

Medical Advisor
Adoption Authority of Ireland

Background

The Adoption Authority of Ireland is responsible for granting domestic adoption orders and for recognising intercountry adoptions granted outside of the State.

The Authority also grants Declarations of Eligibility and Suitability to persons, habitually resident in Ireland, who wish to adopt in Ireland or abroad. It is the national central authority for adoption under the 1993 Hague Convention on Protection of Children and Co-operation in Respect of Intercountry Adoption.

For more details on the Authority, refer to the website www.aai.gov.ie.

Medical Advisor Required

A General Practitioner with broad experience in paediatrics, adult occupational disabilities, child and adult psychiatry is required to advise the Board of the Adoption Authority of Ireland (AAI) on medical matters arising in the processing of adoption applications.

Familiarity with international best practice regarding the medical needs of adopted children; knowledge of adoption issues and country-specific diseases; and the ability to advise the Board of the AAI on possible areas for further research in the Irish context, are also desirable but not essential requirements.

Key responsibilities of the role include, but are not confined to:

- Ongoing review of files on pre-adoption medical issues relating to
 - adults: illnesses likely to cause reduced capacities to care for an infant / child on a daily basis
 - children: impact on child's development of specific illness, and outline of likely care needs as indicated from the background medical information supplied
- Referral to specialist if required
- Reporting briefly on issue giving recommendation to the Board of the AAI in relation to suitability of applicants to adopt
- Meeting with Board at AAI offices on bi-monthly basis to discuss recommendations
- Fortnightly contact with multi-disciplinary team
- Convening meeting with area medical advisors to
 - highlight issues of concern
 - standardise procedures and forms

There are no individual consultations involved as the medical advisors' opinions are sought solely on the basis of the medical information on the file at the point of referral for your professional advice.

Contract

The contract will operate initially for a 12-month period. Following this period and subject to satisfactory performance, the Authority may at its sole discretion extend the term of the contract for a further period of up to two years.

Data Transfer Procedure

An encrypted laptop will be provided for the purpose of receiving and reading sensitive child information via a secure Adoption Authority email address.

Fees

An annual retainer of €5000 will be paid on a quarterly basis, plus €125 per report and €75 for supplementary reports, plus travel expenses.

Invoices should be submitted on a quarterly/monthly basis. A reporting procedure will be put in place with the successful candidate.

Application Process

Please send a CV and expression of interest before **5pm on July 8th** to: corporate@aai.gov.ie

Please put Medical Advisor in the subject line of the email.

Interviews will take place on **July 16th**.

Selection Methods

The Adoption Authority will convene an expert panel to carry out the competitive stages of the selection process to the highest standards of best practice. The approach employed may include:

- Shortlisting of candidates on the basis of the information contained in their application;
- A competitive preliminary interview.

Prior to recommending any candidate for appointment to this position the Authority will make all such enquiries that are deemed necessary to determine the suitability of that candidate. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made.