

## **Job Description and Person Specification**

### **Clinical Nurse Specialist – DIEP Flap (0.5 WTE)**

#### **Specified Purpose Vacancy**

**Reference: HR26I062**

**Closing Date for Applications: Monday 09<sup>th</sup> March 2026**

**Interview Date: Thursday, 26<sup>th</sup> March 2026**

HR Business Services,  
St Vincent's University Hospital,  
Elm Park,  
Dublin 4.

Contact: +353 (1) 221 6062 or [recruitment@svuh.ie](mailto:recruitment@svuh.ie)

## **Section 1: Accountability and Working Relationships**

Job title:	Clinical Nurse Specialist (CNS) / Candidate Clinical Nurse Specialist (cCNS) – DIEP Flap
Grade:	Clinical Nurse Specialist / Candidate Clinical Nurse Specialist
Professionally accountable to:	Director of Nursing
Key reporting relationships:	Director of Nursing Directorate Nurse Manager Assistant Director of Nursing Clinical Nurse Manager 3 Surgical Division
Key working relationships:	Plastics and Reconstructive Surgery Consultants, Members of the Multidisciplinary, Ward Staff, General Practitioners
Working Hours:	18.75 hours per week working

## **Section 2: Job Summary**

### **Purpose of the post**

The Clinical Nurse Specialist (CNS) – DIEP Pathway is responsible for leading, coordinating and optimising the Deep Inferior Epigastric Perforator (DIEP) breast reconstruction pathway, ensuring patients are supported from initial referral through surgery, recovery, discharge and long-term follow-up.

The CNS will act as the key worker for patients undergoing DIEP reconstruction, providing expert clinical care, pathway coordination, patient education, and psychosocial support. A central objective of the role is to enhance the patient journey, reduce length of stay (LOS), streamline care processes, and drive quality improvement through continuous audit and service evaluation.

### **Key Responsibilities**

#### **1. Pathway Coordination & Patient Journey Management**

- Act as the designated key worker for all DIEP patients from referral to post-operative follow-up.
- Coordinate the patient pathway across outpatient, pre-operative, theatre, ward care and discharge planning.
- Ensure timely pre-operative assessment, optimisation and education to minimise delays and cancellations.
- Facilitate effective discharge planning from the pre-operative stage to reduce inpatient length of stay.
- Provide structured follow-up (telephone clinics, nurse-led clinics) to support early discharge and prevent readmission.
- Act as liaison between primary and secondary care to ensure seamless continuity of care.

#### **2. Clinical Expertise & Advanced Practice**

- Provide specialist nursing assessment, care planning and evaluation for patients undergoing DIEP reconstruction.
- Develop and implement evidence-based protocols in collaboration with Consultant Plastic Surgeons.

- Support enhanced recovery pathways (ERAS principles) specific to DIEP surgery.
- Deliver nurse-led advisory and triage services within agreed protocols.
- Identify and manage post-operative complications early to improve outcomes and reduce prolonged admissions.
- Ensure high standards of documentation reflecting advanced nursing practice.

### **3. Patient Advocacy & Support**

- Provide psychological, emotional and practical support from diagnosis through reconstruction and survivorship.
- Deliver comprehensive pre-operative education to manage expectations and improve recovery outcomes.
- Advocate for patients within the MDT and represent patient preferences in care planning.
- Promote shared decision-making and informed consent.

### **4. Length of Stay Reduction & Service Efficiency**

- Lead initiatives aimed at reducing inpatient length of stay without compromising safety or quality.
- Identify delays within the DIEP pathway and implement improvement strategies.
- Collaborate with surgical, anaesthetic, ward and discharge teams to optimise patient flow.
- Contribute to efficient use of resources and awareness of budgetary impact.

### **5. Audit, Data Management & Research**

- Maintain a comprehensive DIEP pathway database including activity, complications, outcomes and length of stay metrics.
- Lead and participate in regular audits of:
  - Length of stay
  - Complication rates
  - Readmission rates
  - Patient satisfaction
  - Pathway compliance
- Present audit findings and implement action plans for service improvement.
- Contribute to research initiatives and promote evidence-based practice.
- Use audit data to inform service development and strategic planning.

### **6. Education & Leadership**

- Provide specialist education to ward staff and MDT members on DIEP care and enhanced recovery.
- Develop patient information resources to support self-management and recovery at home.
- Support orientation and training of new nursing staff within Plastics and Reconstructive Surgery.
- Act as a clinical role model demonstrating leadership and specialist expertise.
- Participate in relevant study days, conferences and continuous professional development.

### **7. Governance & Professional Practice**

- Practice in accordance with NMBI Scope of Practice and Code of Professional Conduct.
- Contribute to policy development and pathway guidelines for DIEP reconstruction.
- Ensure care delivery aligns with hospital governance, risk management and quality frameworks.
- Facilitate and monitor quality initiatives in line with national standards.

## **Section 3: Competencies**

### **Clinical Focus**

- Practice in accordance with relevant legislation and with regard to The Scope of Nursing & Midwifery Practice Framework (NMBI, 2015) and the Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives (NMBI, 2014)
- Adhere to appropriate lines of authority within the nurse management structure. Possesses specially focused knowledge in relation to DIEP breast reconstruction
- Performs a nursing assessment, plans and initiates care and treatment modalities within agreed interdisciplinary protocols to achieve patient/client-centered outcomes and evaluates their effectiveness.
- Ability to lead enhanced recovery initiatives
- Identifies health promotion priorities in the area of specialist practice.
- Implements health promotion strategies for patient/client groups in accordance with public health agenda.

### **Patient Client/Advocacy**

- Strong communication and negotiation skills
- Ability to support patients through complex surgical procedures
- Enables patients/clients, families and communities to participate in decisions about their health needs.
- Articulates and represents patient/client interests in collaboration with the interdisciplinary team.
- Implements changes in healthcare service in response to patient/client need and service demand.

### **Education and Training**

- Provides mentorship, preceptorship, teaching, facilitation and professional supervisory skills for nurses in training and other healthcare workers.
- Acts as an expert resource for DIEP pathway management
- Educates patients/clients, families and communities in relation to their healthcare needs in the specialist area of practice.
- Identifies own Continuing Professional Development (CPD) needs and engages accordingly.

### **Audit and Research**

- Identifies, critically analyses, disseminates and integrates nursing/midwifery and other evidence into the area of specialist practice.
- Initiates, participates in and evaluates audit.
- Uses the outcomes of audit to improve service provision.
- Contributes to service planning and budgetary processes through use of audit data and specialist knowledge.

### **Consultancy**

- Provides leadership in clinical practice and acts as a resource and role model for specialist practice.
- Generates and contributes to the development of clinical standards and guidelines.
- Uses specialist knowledge to support and enhance generalist nursing practice.

### **Overall Aim of the Role**

To deliver a seamless, patient-centred DIEP reconstruction pathway that:

- Supports patients from referral to recovery
- Reduces length of stay safely
- Improves patient experience and clinical outcomes
- Drives continuous quality improvement through structured audit and research

- Enhances efficiency and effectiveness of the Plastics & Reconstructive Surgery service

#### **Section 4: Training and Education**

- Organise and ensure the provision of continuing nursing education of all staff and participation in teaching, guidance and assessment of staff and students within the Service including all related Clinical Areas.
- Ensure that patient care is based on the latest research findings and constitutes best practice and act as an expert clinical resource for nursing, medical and AHP staff in the specialty area of nursing.
- Keep abreast of research and developments in nursing and facilitate and contribute to nursing research.
- In association with staff members, provide support in the development and implementation of the orientation programme for new nursing and ancillary staff.
- Attend regular study days and conferences to maintain current knowledge.
- Work closely with Practice Development Co-ordinator, Clinical Placement Co-ordinators, and the staff in the Nurse Education Centre in leading and supporting relevant education and training programmes.

**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. This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.**

**The Hospital Structure is currently under review and therefore, reporting relationships may change.**

#### **Section 5: Person Specification, Clinical Nurse Specialist**

<b>Factors</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Be a registered nurse/midwife on the active Register of Nurses or Midwives held by An Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland) or be eligible to be so registered.</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Be registered in the division(s) of the Nursing and Midwifery Board of Ireland (Bord Altranais agus Cnáimhseachais na hÉireann) Register for which the application is being made or be entitled to be so registered.</li> </ul> <p><b>OR</b></p>	

	<ul style="list-style-type: none"> <li>• In exceptional circumstances, which will be assessed on a case by case basis be registered in another Division of the register of Nurses and Midwives.</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Have successfully completed a post registration programme of study, as certified by the education provider which verifies that the applicant has achieved a Quality and Qualifications Ireland (QQI), National Framework of Qualifications (NFQ) major academic Level 9 or higher award (equivalent to 60 ECTS or above) that is relevant to the specialist area of care and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4th ed (2008). Alternatively provide written evidence from the Higher Education Institute that they have achieved the number of ECTS credits equivalent to a Level 9 or higher standard (60 ECTS or above), relevant to the specialist area of care and in line with the requirements for specialist practice as set out by the National Council for Nursing and Midwifery 4th ed (2008). * (See **Note below).</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• If the applicant does not possess the relevant QQI NFQ Level 9 qualification, the applicant will be supported to undertake the required postgraduate education, at QQI NFQ level 9 qualification (equivalent to 60 ECTS or above) relevant to the specialist area.</li> </ul> <p><b>**Note:</b></p> <ul style="list-style-type: none"> <li>• For Nurses/Midwives who express an interest in CNS/CMS roles and who currently hold a level 8 educational qualification in the</li> </ul>	
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	<p>specialist area (equivalent to 60 ECTS or above), this qualification will be recognised up to September 2026. The clinical experience requirements for this cohort of nurses/midwives remain consistent with the DoH (2019) policy, i.e. a minimum of 1 years' experience in practice and a minimum of 1 years' experience in the specialist area and they could be supported to progress on a candidate CNS/CMS Pathway.</p> <ul style="list-style-type: none"> <li>• All of the above must be achieved within 2 years for this pathway.</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Be required to demonstrate that they have continuing professional development (CPD) relevant to the specialist area or will be supported to obtain the required CPD.</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• Meet the requirements in Appendix 1 (see below)</li> </ul>	
<b>Experience (length and type)</b>	<ul style="list-style-type: none"> <li>• Have at least 5 years post registration experience (or an aggregate of 5 years fulltime post registration experience) of which 2 years must be in the speciality or related area. A minimum of two years nursing experience in the related area</li> </ul> <p><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>	
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of nursing guidelines, policies, procedures and protocols, applicable to speciality</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of own career development and personal development plan</li> </ul>

	<ul style="list-style-type: none"> <li>• Understanding of the requirements of the pre-registration nursing degree education programme</li> <li>• Knowledge of clinical learning objective for pre-registration and post-registration nursing students.</li> <li>• Detailed understanding of the application of <i>Scope of Nursing Practice Framework</i></li> <li>• Broad based knowledge of current nursing research issues pertinent to the speciality</li> <li>• Understanding of clinical audit and standard setting</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of methods of clinical proficiency assessment</li> <li>• Understanding of acute hospital Accreditation process</li> <li>• Broad understanding of current developments in the nursing profession</li> </ul>
<b>Management Competencies</b>	<p>Awareness of the role and scope of the CNS</p> <p>Possess the following generic nurse specialist competencies:</p> <ul style="list-style-type: none"> <li>• Clinical focus</li> <li>• Patient/client advocacy</li> <li>• Education and training</li> <li>• Audit and research</li> <li>• Consultancy</li> </ul>	
<b>Health</b>	<p>Candidates 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>	
<b>Character</b>	<p>Candidates for and any person holding the office must be of good character.</p>	

**Informal Enquiries or Role Specific Enquiries:** Ms. Ciara Hanrahan, Assistant Director of Nursing,  
Email: [C.hanrahan@svuh.ie](mailto:C.hanrahan@svuh.ie)

**Particulars of Office:**

**The appointment is:** Part-Time, Specified Purpose and Pensionable

A panel may be formed following the interview to fill any vacancies that arise in the area in the following six months.



## Annual Salary:

**Candidate Clinical Nurse Specialist – General (2697)** as at **(01/02/2026)** per annum pro rata.

1	2	3	4	5	6	7	8
€57,208	€58,246	€59,709	€61,198	€62,678	€64,167	€65,826	€67,372

**Clinical Nurse Specialist – General (2632)** as at **(01/02/2026)** per annum pro rata

1	2	3	4	5	6	7	8	9	10	LSI 1
€62,078	€63,106	€63,975	€65,394	€66,963	€68,504	€70,045	€71,779	€73,389	€76,159	<b>€78,443</b>

These particulars are subject to change in line with overall public pay policy.

**Probationary Period:** The appointee shall hold office for a probationary period of six months – The Hospital's Probation and Induction policy will apply.

**Pension Scheme:** The candidate will be entered into one of the Hospital Superannuation Schemes.

**Working Hours:** The person appointed will work a basic 18.75 hour week.

**Annual leave entitlement:** 25 days per annum pro rata (26 after 5 years and 28 after 10 years qualified excluding breaks and service)

## Additional Information

### Policies / Legislation

All Hospital policies and procedures form an integral part an employment contract and may be subject to update and revision, from time to time, in consultation with union representatives as appropriate. Employees are required to comply with all hospital policies, procedures (e.g. Dignity at Work, Trust in Care, Computer Usage Policy) and the Hospital's ethical codes of practice. Employees are required to abide by the hospital's code of behaviour and the code of practice as defined by their relevant professional body.

### Hygiene

During the course of employment staff are required to ensure that the hospital's hygiene and infection control policies are adhered to at all times. All employees have responsibility to prevent transmission of infection by adhering to and implementing optimal hand hygiene and adhering to the Hospital's Hygiene processes. Hygiene is a fundamental component of St Vincent's University Hospital's quality system to ensure the safety and well-being of its patients and staff and plays a role in the prevention and control of healthcare associated infection.

### Confidentiality

In the course of your employment you may have access to, or hear information concerning the medical or personal affairs of patients, students, staff and / or other health service business. Such records and information are strictly confidential and, unless acting on the instruction of an authorised officer, such information must not be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

### Please note the following:

- The Hospital Board is not responsible for loss or theft of personal belongings.
- Fire orders must be observed and staff must attend fire lectures periodically.
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (2005), smoking within the Hospital building

is not permitted.

- All Staff are advised to avail of Hepatitis B Vaccination with Occupational Health.
- The use of personal mobile phones is prohibited in clinical care areas.

**Application Process:** St. Vincent's University Hospital is an equal opportunities employer and is committed to promoting an environment free from discrimination in accordance with the Employment Equality Acts 1998 and 2004. The Hospital values diversity and recognises the benefits of having a workforce that reflects the community we serve. We are committed to equality of access to positions within the Hospital. All recruitment activity and documentation will encourage applications from all potential candidates without discrimination.

Interested candidates should apply for vacancies of interest by visiting the Hospital Careers pages: <http://www.stvincents.ie/Home/Careers.html>

- Note the closing date(s) for the submission of on-line applications are specified on the list of vacancies. St. Vincent's University Hospital are not able to accept late applications.
- It is the applicant's responsibility to ensure that they apply well in advance of the closing date.
- Any applications which are still in progress but have not been submitted after the closing date will not be registered by our Web Recruitment System.
- Applications for St. Vincent's University Hospital job vacancies will only be accepted through our Web Recruitment System.
- St. Vincent's University Hospital may only take into account technical issues raised by an applicant if advised to our Human Resources Department prior to the advertised closing date.

**Non-European Economic Area Applicants:** While St. Vincent's University Hospital is an equal opportunities employer, in line with current Department of Jobs, Enterprise and Innovation Employment Permit requirements, applications from non European Economic Area (EEA) will only be considered in the event that an EEA citizen cannot be found to fill the vacancy. Please note that if you are a NON-EEA applicant and are unable to supply documents (listed on [www.djei.ie](http://www.djei.ie)), you are not entitled to participate in this recruitment competition. This is in accordance with the EU Community Preference Rule. Further information is available at [www.djei.ie](http://www.djei.ie).

**Former Public Service employees:** Eligibility to compete may be affected where applicants were formerly employed by the Irish Public Service and previously availed of an Irish Public Service Scheme including:

- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)
- Collective Agreement: Redundancy Payments to Public Servants

Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. This is a non-exhaustive list and any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

**Shortlisting:** Shortlisting will be carried out on the basis of information supplied on your curriculum vitae. The criteria for shortlisting are based on the requirements of the post as outlined in the Person Specification. Failure to include information regarding these requirements on your CV may result in you not being called forward to the next state of the recruitment process.

All overseas qualifications must be validated. No candidate can work in the Hospital without validated qualifications. If professional registration is also a requirement, candidates must provide documentation of same.

Canvassing will automatically disqualify.

Please note that you will be contacted mainly by mobile phone and email. It is important that your mobile phone number, postal address and email address are correct. It is your responsibility to ensure that you have access to your mobile voice mails and emails. We recommend that you use an email address that you have regular access to.

Competency based interviews follow the shortlisting stage of the recruitment process. Credit is awarded by the interview panel to candidates who demonstrate at interview that they possess the experience, competencies, and skills listed in the person specification. Candidates will normally be given at least one week's notice of interview. Interviews are held in person only, no subsequent or alternative dates to dates given will be offered to candidates. All interviews are held in the HR Department of St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description. All posts are located in St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description.

**Disability:** Please let us know if you need any special assistance at interview, e.g. if you have difficulty in moving up or down stairs or have hearing or speech difficulties.

Candidates are notified of the result of their interview at the earliest possible date after the interview. The recommendation of the interview panel does not constitute a job offer. The process continues after the interview and includes clearance checks such as references, Garda clearance, occupational health clearance, validation of qualifications and experience. A job offer is made pending satisfactory clearances. SVUH reserves the right to remove candidates from specific recruitment panels and retract job offers if satisfactory clearances cannot be obtained or are deemed unsatisfactory.

For some recruitment competitions a panel of successful candidates may be formed as a result of the interviews. Candidates who obtain a place on the panel may, (within the life of the panel), be considered for subsequent approved vacancies. Candidates are placed on a panel in order of merit. A panel is typically live for 6 months.

It is normal procedure that candidates be placed on the first point of the relevant salary scale in accordance with the Department of Finance guidelines.

**Declaration:** Please read your application carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

### **Benefits of working at St Vincent's University Hospital**

St. Vincent's University Hospital is a recognised *Employer of Choice* in Ireland and was the first public hospital to be awarded *Joint Commission International Accreditation* in February 2010. The range of benefits of working in the hospital includes:

- Competitive salary and increments
- Defined benefit pension scheme
- Paid maternity leave scheme
- Access to excellent learning and development opportunities
- Support, including leave and/or financial, is available to employees for approved courses
- Onsite and online library facilities
- Subsidised staff restaurant
- Various flexible working hours options available in many areas
- Time off and leave options to promote work life balance and family friendly working arrangements

- Subsidised pharmacy - employees may purchase discounted medication from the Pharmacy on production of a prescription resulting in significant savings.
- Generous sick pay scheme and Occupational Health Services to support attendance including free flu vaccination for employees
- Access to subsidised gym facilities
- Access to health services credit union
- Group discount on health insurance
- Free membership of Groupschemes.com which provide hundreds of discounts to members of the scheme and direct access to a wide range of savings on day-to-day items across a wide range of products and services including travel, clothing, motor, health and wellbeing, music and entertainment.
- Tax saver commuter ticket scheme - employees can save up to 48% of travel costs as a result of tax savings
- Cycle to Work Scheme and changing facilities
- Access to Health Promotion services including smoking cessation programme
- Active Social Committee
- Excellent access to public transport including dart and bus routes.

**St Vincent's University Hospital buildings and grounds are **smoke-free****

**This job description is intended as a basic guide to the scope and responsibilities of the position; it is subject to regular review and amendment as necessary.**

**Date: October 2021**

### ***Additional Information***

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**Policies / Legislation:**

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Employees are required to abide by the hospital's code of behaviour and the code of practice as defined by their relevant professional body.

### **Protected Disclosure Policy**

See link below for more information on our Protected Disclosure Policy as per the Protected Disclosure (Amendment) Act 2022;

[Protected Disclosures - St. Vincent's University Hospital \(stvincents.ie\)](http://www.stvincents.ie)

### **Please note the following:**

- The Hospital Board is not responsible for loss or theft of personal belongings
- Fire orders must be observed and staff must attend the fire lectures periodically
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (2005), smoking within the Hospital Building is not permitted.
- All staff are advised to avail of Hepatitis B Vaccination with Occupational health
- The use of personal mobile phones is prohibited.
- St. Vincent's University Hospital buildings and grounds are **smoke-free**.

**Application Process:** St. Vincent's University Hospital is an equal opportunities employer and is committed to promoting an environment free from discrimination in accordance with the Employment Equality Acts 1998 and 2004. The Hospital values diversity and recognises the benefits of having a workforce that reflects the community we serve. We are committed to equality of access to positions within the Hospital. All recruitment activity and documentation will encourage applications from all potential candidates without discrimination.

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- Applications for St. Vincent's University Hospital job vacancies will only be accepted through our Web Recruitment System.
- St. Vincent's University Hospital may only take into account technical issues raised by an applicant if advised to our Human Resources Department prior to the advertised closing date.

**Non-European Economic Area Applicants:** While St. Vincent's University Hospital is an equal opportunities employer, in line with current Department of Jobs, Enterprise and Innovation Employment Permit requirements, applications from non-European Economic Area (EEA) will only be considered in the event that an EEA citizen cannot be found to fill the vacancy. Please note that if you are a NON-EEA applicant and are unable to supply documents (listed on [www.djei.ie](http://www.djei.ie)), you are not entitled to participate in this recruitment competition. This is in accordance with the EU Community Preference Rule. Further information is available at [www.djei.ie](http://www.djei.ie).

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- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)

- Collective Agreement: Redundancy Payments to Public Servants

Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. This is a non-exhaustive list and any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

**Persons in receipt of a pension from specified Superannuation Schemes:** Former Health Service and Public Sector Employees must adhere to the relevant prohibition of re-employment provisions where they have previously availed of a Public Service Voluntary Early Retirement or Ill Health Retirement Pension from any of the following Pension schemes:

- Local Government Superannuation Scheme (LGSS)
- Health Service Executive Employee Superannuation Scheme
- Voluntary Hospitals Superannuation Scheme (VHSS Officers/Non Officers)
- Nominated Health Agencies Superannuation Scheme (NHASS)
- Other Public Service Superannuation Scheme
- 

Among the Voluntary Early Retirement Schemes referred to above are the following:

- Incentivised Scheme of Early Retirement (ISER)
- Voluntary Early Retirement Scheme 2010 (VER)
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Prospective candidates must satisfy themselves as to their eligibility to be employed applying / competing for posts to be filled through this recruitment campaign.

**Abatement of Pension (Section 52 of Public Service Pensions Act 2012):** Where a person who is in receipt of a Public Service Pension (e.g. retired on voluntary age grounds) is subsequently appointed to another Public Service post, the Abatement of Pension Regulations apply. This means that in a situation where the total of a person's pension combined with their salary from their new post, exceeds the uprated (current) salary of the position from which they retired, his/her pension is reduced by any such excess amount. This provision applies irrespective of whether the relevant pension was accrued in the same Pension Scheme which applies to the new appointment, or in another Public Service Pension Scheme.

**Shortlisting:** Shortlisting will be carried out on the basis of information supplied on your curriculum vitae. The criteria for shortlisting are based on the requirements of the post as outlined in the Person Specification. Failure to include information regarding these requirements on your CV may result in you not being called forward to the next state of the recruitment process.

All overseas qualifications must be validated. No candidate can work in the Hospital without validated qualifications. If professional registration is also a requirement, candidates must provide documentation of same.

Canvassing will automatically disqualify.

Please note that you will be contacted mainly by mobile phone and email. It is important that your mobile phone number, postal address and email address are correct. It is your responsibility to ensure that you have access to your mobile voice mails and emails. We recommend that you use an email address that you have regular access to.

Competency based interviews follow the shortlisting stage of the recruitment process. Credit is awarded by the interview panel to candidates who demonstrate at interview that they possess the experience, competencies and skills listed in the person specification. Candidates will normally be given at least one weeks' notice of interview. All interviews are held remotely unless it is specifically noted otherwise in the

Job Description. No subsequent or alternative dates to dates given will be offered to candidates. All posts are located in St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description.

**Disability:** Please let us know if you need any special assistance at interview, e.g. if you have difficulty in moving up or down stairs or have hearing or speech difficulties.

Candidates are notified of the result of their interview at the earliest possible date after the interview. The recommendation of the interview panel does not constitute a job offer. The process continues after the interview and includes clearance checks such as references, Garda clearance, overseas police clearance (if applicable)\*, occupational health clearance, validation of qualifications and experience. A job offer is made pending satisfactory clearances. SVUH reserves the right to remove candidates from specific recruitment panels and retract job offers if satisfactory clearances cannot be obtained or are deemed unsatisfactory.

*\* If you lived in any country for 6 months or more from the date of your 16<sup>th</sup> birthday other than the Republic of Ireland or Northern Ireland you will be required to provide security clearance for each jurisdiction in which you have resided. Your security clearance must be dated AFTER you left that country and cover the entire period of your residence. Seeking security clearances from other countries are the responsibility of the candidate. It is a process which can take an amount of time. Therefore, we would strongly advise that you commence seeking international security clearances now.*

For some recruitment competitions a panel of successful candidates may be formed as a result of the interviews. Candidates who obtain a place on the panel may, (within the life of the panel), be considered for subsequent approved vacancies. Candidates are placed on a panel in order of merit. A panel is typically live for 6 months.

It is normal procedure that candidates be placed on the first point of the relevant salary scale in accordance with the Department of Finance guidelines.

**Declaration:** Please read your application carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

**This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.**

**Date: March 2026**

## **Appendix 1:**

### **Guidance on Eligibility where a post-registration programme in Nursing/Midwifery clinical practice relevant to the specialist area, at level 8 or higher, has not been developed.**

Where the applicant has achieved a formal recognised post-registration major award in Nursing/Midwifery clinical practice at level 8 or above, not in the area of specialist practice, the applicant must additionally demonstrate the following:

(i) The applicant must have successfully undertaken formal recognised post-registration clinical education and have acquired a relevant QQI award at Higher Certificate or higher or (ii) provide written evidence from the Higher Education Institute that they have achieved the number of ECTS credits equivalent to a Level 8 or above, relevant to the area of specialist practice – name the area prior to application.

**Or**

(ii) In circumstances where a QQI award or modules relevant to the area of specialist practice is not available, the applicant must demonstrate that he/she has successfully undertaken a substantial course/programme relevant to the specialist practice prior to application\*, which should be either academically accredited or endorsed by a relevant professional association.

**And**

(iii) The candidate must demonstrate relevant and ongoing continuous professional development (CPD).

**\*Note:** Services can refer to their local NMPDU for guidance in relation to assessing individual cases.