



Department of

Health, Social Services and Public Safety

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AN ROINN

Sláinte, Seirbhísí Sóisialta
agus Sábháilteachta Poiblí

MÁNNYSTRIE O

Poustie, Resydènter Heisin
an Fowk Siccar

Subject:

Trust Financial and Healthcare Resource Group
Returns

Circular Reference: **HSC (F)36/2010**

Date of Issue: **4 August 2010**

For Action by:

Chief Executives of Trusts

For Information to:

Directors of Finance of Trusts

Summary of Contents:

2009/10 Trust Financial Returns completion and
Chief Executive Sign-off

Enquiries:

Any enquiries about the contents of this Circular
should be addressed to:

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Related documents:

None

Superseded Documents:

Expiry Date:

March 2011

Status of Contents:

Action

Implementation:

Immediate

Additional Copies:

Bryan Dooley

Trust Financial and Healthcare Resource Group Returns 2009/10

1. The purpose of this circular is to request completion of the joint Trust Financial Return and Healthcare Resource Group (HRG) sign off. A copy of the sign off is included at Appendix 1.
2. The sign off helps to ensure that Chief Executives are aware of the information being given to the Department and the purposes for which it can be used, including publication.
3. The information is provided by Trusts electronically in DHSSPSNI proformas. Data should be returned by each HSC Trust. The proformae and guidance were issued to Trusts at HSC Trust level. Chief Executives should ensure that guidance has been followed and that the information provided on finance, workforce and activity fairly reflects how resources were spent and the outputs achieved.
4. I would be grateful if Appendix 1 can be completed and signed by Chief Executives and returned to the Department by 30/11/10.
5. If you have any queries in connection with this circular I can be contacted on 028 90520288.

Yours faithfully

BRYAN DOOLEY
Strategic Financial Analysis Unit

2009/10 Healthcare Resource Groups (HRGs)

I confirm that, where the Trust incurs acute expenditure, appropriate HRGs have been calculated and submitted and that the e-mailed HRG returns submitted on the DHSS&PS proforma have been prepared in accordance with the following, as applicable:

- The costing has been carried out in line with the HSC Reference Costs Guidance (issued in June 2010).
- The data are actual costs and activity, for each relevant service, for 2009/10.
- The costs cover the range of compulsory specialties, applicable to this Trust.
- For the particular specialties costed, the HRG total expenditure figure reconciles with the TFR(H) total expenditure figure returned to the DHSS&PS.
- All inpatient, daycase and outpatient activity has been included for the specialties covered.
- Inpatient data has (where applicable) been split between elective and non-elective.
- Costs have been prepared/calculated using the version 4.3.0 grouper software in line with the HRG User's Guide and taking account of NI trimpoints.

2009/10 Trust Financial Returns (TFRs)

Trust Financial Returns comprise the following:

- TFR(H) Hospital Services returns (where applicable)
- TFR(C) Community return (where applicable)
- TFR(P) Personal Social Services return (where applicable)
- TFR(E) Analysis of Expenditure
- TFR(S) Analysis of Salaries and Wages

I acknowledge that the information contained in the Trust Financial Returns may be used by the Department for a variety of purposes, including:

- the collation of Community Services Indicators for benchmarking and formal publication;
- the collation of specialty costs for benchmarking purposes;
- to inform political representatives and the wider community through production of a publication on HSC Expenditure;
- to assist the Department in meeting its accountability requirements including answering PQs, AQs etc; and
- to inform other work such as policy development and review.

I confirm that the e-mailed returns submitted on the DHSSPSNI proformae have been prepared in accordance with the relevant Trust Financial Returns guidance issued by the Department and in particular the workforce and activity data included in returns are reasonable and robust.

I also confirm that the relevant returns have been reconciled to the annual financial statements of the Trust, as set out in the reconciliation sheets included in the proformas.

I consider the following to be major issues/changes impacting on Trust finance and activity performance in 2009/10.

(Examples may include 'Geriatric Ward Closure', 'Expanded Community Mental Health Team' etc.)

Signed: _____
(Chief Executive)

Date: _____

Trust: _____

Completed certificates to be returned in hard copy only to:

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