OPERATIONAL DIRECTIVE

Subject: Authorities, Delegations and Directions Schedule – Department of Health

PURPOSE
This operational directive confirms the updating and re-issuing of the Department of Health Authorities, Delegations and Directions Schedule (DoH Delegations Schedule).


SCOPE
This operational directive and the DoH Delegations Schedule apply to all staff of the Department of Health.

Other legal entities forming part of WA Health have their own authorities, delegations and directions schedules. They can be accessed via the intranet sites of the North Metropolitan Health Service (NMHS), the South Metropolitan Health Service (SMHS), the WA Country Health Service (WACHS), and the Child and Adolescent Health Service (CAHS).

BACKGROUND
Organisations achieve their goals through people and the distribution of power and responsibility.

In the public sector, where the source of authority is often a statute, powers and obligations are frequently phrased in terms of being granted to, or imposed on, individuals holding specific positions. In many situations, it would be impossible for the individuals holding such positions to physically achieve the demands set out in the legislation without support, which necessitates the employment of staff and the delegation or authorisation of power to officers within an organised framework.

The DoH Delegations Schedule describes that framework in practical terms. It sets out the approved delegations and authorisations for the Department, and specifies the positions or tier-level officers to whom delegated powers or authorisations have been granted.

It also describes the lines of legal authority which create the power to act in certain circumstances, and explains whether, and how, delegations or authorisations may be approved, along with any directions or limitations on the exercise of power.

The DoH Delegations Schedule forms part of the Department’s corporate governance framework and is an important reference document for all staff in all areas of the Department. It is highly recommended that all departmental staff are made aware of the Schedule’s existence and are encouraged to familiarise themselves with it.
MORE INFORMATION
More information about legal and practical aspects of delegation and authorisation can be found in the ‘Introduction’ to the DoH Delegations Schedule.

The Schedule will be reviewed regularly and updated as necessary. Queries, comments and suggestions for improvement are welcome and should be directed to the Manager, Ethical Standards, Corporate Governance Directorate.

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