

Office of the Director General - Healthcare Services

Structure, Functions and Responsibilities

The Healthcare Services Directorate will be responsible to ensure the effective and efficient operation and delivery of healthcare services with an emphasis on clinical and corporate governance, service delivery and quality review within an established framework of controlled decentralisation and autonomy involving user participation.

Responsibilities

- To develop and direct healthcare services through the different functions of the directorates within the division to ensure that public health services are effective and responsive to users' needs.
- To promote citizens' and patients' rights and facilitate service users' involvement in the national health system.
- To develop strategic business plans and operational policies to maintain an integrated and seamless service at both community and institutional level,
- To facilitate the effective, efficient, and timely implementation of strategies, standards, and regulations.
- To coordinate the training and development of healthcare professionals and non-healthcare personnel according to their needs.
- To co-ordinate, facilitate and ensure ongoing consultation with internal and external stakeholders including service users.
- To co-ordinate and liaise with all allied healthcare professions to support allied healthcare staff.
- To co-ordinate and promote health informatics in all healthcare services.
- To increase access and continuity of care for cancer patients and their families.
- To identify issues in healthcare services and give advice and recommendations as required.
- To collect, analyse and disseminate health information to ensure continuous monitoring, innovation, and sustainability of healthcare services.
- To provide a safe, secure and high-quality environment for users and employees and to ensure that standards and regulations adopted by the Ministry are implemented by healthcare providers,
- In addition to the above office of Healthcare Services, the following Departments, Directorates and Units fall under the auspices of the Director General Healthcare Services
 - Directorate Allied Healthcare Professions
 - Directorate Nursing Services

- Directorate Cancer Care Pathways
- Directorate Health Informatics
- Dar Kenn Għal Saħhtek

General Description of the Categories of Documents Held

- Cancer Care Pathways: Policies and procedures, reports which constitute data pertaining to patient satisfaction and patient needs, timelines of cancer pathways, cancer statistics and patient information booklets.
- Allied Healthcare Professions: Policies and procedures, job descriptions, collective agreements, reports related to Allied Health Care Services, staff lists, general correspondence, circulars, annual reports, information leaflets for allied health care professionals, documents related to training funds and proposals for AHCP
- Nursing Services: Policy documents and SOPs, monthly reports related to EU projects, directorate's annual report, job descriptions and documents related to training.
- Health Informatics: Monthly reports about hospital activity analysis and surgical procedures, Standard Operation Procedures, System Application Manuals and Contracts, Business Continuity and System Downtime Procedures.
- Dar Kenn għal Saħhtek: Staff manual and Protocols, Staff lists, Clinical pathways, SOPs guiding therapists working at DKghS, Patient Information leaflets and documents related to funding of training and proposals for DKghS staff.
- Healthcare Services: National Health System Strategy although no single strategy is owned by the Director General Healthcare Services.

References

- Health Act (2013)
- Document entitled 'Office of the Director General Healthcare Services'
- Document entitled 'Position Description of the Director General Healthcare Services'

Contact Details of the Office of the Director General - Healthcare Services

Address: 15, Palazzo Castellania, Merchants' Street, Valletta VLT 1711
 Telephone Number: 21224071
 Email: foi.healthservices@gov.mt