



Príomhoifigeach Daoine

Feidhmeannacht na Seirbhísí
Sláinte Ospidéal Dr. Steevens',
Baile Átha Cliath 8, D08 W2A8

Chief People Officer

Health Service Executive,
Dr Steevens' Hospital,
Dublin 8, D08 W2A8

www.hse.ie
[@hselive](https://twitter.com/hselive)

t 01 635 2319
e nationalhr@hse.ie

To:

- Chief Executive Officer**
- Each Regional Executive Officer**
- Each National Director**
- Each Assistant National Director HR**
- Each Assistant Chief Finance Officer**
- Each Hospital Group CEO**
- Each Hospital Group Director of HR**
- Each Chief Officer CHOs**
- Each Head of HR CHOs**
- Head of HR, PCRS**
- Each CEO Section 38 Agencies**
- Each HR Manager Section 38 Agencies**
- Each Employee Relations Manager**
- Each Group Director of Nursing & Midwifery**
- Each Group Director of Midwifery**
- Each Clinical Director**
- Director National Ambulance Service**

From: Anne Marie Hoey, Chief People Officer

Date: 2nd July 2024

Subject: HR Memo 016/2024 – Phase 2 Implementation of the McLoughlin Report in Hospital Pharmacies

Dear Colleagues,

HSE HR Circular [002/2023](#) sanctioned implementation of the Mc Loughlin Report for hospital pharmacies as provided for under clause 2.7 of the extension to the national wage agreement, *Building Momentum*. Phase 2 of implementation of the Mc Loughlin Report is sanctioned by this Circular and you are requested to bring this to the attention of all relevant personnel for immediate action.

Pharmacy Executive Managers Level 1, 2 and 3 Job Specifications

Agreed that new job specifications (Appendix 1) will issue to **all new appointees** from the date of this Circular. This new job specifications includes a requirement to hold a post-registration Level 9 qualification for **new appointees** from the date of this Circular.

Pharmacist Grade

Pharmacist grade: HSE HR Circular [002/2023](#) is amended to provide incremental benefit in line with the original agreement to all points on the 1st of October 2022 scale, with the exception of those on the LSI. This will impact Pharmacists on the following points as follows

- Those on Point 10 on the 30/11/2022 should move the maximum of the scale on 1/12/2022 and remain there for 2 years before advancing to the LSI
- Those on Point 11 on the 30/11/2022 should move the maximum of the scale on 1/12/2022 and remain there for 1 year before advancing to the LSI
- Those on Point 12 on the 30/11/2022 should move to the LSI on 1/12/2022
- Those on Point 13 (LSI) on the 1/12/2022 are unaffected

Effective date: 1st of December 2022

Deputy Pharmacist Executive Manager

1. Deputy Pharmacist Executive Manager (DPEM) grade will be created (grade code 3240). The salary for the grade is set out in Appendix 2.
2. A job specification for the role is attached as Appendix 3.
3. DPEM posts will be created in the following sites.
 - a. All Model 4 Hospitals. For existing post-holders, in post 3 years or more, they will be assimilated on a point-to-point basis to the DPEM scale. All future fillings will be in line with pay on promotion rules.
 - b. Only the following Model 3 Hospitals will have a DPEM created without any backfill: Portiuncula University Hospital, Mayo University Hospital, Letterkenny University Hospital, Naas General Hospital, the Coombe Hospital, the National Maternity Hospital and The Rotunda Hospital. The post holder must have 3 years or more service in this role and hold a job description that confirms their status as formal Deputy Pharmacy Manger. Assimilation for existing post-holders in post 3 years or more will be on a point to point basis. This arrangement is also on a strictly 'personal to post holder' basis and future filling of this role will be by open competition.
 - c. There will be no DPEM roles in Model 2 hospitals

Effective date: 1st of January 2024

Advanced Specialist Pharmacist

1. Advanced Specialist Pharmacist (ASP) grade will be created (grade code 3250)
2. The salary for this grade is set out in Appendix 4
3. A job description for the role is attached as Appendix 5
4. Pharmacists who wish to apply must complete the application form available at this link <https://hse.ie/eng/staff/jobs/job-search/advanced-specialist-pharmacist.html> [.Details .](#) Information on the validation process can be found in the attached document entitled *Advance Specialist Pharmacists: Application and evaluation process* (Appendix 6). A Frequently Asked Question guide for the application and evaluation process is attached as Appendix 7.
5. Appointment of Pharmacists to this grade will be in line with Circular 10/71 and where it is identified that a Chief II Pharmacist is performing the role of Advanced Pharmacy Specialist, incumbents will retain their salary on a strictly 'personal to post holder' basis.

Effective date: 1st of September 2024

Out-Of-Hours/ Weekend Work/Extended Day

The Workplace Relations Pharmacy Agreement recorded at Sections M, N and O that agreement existed for weekend, out-of-hours and extended working day, in principle and subject to local engagement and consultation.

The HSE will engage with Fórsa at national level to agree principles for same as part of wider national discussions in relation to 7/7 prior to local engagement and consultation.

Queries

Queries from individual employees or managers should be referred to local HR/Employee Relations Departments. Please note that the National HR Helpdesk is also available to take queries from employees Tel: 1800 444 925 Email: Ask.HR@hse.ie

Queries from HR/Employee Relations Departments relating to the application process for **Advanced Specialist Pharmacists** matters may be referred to Muriel Pate at muriel.pate@hse.ie. All other queries relating to this circular may be referred to National Employee Relations, HR Directorate, 63-64 Adelaide Road, Dublin 2 Tel: 01 6626966 Email: info.t@hse.ie

Yours Sincerely



Anne Marie Hoey
Chief People Officer