



Enterprise Risk Management Programme

Interim Training Prospectus 2025



Connect With Us

Enterprise Risk Management Programme

Room 1.49 Dr Steevens' Hospital

Dublin 8

Email address: ERM.queries@hse.ie

Website: <https://www.hse.ie/eng/about/who/riskmanagement/>

Acknowledgments:	All those who contributed to the development of this prospectus.
Developed by:	Corinne O'Hare; ERM.
Title:	Training Prospectus 2025 - Enterprise Risk Management Programme
Version Number:	V1.0
Published Date:	January 2025
Subject:	Enterprise Risk Management
Cite this document as:	Enterprise Risk Management Programme; Prospectus of Training Programmes 2025, V1.0, Dublin: Health Service Executive.
For further information contact:	ERM.queries@hse.ie
Revision date:	December 2025
Access:	https://www.hse.ie/eng/about/who/riskmanagement/risk-management-documentation/2023-hse-enterprise-risk-management-training/

Version Control

Date	Version	Created by	Reviewed by	Final document approved by
January 2025	V1.0	Corinne O'Hare Aoife Kirwan	Carol Clarke	Elaine Kilroe



Contents

Introduction.....	3
Using HSELand.....	4
Introduction to Enterprise Risk Management.....	5
The Fundamentals of HSE Enterprise Risk Management	6
ERM Supporting Tools: HSE Excel Risk Register	7
ERM Supporting Tools: Horizon Scanning Tool	8
ERM Supporting Tools: Bow-Tie Analysis Tool	9
Lunch and Learn Webinars: The Fundamentals of HSE Enterprise Risk Management Recap	10



Introduction

A key objective of the Enterprise Risk Management (ERM) programme is to develop and deliver training to support the implementation of the [HSE's ERM Policy 2023](#) and the building of the HSE's capacity and capability to effectively embed an enterprise approach to risk management at all levels in the HSE.

- Training is tailored to the role of staff with responsibility to identify, manage and report on risk across operational, strategic and clinical levels of the HSE.
- Training has been developed to recognise the importance of risk management from both the bottom-up and the top-down to ensure an enterprise approach to risk management is embedded in the HSE.
- Training as a learning journey will include continuous learning that takes place over a period of time and includes digital learning (HSELand), workshops, and Train the Trainer approaches. The aim of a learning journey is to help develop necessary new capabilities and competencies effectively.

This Prospectus sets out the training courses provided by the ERM Programme in this regard. The Prospectus provides details of each course on offer in 2025 including aims and objectives, target audience and how to apply.

Name of Training Course	Duration	Location
Introduction to Enterprise Risk Management	30 mins	Online – Presentation
The Fundamentals of HSE Enterprise Risk Management	40 mins	HSELand
ERM Supporting Tools Modules; <ul style="list-style-type: none">• HSE Excel Risk Register Training• Horizon Scanning• Bow-Tie Analysis	35 mins 30 mins 30 mins	HSELand Online – Presentation Online - Presentation
Lunch and Learn Monthly webinars <ul style="list-style-type: none">• Fundamentals Recap	50 mins	Online - Webinar

We hope this Prospectus will help you in planning your learning and development for the year ahead and we look forward to welcoming you onto our programmes in 2025.

Further training courses are currently in development and will be communicated when available and included in any future prospectus.

Elaine Kilroe

Assistant National Director
Enterprise Risk Management Programme
January 2025



Using HSELand

Information about using HSELand is available at <https://healthservice.hse.ie/staff/training-and-development/online-training-using-HSELand/>

If you are a first time user you will be required to create an account. Support is available on the registration help page.

Find eLearning modules on HSELand through the search box or from the course catalogues menu on the HSELand homepage. Use the help page when you are logged into HSELand to get support using the portal.

All ERM eLearning modules on HSELand are available under the 'Quality, Leadership and Management' catalogue, in the 'Risk Management' folder.



Introduction to Enterprise Risk Management

Aim

This presentation will cover what risk management is in the HSE, the key terminology used, and the process involved.

Learning Outcomes

Upon completing this programme you will be able to;

Follow the steps for conducting a risk assessment. Have a basic understanding of the risk management process and key terminology used.

Core Content

- Brief Overview of 2023 Policy
- Key Terminology
- Roles & Responsibilities
- Risk Management Process:
 - Risk Identification and Risk Description
 - Risk Analysis and Risk Assessment
 - Risk Evaluation and Risk Communication
- Additional Information / Supports

Duration

30 minutes.

Delivery Method

ELearning Module

CPD Eligibility

Not applicable.

Who should apply?

All HSE staff.

How to enrol

Click on the link below and register to complete the course.

<https://qpse-1733.reach360.com/share/course/f23634b9-9b3d-4c59-aef1-6499861f0828>



The Fundamentals of HSE Enterprise Risk Management

Aim

This programme will support the learner in understanding each of the steps in the risk management process.

Learning Outcomes

Upon completing this programme you will be able to;

1. Understand the importance of establishing the context, scope and criteria for risk management, considering internal and external factors influencing the organisation.
2. Recognise and document potential risks relevant to achieving your objectives.
3. Describe a risk using Event, Cause and Impact format.
4. Rate a risk using the HSE's Impact and Likelihood criteria.
5. Recognise and document controls and actions.
6. Evaluate identified risks.
7. Identify measures to treat risks.
8. Understand the difference between risk communication, notification and escalation.
9. Understand effective monitoring mechanisms to track risks and conduct regular reviews of the risk register.

Core Content

- Understanding Risk (Scope, Context, Criteria)
- Risk Identification and Description
- Risk Analysis
- Risk Evaluation
- Risk Treatment
- Risk Recording and Reporting
- Risk Communication and Consultation
- Risk Monitoring and Review

Duration

50 minutes.

Delivery Method

Interactive e-learning module on HSELand.

CPD Eligibility

Not applicable.

Who should apply?

Staff with a role in Risk Management in their respective areas.

How to enrol

Login to HSELand at www.HSELand.ie and search for 'Fundamentals of Enterprise Risk Management' in the course catalogues. Alternatively, the module is accessible through Quality, Leadership & Management section, in the 'Risk Management' folder.



ERM Supporting Tools: HSE Excel Risk Register

Aim

The HSE Excel Risk Register was developed to assist areas with recording and monitoring of risks as part of the risk management process. This programme offers a comprehensive, step by step tutorial on navigating the HSE Excel Risk Register and will assist staff who are responsible for the administration of the Excel Risk Register in their respective areas.

Learning Outcomes

Upon completing this programme you will be able to;

1. Effectively prepare the risk register.
2. Record and edit risks.
3. Generate reports and dashboards.

Core Content

- Prepare the Excel Risk Register for data entry.
- Enter a risk onto the Risk Register.
- Edit a risk on the Risk Register.
- Generate Reports.
- Close a Risk.
- Review the Dashboard.

Duration

30 minutes.

Delivery Method

Interactive e-learning module on HSELand.

CPD Eligibility

Not applicable.

Who should apply?

Staff responsible for the administration of the Excel Risk Register in their respective areas.

How to enrol

Login to HSELand at www.HSELand.ie and search for 'Using the Excel Risk Register' in the course catalogues. Alternatively, the module is accessible through Quality, Leadership & Management section, in the 'Risk Management' folder.



ERM Supporting Tools: Horizon Scanning Tool

Aim

To become familiar with what Horizon Scanning is as a supporting tool within the risk management process.

Learning Outcomes

Upon completing this programme you will be able to;

1. Understand what Horizon scanning is.
2. How Horizon Scanning relates to risk management.
3. Undertake a Horizon Scanning exercise.

Core Content

- What is Horizon Scanning?
- How Horizon Scanning relates to risk management?
- Illustrative examples
- Horizon Scanning Engagement Framework

Duration

30 minutes

Delivery Method

ELearning Module

CPD Eligibility

Not applicable

Who should apply?

Risk Management staff responsible for the risk management function in their respective areas.

How to enrol

Click on the link below and register to complete the course.

<https://qpse-1733.reach360.com/share/course/577a72f7-e417-449b-86c0-6c06684a0c0d>



ERM Supporting Tools: Bow-Tie Analysis Tool

Aim

To become familiar with what Bow-Tie Analysis is as a supporting tool within the risk management process.

Learning Outcomes

Upon completing this programme you will be able to;

1. Understand what Bow-tie Analysis is.
2. How Bow-tie Analysis relates to risk management.
3. Undertake a Bow-tie Analysis exercise.

Core Content

- What is Bow-tie Analysis?
- How Bow-tie Analysis relates to risk management?
- Illustrative examples
- Bow-tie Analysis Engagement Framework

Duration

30 minutes

Delivery Method

ELearning Module

CPD Eligibility

Not applicable

Who should apply?

Risk Management staff responsible for the risk management function in their respective areas.

How to enrol

Click on the link below and register to complete the course.

<https://qpse-1733.reach360.com/share/course/af075921-fab5-45c2-a528-7e358441fb18>



Lunch and Learn Webinars: The Fundamentals of HSE Enterprise Risk Management Recap

Aim

This programme will recap the steps in the risk management process presented in the Fundamentals Module available on HSELand.

Learning Outcomes

Upon completing this programme you will be able to interact with ERM staff to embed the learnings achieved upon completion of the Fundamentals of Risk Management module on HSELand.

Core Content

- Understanding Risk (Scope, Context, Criteria)
- Risk Identification and Description
- Risk Analysis
- Risk Evaluation
- Risk Treatment
- Risk Recording and Reporting
- Risk Communication and Consultation
- Risk Monitoring and Review

Duration

50 minutes

Delivery Method

Lunch and Learn Webinar

CPD Eligibility

Not applicable.

Who should apply?

Staff with a role in Risk Management in their respective areas, who have completed the Fundamentals module on HSELand.

How to enrol

Contact erm.queries@hse.ie for further information