



22nd April 2020

Dear Doctor,

Please find enclosed a copy of a circular from the HSE Corporate Employee Relations Services communicated across the HSE clarifying that HSE Managers should not be seeking two separate medical certificates in relation to each week of a 14 day self-isolation period where an employee's General Practitioner has provided on their behalf a single certificate to cover 14 days.

HSE Human Resources asked that we share the content of this circular with General Practitioners for information purposes.

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'Shaun Flanagan'.

Shaun Flanagan
Primary Care Eligibility & Reimbursement Service



To: Chief Executive Officer
Each National Director
Director, National Ambulance Service
Each Assistant National Director of HR
Each Hospital Group CEO
Each Hospital Group Director of HR
Each Chief Officer CHO
Each Head of HR CHO
Head of HR, PCRS
Each CEO Section 38 Agencies
Each HR Manager Section 38 Agencies
Each Employee Relations Manager
Each Group Director of Nursing & Midwifery

Re: Employees medically advised by their GP to Self-Isolate due to COVID-19 –
Single Medical Certificates

Ref: CERS 21/2020

Date: 20th April 2020

Dear Colleagues,

Please be advised that health service employees whose General Practitioner (GP) has provided on their behalf a single medical certificate advising of the requirement to self-isolate for 14 days due to symptoms of COVID-19 should **not** be requested by their employer/manager to submit two separate medical certificates in respect of each week. GPs can complete one medical certificate to cover the entire duration of the self-isolation period (14 days) and this single GP certificate should be accepted by the employer/manager in respect of this period of absence from work. The normal requirement for employees to submit GP medical certification at weekly intervals does not apply in such cases and managers should be aware of this when engaging with staff who have been medically advised by their GP to self-isolate.

Special leave with pay for COVID-19 may be granted when an employee has appropriate medical/HSE confirmation/advice of the need to self-isolate **and** is displaying symptoms of COVID-19, or has a positive test result/diagnosis. Please refer to HSE HR Circular 27/2020 and FAQs for information on the conditions that apply to special leave with pay for COVID-19 and related matters [view here](#).

Please ensure that this clarification regarding the employer's acceptance of single medical certificates from GPs on behalf of employees who are required to self-isolate for 14 days due to COVID-19 is brought to the attention of all managers within your area of responsibility as a matter of priority.

Queries

Queries from individual employees or managers should be referred to local HR Departments/Employee Relations Departments.

Queries from HR Departments on this memo and related Circulars/FAQs may be referred to Anna Killilea, Corporate Employee Relations, HR Directorate, 63-64 Adelaide Road, Dublin 2.
Tel: 01 6626966, Email: anna.killilea@hse.ie

Yours sincerely



Anna Killilea
Senior Executive