



Actions required by you

To enable you to continue in gainful employment the H.S.E. have imposed certain terms and conditions on all Agencies providing Recruitment Services for the Provision of Emergency / Short term Nursing placements and those Nurses that will be working within any H.S.E. or H.S.E. funded organisations premises.

Listed below is what you require and what we require from you in order that you may continue to work in any of the above. If you don't provide what they are request they won't let you work in HSE or HSE funded organisation establishments.

1. You are required to undergo Occupational Health Screening prior to commencement of work. HSE protocols in relation to TB and Hepatitis B immunisation must be adhered to. **We must have a copy of that document.**
2. Confirmation of full registration with An Bord Altranais. **We must have a copy of that document.**
3. You must be passed fit by a qualified practitioner. This involves the completion of a standard occupational health questionnaire. Workers involved in Exposure Prone Procedures must also provide validated blood samples. **We must have a copy of that document.**
4. Three (3) up-to-date references including telephone numbers. **We shall be contacting you shortly to provide details of those references that we don't have.**
5. Up-to-date Curriculum Vitae (CV) and it must be kept up-to-date o a yearly basis. **We must have a copy of that document.**
6. Work permits and Visas (as required) must be up-to-date. We must inform the HSE of any actions that may be required of them in each instance. **We must have copies of these documents.**
7. All postgraduate qualification certificates. **We must have copies of these documents.**
8. That you are fully police screened in any jurisdiction in which you have lived and worked. Such clearances are in accordance with the country's jurisdiction system. These checks are equivalent to An Garda Siochana vetting required within Ireland.
9. You must provide up-to-date certificates for C.P.R. and Manual Handling and Patient Lifting. CPR certificates are valid for two (2) years Manual handling and Patient Lifting certificates are valid for three (3) years. **We must have copies of these documents.**
10. That you have the following vaccinations/immunisations are in place, where appropriate:
 - BCG Records
 - Recent Heaf/Mantoux Test
 - IVS HBSag (EPP only)
 - IVS Hepatitis b Core IGM Antibodies (EPP only)
 - Hepatitis b surface Antibodies (Anti-HBs risk based)
 - IVS Hepatitis C
 - Measles 1gG and IgM (risk based)
 - Mumps 1gG and IgM (risk based)
 - Rubella 1gG and IgM (risk based)
 - Varicella 1gG and IgM (risk based)

- EPP employees must provide proof of freedom from infection from Hepatitis B and Hepatitis C **prior to commencement of employment.**
11. Infection Control Update. **We must have a copy of this document.**

Only samples tested in the United Kingdom and Ireland will be accepted.