

DHSSPS – Departmental Structure 7/8/2013

DHSSPS	DHSSPS	Group Responsibility (G3)	Directorate Responsibility (G5 unless otherwise stated)	Areas of Responsibility
Mr Edwin Poots Minister of Health, Social Services & Public Safety	Dr. Andrew McCormick Permanent Secretary	Chief Medical Officer Group Dr. Michael McBride (CMO)	Deputy Chief Medical Officer Public Health Advice/Population Health Directorate – Dr. Liz Mitchell	Provides advice to the Minister and the Department on public health policy development and legislation. This includes health improvement, health inequalities and underpinning strategies; health protection and emergency planning. In addition, sponsor Branch for PHA and FSPB and IPH and contact point for liaison with FSA. Also Departmental lead for R&D.
			Deputy Chief Medical Officer Safety Quality and Standards – Dr. Paddy Woods	Provides advice to the Minister and the Department on medical professional and practice issues as they relate to <ul style="list-style-type: none"> <li>health-care provision (across primary/secondary/mental health) and its commissioning;</li> <li>the quality of care;</li> <li>estate management; and</li> <li>the medical workforce (in terms of its development and regulation)</li> </ul>
			Safety, Quality & Standards – Vacant (Fergal Bradley TP)	The Directorate is responsible for cross-cutting quality issues in

				<p>relation to safety and standards /effectiveness in the HSC. It is responsible for setting the Quality strategy and monitoring its implementation. It also sponsors the Regulation and Quality Improvement Authority (RQIA), coordinates liaison with the Department on RQIA review findings and supports the process for RQIA accountability. In addition, it is responsible for developing, monitoring and reviewing Personal and Public Involvement policy both externally within HSC organisations and internally within the Department.</p>
			<p>In terms of safety it is responsible for policy on Early Alerts, Serious Adverse Incidents (SAIs), Corporate Manslaughter and the Memorandum of Understanding for Investigating Patient and Clients Safety Incidents.</p>	
			<p>In terms of standards /effectiveness it is responsible for the development and review of all minimum care standards</p>	

<p>for regulated services and the associated regulations and the HSC Quality Standards, and policy for Service Frameworks. Also policy on the implementation of national best practice guidance and through its sponsorship of the Guidelines and Audit Implementation Network (GAIN) facilitating development of local guidance and regional clinical audit.</p> <p>Other areas include reform of Death Certification, and policy on clinical negligence and redress, and the HSC complaints procedures.</p>			
<p>Provides specialist advice on Medicines and Pharmaceutical issues to the Minister, Department and wider Health Service including development of pharmacy and medicines policy in relation to professional standards and practice, quality and safety, legislation, contractual matters, workforce planning for the profession, professional development and research. In addition there is</p>	<p>Chief Pharmaceutical Officer – Vacant (Dr. Mark Timoney TP)</p>		

<p>the responsibility for the inspection of premises and the enforcement of human and veterinary medicines under the Medicines Act, Misuse of Drugs Act, Pharmacy (Northern Ireland) Order and Poisons (Northern Ireland) Order.</p>			
<p>Provides advice and support to Minister on all matters relating to dental services and oral health.</p> <p>Formulates dental policies and strategies to promote and improve the health of the population and ensure timely access to dental services.</p> <p>Develops evidence-based standards to achieve, and maintain high quality services for the Northern Ireland population.</p> <p>Provides leadership to all dental practitioners and dental care professionals and ensures workforce planning and contractual arrangements to optimise their professional role.</p> <p>Health Estates Investment</p>	<p>Chief Dental Officer – Vacant</p> <p>[REDACTED]</p>	<p>Health Estates</p>	<p>Investment Directorate – [REDACTED]</p>

		<p>Investment Group Vacant (G3)</p>	<p>[REDACTED]</p> <p>Group (HEIG) is one of five groups in the Department and comprises some 120 staff. It has two directorates within it – one is Investment Directorate and the other is Estates Directorate. The functions are closely interlinked and are delivered by a range of staff from across the Group, including administrative, professional and technical. As well as having responsibility for the overall development, delivery and monitoring of the capital programme, averaging £240m annually, for the health, social care and public safety sector, the Group is responsible for providing advice to the Minister, the Department and its Arm's Length Bodies on a range of estate policies, strategies, systems and standards for effective estate management. HEIG is also responsible for the programme and project management of all major capital projects, including the professional oversight of design teams.</p> <p><b>Investment Directorate</b></p> <ul style="list-style-type: none"> <li>to work with ALBs and</li> </ul>
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				<p>Estates Directorate on the development, approval and implementation of the capital programme for the HSC and Public Safety sectors;</p> <ul style="list-style-type: none"> <li>• to monitor and deliver the financial functions associated with the capital programme including bidding for resources, liaison with the Department of Finance and Personnel on the budgetary process and with the Strategic Investment Board on the Investment Strategy for Northern Ireland;</li> <li>• to lead on the development of public/private investments in the HSC;</li> <li>• to appraise and approve capital business cases including infrastructure, ICT, fleet and land ;</li> <li>• to lead on patient environment policy – art, laundry, catering, car parking, cleanliness in</li> </ul>
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<p>HSC facilities. The work on cleanliness links with the work of the HCAI Steering Group;</p> <ul style="list-style-type: none"> <li>To lead on the capital grants scheme; To provide advice to the Minister on issues relating to capital development, business cases and patient environment</li> </ul>				<p>Provides advice to the Minister and the Department in all professional and technical aspects of estate development and facility management. It also manages an extensive programme of infrastructure projects undertaken by Trusts and monitors business cases for capital projects.</p> <p>Secures, allocates and optimises the management of the capital budget and existing assets for the HSC and Public Safety sectors.</p> <p>Acts as a Centre of Specialist Expertise for sustainability and</p>
	<p>Health Estates – [REDACTED]</p>			

				<p>as a regional Centre of Procurement Expertise.</p> <p>Undertakes performance management of the HSC and Public Safety Sectors in relation to management of the estate and compliance with policy relating to design, specification, procurement and operation of HSC facilities.</p> <p>Interprets healthcare policy into strategic briefing for the range of buildings required to provide HSC services.</p> <p>Oversees the development, management and implementation of the Asset Management Strategy for HSC estate assets.</p> <p>We are an independent and objective assurance and consulting activity which provides assurance to the Accounting Officer on the adequacy and effectiveness of risk management, control and governance processes. The Head of Internal Audit provides his / her professional</p>
	<p>Resources &amp; Performance Management Group</p> <p>[Redacted]</p>	<p>Internal Audit -</p> <p>[Redacted]</p>		



			<p>opinion based on the audit work performed and this is communicated through an independent Departmental Audit and Risk Committee which is a sub committee of the Departmental Board.</p>
		<p>Finance Directorate – [REDACTED]</p>	<p>Finance Directorate is structured in five branches as follows:</p> <p><b>Financial Planning Unit:</b></p> <ul style="list-style-type: none"> <li>• Acquisition and deployment of financial resources.</li> <li>• Responsibility for bids for additional funding and an advocate on behalf of those bids that are put forward.</li> <li>• Establishing and agreeing the HSC's Savings Delivery Plans.</li> </ul>
			<p><b>Financial Management Unit:</b></p> <ul style="list-style-type: none"> <li>• Securing one of the Minister's key priorities – that of achieving financial breakeven each year.</li> <li>• Monitoring the deployment of in-year revenue resources of some £4.3bn+ across the Department and its ALBs.</li> </ul>
			<p><b>Finance Policy and</b></p>

<p><b>Accountability Unit:</b></p> <ul style="list-style-type: none"> <li>• Reviewing capital and external consultancy business cases.</li> <li>• Oversight of counter fraud policy and liaison with BSO.</li> <li>• Providing advice/guidance to the Dept and HSC bodies on a range of financial accountability/ governance issues and ensuring compliance with MPMNI.</li> </ul>			
<p><b>Financial Accounting Unit:</b></p> <ul style="list-style-type: none"> <li>• Production of the annual Departmental and HSC Superannuation Resource Accounts.</li> <li>• Retained Finance Function (Account NI).</li> <li>• Sponsor branch for BSO.</li> </ul>			
<p><b>Strategic Financial Analysis and Procurement Policy Unit:</b></p> <ul style="list-style-type: none"> <li>• Providing financial costing/benchmarking information and advice.</li> <li>• Provision of business/accounting/ governance advice to Hyponatreamia Inquiry.</li> <li>• Oversight of /guidance on</li> </ul>			

	<p>Information &amp; Analysis Directorate – [REDACTED]</p>	<p>developments in NI public procurement policy matters.</p> <p>Information and Analysis Directorate (IAD) provides statistical information to help shape and monitor departmental policy. This includes information on performance against ministerial targets and indicators and provision of information in response to Assembly Questions. The Directorate also disseminates information more widely through numerous publications, all of which are Official Statistics and many of which are National Statistics produced in line with the National Statistics Code of Practice.</p> <p>Information &amp; Analysis Directorate is structured in six branches as follows:</p> <ul style="list-style-type: none"> <li>• <b>Hospital Information Branch</b></li> <li>• collect and provide a comprehensive information and analysis function for acute hospital, emergency</li> </ul>
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<p>care, mental health &amp; learning disability and outpatient services</p> <ul style="list-style-type: none"> <li>• provides ongoing strategic analytical support to the Department with regard to the development and evaluation of effective policies</li> <li>• assists in identifying savings and efficiency opportunities through application of the Activity Based Funding Model</li> <li>• Produces publications on Northern Ireland waiting times (outpatients, diagnostics, inpatients, emergency care and cancer).</li> <li>• Produces annual publications on inpatient activity, outpatient activity, emergency care, mental health &amp; learning disability and firework injuries.</li> </ul>				<ul style="list-style-type: none"> <li>• <b>Community Information Branch</b></li> <li>• CIB collect, analyse and disseminate a wide range of community information that is used to help monitor the delivery of personal social</li> </ul>

				<p>services policy</p> <ul style="list-style-type: none"> <li>• supports the development and monitoring of adult social care policy through the production of information relating to older people, physical disability and sensory impairment, mental health, learning disability, domiciliary care services, hearing aids, carers and direct payments</li> <li>• provide a wide range of information to inform the development and monitoring of child care policy through the provision of information on child protection, children in need, looked after children, care leavers, children adopted from care, and children's day care services</li> </ul> <ul style="list-style-type: none"> <li>• <b>Project Support Analysis Branch</b></li> <li>• Provides primary care analysis and work on resource allocation including support to the remuneration process of all Family Practitioner Services practitioners. Resource</li> </ul>
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<p>allocation work also involves development and review of weighted capitation formulae.</p> <ul style="list-style-type: none"> <li>• develops and disseminates information relating to staff employed within Health and Social Care and measures of workforce productivity</li> </ul>				
<ul style="list-style-type: none"> <li>• <b>Public Health Information and Research Branch</b></li> <li>• provides information on the health and lifestyle of the Northern Ireland population through the management of the public health survey function of the Department including commissioning, managing and publishing results from departmental funded surveys such as the Northern Ireland Health Survey</li> </ul>				
<ul style="list-style-type: none"> <li>• maintains information relating to drug addicts and drug misuse</li> </ul>				
<ul style="list-style-type: none"> <li>• updates the NI Health and Social Care Inequalities Monitoring System and provides support on equality issues</li> <li>• provides key information to</li> </ul>				

<p>policy branches to enable them to monitor smoking cessation services and support public health strategies within the Department such as those dealing with suicide, sexual health, breast feeding, tobacco control and obesity prevention</p>				
<ul style="list-style-type: none"> <li>• <b>Economics Branch</b></li> <li>• provides economic support and advice to policy colleagues which contributes to policy development</li> <li>• feeds into the NICE process by providing support to Standards and Guidelines Branch through the provision of the initial costing information</li> <li>• advises and assists with the development of the structure and content of business cases as well as having a quality assurance role in the overall approval process</li> <li>• support is also given to policy colleagues in fulfilling their statutory obligation with regard to producing</li> </ul>				

<p>Regulatory and Health impact assessments</p> <ul style="list-style-type: none"> <li>• <b>Administrative Support Branch</b></li> <li>• Provides administrative support to statisticians across the full range of statistical work areas across the Directorate</li> <li>• Preparation of monthly DRC expenditure reports for IAD and monitoring of programme budgets including completion of year end and end of year financial returns</li> </ul>			
<p>The Directorate provides key support to the Department in terms of human resources, IT services (in conjunction with IT Assist), business continuity, business support services, accommodation, travel, security, health and safety, records management as well as learning and development.</p> <p>In addition the Directorate has responsibility for the Public Safety Unit which is the Sponsor Branch for the Northern Ireland Fire and Rescue Service</p>	<p>Personnel &amp; Corporate Services</p> <p>[REDACTED]</p>		



<p>(NIFRS). The unit is responsible for; ensuring that the NIFRS has robust arrangements to promote high performance and to safeguard probity and regularity; NIFRS pensions' policy; the implementation of the reform and modernisation agenda and monitoring the performance of the Northern Ireland Fire and Rescue Service.</p>			
<p>The Central ALB Governance Unit has primary responsibility for bringing together the current range of sponsorship, assurance and accountability arrangements under a single framework governing all of the Department's Arms Length Bodies (ALBs). It also has responsibility for co-ordinating Departmental input to the Programme for Government (PfG).</p>	<p>Central Arms Length Bodies &amp; Governance Unit [REDACTED]</p>		
<p>The main areas of responsibility cover:- Oversight for the reforms to Health and social care being taken forward through the Transforming Your Care agenda;</p>	<p>Healthcare Transformation Directorate - [REDACTED]</p>	<p>Healthcare Policy Group Catherine Daly</p>	

<p>Policy for eHealth and Connected Health and how they can best support transformation, including collaboration with other regions on areas of mutual interest and participation in EU initiatives; Policy on commissioning of health and social care services.</p>			
<p>Service Delivery Directorate covers three key areas: Primary Care Medical Services, General Dental and Ophthalmic and HSC Sponsorship. Key areas of responsibility include policy and legislation in relation to the General Medical Services contract and policy and legislation in relation to access to healthcare for NI visitors, policy and legislation in relation to the General Dental Contract and General Ophthalmic Contract and governance and accountability of HSC bodies. HSC Sponsor Branch is the primary point of contact with the Department for the HSCB, 6 Health and Social Care Trusts, NI Blood Transfusion Service and Patient Client Council in</p>	<p>Service Delivery Directorate (HPG) – [REDACTED]</p>		

			<p>relation to non-financial management and performance. The Branch is responsible for day to day sponsorship of the Arms Length Bodies (ALBs) in line with Department policy. It contributes to the implementation of the accountability process through the arrangement and facilitation of the mid and end year accountability meetings, monitoring of the ALBs' compliance with Departmental governance and assurance obligations and through the provision of assurance on the governance of ALBs. The Branch also has a performance management role and, in particular, monitors the performance of the HSCB and Health and Social Care Trusts against the targets and standards set out in the Commissioning Plan Direction and Indicators of Performance Direction.</p>
	<p>Human Resources Directorate – Vacant <span style="background-color: black; color: black;">[REDACTED]</span></p>	<p>The Human Resource Directorate (HRD) within the DHSSPS is responsible for</p>	

				<p>ensuring that human resource policies and strategies are developed and implemented throughout the HSC which:</p> <ul style="list-style-type: none"> <li>• improve the quality of health and social care services;</li> <li>• provide efficient and effective health and social care services;</li> <li>• support the recruitment, retention and development of an appropriate HSC workforce to meet the requirements for service delivery.</li> </ul> <p>HRD provides leadership and direction to HSC organisations in respect of strategic human resource issues, and works in partnership with HSC organisations towards the Department's aim of improving the health and well-being of the people of Northern Ireland.</p> <p>HRD promotes organisational and staff development that supports modernisation and improvement of services. A core</p>
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	<p>element of this is the ongoing development of the regional HR Strategy Framework which sets the context for, and facilitates, the development and delivery of local strategies and plans ensuring the availability of high quality staff, supported by appropriate training and professional development.</p> <p>The primary functions of HRD are the development of human resource policies and strategies and the practical implementation of new working arrangements within the HSC. In addition the Directorate provides advice and guidance to the HSC employers on matters relating to the pay and terms and conditions of employment for Health and Social Care staff. The Department also manages the commissioning of a wide range of HSC workforce training from a variety of bodies including the Universities.</p>	<p>Secondary Care Directorate – [REDACTED]</p> <p>Healthcare policy concerning:</p> <ul style="list-style-type: none"> <li>Regional Secondary Care Services;</li> </ul>
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		<p>Social Services Policy Group</p>	<p>Mental Health, Disability &amp; Older People –</p>	<ul style="list-style-type: none"> <li>Emergency Care and Secondary Care;</li> <li>Performance Monitoring</li> <li>Cancer Services, Diagnostics and Specialist Drugs.</li> </ul>
			<p>Mental Health, Disability and Older People Directorate deals with policy relating to mental health, learning and physical disability, sexual and domestic violence, older persons and preparation of the Mental Capacity Bill. The Directorate is made up of the following Branches:</p> <ul style="list-style-type: none"> <li>- Physical and Sensory Disability Unit</li> <li>- Learning Disability Unit</li> <li>- Mental Health Unit</li> <li>- Mental Capacity Legislation Unit</li> <li>- Integrated Projects Unit</li> <li>- Elderly and Community Care Unit</li> </ul>	
			<p>Office of Social Services –</p>	<p>The Chief Social Services Officer carries lead responsibility for reporting directly to the Minister regarding the effective discharge by Trusts of the statutory functions delegated to</p>

				<p>them.</p> <p>The Office of Social Services (OSS) provides professional advice and input to the formulation and implementation of the policies of the Government Departments in respect of social care services and related social policy matters.</p> <p>OSS has specific responsibility for professional matters including professional social work training, PSS Education and Training, Regulation of the Social Care Workforce, Professional Social Care Governance, the Discharge of Statutory Functions, the Social Work Strategy. It also provides the HSC Board, Trusts and organisations in other sectors with advice and guidance in order to promote good practice, standards and the provision of safe and effective social care services. OSS is the sponsor branch for NISCC.</p>
Childcare	[REDACTED]		The Directorate has	

<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>responsibility for the development and review of policy, legislation and guidance on Child Protection and Children in Care. The task of CCPD is to ensure that a broad policy and operational perspective is brought to the development of Child Care Services in Northern Ireland, which includes responsibility for the following areas:</p> <ul style="list-style-type: none"> <li>child protection, looked after children (children in care), foster care, private fostering, kinship care, residential care, secure accommodation, leaving and aftercare, young adults</li> <li>supported accommodation, domestic adoption, inter-country adoption and policy and legislation around Disclosure and Barring.</li> </ul>	<ul style="list-style-type: none"> <li>• Private Office</li> <li>• Information Office</li> <li>• Machinery of Government Co-ordination</li> <li>• Office of the Permanent Secretary</li> </ul>
<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>Reports direct to Perm Sec</p>	<p>Strategic Management Directorate</p>



<ul style="list-style-type: none"> <li>• Departmental business planning, risk management and assurance</li> <li>• Central Legislation Unit</li> <li>• Central Equality and Human rights Unit</li> </ul>				<p>The Chief Nursing Officer leads the nursing, midwifery and allied health professionals contribution to the development and implementation of health and social care policy in Northern Ireland and has lead policy responsibility for Patient Experience.</p> <p>The team of professional nurses provide advice on acute and children's services, mental health, elderly care, learning and physical disabilities, public health, community nursing, primary care, midwifery, and international issues in nursing. They also advise on the regulations of professions, education policy, workforce planning and development.</p>
	<p>Nursing &amp; Midwifery Advisory Group – </p>	<p>Reports direct to Perm Sec</p>		