of Persons Reporting Child Abuse Act 1998</b> | <p>This post is one of those designated in accordance with Section 2 of the Protection of Persons Reporting Child Abuse Act, 1998. You will remain a designated officer for the duration of your appointment in this post or for the duration of your appointment to such other post as is included in the categories specified in the Ministerial Direction. Such officers will, on receiving a report of child abuse, formally notify the Senior Social Worker in the community care area in which the child is living.</p>  |