



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

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**To:** Each Member of the Directorate and Leadership Team  
Each Chief Officer, CHO  
Each CEO, Hospital Group  
Each CEO, Section 38 Agency  
Each Employee Relations Manager  
HR Senior Staff

**From:** Rosarii Mannion, National Director Human Resources

12<sup>th</sup> April, 2017

**Re:** HR Circular 011/2017 – Re-establishment of Job Evaluation Scheme (Support Staff Grades)

Dear Colleagues,

I refer to agreement to reopen the Job Evaluation Scheme for Support Staff Grades, following proposals agreed under the Chairmanship of the Workplace Relations Commission. Under these proposals and consistent with the Chairman's note concluded under the provisions of the Lansdowne Road Agreement, the Job Evaluation process will be conducted on a phased basis commencing on March 1<sup>st</sup> 2017.

1. In this initial phase and concluding by June 30<sup>th</sup> 2017, (Phase 1), the evaluation process will comprise personnel employed in CSSD, Endoscopy, Laboratory Aides, and Assistants, the broader Laboratory family and theatre group.
2. Phase 2, running from 1<sup>st</sup> July- 30 November 2017, will incorporate an examination of Health Care Assistants and MUH Task Attendants.
3. Phase 3, commencing in January 2018 and concluding not later than May 30<sup>th</sup>, 2018 will take in Home Helps and Home Care Workers.

4. Phase 4, to begin in June 2018 and with a completion date to be finalised will involve household attendants, catering and portering staff, together with remaining grades provided for under the existing scheme.
5. It is agreed that the methodology of evaluating of staff during the different phases will involve an examination of a cross section of staff in the groupings being evaluated in a number of locations (approx. 25), covering services across Acute, Care of the Elderly, Mental Health, Community and other relevant services.

The locations agreed for the conduct of the process are set out in Appendix 1 attached.

6. It is agreed that the outcome of phases 1 and 2 would be reviewed by the parties at the conclusion of phase 2. It is further agreed that no payment that might arise from the process would apply from a date earlier than the conclusion of Phase 2, i.e. 1<sup>st</sup> December 2017.
7. It is accepted that this element of the agreement is distinct to this particular process and is reflective of the circumstances involved in the re-establishment of the scheme at this time.

The WRC proposals, agreed between the parties is attached as Appendix 2.

The provisions of this circular should be brought to the attention of all relevant personnel within your area of responsibility.

All queries with regard to the contents of this Circular should be to Advisory Services, HSE CERS, 63-64 Adelaide Road, Dublin 2. 01 6626966, [info.t@hse.ie](mailto:info.t@hse.ie)

Yours sincerely,



**Rosarii Mannion,**  
**National Director of Human Resources.**

**Sites for Support Staff Job Evaluation Scheme**

**Acutes**

Beaumont  
Tallaght  
St James's  
St Vincent's

CUH Temple Street  
National Maternity Hospital, Holles St.

UCH Galway  
Letterkenny  
University Limerick  
CUH  
Wexford General  
Tullamore General  
Cavan General

**Care of Elderly**

Sligo Services  
Thomastown  
St Mary's Phoenix Park  
St Vincents, Mountmellick  
St Joseph's Ennis  
Cork Service (1)

National Rehabilitation Hospital

**Mental Health**

Galway/Roscommon  
Central Mental Hospital  
St Ita's Portrane  
Laois/Offaly



An Coimisiún um Chaidreamh san Áit Oibre  
Workplace Relations Commission

Teach Thomás Mac Seáin, Bóthar Haddington, Baile Átha Cliath 4, Éire  
Tom Johnson House, Haddington Road, Dublin 4, Ireland  
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*4th*  
April 2017

**Health Service Executive / SIPTU**

**Job Evaluation Scheme**

The following proposal was agreed by the parties under the chairmanship of the Workplace Relations Commission

- The job evaluation process will be phased in and commence from 1<sup>st</sup> March 2017 to be finalised by end of June 2017. This phase will likely include CSSD, Endoscopy, the Theatre family staff LAB AIDES AND Assistant grades / lab family (lab Porters etc)
- Phase two to include HCAs and MTAs and would commence on July 1<sup>st</sup> 2017 with a completion date of 30<sup>th</sup> November 2017.
- Phase three will commence January 2018 with a completion date of 31<sup>st</sup> May 2018. This phase will include Home help and Home Care workers
- Phase four could commence on 1<sup>st</sup> June 2018 with a completion date to be confirmed. This phase could involve household attendants, catering and porter staff, and remaining support grades as covered by the existing scheme.
- The principle of segmenting groups was discussed as well as the potential agreement on a broad range of areas (Acute, mental health etc.) This was to enable coverage across the broad spectrum of services across the country

The parties agreed the scheme will be as previously set out (i.e. existing scheme).

It was further agreed by the parties that, in this particular instance, any payments arising as a result of the above would apply no earlier than the completion of phases 1 and 2 of the process. It was accepted by the parties that this was a distinct process and would be confined to the grades identified in this document as it was a reflection of the circumstances particular to these grades, as a result of the non implementation of the chairman's note dated May 2015 under the LRA talks.

This is in full and final settlement of this issue.

Yours sincerely

Damien Cannon

Regional Manager

  
April 2017

## Health Service Executive / SIPTU

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Damien Cannon

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