

July 2011

1. *I would like to know at what level IG sits in your Trust and Job Title. Please see below*

	<b>Band 6</b>	<b>Band 7</b>	<b>Band 8a</b>	<b>Band 8b</b>	<b>other</b>
<i>Information Governance Toolkit</i>					
<i>Records Management</i>					
<i>Registration Authority</i>					
<i>Freedom of Information</i>					
<i>Data Quality</i>					
<i>Data Protection</i>					

	<b>Band 2</b>	<b>Band 3</b>	<b>Band 4</b>	<b>Band 5</b>	<b>Band 6</b>	<b>Band 7</b>	<b>other</b>
<b>Support Staff</b>							
<i>Information Governance Toolkit</i>							
<i>Records Management</i>							
<i>Registration Authority</i>							
<i>Freedom of Information</i>							
<i>Data Quality</i>							
<i>Data Protection</i>							

2. *Who does IG Manager report to?*

Copy of the structure chart that includes details of the Governance team, with the job bandings, highlighted in red, all staff are WTE. – Copy of this structure chart is available on request.

Records Management and Data Quality functions are managed within our Information Department and the person responsible for the Registration Authority sits within our Human Resources Department.

The staff involved include:

- Health Records Manager - band 6
- Data Quality - Data Quality Coordinator at band 5 and 2 Data Quality Clerks at band 4
- Registration Authority Manager - band 8b.

All the above staff are WTE