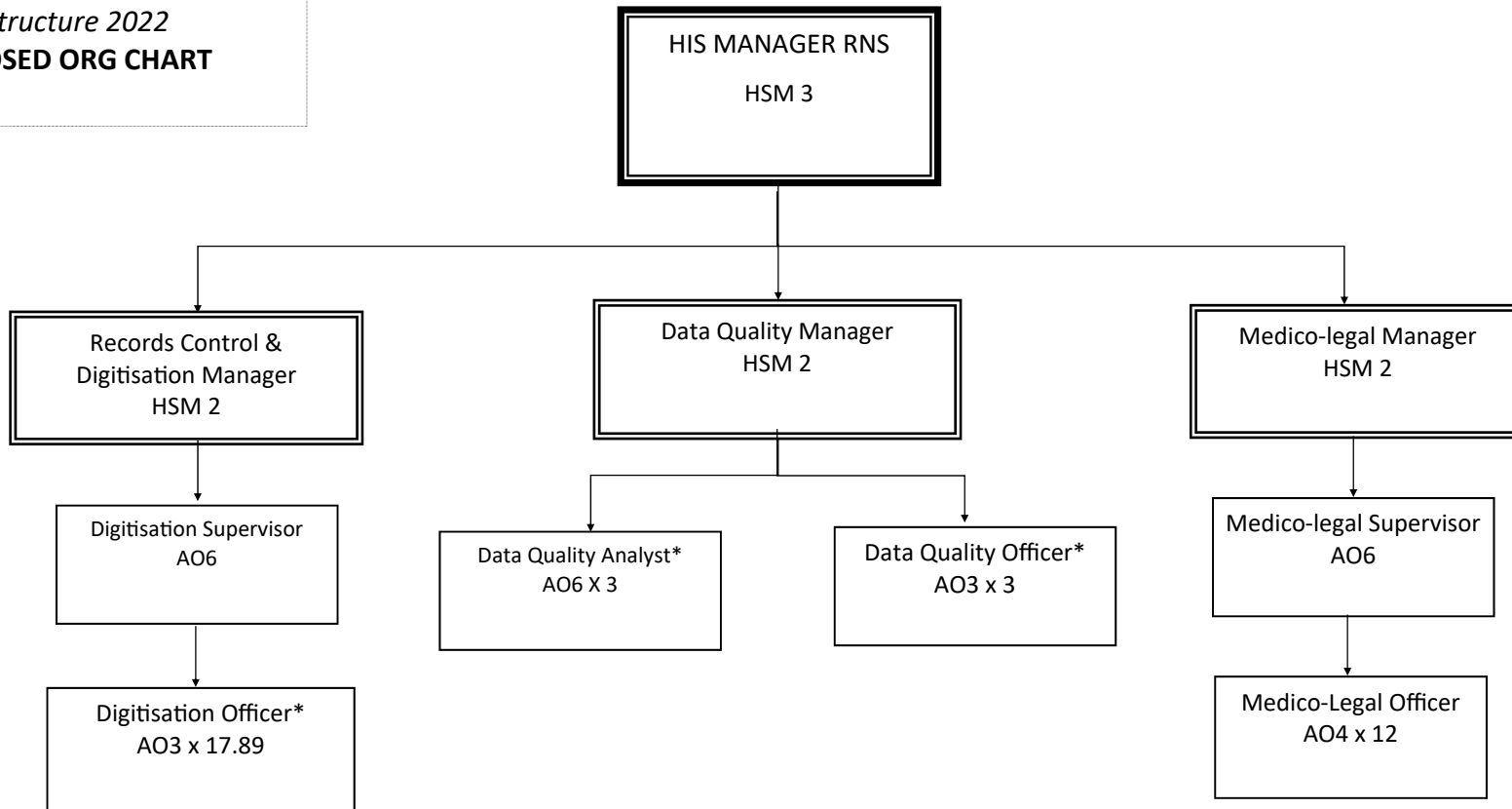


**Royal North Shore
Health Information Services (HIS)
Restructure 2022
PROPOSED ORG CHART**

FTE Summary:
HSM 3 — 1.0 FTE
HSM 2 — 3.0 FTE
AO 6 — 5.0 FTEs
AO 4 — 12.0 FTEs
AO 3 — 20.9 FTEs
TOTAL — 41.9 FTEs



***Position details:**

- Digitisation Officer (AO3): Document imaging, records collection, secure org scanning, PDF upload, historical records processing, microfilm records processing
- Data Quality Officer (AO3): missing records audits, duplicate MRN and NAP combines, patient updates, GP fax error rectification
- Data Quality Analyst (AO6): eMR and DI audits, clinical doc audits, productivity analysis, incomplete discharge referrals, unsigned powernotes, data corrections, patient notes not returned within 48hrs