



**Sponsorship for Post Graduate Training in Nursing (Sexual Assault Forensic Examination)**

**Job Specification and Terms and Conditions**

|  |  |
| --- | --- |
| **Job Title and Grade** | Sponsorship for Post Graduate Training in Nursing (Sexual Assault Forensic Examination)  *(Grade Code 2119)* |
| **Remuneration** | The student will retain their current point on the nurse/midwife salary scale up to a maximum of the last point of the CNM2 grade on entry into the programme (based on the verified nursing/midwifery service). Participants will retain their incremental credit date and will be granted incremental credit (if applicable) during the programme. |
| **Campaign Reference** | NRS14383 |
| **Closing Date** | Tuesday 17th September 2024 at 3pm |
| **Proposed Interview Date(s)** | Week Commencing 07th October 2024  Candidates will normally be given at least two weeks' notice of interview. The timescale may be reduced in exceptional circumstances. |
| **Location of Sponsorship(s)** | The following Sexual Assault Treatment Units (SATU) posts are available:   * Letterkenny University Hospital x 1 Post * Midland Regional Hospital Mullingar x 2 Posts * Galway University Hospital x 1 Post * Rotunda Hospital x 1 Post   The following CASATS/PFMS posts are also available:   * South Infirmary-Victoria Hospital x 1 Post * Galway University Hospital x 1 Post   Candidates who accept a CASATS/PFMS post will be given the opportunity on completion of the SAFE programme, to further develop their skills and complete specialized training in the Child and Adolescent Sexual Assault Treatment Service (CASATS) Galway or the Paediatric Forensic Medical Service in (PFMS) Cork. |
| **Informal Enquires** | **Post Graduate Training in Nursing (Sexual Assault Forensic Examination)**  Sarah O’Connor  [saoconnor@rotunda.ie](mailto:saoconnor@rotunda.ie)  0872995836  **Child and Adolescent Sexual Assault Treatment Services**  Galway: Assistant Director of Midwifery Ann Marie Grealish  [AnneMarie.Grealish@hse.ie](mailto:AnneMarie.Grealish@hse.ie)  091 524222  **The Paediatric Forensic Medical Service**  Cork: Dr Ruth Lernihan, Director of Nursing  [lernihan.ruth@sivuh.ie](mailto:lernihan.ruth@sivuh.ie)  021 4926286 |
| **Details of Service** | **Sexual Assault Treatment Units (SATU):**  It has been identified that there is a need for each HSE Area to have specialist teams of trained professionals to provide SATU care for those who may require it. SATU care should be carried out in a timely, sensitive and professional manner by a well prepared CNS / CMS qualified in Sexual Assault Forensic Examination (SAFE) who is adept at preparing court reports and presenting evidence while also working in collaboration with other members of Sexual Assault Treatment Units.  Victims are more likely to report instances of rape and sexual assault when they know that there is a Sexual Assault Treatment Unit in their community and where they know they will be attended to in a professional, compassionate and consistent manner (Comson, 2002).  The way people cope, as victims of sexual crime, depends largely on their experiences immediately following the crime. A Clinical Nurse/Midwife Specialist (SAFE) is in the unique position to help survivors cope with immediate trauma and help restore their sense of security and control over their lives.  **Child and Adolescent Sexual Assault Treatment Service (CASATS):**  The Child and Adolescent Sexual Assault Treatment Service (CASATS) in Galway which is also known as The Paediatric Forensic Medical Service in (PFMS) Cork, provides an integrated forensic medical service for children (under 14) both male and female, who are victims of rape or sexual assault or suspected child sexual abuse. The service also accommodates adolescents 14-18 years who report historical child sexual abuse (more than 7 days previously) in collaboration with the Sexual Assault Treatment Unit.  It has been agreed in Ireland, that child sexual abuse services for children and young people 0-18 years, are best delivered as a coordinated interagency response. SATU provides the service for 14-18yrs. The Barnahus model has been adopted as best practice. This interagency model of care has evolved into a substantive multi-disciplinary service. There are Barnahus sites in Galway (fully operational) and in Dublin & Cork serving the East and South of the country (in evolution). Barnahus translates as “Child House”. The model is based on the principle that undertaking the forensic interview and providing support quickly will improve criminal justice and therapeutic outcomes for child victims of sexual abuse. Barnahus conforms to European Barnahus Quality Standards enabling child-centred and effective, collaborative actions. The purpose is to provide a confidential, co-ordinated service for child and adolescent victims of rape and sexual assault or sexual abuse.  **Post Graduate Training in Nursing (Sexual Assault Forensic Examination)**  The Health Service Executive and The Rotunda Hospital in partnership with The Royal College of Surgeons in Ireland invite applications for the above course which commences on the 13th January 2025. The course is full time and is of one year’s (12 months) duration.  The programme will equip nurses/midwives with the knowledge, skills and competence to carry out a forensic clinical examination [sexual assault] in a systematic objective manner, whilst also caring for the person, recognising their physiological and psychological needs. The nurse/midwife will also be required to prepare a medical/legal report and present evidence in court.  Clinical Placements will be located in differing clinical specialist areas within the Sponsoring Area and other external areas as required, varying SATUs, and a significant period of placements will be held in the SATU, Rotunda Hospital Dublin. Placements will also include for example, the judicial system mainly in the Central Criminal Courts, and Forensic Science Ireland, Dublin.  **Specialized training in the Child and Adolescent Sexual Assault Treatment Service**  Candidates who accept a CASATS/PFMS post will be given the opportunity on completion of the SAFE programme, to further develop their skills and complete specialized training in the Child and Adolescent Sexual Assault Treatment Service (CASATS) Galway or the Paediatric Forensic Medical Service (PFMS) in Cork.  Please note applicants for these posts must also be willing to undertake dedicated training and certification in Child Sexual Assault Forensic Medical Examinations such as the SANE-P Certification, International Association of Forensic Nurses (IAFN) <https://www.forensicnurses.org/> or equivalent which must be acquired following successful completion and graduation from the SAFE programme to meet the criteria threshold to be recognised as a CNS/CMS in CASATS.  Candidates who, on successful completion of training for the PFMS, Cork, will be expected to work across both adult and paediatric forensic clinical services as required by service level activity.  **Please note that programme provision depends on an adequate uptake of places and successful applicants must be able to fully undertake the course which is scheduled to commence on Monday 13th January 2025.**  **Contractual undertaking**  Successful candidates must sign the HSE Student Agreement for participation on the Post Graduate Training in Nursing (Sexual Assault Forensic Examination) prior to commencement of the programme.  On successful completion of the programme the Student will be offered permanent employment as a full-time permanent Clinical Nurse/Midwife Specialist (SAFE) for a period of not less than 2 years. This initial full-time assignment as a Clinical Nurse/Midwife Specialist (SAFE) will be undertaken in their Sponsoring Hospital.  Failure to adhere to this condition will result in the Student being liable to the Sponsoring Hospital for repayment of the course registration and tuition fees and the portion of the salary received by them during the theory element of the programme. Any repayment due will be adjusted on a pro rata basis for any period of service commitment honoured. |
| **Reporting Relationship** | While on the programme students will report to the SAFE Project Manager and the Programme Manager in the RCSI, including local managers. |
| **Purpose of the Post** | To equip nurses/midwives with the knowledge, skills and competence to carry out forensic clinical examination [sexual assault] in a systematic objective manner, whilst also caring for the person, recognising their physiological and psychological needs. The nurse/midwife will prepare a medical/legal report and present evidence in court.  This is an initial full-time one year course and students must be available to participate in all aspects of the course. The Student will be obliged to undertake their clinical placements as specified by the course requirements at all times including the on call rota in varying SATUs. Periodically, necessary changes may be made to on call rotas depending on student experience and service level activity.  Any candidate who accepts a CASATS sponsorship, will on completion of the SAFE programme, undertake dedicated training and certification in Child Sexual Assault Forensic Medical Examinations e.g. the SANE-P Certification, (IAFN) or equivalent. On completion of these programmes the candidate can seek approval as a Clinical Nurse/Midwife Specialist in CASATS in accordance with service needs. Candidates who, on successful completion of training for the PFMS, Cork, will be expected to work across both adult and paediatric forensic clinical services as required by service level activity. |
| **Principal Duties and Responsibilities** | The Student, in exercising his/her professional accountability, will be expected to successfully attain the five domains of competence on completion of the Post Graduate Training in Nursing (Sexual Assault Forensic Examination) Programme as specified by Nursing & Midwifery Board of Ireland (NMBI) in the Requirements and Standards document March 2005.  The competencies encompass five domains:    1. Professional / Ethical practice  2. Holistic approaches to care and the integration of knowledge  3. Interpersonal relationships  4. Organisational and management of care  5. Personal and professional development  On successful completion of the SAFE programme the Student will be offered permanent employment as a Clinical Nurse Specialist in SATU for a period of 2 years.  Any candidate who accepts a CASATS sponsorship, will on completion of the SAFE programme, undertake dedicated training and certification in Child Sexual Assault Forensic Medical Examinations e.g. the SANE-P Certification, International Association of Forensic Nurses or equivalent. This training will also include a supervised clinical practicum and a number of required clinical hours. The appointee may participate in interagency planning and meetings. |
| **Eligibility Criteria**  **Qualifications and/ or experience** | **Statutory Registration, Professional Qualifications, Experience, etc.**  (a) Eligible applicants must at the closing date for the competition:  Be registered in the General and/or Midwifery Division of the Register of Nurses maintained by the Nursing & Midwifery Board of Ireland (NMBI) or entitled to be so registered  **OR**   * In exceptional circumstances, which will be assessed on a case by case basis be registered in another Division of the register of Nurses and Midwives.[[1]](#footnote-1)   **AND**   * Have a minimum of 1 years’ post registration full time experience or an aggregate of 1 years’ full time experience in the division of the register in which the application is being made   **AND**   * Have a minimum of 1 years’ experience or an aggregate of 1 years’ full time experience in one or more of the following areas: Sexual Assault Treatment Units, Sexual Health, Colposcopy, Gynaecology, Midwifery, Family Planning or Accident and Emergency.   **AND**   |  |  |  | | --- | --- | --- | |  | * Be educated to Degree level (Level 8) or above   **AND**   * Demonstrate that they have continuing professional development (CPD) relevant to the specialist area or will be supported to obtain the required CPD.   **AND** |  |  * Have the ability to practice safely and effectively fulfilling his/her professional responsibility within his/her scope of practice.   **AND**   * Candidates must possess the requisite knowledge and ability, including a high standard of suitability and clinical, professional and administrative capacity for the proper discharge of the duties of the office.   **Health**  Candidates for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.  **Character**  Candidates for and any person holding the office must be of good character.  **Registration with An Bord Altranais agus Cnáimhseachais na hÉireann (Nursing and Midwifery Board of Ireland):**  Candidates successful at interview will be eligible to receive offers but will not be able to take up a sponsorship place until they can submit evidence of their NMBI registration. Therefore if you are interested in attaining a place on the Post Graduate Training in Nursing (Sexual Assault Forensic Examination) Programme, we strongly recommend that you commence the registration process now. On receipt of your registration, it is your responsibility to contact this office in writing at [applynursing@he.ie](mailto:applynursing@he.ie) to update your status.  Seeking registration is the responsibility of the applicant. Please note registration can take a period of time. For all information regarding the process and/or completed applications please visit [www.nmbi.ie](http://www.nmbi.ie)  Appointment to and continuation in posts that require statutory registration is dependent upon the post holder maintaining annual registration in the relevant division of the register maintained by the Nursing and Midwifery Board of Ireland. |
| **Post Specific Requirements** | Demonstrate depth and breadth of nursing experience in one or more of the following areas - Sexual Assault Treatment Units, Sexual Health, Colposcopy, Gynaecology, Midwifery, Family Planning or Accident and Emergency nursing. |
| **Other requirements specific to the post** | **SAFE Programme :**  This is a full-time one year course and students must be available to participate in all aspects of the course, including placements in differing areas, and be flexible to the SATU on call placement schedule.  The Student will be obliged to undertake their clinical placements as specified by the course requirement.  In order to facilitate clinical placements for the clinical elements of the programme, and to subsequently fulfil the role, a 24/7 365 roster will apply throughout the full 12 months of the programme.  **Child and Adolescent Sexual Assault Treatment Training :**  Applicants will be asked in the application form to indicate their interest inChild and Adolescent Sexual Assault Treatment Training. Any candidate who accepts a CASATS post must also be willing to later undertake dedicated training and certification in Child Sexual Assault Forensic Medical Examinations such as the SANE-P Certification, International Association of Forensic Nurses or equivalent which must be acquired following successful completion and graduation from the SAFE programme.  Students must be available to participate in all aspects of the required SAFE & CASATS training. On successful completion of the CASATS training the applicant can apply to become a Clinical Nurse/Midwife Specialist (CASATS).  The Student will be obliged to undertake their clinical placements as specified by the course such as SANE –P or equivalent course. |
| **Skills,**  **competencies,**  **and/or knowledge** | * Demonstrate practitioner competence and professionalism – demonstrates a high level of clinical knowledge to carry out the duties and responsibilities of the role e.g. knowledge and experience of current nursing practice including individualised care planning and case management, concept of clinical audit * Display evidence-based clinical knowledge in making decisions regarding client / patient care * Demonstrate knowledge of legislation as appropriate to the role * Demonstrate a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. * Demonstrate a commitment to continuing professional development * Demonstrate evidence of effective planning and managing skills * Demonstrate the ability to build and maintain relationships including the ability to work effectively in a multidisciplinary team environment * Demonstrate evidence of ability to empathise with and treat patients, relatives and colleagues with dignity and respect * Demonstrate leadership and team management skills * Demonstrate effective analytical, problem solving and decision making skills * Demonstrate initiative and innovation, identifying areas for improvement, implementing and managing change * Demonstrate effective communication skills * Demonstrate an awareness of the Slainte Care Strategy * Demonstrate a willingness to engage and develop IT skills relevant to the role * Knowledge and understanding of the requirements of the Sexual Assault Forensic Examination Programme * Demonstrate a willingness to undertake a Nurse Prescribing course. |
| **Campaign Specific Selection Process**  **Eligibility Checking / Shortlisting / Interview** | Eligibility screening will be carried out on the basis of information supplied in your application form.  Short listing may also be carried out on the basis of information supplied in your application form. The criteria for short listing is based on the requirements of the post as outlined in the eligibility criteria, post specific requirements and skills and competencies section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.  Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.  Those successful at the eligibility screening & shortlisting stage of this process (where applied) will be called forward to interview. **Candidates will be required to complete a short presentation as part of the interview.** You will be informed of the presentation topic in your call to interview letter. It is anticipated that interviews will take place week commencing **07th October 2024.** |
| **Diversity, Equality and Inclusion** | The HSE is an equal opportunities employer.  Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience.  The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated.  The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long term health condition.  For further information on the HSE commitment to Diversity, Equality and Inclusion, please visit the Diversity, Equality and Inclusion web page at <https://www.hse.ie/eng/staff/resources/diversity/> |
| **Code of Practice** | The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA).  The CPSA is responsible for establishing the principles that should be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards that should be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process.  The CPSA Code of Practice can be accessed via <https://www.cpsa.ie/>. |
| The reform programme outlined for the Health Services may impact on this role and as structures change the Job Specification may be reviewed.  This Job Specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. | |

**HEALTH SERVICES EXECUTIVE**

**Terms and Conditions of Sponsorship/ Employment**

**Sponsorship for Post Graduate Training in Nursing (Sexual Assault Forensic Examination)**

|  |  |
| --- | --- |
| **Tenure** | The course is full time and is of one year’s duration.  The Sponsoring Hospital will offer sponsorship and permanent employment on successful completion of the course, as a Clinical Nurse/Midwife Specialist (Sexual Assault Forensic Examination). This initial two-year full-time, permanent assignment as a Clinical Nurse/Midwife Specialist (Sexual Assault Forensic Examination) will be undertaken in the Sponsoring Hospital.  In return for sponsorship successful candidates must commit to a one year college placement and must commit to an initial assignment in their sponsoring hospital in a full time capacity as a Clinical Nurse/Midwife Specialist (Sexual Assault Forensic Examination) for a period of not less than 24 months from the date of course completion.  Any candidate who accepts a CASATS sponsorship, will on completion of the SAFE programme, undertake dedicated training and certification in Child Sexual Assault Forensic Medical Examinations e.g. the SANE-P Certification, (IAFN) or equivalent. On completion of these programmes the candidate can seek approval as a Clinical Nurse/Midwife Specialist in CASATS in accordance with service needs.  Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013 |
| **Remuneration** | The student will retain their current point on the nurse/midwife salary scale up to a maximum of the last point of the CNM2 grade on entry into the programme (based on the verified nursing/midwifery service). Participants will retain their incremental credit date and will be granted incremental credit (if applicable) during the programme. |
| **Working Week** | The standard working week applying to the post is to be confirmed at Job Offer stage. |
| **Annual Leave** | The annual leave associated with the post will be confirmed at Contracting stage. |
| **Superannuation** | This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004 |
| **Age** | The Public Service Superannuation (Age of Retirement) Act, 2018\* set 70 years as the compulsory retirement age for public servants.  ***\* Public Servants not affected by this legislation:***  Public servants joining the public service or re-joining the public service with a 26 week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age.  Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70. |
| **Probation** | A probationary period of six months may apply from commencement of employment, during which the contract may be terminated by either party in accordance with the Minimum Notice & Terms of Employment Act, 1973-2005. The probationary period may be extended at the discretion of management. |
| **Protection of Children Guidance and Legislation** | The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies.  Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. You should check if you are a Designated Officer and / or a Mandated Person and be familiar with the related roles and legal responsibilities.  For further information, guidance and resources please visit: [HSE Children First webpage](https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/). |
| **Infection Control** | Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. |
| **Health & Safety** | It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS).  Key responsibilities include:   * Developing a SSSS for the department/service[[2]](#footnote-2), as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. * Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. * Consulting and communicating with staff and safety representatives on OSH matters. * Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. * Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures[[3]](#footnote-3). * Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. * Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example.   **Note**: Detailed roles and responsibilities of Line Managers are outlined in local SSSS. |

1. Please note those without qualification in the general nursing division are required to complete a post registration comprehensive physical/health assessment education programme (10 ECTs, minimum level 8). This must be completed prior to approval to practice as a Clinical Nurse Midwife Specialist (SAFE) in SATU. [↑](#footnote-ref-1)
2. A template SSSS and guidelines are available on the National Health and Safety Function, here: <https://www.hse.ie/eng/staff/safetywellbeing/about%20us/>

   2 See link on health and safety web-pages to latest Incident Management Policy [↑](#footnote-ref-2)
3. [↑](#footnote-ref-3)