

**DEPARTMENT OF HEALTH SERVICES**  
**COUNTY OF LOS ANGELES**



**SUBJECT:** DELEGATION OF INFORMATION RESOURCES  
AUTHORITY

**POLICY NO.** 183

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**PURPOSE::** To establish the framework for the clear delegation of authority with corresponding responsibility and accountability through the line organization for information resources.

**DEFINITION::** Information resources consist of data generated within or used by DHS, along with systems and services to process, organize, store and retrieve it. Such systems and services are made up of, but are not limited to, equipment, software, designated personnel and contract services, and established methods and procedures.

**POLICY::** There will be a clear delegation of authority with corresponding responsibilities and accountability for information resources from the Director through an Assistant Director to a single Senior Manager, who may in turn delegate day to day operational responsibilities.

Such authority and responsibility will be assigned to facility/program managers unless there is an overriding departmental need for central management.

Administration and Finance is the DHS organizational unit responsible for submitting policy revisions, establishing practices, and review mechanisms to insure accountability and reasonable controls regarding the Director's delegated authority for management of information resources. Policies and practices will be submitted for review by affected managers and the Senior Management Committee prior to adoption.

**REFERENCE::** [Departmental Guide for Information Management and Management and Technology](#)

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**EFFECTIVE DATE:** Dec 01, 1989

**SUPERCEDES:**

**APPROVED:** Signature on File

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