

The Joint Committee on Health invites submissions on the General Scheme of the Health Information and Patient Safety Bill, other than Parts 6 and 7.

Please see link to the General Scheme of the Bill.

<http://health.gov.ie/wp-content/uploads/2015/11/Revised-General-Scheme-HIPS-Bill.pdf>

The Joint Committee on Health has decided to invite submissions from interested groups or individuals in relation to the Draft Health Information and Patient Safety Bill, other than Parts 6 and 7, which were reported on by the then Joint Committee on Health and Children in the 31st Dáil.

Written submissions should be sent electronically by email (MS Word or equivalent) and should be received not later than **3.00 pm on Friday, 20th January 2017** to the following email address only:

HIPS@oireachtas.ie

It is essential that submissions are concise and do not contain any unnecessary or superfluous material that does not relate directly to the subject. If reference is made to other publications, a link to the publication concerned will suffice, rather than sending them as separate attachments. **Pages in submissions should be numbered.**

Submissions and communications should only be sent to the email address above and **not** to individuals or Members of the Committee. Please note that the Clerk will ensure that all Members of the Committee receive, in due course, copies of all submissions and communications received. To avoid confusion and duplication, please **do not** forward hard copies of submissions made electronically.

Format of a Submission

Your submission should comprise one document (with no personal details other than your name) and it should be accompanied by a **separate** covering letter in which you should briefly outline why you are making the submission. The covering letter should include your name, your postal address, email address and contact telephone number. Submitting in this format will allow for your submission to be published and not the letter containing your contact details. Also, if the submission is on behalf of an organisation, you should indicate your position in the organisation.

You should also indicate in your letter whether or not you would be willing to appear in public session at a Committee meeting.

The main document should contain the following information:

- i. A brief introduction, for example, explaining your area of expertise
- ii. Any factual information that you have to offer from which the Committee might be able to draw conclusions, or which could be put to other parties for their reactions
- iii. Any recommendations to the Committee which should be as specific as possible and should be summarised at the end of the document
- iv. An executive summary of the main points made in the submission, if your document is more than 10 pages long.

The Committee will consider all suitable written submissions received by the deadline and, though unlikely, may decide to invite a number of contributors to public hearings if time permits and if considered necessary.

Please note that:

- i. Submissions sent to any other email address may not be accepted
- ii. Anonymous submissions cannot be accepted
- iii. Petitions and Form letters may not be accepted or published
- iv. Submissions made to a Committee may be published as received either as part of a Committee report, or separately, if the Committee decides to do so.

Making a submission is a public process

The Committee is not obliged to accept your document once it has been submitted, nor is it obliged to publish any or all of the submissions if accepted. However, the operations of a Parliament are a public process and you should be aware that any submissions made to a Committee may be published either as part of a Committee report, or separately, if the Committee decides to do so.

Members of the Joint Committee on Health

Deputies:

Bernard Durkan (FG)
Michael Harty (RITG) **[Chair]**
Billy Kelleher (FF)
Alan Kelly (LAB)
Kate O'Connell (FG)
Margaret Murphy O'Mahony (FF)
Louise O'Reilly (SF) **[Vice-Chair]**

Senators:

Colm Burke (FG)
John Dolan (CEG)
Rónán Mullen (IND)
Keith Swanick (FF)

Closing Date

The closing date for receipt of submissions is **Friday, 20 January 2017 at 3.00 p.m.**

If you have any queries in relation to this matter please contact:

Pat Haran
Clerk to the Committee
Phone: 01 618 3102