



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

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

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To: Each Member of the Directorate and Leadership Team
Each Assistant National Director HR
Each Assistant Chief Finance Officer
Each Hospital Group CEO
Each Hospital Group Director of HR
Each Chief Officer CHO
Each CHO HR Manager
Each Employee Relations Manager
Each CEO Section 38 Agencies
Each HR Manager Section 38 Agencies
Each Group Director of Nursing & Midwifery
Each Group Director of Midwifery

25th October, 2018

Re: HR Circular 022/2018 re English language requirements for NCHDs - in place of those in HSE HR Circular 006/2016

Dear Colleagues,

Heretofore, the extent to which NCHDs were required to provide evidence of English language competency was set out in HSE HR Circular 006/2016. This Circular outlines the current position and supersedes all previous communication in this regard.

Required English Language Competency

The ability to communicate clearly with patients and colleagues is a key requirement for all healthcare professionals.

Proficiency in the English language is therefore a core competency for NCHDs working in the Irish public health service.

Under Section 6 'Standard duties and responsibilities' of NCHD Contract 2010, NCHDs are required to be able to communicate effectively with patients and clients; and comply with statutory and regulatory requirements, corporate policies and procedures and human resource policies and procedures.

Requirement for all NCHDs

The English language requirements for NCHDs are universally applicable. There is no distinction between training, non-training, intern or any other category or grouping.

In this context, all NCHDs taking up employment with the HSE who were not registered with the Irish Medical Council in any of the divisions of the Register of Medical Practitioners prior to 1st January 2015, or who did not complete the entirety of their under-graduate medical training in the Republic of Ireland, are required to provide evidence of one of the following:

- Completion of their Medical degree in English from any of the following countries: Australia, Canada, New Zealand, The United States of America or The United Kingdom. A copy of their Degree Certificate is the required evidence.

OR



<http://hse.ie/eng/staff/Resources/hrstrategiesreports/peoplestrategy201518.html>

- English Language Tests: The doctor may submit a certificate of test results from either the International English Language Test System (IELTS) **or** Occupational English Test (OET).

Please refer to the table below for the **minimum levels** in each of the tests that are accepted by the HSE:

IELTS	Minimum scores
Listening	6.5
Reading	6.5
Writing	6.5
Speaking	6.5
Overall	7.0
OET	Minimum Grade
Listening	B
Reading	B
Writing	B
Speaking	B
Overall	B

Please note that:

- IELTS/OET test results must be current and dated within two years of the date submitted to the employer, however IELTS/OET test results for those applying for national Training Programmes must be current and dated within two years of the date of application for the particular Training Programme.
- Test results cannot be combined. The HSE will only accept one test result.
- The NCHDs communication skills must be independently assessed, by employer or training body, as part of the application and interview process, before the NCHD is recommended for appointment or contract of employment issued (excludes Interns).
- Potential applicants must be informed of these requirements as part of the recruitment process.

There are no exemptions to the above requirements.

Remedial Action

Should the NCHD at any point not be able to demonstrate the required level of English language competency set out in Section 6 of the NCHD Contract 2010, the Employer may wish to consider remedial or other action under NCHD Contract 2010.

Queries

Potential applicants should address any queries that they may have regarding these requirements to the relevant local HR Departments.

Queries from HR Departments or Training Bodies on the contents of this Circular should be referred to HSE National Doctors Training and Planning, Tel: 07669 59924. E-mail: doctors@hse.ie.

Please note that the National HR Help Desk is also available to take queries on 1850 444 925 or ask.hr@hse.ie

Yours sincerely,



Rosarii Mannion
National Director of Human Resources