



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

Oifig an Stiúirthóra Náisiúnta, Acmhainní Daonna  
Feidhmeannacht na Seirbhíse Sláinte  
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9<sup>th</sup> March 2016

**To:** Each Member of the Directorate and Leadership Team  
Each Assistant National Director HR  
Each Chief Officer, CHO  
Each Hospital Group HR Director  
Each Hospital Group CEO  
Each CEO Section 38 Agency  
Each HR Manager Section 38 Agency  
Each Employee Relations Manager

**From:** Rosarii Mannion, National Director of Human Resources

**Re:** HSE HR Circular 006/2016 English language requirements for NCHDs - in place of those in HSE HR Circular 021/2012

Dear Colleagues,

Heretofore, the extent to which NCHDs were required to provide evidence of English language competency was set out in HSE HR Circular 021/2012 and in correspondence from Mr Andrew Condon dated 21<sup>st</sup> December 2010 and 18<sup>th</sup> December 2013. This Circular, HR Circular 006/2016, outlines the current position and supersedes all previous communication in this regard.

### **Required English Language Competency:**

The ability to communicate clearly with patients and colleagues is a key requirement for all healthcare professionals.

Proficiency in the English language is therefore a core competency for NCHDs working in the Irish public health service.

Under Section 6 'Standard duties and responsibilities' of NCHD Contract 2010, NCHDs are required to be able to communicate effectively with patients and clients; and comply with statutory and regulatory requirements, corporate policies and procedures and human resource policies and procedures.

## Requirement for all NCHDs:

The English language requirements for NCHDs are universally applicable. There is no distinction between training, non-training, intern or any other category or grouping.

In this context, all NCHDs taking up employment with the HSE who were not registered by the Medical Council in any of the divisions of the Register of Medical Practitioners prior to 1<sup>st</sup> January 2015, or who did not complete the entirety of their under-graduate medical training in the Republic of Ireland, are required to provide evidence of one of the following:

- IELTS (International English Language Testing System) certificate with an overall band score of 7.0 and a minimum score of 6.5 in each of the four domains – reading, writing, listening and speaking - on the academic test. The test must be undertaken no more than two years prior to the date of it being submitted to the employer. While a doctor may sit the above test as often as they wish, the above scores must have been achieved at only one sitting of the IELTS test. Results from more than one test sitting cannot be amalgamated. Any cost incurred in relation to the IELTS exam will be borne by the applicant. Information on IELTS is available at [www.ielts.org](http://www.ielts.org);

### OR

- Completion of their medical degree in any of the following countries – United Kingdom, Australia, Canada, New Zealand, or United States

**There are no exemptions to the above requirements.**

These requirements are effective from Wednesday 9<sup>th</sup> March 2016.

### Remedial Action:

Should the NCHD at any point not be able to demonstrate the required level of English language competency set out in Section 6 of the NCHD Contract 2010, the Employer may wish to consider remedial or other action under NCHD Contract 2010.

### Queries:

Employees and Managers are invited to address any queries that they may have regarding these arrangements to their local HR Departments.

Queries from HR Departments may be referred to HSE National Doctors Training and Planning, Tel: 01 6352892. E-mail: [doctors@hse.ie](mailto:doctors@hse.ie).

Yours sincerely,



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**Rosarii Mannion**  
National Director of Human Resources