



Galway University Hospitals

Ospidéal na h-Ollscoile Gaillimh

UNIVERSITY HOSPITAL GALWAY

MERLIN PARK UNIVERSITY HOSPITAL

Name: _____

Pers. No.: _____

Grade: _____

Location: _____

Injury Grant Process

The injury grant is an allowance paid to employees who are injured during the course of their work. It is provided for by Articles 49 and 109 of the Local Government (Superannuation) (Consolidation) Scheme 1998 and s.12.1 of the HSE Employee Superannuation Scheme 2010. In order to qualify for the allowance an employee must be injured—

- (a) in the actual discharge of his or her duty, and
- (b) without his or her own default, and
- (c) by some injury attributable solely to the nature of his or her duty.

The gross amount of the allowance cannot exceed five-sixths of the remuneration (inclusive of emoluments) of the position in which the employee received the injury and is subject to certain deductions such as any social welfare benefits or pension payable and is currently paid at 50% HSE West area.

Applicant's Responsibility:

- Complete Section 1 of HR112 Injury Grant application form

Line Managers Responsibility:

- Assess application meets criteria for payment of Injury Grant
- Complete Section 2 & 3 of HR112
- Forward application to Senior Line Manager/General Manager for approval
- Forward application to Assistant National Director of HR for approval

*** Continued payment of Injury Grant beyond the initial approval period (e.g. 3 mths or date of return to duty if sooner) will be subject to a further application in line with the above process.**

On Approval - HR Department Responsibility:

- Inform Applicant
- Request Superannuation to calculate the net amount of the Injury Grant for which the employee is eligible.
- Inform local payroll/personnel administration section to make the appropriate arrangement to have the employee paid.

On Refusal - HR Department Responsibility:

- Inform Applicant and if dissatisfied with decision advise Applicant of Appeal Process under the grievance procedure to the National Director of HR.