



An Roinn Dlí agus Cirt
agus Comhionannais
Department of Justice
and Equality



Department of Justice and Equality

Office of the State Pathologist

Performance Delivery Agreement 2020

1. Background and context

1.1 Objectives of this Agreement

The purpose of this Performance Delivery Agreement (PDA) is to define, in the context of the resource inputs provided, the main deliverables required from the Office of the State Pathologist (OSP) in 2020 and how their delivery will be measured. The ongoing supports that the Department will provide to the OSP in this regard, and the mechanisms for monitoring and appraisal of performance, form part of the overall governance arrangements between the two parties and as such are set out in the separate but complementary Oversight Agreement 2020-22.

1.2 Inputs

1.2.1 Financial Inputs

The OSP's budget allocation for 2020 is as follows:

Pay	€774,000
Non-Pay	€209,000
Total	€983,000

1.2.2 Staffing Resources

The following table sets out the OSP's whole-time equivalent staffing levels as at 20 May 2020:

Acting Chief State Pathologist	1
(Deputy) State Pathologist	1
Acting Deputy State Pathologist	0
Locum Assistant State Pathologist	1.5
Executive Officer	1.8
Clerical Officer	1.8
Senior Scientist	1
Total	8.1

2. Performance Targets and Indicators

2.1 Key targets and indicators for 2020

The following are the key output targets and performance indicators that will be used in 2020 to assess the extent to which the OSP is performing efficiently and effectively:

Output area or initiative	Target/ Performance Indicator	Baseline figures (where applicable) for previous years
Post mortem examinations (PMEs) performed in cases	80% of PMEs performed within 1 day of notification by Coroner. 100% of case reports peer reviewed.	In 2019, 75% of PMEs were performed on the

where foul play is suspected	100% of homicides/complex cases reviewed at intervals of 6 weeks 90% of final reports issued to Coroners and An Garda Síochána within 4 months of PME taking place	day of notification or the next day. The average in 2019 was approximately 110 days
Ensure the administration and operation of the OSP is efficient and effective.	90% of Press queries answered within 24 hours. 90% of PQs answered within 24 hours. 90% of FOI requests completed within 2 weeks.	These targets have been achieved in the past.
Successful implementation of the Lab Information Management System (LIMS)	Testing complete by Q3. System is operational by Q4.	N/A

2.2 Main risks to achievement of deliverables

The main risks to achievement of the deliverables set out in this Agreement, and the corresponding risk mitigation measures in place, are as follows:

Key Risk/Risk Factor	Impact on the OSP	Control/Mitigation
COVID-19 impact on OSP service delivery	COVID-19 pandemic may impact speed of delivery of cases and may affect turn-around times	<ul style="list-style-type: none"> All office and pathology staff provided with remote working capability Regular contact with all OSP employees Sufficient staffing levels in office to cover typing, reports, PQ, FOI and press queries
Lack of sufficiently trained staff including key vacancies for the positions of Chief state pathologist and state pathologist	<p>Overburdening of existing staff members.</p> <p>Pathologists over-worked preventing attendance at CPD events, personal study</p> <p>Pathologists unable to fulfil teaching and examination role</p>	<ul style="list-style-type: none"> New competitions will be run in July 2020 A proleptic training post will also be advertised Continued locum support until then Acting Chief State Pathologist continuing to manage service


		<ul style="list-style-type: none"> Flexibility from RCPI regarding annual CPD requirements for 2019/20
Delays receiving toxicology, neuropathology and other results	Will impede the finalisation of PME reports	Dedicated office staff member follows up with relevant laboratories
Human error leading to errors in reports	Reputational damage, report not meeting legal requirements, legal challenge etc.	100% of cases are peer reviewed to mitigate against this
Surge in demand for OSP services	Would impact on all aspects of OSPs work (timelines in respect of PMEs, reports, admin work etc.)	Engagement with Mass Fatality Expert Group as part of the National Major Emergency Management framework, in order to consolidate draft preparations for any mass fatality event. Draft plan is in place and was used as a basis for the recent Covid-19 mortality response as well as for other smaller events in the past.

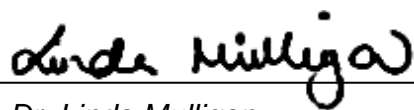
2.3 Amendment of targets

In exceptional circumstances it may become necessary to amend agreed performance/ service targets over the course of this PDA (e.g. as a result of significant changes in Government/Ministerial priorities, legislation, operating conditions and/or broader political, economic, financial or related factors). Where either party considers that amendments to any target may be necessary, they shall raise the matter without delay with a view to agreeing any appropriate changes as soon as practicable.

3. Duration and signatories to the Agreement

John O'Callaghan, Head of Criminal Justice Governance, Department of Justice and Equality, and Dr. Linda Mulligan, Acting Chief State Pathologist, agree that this Performance Delivery Agreement shall be in effect from the date given hereunder until 31st December 2020.


 John O'Callaghan
 Head of Criminal Justice Governance
 Department of Justice and Equality


 Dr. Linda Mulligan
 Acting Chief State Pathologist
 Office of the State Pathologist

Date: 10th June 2020