

Irish and Irish-trained healthcare professionals abroad:

Checklist for returning to Ireland to work in the HSE

Checklist A:

- for those who have left the employment of the HSE to work abroad and are now returning to the HSE
- for Irish healthcare professionals who trained abroad and now wish to return to Ireland and to obtain a position in the HSE.

What do I need to do?	By when?	Complete
Register on the HSE Career Hub to be notified of vacancies in your field.	As soon as you start to think about returning	
Decide which HSE region you would like to live and work in.	As soon as you start to think about returning	
Read the comprehensive advice about returning to Ireland on the Citizens Information website	As soon as you start to think about returning	
Read about the HSE relocation package	As soon as you start to think about returning	
Investigate Visa, residency and work permit requirements for your spouse or partner and dependents, if they are non-European Economic (EEA) nationals (see Citizens' Information)	As soon as you start to think about returning	
Understand taxation arrangements when moving from your current country to Ireland see (Citizens' Information or Revenue.ie websites)	As soon as you start to think about returning	
Start looking at the accommodation market as early as you can. Daft.ie and MyHome.ie are well-known websites	As soon as you start to think about returning	
Look up the schools in your area , and childcare providers. Talk to them and enrol children on waiting lists.	As soon as you start to think about returning	
Open an Irish bank account	If possible before you move	
Look up companies and regulations for shipping belongings and pets to Ireland	Before your move	
Check if you need to convert your driving licence	Before your move	
Check import and registration fees if you are bringing your car home.	Before your move	
Obtain car insurance	When required	
For your new position in the HSE: Your hiring service / National Recruitment Service will provide details in respect of requirements for your new post. Check the list below too:		
Check what police clearance is required for your new post. Obtain clearance from police in the relevant country(ies) at the appropriate time	Check details with your hiring manager or the HSE National Recruitment Service	

Check what vaccinations are required for your new post	Check details with your hiring manager	
Check your registration status with your professional regulatory body (eg CORU, IMC, NMBI)	As soon as you start to think about returning	
Apply for registration / re-registration if necessary	As soon as you start to think about returning	
Check with your hiring manager regarding the relocation package that may be available to you	Check details with your hiring manager	
In order to enable incremental credit to be assessed when you return, be sure to get verification of service from any relevant employer(s)	We recommend that you do this each time you move from a relevant employer while you are abroad	
Obtain references	We recommend that you do this each time you move employer while you are abroad.	

The above checklist is in addition to any guidance issued by your hiring service and/or the National Recruitment Service.

Next page: checklist for those returning from career break.

Checklist B: For those on career break who are now returning:

What do I need to do?	By when?	Complete
Understand taxation arrangements when moving from your current country to Ireland see (Citizens' Information or Revenue.ie websites)	As soon as you start to think about returning	
Start looking at the accommodation market as early as you can. Daft.ie and MyHome.ie are well-known websites	As soon as you start to think about returning	
Read the comprehensive advice on the Citizens Information website	As soon as you start to think about returning	
Investigate Visa, residency and work permit requirements for your spouse or partner and dependents, if they are non-European Economic (EEA) nationals (see Citizens' Information)	As soon as you start to think about returning	
Open an Irish bank account if you do not already have one	If possible before you move	
If you have belongings that need to be shipped home, investigate the market and regulations for shipping belongings and pets to Ireland	Before your move	
Check if you need to convert your driving licence , if you have obtained it abroad	Before your move	
Check import and registration fees if you are bringing your car home.	Before your move	
Obtain car insurance	Before you arrive in Ireland	
Look up the schools in your area , and childcare providers. Talk to them and enrol children on waiting lists.	As soon as you start to think about returning	
Specifically for your new position in the HSE:		
Check what police clearance is required for your post. Obtain clearance from police in the relevant country(ies) at the appropriate time	Check details with your hiring manager	
Check what vaccinations are required for your post.	Check details with your hiring manager	
Check your registration status with your professional regulatory body (eg CORU, IMC, NMBI)	As soon as you start to think about returning	
Apply for re-registration if necessary	As soon as you start to think about returning	

The above checklist is in addition to any guidance issued by your employing service and/or the National Recruitment Service.