



**CANDIDATES INFORMATION BOOKLET**

**PLEASE READ CAREFULLY**

**The Health Information and Quality Authority (HIQA) requests  
expressions of interest for**

**Members of Audit Risk and Governance Committee**

Closing date: Close of business 28 February 2019

## **Request for Expressions of Interest for a member of HIQA's Audit Risk and Governance Committee**

The Health Information and Quality Authority (HIQA) is seeking Expressions of Interest from experienced and qualified persons who are willing to become a member of its Audit Risk and Governance Committee.

### **1. Background Information**

The Health Information and Quality Authority (HIQA) is an independent State body with the legal power and responsibility for improving the quality, safety and value of health and social care services in Ireland. HIQA has a range of functions that span the regulation and monitoring of health and social care services against regulations and standards, the development of Health Technology Assessments, standards and guidelines and the provision of leadership in defining Ireland's health information landscape in conjunction with other critical stakeholders. Recent programmes for Government have given a clear indication of programmes of reform and expansion within the functions and services provided by HIQA as a regulator and agent of change. Further information on HIQA is available from [www.hiqa.ie](http://www.hiqa.ie)

### **2. The role**

The Code of Practice for the Governance of State Bodies, 2016 recommends that audit committees of state bodies has members drawn from outside the Board. Therefore, HIQA is seeking expressions of interest from experienced and qualified persons who are willing to be a member of its Audit Risk and Governance Committee (ARGC)

The terms of reference for the ARGC are attached at Appendix 1. This provides detail in respect of the role of the Committee, its membership and the number of meetings which take place annually.

This is a non-executive role. The following skills are required:

- Direct experience of management, governance and financial affairs in an organisation of similar size and complexity as HIQA
- Experience in risk management, internal audit, governance
- Understanding of public sector environment, particularly accountability structures and public sector reform initiatives.

In addition members are expected to acquire understanding of HIQA's:

- Organisational culture, objectives and challenges
- Organisational structure including key relationships e.g. HIQA's relationship with the Minister and the DoH
- Relevant legislation and other rules governing HIQA.

### **3. Remuneration**

Remuneration will be paid at a rate of €285 per meeting subject to a maximum annual fee of €1,710. The One Person One Salary (OPOS) principle applies and therefore payments can only be made to someone who is not a serving public servant or a non-public servant whose organisations are not largely exchequer funded.

Such fees are subject to taxation. Travel and subsistence for attendance at the ARGC will be paid, in accordance with Department of Public Expenditure rates and in accordance with HIQA's travel and subsistence policy.

### **4. The process**

Interested parties should submit a CV and cover letter to as one document to

[careers@hiqa.ie](mailto:careers@hiqa.ie) Expressions of interest will be assessed by a HIQA selection panel.