



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

Oifig an Stiúrthóra Náisiúnta, Acmhainní Daonna  
Feidhmeannacht na Seirbhíse Sláinte  
Ospidéal Dr. Steevens'  
Baile Átha Cliath 8

Office of the National Director of Human Resources  
Health Service Executive  
Dr. Steevens' Hospital  
Dublin 8

**HSE HR Circular 012/2014**

**16th July, 2014.**

**To: Each Member of Management Team, HSE;  
Each Regional Director of Performance & Integration, HSE;  
Each Assistant National Director of Human Resources, HSE;  
Each Employee Relations Manager, HSE;**

**Re: HSE Policy on Annual Certification of Registration of Social Workers with the Social Workers  
Registration Board at CORU 2014**

Dear Colleagues

The HSE HR Circular 008/2013 HSE Policy on Annual Certification of Registration of Social Workers with the Social Workers Registration Board at CORU 2013 was appropriate to the initial registration process and “grandfathering” arrangements put in place by CORU. As the “grandfathering” process is drawing to a close it is now necessary that the HSE issues a new circular and policy to match the new situation.

The HSE HR Circular 008/2013 HSE Policy on Annual Certification of Registration of Social Workers with the Social Workers Registration Board at CORU 2013 is therefore withdrawn and replaced by this circular which is effective for 2014.

This new circular and policy protocol only applies to Social Workers employed in the HSE. The essence of the new requirement is that Social Workers must:

- a) Sign the Patient Safety Assurance Certificate, (Attached as Appendix 1 to the policy), and provide proof that they are registered with the Social Workers Registration Board at CORU by 30<sup>th</sup> July 2014 to their Principal Social Worker or head of function,

**or**

- b) If they are still going through the assessment process provide recent documentation from CORU, dated June 2014, confirming that they are engaging with CORU on their application for statutory registration.



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**All Queries to:**

Mr. Paddy Duggan  
Workforce Planning, Analysis, HSE, Oak House, Millenium Park,  
Naas, Co.Kildare.  
Tel: (045) 882541  
Email: paddy.duggan2@hse.ie

**and**

- c) Providing the proofs as specified at a) or b) above to their Principal Social Worker or head of function by 30<sup>th</sup> July 2014.

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This policy is effective from 16<sup>th</sup> July 2014

Please bring this policy to the attention of all relevant staff in your area of responsibility.

The policy will be available on the HSE Intranet and Website at the following links:

[http://hsenet.hse.ie/Intranet/Human\\_Resources/resources/?importUrl=http://localhost:82/eng/staff/Resources/hrppg/](http://hsenet.hse.ie/Intranet/Human_Resources/resources/?importUrl=http://localhost:82/eng/staff/Resources/hrppg/)

<http://www.hse.ie/portal/eng/staff/Resources/hrppg/PoliciesProcedures.html>

Any queries in respect of this Circular should be directed to Mr. Paddy Duggan, Workforce Planning, Analysis, & Informatics HSE, Oak House, Millennium Park, Naas, Co, Kildare. Tel: (045) 882541 or by e-mail to [paddy.duggan2@hse.ie](mailto:paddy.duggan2@hse.ie).

Any queries relating to applications for registration with the Social Workers Registration Board should be directed to [registration@coru.ie](mailto:registration@coru.ie) and general queries on registration boards established by CORU should be directed to [info@coru.ie](mailto:info@coru.ie) or visit [www.coru.ie](http://www.coru.ie)

**Yours sincerely,**



**Frank O'Leary**  
**(Acting) National Director of Human Resources**