

TEMPLATE DIRECTION FOR IJBs

The entries **in bold** are those which are required by legislation, the others are either optional in terms of the legislation, or suggested as good practice and common sense.

1	Date	
2	Reference number	
3	Date of IJB meeting at which Direction was authorised	
4	To whom? (council, health board, both)	
5	Purpose - a general statement and description of reasons/logic to give context and help understanding	
6	Does it supersede or amend or cancel a previous Direction? If so, specify	
7	Is it considered to be significant and outside the SP, or within?	
8	Type of function (integrated function or hospital set-aside)	
9	Function(s) concerned, including statutory reference(s)	

DATA LABEL: PROTECT

10	For integrated functions, who is to do it (council, health board, both)?	
11	If given to both, who does what? Singly or together?	
12	For integrated functions, the money being paid by the IJB to either or both to do it (either a specific amount or how the amount is to be calculated)	
13	For integrated functions, how the money is to be used	
14	For hospital set-aside function, the amount allocated from the set-aside budget	
15	For hospital set-aside function, how much of that budget allocation is to be used	
16	Relevant National Health & Well Being Outcomes	
17	Relevant Integration Delivery Principles	
18	Relevant priorities, strategies, outcomes, PIs, etc., from the Strategic Plan	
19	How compliance and performance will be measured and reported on (performance indicators, delivery outcomes, targets etc.)	

DATA LABEL: PROTECT

20	The information to be provided back and when	
21	Anything else considered necessary or desirable	
22	Principles of Following the Public Pound	
23	Relevance to or impact on other Lothian IJBs and/or other adjoining IJBs	