

Senior Clinical Engineering Technician

**Children's Health Ireland
Job Specification and Terms & Conditions**

Job Title and Grade	Senior Clinical Engineering Technician
Campaign Reference	HR656
Closing Date	Friday, 26 th July 2019
Duration of Post	Specific Purpose Contract
Location of Post	Clinical Engineering Department
Context/ Background	<p>Children's Health Ireland (CHI) is leading on the clinical and operational transformation of acute paediatric healthcare and consists of hospitals at Crumlin, Temple Street and Tallaght. The three children's hospitals and CHI's office transitioned from four separate, independently governed entities into one new single organisation effective on 1st January 2019 to govern and operate paediatric services in Dublin.</p> <p>This new organisation will operate as a single service across the existing locations of Crumlin, Temple Street, Tallaght and the CHI office before transitioning to the new facilities at the two paediatric outpatient and urgent care centres at Connolly and Tallaght Hospitals and the new children's hospital on the campus shared with St James's Hospital.</p> <p>The Minister for Health appointed a new Board in September 2017, initially on an administrative basis to support CHI's Chief Executive and management team in the planning and implementation of the Children's Hospital Programme and to prepare for the transition of services from the existing three children's hospitals under the governance of the legally established Board, which commenced on 1st January 2019.</p> <p>Children's Health Ireland Programme is a major programme of work led by CHI, focused on transformative service change to enhance services for children and young people, to integrate the three existing hospitals, while maintaining existing and new services, ensuring patient safety and quality until transition is complete. It will:</p> <ul style="list-style-type: none"> • Operationalise an integrated acute paediatric healthcare network



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	<ul style="list-style-type: none"> • Act as client for the government funded capital project to build the new children's hospital and the two paediatric outpatient and urgent care centres at Connolly and Tallaght Hospitals, and a separately funded research and innovation centre • Act as client to a major ICT programme to digitize paediatric healthcare • Commission, transition to and operate the new children's hospitals and the two paediatric outpatient and urgent care centres. <p>The new children's hospital will be at the centre of a new model of care with two new Paediatric Outpatients and Urgent Care Centres (OPD & UCCs) central to the delivery of this new model of care. The POPD & UCCs will be based at Connolly Hospital on the North side of Dublin (due to open Summer 2019) and one at Tallaght Hospital on the South side of Dublin (due to open 2020). The addition of the new OPD & UCC, together with the opening of the new hospital in time, will transform how healthcare is delivered to children in Ireland.</p>
Reporting Arrangements	This post will report directly to the most senior member of the Clinical Engineering Team within the facility to which they are assigned.
Key Working Relationships	<p>The post holder will work closely with:</p> <ul style="list-style-type: none"> • Clinical Engineering Team • Consultants • CHI Management Teams • Multi-Disciplinary Team Members <p><i>Please note that this list is not exhaustive and key working relationships will change as the project moves from service development, construction completion, commissioning & transitioning to steady state.</i></p>
Purpose of the Role	To provide Clinical Engineering support to any of the CHI sites and to work as tasked to ensure that electro medical equipment is used and maintained appropriately in accordance with professional norms and in compliance with EU Safety Standards. Included in this role is the provision of technical support to Clinical, Nursing, Medical and Allied Healthcare Professionals in the use of this equipment.
Principal Duties and Responsibilities	<p>Following an induction/training period the successful candidate will be assigned to work unsupervised in any of the clinical areas including wards, of which some will be high acuity areas such as Theatre and Intensive Care in support of Medical, Nursing and Allied Healthcare Professional staff, much of the time at the patient bedside.</p> <p>Principal Duties:</p>



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- To be professionally responsible for all aspects of the post-holders own work.
- To undertake the maintenance, repair and servicing of biomedical equipment throughout the hospital
- To participate in on-going use of an equipment asset register and represent Clinical engineering on the national steering group
- Co-ordination and management of external repair / supply companies and external service maintenance contracts.
- Liaising with suppliers for the purposes of ordering and maintaining appropriate parts and consumables stock inventory, utilising a departmental inventory management system.
- Manage stock control for spare parts to ensure minimum downtime of devices, whilst managing the financial impact of stock holdings.
- Risk assessment of electro-medical devices.
- Liaise with other clinical and non clinical departmental managers, as part of the Clinical engineering team, so as to ensure seamless service provision with the Hospital.
- Participate in the spinal navigation service.
- Participate in transport of critically ill patients.
- To keep abreast in the understanding and knowledge of all new developments in the field of Clinical Engineering
- Develop as required specialist fields of interest within the fields of Clinical Engineering
- To cooperate fully with ensuring compliance with Health and Safety requirements and regulations
- Assist with education and training of nursing and clinical staff in the correct operation and clinical application of medical devices in the patient environment.
- Participate in the formal out of hours (on call) clinical engineering service.
- Assist clinical staff with the transportation of patients within the hospital and abroad.
- Perform other duties as may be assigned from time to time

The above is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.



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<p>Eligibility criteria, qualifications and experience</p>	<p><u>Essential Criteria:</u></p> <ul style="list-style-type: none"> • Hold a minimum recognised qualification at National Framework of Qualifications (NFQ), Level 7 or higher, in one of the following engineering disciplines; <ul style="list-style-type: none"> (i.1) Electronic, (i.2) Electrical, (i.3) Instrument Physics, (i.4) Industrial Instrumentation, (i.5) Applied Physics, (i.6) Mechanical, (i.7) Mechtronic, (i.8) Biomedical Engineering; • Have a minimum of three years postgraduate satisfactory and relevant experience in an appropriate medical industrial field including at least two years in a clinical engineering environment • Candidates must possess the requisite knowledge and ability (including a high standard of suitability and administrative capacity) for the proper discharge of the duties of the office <p><u>Desirable Criteria:</u></p> <ul style="list-style-type: none"> • Experience in the Clinical Engineering Department of a large hospital or relevant experience in a medical company. • Experience in Paediatric environment. • Commitment to CPD • Knowledge of Clinical ICT • Experience of working in a Multi-Disciplinary Team • Strong Communication skills
<p>Knowledge, Skills & Competencies</p>	<p>Leadership & Direction</p> <ul style="list-style-type: none"> • Develops networks and communications systems to ensure that they are fully informed in a dynamic and challenging environment. • Is an effective leader and a positive driver for change; transforms the vision into a framework and structures for moving forward. • Understands the challenges of leading a complex systems change. • Balances change with continuity – continually strives to improve service delivery, to create a work environment that encourages creative thinking and to maintain focus, intensity and persistence even under increasingly complex and demanding conditions. <p>Working With & Through Others - Influencing to Achieve</p> <ul style="list-style-type: none"> • Has significant experience in engaging with healthcare organisations. • Demonstrates the ability to work independently as well as work with a wider



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	<p>multidisciplinary / multi-agency team in a complex and changing environment.</p> <ul style="list-style-type: none"> • Is persuasive and effectively sells the vision; commands attention and inspires confidence. • Sets high standards for the team and puts their work and the work of the organisation into meaningful context. • Has excellent influencing and negotiation skills. <p>Managing & Delivering Results</p> <ul style="list-style-type: none"> • Places strong emphasis on achieving high standards of excellence. • Commits a high degree of energy to well directed activities and looks for and seizes opportunities that is beneficial to achieving organisation goals. • Perseveres and sees tasks through. • Champions measurement on delivery of results and is willing to take personal responsibility to initiate activities and drive objectives through to a conclusion. <p>Critical Analysis & Decision Making</p> <ul style="list-style-type: none"> • Has the ability to rapidly assimilate and analyse complex information; considers the impact of decisions before taking action; anticipates problems. • Recognises when to involve other parties at the appropriate time and level. • Is willing to take calculated risks in the interests of furthering the reform agenda. • Makes timely decisions and stands by those decisions as required. <p>Building Relationships / Communication</p> <ul style="list-style-type: none"> • Possesses the ability to explain, advocate and express facts and ideas in a convincing manner, and actively liaise with individuals and groups internally and externally. • Is committed to building a professional network to remain up-to-date with and influence internal and external politics. • Is committed to working co-operatively with and influencing senior management colleagues to drive forward the reform agenda. • Has a strong results focus and ability to achieve results through collaborative working. <p>Personal Commitment and Motivation</p> <ul style="list-style-type: none"> • Is personally committed and motivated for this complex role. • Demonstrates a strong willingness and ability to operate in the flexible manner that is essential for the effective delivery of the role. • Demonstrates a commitment to further education in health services management.
Health & Safety	<p>These duties must be performed in accordance with the hospital health and safety policy. In carrying out these duties the employee must ensure that effective safety procedures are in place to comply with the Health, Safety and Welfare at Work Act. Staff must carry out their duties in a safe and responsible manner in line with the Hospital Policy as set out in the appropriate department's safety statement, which must be read and understood.</p>



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Quality, Risk & Safety Responsibilities	<p><i>It is the responsibility of all staff to:</i></p> <ul style="list-style-type: none"> • Participate and cooperate with legislative and regulatory requirements with regard to Quality, Risk and Safety. • Participate and cooperate with Children's Health Ireland Quality and Risk and Safety initiatives as required. • Participate and cooperate with internal and external evaluations of hospital structures, services and processes as required, including but not limited to: <ul style="list-style-type: none"> ➢ National Standards for Safer Better Healthcare ➢ National Standards for the Prevention and Control of Healthcare Associated Infections ➢ HSE Standards and Recommended Practices for Healthcare Records Management ➢ HSE Standards and Recommended practices for Decontamination of Reusable Invasive Medical Devices (RIMD) ➢ Safety audits and other audits specified by the HSE or other regulatory authorities. • To initiate, support and implement quality improvement initiatives in their area which are in keeping with the hospitals continuous quality improvement programme. <p><i>It is the responsibility of all managers to ensure compliance with regulatory requirements for Quality, Safety and Risk within their area/department</i></p>
Specific Responsibility for Best Practice in Hygiene	<p>Hygiene in healthcare is defined as <i>"the practice that serves to keep people and the environment clean and prevent infection. It involves preserving one's health, preventing the spread of disease and recognizing, evaluating and controlling health hazards."</i></p> <ul style="list-style-type: none"> • It is the responsibility of all staff to ensure compliance with hospital hygiene standards, guidelines and practices. • Department heads/ managers have overall responsibility for best practice in hygiene in their area. • It is mandatory to complete hand hygiene training every 2-years and sharps awareness workshops yearly



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Competition Specific Selection Process	Applicants will be shortlisted based on information supplied in the CV and covering letter submitted. Applications for this post must be accompanied by a covering letter, setting out relevant experience that illustrates how the essential criteria listed above is met. The criteria for short listing are based on the requirements of the post as outlined in the eligibility criteria and/or the knowledge, skills and competencies section of this job specification.
How to Apply & Informal Enquiries	<p>The closing date for submissions of CV's and letter of application is Friday, 26th July 2019, by 5.00 pm. These can be emailed to recruitment@cuh.ie</p> <p>For informal enquiries, please contact Leon Kiernan, Principal Clinical Engineering Technician, Email: leon.kiernan@cuh.ie</p>
Information on "Non-European Economic Area Applicants" is available from our website www.chi.jobs or directly from the recruitment team at recruitment@cuh.ie	
The programme outlined for Children's Health Ireland may impact on this role and as structures change the job description may be reviewed.	
Children's Health Ireland is an equal opportunities employer.	



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Terms and Conditions of Employment Senior Clinical Engineering Technician	
Duration of post	This is a specific purpose contract to cover maternity.
Remuneration	Remuneration is in accordance with the salary scale approved by the Department of Health: Current salary scale with effect from 1st April 2019: [Grade (Senior), Code 3162]. Rising in increments annually from point 1: €41,649 to €59,812 incl. LSIs).
Annual Leave	Annual Leave entitlement is 30 days per annum
Working Week	<p>The hours allocated to this post are 37 with 7.4 hours as a standard working day. The allocation of these hours will be at the discretion of the Department Head and in accordance with the needs of the service.</p> <p>HSE Circular 003-2009 "Matching Working Patterns to Service Needs (Extended Working Day / Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016" applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th 2008 will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016).</p>
Probation	<p>All employees will be subject to a probationary period as per the probation policy. This policy applies to all employees irrespective of the type of contract under which they have been employed. A period of 6 months' probation will be served:</p> <ul style="list-style-type: none"> • On commencement of employment • Fixed term to permanent contract • Permanent employees commencing in promotional posts will also undertake a probationary period relating to their new post.
Pension	Employees of Children's Health Ireland are required to be members of the Hospitals Superannuation Scheme. Deductions at the appropriate rate will



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	<p>be made from your salary payment.</p> <p>If you are being rehired after drawing down a public service pension your attention is drawn to Section 52 of the Public Services Pension (Single and Other Provisions) Act 2012. The 2012 Act extends the principle of abatement to retired public servants in receipt of a public service pension who secure another public service appointment in any public service body.</p>
Place of work/location	<p>The primary location will be CHI at Temple Street. Over the term of the contract you will be required to work across the other base hospitals CHI at Crumlin, CHI at Tallaght and the Children's Health Ireland Programme.</p> <p>You may be required to transfer to another location in the future. You will be kept informed and advised of any proposed relocation.</p>
Age	<p>Age restrictions shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation Act, 2004). A candidate who is not classified as a new entrant must be under 65 years of age.</p>
Maternity Leave	<p>Maternity leave is granted in accordance with the terms of the Maternity Protection Acts 1994 and 2001.</p>
Payment of sick leave	<p>Children's Health Ireland operates a Sickness Absence Management policy in line with the new Public Service Sick Leave Scheme as introduced in 31st March 2014. An employee cannot avail of paid sick leave during their first six months of employment with the hospital.</p>
Pre-Employment Health Assessment	<p>Prior to commencing in this role a person will be required to complete a form declaring their health status which is reviewed by the hospital's Occupational Health Service and if required undergo a medical assessment with this department. Any person employed by Children's Health Ireland 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.</p>
Validation of Qualifications & Experience	<p>Any credit given to a candidate at interview, in respect of claims to qualifications, training and experience is provisional and is subject to verification. The recommendation of the interview board is liable to revision if the claimed qualification, training or experience is not proven.</p>



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References	<p>Children's Health Ireland will seek up to three written references from current and previous employers, educational institutions or any other organisations with which the candidate has been associated. The hospital also reserves the right to determine the merit, appropriateness and relevance of such references and referees.</p>
Garda Vetting	<p>Children's Health Ireland will carry out Garda vetting on all new employees. An employee will not take up employment with the hospital until the Garda Vetting process has been completed and the hospital is satisfied that such an appointment does not pose a risk to clients, service users and employees.</p>
<p>Ethics in Public Office 1995 and 2001</p> <p>Positions remunerated at or above the minimum point of the Grade VIII salary scale (€67,135 as of 01.01.2019)</p>	<p>Positions remunerated at or above the minimum point of the Grade VIII salary scale (€67,135 as at 01.01.2019) are designated positions under Section 18 of the Ethics in Public Office Act 1995. Any person appointed to a designated position must comply with the requirements of the Ethics in Public Office Acts 1995 and 2001 as outlined below;</p> <p>A) In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year.</p> <p>B) In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.</p> <p>C) A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commission's website http://www.sipo.gov.ie/</p>