



**Stiúirthóra Náisiúnta  
Acmhainní Daonna**

Feidhmeannacht na Seirbhísí,  
Sláinte Ospidéal Dr. Steevens',  
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Jackie Cahill T.D.

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**PQ 31006/24: To ask the Minister for Health further to Parliamentary Question Nos. 408 to 412 of 2 July 2024, and the responses received from the HSE for same which repeatedly stated that it is at local management's discretion to request medical certificates at alternative intervals, if there are any parameters set for these intervals local management may decide on; if so, to outline these time parameters; if these parameters can vary by staff title/role/level, and so on; the oversight there is of the intervals decided on by local management; and if he will make a statement on the matter. -Jackie Cahill**

Dear Deputy,

I refer to your recent Parliamentary Question which was sent to the HSE for response.

The requirement for the provision of medical certificates is set out in the Managing Attendance Policy (Revised 2023). As set out in the policy (section 5.1) if an absence exceeds two continuous days a medical certificate must be submitted to the appropriate office on the third day of the absence. Follow-up certificates must be submitted on a weekly basis unless the employee is advised otherwise. If the employee's first medical certificate is for a period of greater than 3 days, this certificate should be accepted by the manager and treated as valid for the period stated on the certificate. The employee's manager should not request a second medical certificate unless the employee is deemed by their medical practitioner to be unfit to work upon the expiry of the first medical certificate.

There are training programmes for managers on managing attendance as part of the People Management the Legal Framework training programme and also as a stand-alone half-day training module to ensure managers under their role in implementing the policy.

This clarification on medical certificates will be clearly communicated to managers in these HSE training programmes.

I trust this clarifies and is of some assistance.

Yours sincerely,

**Catriona McConnellogue**  
**National HR**