INFORMATION FOR APPLICANTS RE ADAPTATION and ASSESSMENT

Assessment by An Bord Altranais

EU trained applicants not entitled to direct registration under the provisions of EU Directive (Directive 2005/36/EC of The European Parliament and the Council) plus non-EU trained applicants for registration with An Bord Altranais are individually assessed by An Bord Altranais.

An application with all submitted supporting documentation is fully assessed on an individual basis using the *DIRECTIVE 2005/36/EC OF THE EUROPEAN PARLIAMENT AND THE COUNCIL of 7 September 2005 on the recognition of professional qualifications Amended by Council Directive 2006/100/EC of 20 November 2006 Corrected by OJ L 271, 16.10.2007, p. 18 (2005/36/EC)*
(http://ec.europa.eu/internal_market/qualifications/future_en.htm)
And/or
*Requirements and Standard*s of An Bord Altranais
(http://www.nursingboard.ie/en/publications_current.aspx)

Following assessment by An Bord Altranais, the applicant may receive a decision letter indicating that a period of adaptation and assessment must be successfully completed as a pre-requisite to registration.

Considerations Prior to a Period of Adaptation and Assessment

The period of adaptation and assessment placement must:

Be in a healthcare facility commensurate with the Division of the Register for which the applicant has applied
Be in a healthcare facility that is on the current An Bord Altranais approved list
Have commenced within twelve months of the date of the decision letter.

The minimum timeframe for completing the period of adaptation and assessment is six weeks. The timeframe may be extended to twelve weeks as considered necessary by a healthcare facility. Any extension beyond twelve weeks requires the approval of An Bord Altranais.

The applicant must contact the office of the Director of Nursing/Midwifery of the main healthcare facility to request a period of adaptation and assessment. A copy of the decision letter from An Bord Altranais must accompany the request.

It is important to note that even though a healthcare facility is on the attached list, it does not guarantee that an adaptation placement will be available.

If an applicant has applied for registration as a general nurse and has been offered a contract of employment in the public or private health sector in the Republic of Ireland, the employer may arrange the adaptation placement by contacting the National Co-ordinator for Clinical Placements.

Some healthcare facilities will only offer a placement to an applicant who has a contract of employment (*see list). If an applicant has not been offered a contract of employment in the public or private health sector in the Republic of Ireland, the onus is fully on the applicant to secure the placement and it must be noted that it can prove very difficult to obtain a placement without a contract of employment.

Once a placement has been agreed, the applicant must arrange for a Request for Candidate Certificate Form to be completed by the HSE/employer/applicant .The completed Request for Candidate Certificate Form together with a letter of confirmation from the hospital/HSE detailing the site and the proposed start date of the period of adaptation and assessment must be forwarded from the HSE/employer/applicant to the Registration Department in An Bord Altranais. Following processing of this documentation, An Bord Altranais will issue the applicant with a Candidate Certificate. This process must be completed before the applicant can commence the period of adaptation and assessment. The applicant will also be sent the publication *Competence Assessment Tool*
(http://www.nursingboard.ie/en/publications_current.aspx).

Considerations Following a Period of Adaptation and Assessment

Following completion of the period of adaptation and assessment, specific documentation is submitted by the Director of Nursing/Midwifery of the healthcare facility to An Bord Altranais.

If the applicant was successful at the period of adaptation and assessment, then registration of the applicant is processed.

If the applicant was not successful at the period of adaptation and assessment, then registration is refused and the applicant is informed in writing by An Bord Altranais.

The applicant is given an opportunity to appeal within fifty-six (56) days of the date on the decision letter from An Bord Altranais.

The applicant must complete an appeals application form, available from registration.appeals@nursingboard.ie giving specific reasons as to why an appeal is being made.

The applicant's appeal, including any documentation, is sent to the Director of Nursing/Midwifery for comment.

All comments will be considered by the Appeals Committee when making a decision.

If an appeal is submitted, then the file is reviewed by An Bord Altranais and considered by the Appeals Committee. The outcome may be to uphold the decision to refuse registration or to afford the applicant the opportunity to avail of another period of adaptation and assessment. The decision of the Appeals Committee is final with regard to An Bord Altranais procedures.

Sites

A list of sites offering adaptation and assessment specific to the Division of the Register is forwarded to the applicant. This list is updated yearly at the initiation of the education Department but is also updated as and when changes are indicated by the Healthcare Facilities. All lists are dated
The following is indicated on the lists:
* Will ONLY consider an applicant who has a contract of employment.
But please note that although a healthcare facility has not indicated that an applicant must have a contract of employment, any healthcare facility may impose such a restriction at any time.

Please Note

If an applicant has any query, the most effective and efficient way of having it dealt with is to send an email to registration@nursingboard.ie. Please do not call in person to our offices unless, in exceptional circumstances and then only with a definite appointment.
In all communication, please always quote the reference number.
An applicant may appeal a decision. Refer: http://www.nursingboard.ie/en/registration_appeals_proc.aspx
An Bord Altranais has no role or responsibility regarding visas/permits.
An Bord Altranais has no role or responsibility in organizing a period of adaptation and assessment or in assisting with attainment of employment. If not already living in Ireland, it is strongly advised that an applicant does not travel to the Republic of Ireland or purchase a travel ticket without having a confirmed placement for the period of adaptation and assessment.

Useful contacts

An Bord Altranais	Visa Office	Employment Permits
Overseas Registration Department 18-20 Carysfort Avenue Blackrock County Dublin. Republic of Ireand. Tel: 00353 1 2669777 Fax: 00353 1 6398515 Email: registration@nursingboard.ie Web: www.nursingboard.ie	Irish Naturalisation and Immigration Service 13/14 Burgh Quay Dublin 2. Republic of Ireland. Tel: Locall: 1890 551 500 Web: www.inis.gov.ie	Department of Jobs, Enterprise and Innovation Davitt House, 65A Adelaide Road, Dublin 2. Telephone: +353 1 4175333 LoCall: 1890 201 616 Fax: +353 1 631 3268 E-mail: employmentpermits@djei.ie Web: http://www.djei.ie/aboutus.htm