

## Making the move to Ireland

Your guide to living and working here



## Ireland welcomes you

Moving to a new country is exciting, and we know it can also be confusing in the initial days. The HSE is here to support you at each step of your journey, to help make your relocation as smooth as possible.

#### A welcoming and friendly society

Known as the land of a thousand welcomes, Ireland is famous for its friendly people and you can expect a warm and welcoming atmosphere, where locals are known for their openness and willingness to help each other.

Ireland is a modern and multi-cultural society, with a young population. Over the last few decades, Ireland has become home to tens of thousands of people from all over the world. The Census 2016 showed that 200 different nationalities made Ireland their home, making up almost 13% of the entire population.

It won't be hard to find the foods that you know and love, meet new friends from your own country or culture, as well as making new Irish friends. There are many international communities and societies to help people connect, socialise and network.

#### Kulsoom Ghias, from India

#### Dietitian, Galway University Hospital

"My top tip for people moving to Ireland is to embrace the local culture and connect with the community. Irish people are known for their friendliness and warmth, so take the time to get to know your neighbours, join local clubs or organisations, and immerse yourself in the Irish way of life. It will greatly enrich your experience."

#### Culture and pastimes

Ireland is known for its beautiful scenery, welcoming people and rich cultural heritage. It is an attractive place to work for people who want to avail of a good standard of living, and a healthy, active lifestyle. It has a special mix of modern, vibrant towns and cities, all within easy reach of some of spectacular scenery and a wide range of outdoor leisure activities.



You're never far from music, literature, or art, and Ireland's natural beauty provides the perfect setting for outdoor pursuits like hiking, cycling, water sports, golf and many more.

Modern Ireland offers a vibrant cultural scene with theatres, museums, art galleries, restaurants, and a lively nightlife.

There are plenty of ways to stay active, and to engage with your local community, when you move to Ireland. Walking, cycling and running are popular, with wellmaintained walk ways and scenic routes across the country. Sport plays a big role in Irish life. Team sports such as football, rugby, and basketball are very popular, as well as all of the main individual sports such as tennis, athletics and cycling. The GAA is the organisation of the Irish national sports of Gaelic football, hurling and camogie, and plays an important role in many communities. Many Irish people follow the big soccer clubs from England and Scotland as well as their own local teams. There are plenty of gyms with exercise classes to avail of, either with a monthly fee or a pay-as-you-go payment system.

#### Dr Zulfiqar Ali

ED Physician, Letterkenny University Hospital

"The culture is great in the hospital, both professionally and outside, socially. People are great, I just love it here. If you intend to raise a family, I would strongly advise that you come here and do it. I have two kids myself, five and two, and they go to school here. The schools are very multi-cultural. I do not feel alienated here at all. Once you come here, trust me, your heart will be conquered."

# The practicalities of living in Ireland

Settling in to day-to-day life in a new country can seem quite challenging, whether you're alone or with family. This guide provides information and practical advice about living and working in Ireland, and guidance about making the move. This includes advice under different headings, including about accommodation, banking, taxation, the education and healthcare systems, and how to get around once you arrive.

Securing accommodation will be your priority, in addition to getting a PPS (Personal Public Service) number and a bank account.

#### Mobile phone usage

There are sim card vending machines available at both terminals at Dublin Airport. The main providers of mobile phone packages in Ireland include Vodafone, Three and Eir. You can avail of a pay-as-you-go package or you can take out a contract for a monthly bill. For a monthly billed service, you will need to provide proof of identity and address.

#### How do I find a place to live?

Many people in Ireland buy their homes, with the help of a loan or mortgage, but a large number live in rented accommodation. As in most countries, the cost of buying or renting is higher in major cities when compared to smaller towns or rural areas.

While some recruitment agencies will secure temporary accommodation for you, we recommend that you begin looking to secure your accommodation at the earliest opportunity. Demand for accommodation, especially in larger towns and cities, can be high, so securing a place in advance will help make your move to Ireland smoother. Before moving in, you will need to pay a security deposit, which the landlord holds to cover any potential rent arrears, outstanding bills, or damages. beyond normal wear and tear. Additionally, it is common to pay the first month's rent in advance.

For information on renting, see Renting a house

Unfortunately, like in many other countries, there are people who will seek to take advantage of people looking for accommodation and there are scams that will try to trick you into handing over money. For tips on recognising accommodation scams and staying safe, see <u>accommodation scams</u>

#### Getting a PPS number

If it is your first time working in Ireland, it is essential to apply for a Personal Public Service (PPS) Number. This unique number is required for tax purposes and accessing all social welfare benefits. You also need a PPS number to open a bank account to receive your salary while in Ireland. If you have not previously been allocated a PPS number, you may need to attend a PPS number allocation centre. It is recommended to book an appointment 5-6 weeks before your arrival in Ireland.

To apply for a PPS number, the steps involved are: -

- 1. Visit this website
- 2. Click on "Personal Public Service (PPS) Number Apply here for a Personal Public Service Number"
- 3. Select "Create one here" to set up on a myGovID account.

- 4. Once your myGovID account is successfully created, return to this page and click "Request Now" at the bottom.
- 5. Login with your newly created myGovID, and select "Begin Application"
- 6. Choose 'Starting employment' as the reason for your application.
- 7. Fill in all requested details accurately.
- 8. Upload the required documents, including:
- 9. your PPS Letter (provided at a later stage)
- 10. a colour copy of the biographical page of your passport
- 11. A copy of your Atypical Working Scheme (AWS) if applicable.
- 12. Following successful registration, you will be sent your new PPS number by post to the address provided on the application form in 3- 5 working days.

#### Tax certificate

Once you receive your PPS number, you should apply for a Tax Credit Certificate. The HSE deducts tax from your pay under the PAYE (Pay As You Earn) system. To complete your application with Revenue, you will require the Employer Registered Number, which can be obtained from your payroll department. The required form for this application is called 'tax form 12A'. It should be submitted to your local tax office as soon as possible. See <u>www.revenue.ie</u> for a list of tax offices.

#### Opening a bank account

You can use a current account to manage your money day-to-day. To open a bank account, you usually apply in a branch or online. You have to provide proof of your identity and verify your address.

For advice on how to choose the right bank and account for your needs, see

#### https://www.citizensinformation.opening-a-bank-account

You will need to apply for your PPS number and open a bank account as a priority, as any delays to either of these may result in a delay in you getting paid or starting your job on time.

#### **Employment Permit**

The critical skills employment permit is available for skilled workers who are qualified in professions where there is a shortage of skills in Ireland. Link to Critical Skills Occupations List: <u>https://enterprise.gov.ie - Critical Skills Occupations List</u>.

An application for any employment permit must be received at least 12 weeks before you plan to start work. Your new employer will arrange this for you.

Once your employment permit has been secured for you, you should apply to your local Irish Embassy/Consulate for an entry visa. An online visa application form may be found on the Irish Immigration Service website <u>inis.gov.ie</u>. Contact details for Irish Embassies/Consulates and a list of visa-required countries may be found on the Department of Foreign Affairs website <u>dfa.ie</u>. You must also secure an Irish Residence Permit (IRP) when you arrive in Ireland.

#### Irish Residence Permit (IRP)

All non-Irish nationals, who are not citizens of the EU/EEA, Switzerland or the UK, must register in person with the Garda National Immigration Bureau (GNIB) after arrival in Ireland. The IRP (GNIB) will issue you with an Irish Residence Permit (IRP). This card simply provides information on your immigration status.

Please click <u>here</u> to find out all you need to know about your Irish Residence Permit, and to book your appointment with the GNIB.

Appointments may be difficult to get, and we recommend that you try to arrange one within the first week of arriving to Ireland. You are given 90 days from the date of entry to Ireland to get your GNIB card, or less if your visa is for a shorter time. The cost is €300 as at February 2025. There is no charge for those under 18 years of age.

#### Thandolwenkosi Moyo, from Johannesburg, South Africa Staff Nurse, Tallaght University Hospital

"I advise overseas nurses to join African WhatsApp groups and Facebook pages to prepare for the whole process in order to succeed, it helps by knowing what you need and speed up the process. If you are moving from another country like I did, prepare for the RCSI exams or adaptation since the nursing background is totally different in Ireland. Doing this preparation in advance will give you a better idea what to expect and give you some confidence when you get here."

#### HSE pre-placement health assessment

A pre-placement health assessment, carried out by HSE Occupational Health, assesses if you are medically fit to do the job.

The initial assessment is by questionnaire, and if necessary, a medical consultation. This checks your physical and mental ability to safely do the job.

You should disclose any underlying health conditions. If you give false information your application may get rejected or your contract may be affected.

All sections of the form must be filled in. It must be returned to Occupational Health along with relevant immunisation information.

You will receive a date and time for your physical pre-placement assessment when you arrive in Ireland.

For more information, see Pre-placement assessment

#### Upfront costs and general cost of living

It may take up to two months before you are paid, and occasionally longer. This depends a lot on factors such as getting your PPS/bank account set up quickly and passing any relevant professional exams after you arrive.

The HSE cannot employ a regulated health profession to practice in Ireland without appropriate registration. The relevant regulator is the authority for registration and recognition of qualificationWhere the eligibility criteria requires registration with the relevant professional regulator, you may need to complete an exam or undergo a period of adaptation.

For detailed information on the registration and exam process, please refer to Section 4: Professional Registration in this document.

Below are some of the costs to be prepared for (for one person):

• Average deposit required for accommodation - €800 - €1,500\*\* (for one person).

• Prepare for 2 months' rent upfront (€1600 - €3,000) on average for a place in a shared home (Note: with receipts you may be eligible to be reimbursed for this if it falls under your overall relocation allowance. See below for more information in relation to the HSE International Returning Emigrants Recruitment Relocation Package Link: <u>https://HR-circular-027-2024 International Returning Emigrants Recruitment Relocation Package</u>.

- Budget in the region of €75 for food per week depending on personal preferences.
- Approximately €300 for essentials on arrival (bed linen, cooking utensils etc.)
- General costs/transport/extras €500

On estimate you should have in the region of €4000 available to you to spend to get set up initially on arrival in Ireland.

\*\* These amounts may vary depending on location and type of accommodation.

#### **Relocation package**

You may be eligible to be reimbursed for your flight and some of your initial accommodation costs (if applicable), under the International Relocation Package – with the agreement of your hiring service. You must keep receipts for all expenditure - bank records are not acceptable. Your name must be on the receipt. Vouched accommodation, flight and initial visa and registration expenses up to a combined maximum total of  $\in$ 4,160 for those relocating from the UK or EU countries and up to  $\in$ 4,710 for those relocating from outside Europe may be eligible for reimbursement.

See <u>https://HR-circular-027-2024 International Returning Emigrants Recruitment</u> <u>Relocation Package</u>. for more details.

#### Jakub Hlasny, from Slovakia

#### **Consultant Anaesthetist**

"Everyone is very kind here and within a few months I knew I wanted to stay - for myself, for my personal development, my skills and my knowledge. It's great here because I have a nice work-life balance. I have all the support I need. I can spend enough time with my family and still be passionate about my work. We have three kids, two at school. Their English level was very poor, just a few sentences. In four months, they can speak, they can understand English and they have a lot of new friends from different countries and cultures now."

#### Family life

We understand that you may also wish to bring family with you to Ireland. We want them to settle in and feel at home too so it is very important that you all know what to expect when you get here. Decisions about schools and accommodation will of course be at the top of your list as you navigate your relocation.

If you have a Critical Skills Employment Permit, you can apply for immediate family reunification from the <u>Irish Naturalisation and Immigration Service</u> of the Department of Justice, Home Affairs and Migration and once your dependants/partners/spouses are resident in the State they are eligible to seek any employment and apply to the Department of Enterprise, Trade and Employment for a <u>Dependant/Partner/Spouse</u> <u>Employment Permit</u> which is currently issued free of charge.

#### Education and childcare

If you have a child or children of school-going age, you will be very interested in finding out about the Irish schooling and education system.

The Irish school year runs from the beginning of September to the end of June (or May for second level schools). Children generally attend from age four or five but must be enrolled by age six. The primary cycle is eight years and they then start secondary level at approximately age twelve or thirteen. The secondary cycle is five or six years.

For advice on enrolling your child in school in Ireland, see Schools in Ireland

Ireland has a high standard of education and most schools are free up to the age of 18 years. The government provides free pre-school education for two years, as well as a subsidy to help parents pay for childcare.

There are a range of options for Primary and Secondary level education, including State-run, multi-denominational schools; schools run by various religious orders; and private, fee-paying schools.

A list of schools in your area can be found at Schools

The Third Level education sector consists of universities, technological universities, and colleges of education. Click <u>here</u> to find out if your child would qualify under the free fees programme. If you do not qualify for free fees, you may still be eligible for EU fee rates. EU fee rates are set by each individual third-level educational institution.

For more information on childcare in Ireland, see <u>www.childcare.ie</u> which is Ireland's national childcare directory.

#### Your family and the health services

In most cases, Ireland's hospitals are publicly funded, and there are currently no charges for public in-patient care or day service care. There are also several private hospitals, where charges do apply. Many people also take out private medical insurance for additional cover. For more see <u>http://www.hia.ie</u>

A visit to the General Practitioner (known as the GP or family doctor) costs an average of €60 per visit. Children under eight are free. You may be eligible for a Medical Card or GP card, which entitles you to additional free medical care. Under the Drugs Payment Scheme, the cost of any approved prescription drugs is capped at €80 per month.

We recommend you register with a GP as soon as you arrive in the country. Do a google search for GP practices in your local area and phone up or check their practice online to see if they are taking on new patients.

#### Biji Chandi

#### CNM 2, Tallaght University Hospital, from Kerala, India

*"Ireland is home of endless beauty, dynamic culture with great people. Lots of freedom you are responsible and it is safe.* 

I made the move as I wanted a better life for both myself and my family. The education system is fantastic, make sure to register your children for school as soon as possible. Always make sure you carry a coat and umbrella!"

#### Bringing your pet to Ireland

To prevent the introduction of rabies or other diseases into Ireland, pets must be imported under strict controls. To facilitate safe pet transport, the EU's Passports for Pets scheme allows cats, dogs, and ferrets to travel between member states and countries that participate. Further information can be found at <u>Pets</u>

#### Employment and tax

Understanding your tax obligations is relatively straightforward in Ireland. Most employees in Ireland pay tax through the PAYE (Pay As You Earn) system. This means that your employer deducts the tax you owe directly from your wages, and pays this tax directly to the Revenue Commissioners. The Revenue Commissioners collect taxes from citizens on behalf of the Irish Government.

#### What tax will I pay?

You will pay tax (PAYE), social insurance (PRSI) and universal social charge (USC) contributions in the same way as Irish people.

Tax is payable on earnings of all kinds that result from your employment. Employees have entitlements to tax credits which reduce the amount of income tax that you have to pay.

You can find lots of useful information on the Revenue website at Revenue

And also on the Citizens Information website at Money and tax

For a guide to your HSE payslip, see Payslips

#### What employment rights are in place in Ireland?

Ireland has extensive employment legislation, including equality rights that prohibit discrimination in employment and access to services on a number of grounds including nationality, race and gender among others.

Each employee is entitled to at least four weeks' annual leave per year, in addition to ten public holidays. Maternity leave of 26 weeks, and two weeks' paternity leave also applies.

More information on these and further entitlements can be found on Employment rights

#### Employment for your family

A strong economy and thriving workforce have continued to attract many global businesses to Ireland over the past two decades, including pharma, health and life sciences, financial services, and technology companies. There will be ample opportunities for your spouse or partner to look for employment here, whatever their chosen field.

#### **Emergency services**

If you have an emergency, the number to call is 999 or 112. Calls are free. You ask for the emergency service you require – the Irish police force called An Garda Siochána, fire, ambulance, boat and coastal rescue, or mountain and cave rescue.

#### Irish police force

The police force in the Republic of Ireland is called An Garda Siochána. They are better known as the Gardaí (pronounced gar-dee). It is advisable to find out where your nearest Garda station is at <u>www.garda.ie</u>.



### 3 Getting ready to start your new job

Starting in a new role is never easy but we are here to offer support at every step.

Each new member of staff goes through an induction process. Induction is a way of formally introducing new employees to their work location and colleagues. It provides you with a clear understanding of your job, role and responsibilities, including the mission and values of the wider organisation.

You will receive your induction support and information from your hiring manager. The induction programme may be tailored to local needs.

Find out more at Induction

#### **Employee Handbook**

There is an online Employee Handbook that gives you information to guide you in your work and help you understand your terms and conditions of employment. You can find it at Employee Handbook

The handbook is split into 3 parts:

- Joining the HSE
- Working for the HSE
- Leaving the HSE

The handbook will help you to:

- get to know the Heath Service Executive (HSE) as an organisation
- develop an understanding of the policies and agreements surrounding your employment
- know what you can expect from your colleagues and what they will expect from you
- know what to do if you have a grievance and/or concern
- know about communication and consultation policies and procedures
- get information relating to annual leave, statutory leave, pay and pension
- know about development opportunities

#### HSE Code and Standards of Behaviour

The HSE Code of Standards and Behaviour is an important element of the overall framework within which all employees are expected to work. It sets out the standards required of employees at work. These standards of behaviour and values support a high-quality public service, based on high levels of personal performance and responsibility.

It all ties back to the HSE's own values - Care, Compassion, Trust and Learning. Our values influence our attitudes and behaviour towards those to whom we provide services and with whom we have professional contact. We encourage openness to learning from our past mistakes and are innovative in our drive for continuous improvement. Familiarise yourself with the code at <u>Code of Conduct</u>

#### Online supports and training

As a HSE employee, you will have access to a wide variety of programmes and tools in the online learning hub, HSeLanD. You can register for an account at <a href="http://www.hseland.ie/dash/Account/RegistrationHelp">www.hseland.ie/dash/Account/RegistrationHelp</a>

Once you are set up, you have full access to the extensive learning library.

You will need to create an account on HSeLanD to complete pre induction modules and for mandatory training going forward.

#### Instructions for HSeLanD account registration

- Log onto www.hseland.ie and click 'register'.
- Click 'create an account as staff', read the information on the screen and click 'agree and continue' to indicate your agreement and continue with the registration process.

• You will then need to input your personal details and create a username and password. Please use an email address that you frequently access and remember your username and password as you will be accessing HSeLanD throughout your career in Ireland.

• When asked to select a health region or hospital group, please select the relevant one.

• You will then need to select the name of your place of work.

• You do not have a personnel number yet so type 123456 if asked, you can update it later when you receive your personnel number

• You will be asked if you are registered with a professional body. If you are, you will be prompted to include your candidate pin number - if you don't have one enter 123456 and you can update that section once your candidate pin number is received.

- You will be asked to select the relevant job group.
- Complete the registration instructions and your account will be activated.

#### Christian Schael, from Germany

#### CNM3 Renal, Tallaght University Hospital

"Being from Germany I like clear structures and processes, Ireland in comparison is quite relaxed. I wish somebody had told me the true meaning of 'you're grand' – it basically means 'don't panic, it will get sorted... eventually'. Be patient and don't be too hard on yourself. Have a cup of tea, watch Father Ted (Irish TV show) and you will be grand. And don't hesitate to ask for help if you're stuck."

#### i-START Hub

The i-START Hub will be your first stop on HSELanD. It is an online introduction to working in the Irish Health and Social Care Services. Find it at <u>https://i-start.hseland.ie/</u>

This hub will assist you to move into your new role or place of work with us. You will find some useful additional information in each module.

#### Mandatory courses

Four of the courses on HSeLanD are mandatory and so must be completed by all staff – detailed below. They are there to help inform you of your key responsibilities as an employee of the Irish health service. You will be informed before you start work of other courses related to your own role that must be completed.

• An Introduction to Children First: The aim of this programme is to raise awareness and increase knowledge of child abuse and child welfare issues and to clarify personal, legal and organisational roles and responsibilities in recognising, responding to and reporting child protection and welfare concerns. It takes approximately 90 minutes to complete.

- **Dignity at Work (Revised 2022):** All staff within the HSE and in HSE-funded services have a role in promoting a positive work environment and engaging in behaviour to foster a climate of dignity and respect and where diversity is valued. This eLearning resource describes the difference between bullying, harassment and sexual harassment, outlines the process for making and resolving complaints and identifies the advice and support available to help employees. It should take you no longer than 40 minutes to complete.
- Communicating Effectively Through Open Disclosure: This module provides guidance to employees on how to communicate in an open, timely, empathic and compassionate way with patients and their families in instances where things go wrong during their health care journey. It provides information and tools which will support anyone preparing for and engaging in open disclosure conversations. It takes approximately 40 minutes to complete.
- **Cyber Security Awareness:** This training module explains the importance of cyber security. It outlines the measures needed and the actions required to reduce the risk of security breaches. It shows how to identify potential security threats and the protocol for dealing with such threats. It is broken into 10 different topical modules and can be taken all at once or broken down and taken module by module. It takes approximately 90 minutes to complete.

#### Communicating with your colleagues and patients

A programme has been designed to support healthcare staff to learn, develop and maintain their communication skills with patients, their families and with colleagues. It covers topics such as making connections, core consultation skills, dealing with challenging consultations, communicating with colleagues, supporting teamwork, and demonstrating empathy.

Non-verbal communication can be just as important and can differ greatly across different countries and cultures.

You can check out the programme at Communications

You can also enrol in the online eLearning module <u>Making Conversations Easier</u> on HSeLanD. This module introduces you to the **communication skills** you can use to improve your conversations with people who use our services, with carers and with colleagues.

All these supports are aimed at helping make the transition to life working in teams in Ireland as easy as possible.



4 Professional registration

#### Registration for Nurses and Midwives

You cannot work in health care in Ireland without being registered with the relevant registration body of your profession. For nursing and midwifery, it is the Nursing and Midwifery Board of Ireland (NMBI).

It is your responsibility to ensure you have the valid, relevant documents required to register with the NMBI. This includes a 'Certificate of Good Standing' from all Nursing Councils that you have registered with. Your Certificate of Good Standing is only valid for one year, so if you are registering with the NMBI after one year, you will need a new Certificate of Good Standing. If this is required, we recommend applying before coming to Ireland, as some Nursing Councils have wait times of over three months.

#### **RCSI** Aptitude Test or local Adaptation Programme

Before you can be fully registered, you'll need to undertake a period of adaptation and assessment also known as the 'Adaptation Programme', or undertake the Royal College of Surgeons for Ireland (RCSI) Aptitude Test.

#### Adaptation Programme

Adaptation and assessment is a period of supervised practice which may be accompanied by further education to ensure that you become eligible for registration with the NMBI. The principal aim of adaptation is to harness the knowledge and expertise that you have previously acquired, to make up any shortfalls / differences in previous training in comparison to Irish requirements, and to relay content that is specific to the Irish healthcare setting.

The hospital will assign you a Registered Nurse / Midwife (your Preceptor) to shadow you for six weeks. During this time, you'll complete various theoretical and clinical competencies. During the adaptation period, you will be paid and referred to as a Candidate Nurse or Candidate Midwife.

The full process requirements will be explained to you during your induction week.

#### RCSI Aptitude Test

Some hospitals or services use the RCSI Aptitude Test instead of an adaptation programme.

This a two-day exam conducted in Dublin through the Royal College of Surgeons for Ireland (RCSI). The test is based on what a newly qualified general nurse in Ireland is expected to demonstrate.

In preparation for the RCSI FNM Aptitude Test, it is essential that you base your revision on Nurse Registration Programmes Standards and Requirements (Fifth Edition) Link: <u>https://www.nmbi.ie/Education/Standards-and-Requirements/Nurse-Registration-Programmes</u>

For more information regarding the RCSI Aptitude Test please click on the links below: Link: <u>Applicant User Guide</u>

#### https://www.rcsi -overseas-aptitude-test/overview

• When you pass the RCSI exam, they will inform the NMBI. You will then need to pay the NMBI registration fee (€145 as of February 2025).

• If you fail the first exam, you may have the opportunity to complete it again. You may not get a second test for 3-4 weeks. You cannot work during this time. Please be prepared for this scenario. Please prepare for your exams prior to leaving your country.

• If you fail the RCSI exam on your second attempt, you will have to return to your country of origin. Currently, approximately 70% of applicants pass on their first attempt and 80% on their second attempt.

• You are responsible for the costs/organisation of travel to/from Dublin for your RCSI exam, and any accommodation needed.

#### Proficiency in English

It is your responsibility to ensure you have the required IELTS/OET score when you are registering with the NMBI, and you must also ensure your results are in date. Please see <u>here</u> for more details.

#### **Temporary registration**

You will not be eligible for full registration until you complete your adaptation programme. You will need temporary registration during this time. Please ensure you apply for your 'certificate of candidate registration (adaptation)' before day 1 of your new role. You must ensure all information including name, date of birth, start date and hospital is correct before day 1 of induction. Unfortunately changes cannot be made after this. Please double check all documentation sent to the NMBI, if any details are incorrect notify your Clinical Facilitator on day 1. Follow the instructions below. Your certificate will be located in your NMBI portal on day 1 of induction once the steps below have been completed.

• Log in to MyNMBI portal.

· Select 'my applications'

• There should be an application in the overseas recognition panel and it will be at status 'compensation measures required' or 'compensation measures accepted'

· Click on this application

• You will be requested to select compensation measure type, please select 'adaptation'

• On the next page you will need to enter your adaptation placement details. It will also ask you to upload the 'competence assessment tool', however instead please upload the confirmation letter from the hospital with the correct start date where you will be completing the adaptation programme

• Enter the Clinical Facilitator's name and email address as identified by your hiring service

- Click 'submit'
- Your application status will change to 'compensation measures planned'

• Once the documents have been reviewed by NMBI, a 'certificate of candidate registration (adaptation)' will be generated and will be located in the 'my documents' folder on the first day/start date of your adaptation programme. Please email this certificate to your Clinical Facilitator on the first morning of induction.

#### **Registration for Doctors**

All doctors have to register with the Irish Medical Council (IMC) before they can work in Ireland. Depending on where you trained and gained your experience, there are different routes on how you apply for registration with the Irish Medical Council.

See <u>www.medicalcouncil.ie</u> to check for your eligibility to register.

#### Registration for Health and Social Care professionals (HSCPs)

CORU is the regulator for health and social care professionals in Ireland. If you are a member of the following professions, you are required to register with CORU: Dietitians, Dispensing Opticians, Medical Scientists, Occupational Therapists, Optometrists, Physical Therapists, Physiotherapists, Podiatrists, Radiographers, Radiation Therapists, Social Workers, Speech and Language Therapists. This list of professions regulated by CORU will expand over time.

See <u>www.coru.ie</u> to find more.

If your discipline is not listed above, please contact the relevant regulatory body in Ireland for your discipline for details.



## 5 Working for the Health Service Executive (HSE)

You will be rewarded with ample opportunities to further your career in an innovative and modern health service.

The Irish health service has a rich tradition of welcoming staff from all around the world, and a large proportion of current HSE staff have moved here from abroad. We offer attractive <u>pay and benefits</u>, professional supervision, career support and development opportunities, friendly colleagues, and an excellent quality of life. For pay rates, see <u>Pay scales</u>

The Health Service Executive (HSE) is the biggest employer in Ireland, with over 100,000 employees. It provides public health and social care services to everyone living in Ireland. Our services are delivered to young and old, in hospitals, health facilities and communities across the country.

#### Staff benefits

HSE staff are eligible for a number of benefits, including the HSE Pension Scheme and family-friendly leave arrangements.

#### Valuing our staff

We value the physical and mental wellbeing of our staff and have a number of initiatives in place to help people feel secure, valued and rewarded in their roles.

The Staff Health and Wellbeing programme strives to improve the health and wellbeing of their workforce by supporting management in creating a healthy workplace for all staff in addition to nurturing workplace champions.

The HSE Employee Assistance Programme (EAP) is a work-based support service for staff and the organisation that supports employees with psychosocial issues (psychological and social factors that influence mental health). These issues may be personal or work-related, affecting your job performance or home life. The service is free and available to all HSE employees.

Critical Incident Stress Management (CISM) helps staff who have suffered, or had to deal with, a traumatic incident at work.

The annual HSE Health Service Excellence Awards represent an opportunity for staff to share and showcase their innovative and exceptional work.

#### Learning and development

The HSE aims to create an exceptional employee experience that engages the talent and nurtures the leadership capability of all individuals and teams working together to deliver safer better healthcare.

A culture of life-long learning and development is nurtured in the HSE to ensure all employees are working to deliver safer better healthcare for service users. Development opportunities are supported through personal development planning.

#### Ashitosh Waidande

#### Clinical Nurse Manager 2 (CNM 2), University Hospital Galway (UHG), from India

"I joined University Hospital Galway in theatre in 2005, having completed my basic nursing training from Wanless Hospital College of Nursing in India. I worked in India for three years in a multispeciality hospital. I arrived at UHG at an exciting time when the major theatre department was expanding its capacity and adding more surgical specialities. I have acquired a range of experience in theatre specialities like general surgery, urology, cardiothoracic surgery, vascular surgery, occasionally anaesthesia, and robotic surgery. During my time here I have completed a number of academic postgraduate courses. The most recent one is a higher diploma in perioperative practice through our academic partner NUI Galway and it was supported by UHG."

#### Diversity, equality and inclusion

Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE is committed to creating a positive working environment whereby all employees inclusive of race, religion, ethnicity, gender, sexual orientation, age, disability status, civil status and membership of the Traveller Community are respected, valued and can reach their full potential.

A Diversity Equality and Inclusion (DEI) team has been established to help further develop a culture where employees are valued and supported, and work in an environment free from discrimination.

The DEI team has devised a new programme which aims to support all staff members across the health service to apply the principles of diversity, equality and inclusion to our working environments and teams.

The new eLearning programme, <u>Diversity</u>, <u>Equality and Inclusion in the Workplace</u>, is available now on HSeLanD.

#### **Performance Achievement**

Performance Achievement (PA) helps you develop in your role and gives you the opportunity to meet with your manager to discuss your performance and learning and development needs. Search for the Performance Achievement Hub on HSELanD for more details.

#### Aoife Raja, from the United States of America

#### SHO, Midlands Regional Hospital, Portlaoise

"Ireland is a country full of culture, beautiful scenery, historic castles, amazing food, beautiful sense of community and much more. Working in Ireland has allowed me not only to strengthen my knowledge and skills as a physician, but also grow as a person due to the open and understanding nature of the society. When it comes to a work-life balance, Ireland is a country where one can easily attain a peaceful balance, thus allowing you to achieve happiness in all aspects of life. One will always have support on their workplace, whether from your team, consultants, and medical manpower."



## 6 Life in Ireland

#### Getting around

Ireland is a relatively small country and you can reach even the most remote parts within four hours from the centre of Ireland. If you don't have your own transport, there are plenty of public transport options in towns and cities across Ireland.

And if you want to opt for a more active lifestyle, walking and biking the journey to work is a popular choice among Irish workers.

#### Is it easy to travel around Ireland?

Ireland has great public transport links to get you where you need to go. For travel within Ireland, cities and larger towns in Ireland are connected with bus and inter-city trains, which often service the smaller towns along the route too.

In smaller towns and villages, Local Link provides a network of affordable bus services.

There is also a high-quality motorway network connecting major cities and towns. Internal flights may also be available.

#### Can I drive in Ireland on my existing licence?

To drive in Ireland, you must have a valid driving licence, your vehicle must be taxed on an annual basis and you must have insurance. Full driving licences from all other EU member states and some other countries are recognised for use in Ireland.

For full details see Driving licences

#### Reduced cost bus and train tickets

Taxsaver tickets make it cheaper for people to use public transport. The cost of your annual ticket is deducted directly from your salary, and savings of between 28.5% and 52% can be made off the regular price, depending on ticket type and your tax band. Find out more <u>Taxsaver</u>

#### Cycle to work and save money

Using the Bike to Work scheme, you can get a new bike and safety equipment worth up to €1,250 for a regular bike, and up to €1,500 for an electric bike, on a taxdeductible system. The scheme covers your new bike and gear, so you can get moving in style and save tax of the retail price of bike and equipment. You repay the reduced price of the bike in instalments through your salary.

Click <u>Bike to Work</u> for more information.

#### An international hub

Ireland is a major hub between Europe and the rest of the world. With five international airports, you can, for example, be in London, Frankfurt or Amsterdam in two hours, and there are frequent direct flights to many destinations around the world. There are regular passenger ferries between Ireland and the UK, France and Spain.

#### The famous Irish weather

The Irish weather can be unpredictable – and it is not unusual to see four seasons in one day! It has a temperate climate meaning there are rarely extremes of weather. The temperature seldom goes below 0 degrees and there is not much, if any, snow in winter. Summer highs are generally around 24 degrees. But without the regular downpours of rain, you wouldn't have the beautiful scenery that gives the Emerald Isle this nickname.

Irish people know all too well that where there is rain, there's often wind and a good warm waterproof coat is often much more useful than an umbrella.

If you are coming from a warmer climate, please do remember to bring warm clothes and footwear appropriate to a wetter climate.

#### Eating in Ireland

Ireland has become home to many different nationalities and cultures over the past few decades. You can avail of cuisines from across the world, particularly in the cosmopolitan cities, and you will easily be able to buy the ingredients you are used to in either the regular supermarkets or in smaller specialist grocery shops.

Usually, people will eat breakfast in Ireland between 6am and 8am. In most restaurants that are open during these hours, they will have specific breakfast menus. A typical breakfast for most people will be toast, porridge, cereal or some variation. The famous 'Irish cooked breakfast' contains fried meat, eggs, some vegetables and toast but that is not what people would have on a regular basis.

Lunchtime in Ireland is typically between 12pm and 2pm, with most people taking thirty minutes to an hour lunchbreak. A typical Irish lunch will usually consist of something like sandwiches or soup.

Although some people eat their main meal in the middle of the day, generally people in Ireland have their dinner after work between 5pm and 7pm. The traditional Irish dinner consists of 'meat and two vegetables' but you are just as likely to see a pasta or a rice dish on Irish dinner tables.

If you are going for a meal, you would typically eat at 7pm or 8pm. Most restaurants would have a last sitting at 9.30pm.

The Irish are a nation of tea and coffee drinkers. Everywhere you turn in Ireland, you will find a place selling hot tea and coffee. The Irish are the second biggest tea drinkers in the world.

Groceries are usually purchased in larger supermarkets such as Dunnes Stores, Tesco, SuperValu, Aldi and Lidl. Many of these also do an online delivery to your home or you can collect your order in-store. There are plenty of smaller convenience stores on most streets which are slightly more expensive than purchasing in a large supermarket.

#### Communication

Ireland is an English-speaking country. The Irish language is taught in school and is spoken in a number of specific areas. Be prepared for the local accents. Some can take a while to get used to but Irish people are more than happy to explain anything you don't understand.

#### Matilda Regan, from Sweden

#### Clinical Skills Facilitator, University Hospital Kerry (UHK)

"I'm from Sweden but I've been living here for 13 years. It's definitely a culture shock. I found everyone was so happy to see you, they wanted to know everything about you in detail. At home we wouldn't care who you are. Everyone is so interested in your life here. I think I've become a much more open person. The first time I walked down the street I met an old man. He stopped me and said 'oh you are new here' and basically asked me my life story. But then I got to know that this is the whole culture here. I find now that everyone is so friendly and you just feel so much more connected to people.And I find that I want to get to know people. So yes, it has changed me. I'm not this ice-cold Swede anymore."

For more testimonials from international staff working in the HSE, see links below.



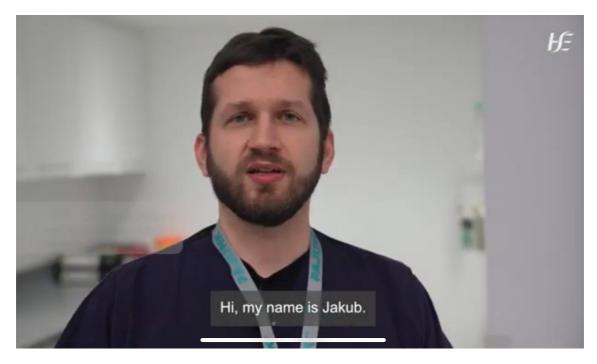
Ashitosh Waidande, Clinical Nurse Manager



Qabas Mousa, Anaesthetist



Dr Zulfiqar Ali, Emergency Department Physician



Dr Jakub Hlasny, Consultant Anaesthetist