

Department of Health and Human Services  
 Indian Health Service – Office of Management Support, Division of Information Resources

---

### **Information Technology Investment Review Board (ITIRB)**

---

#### **What is the IHS ITIRB Process?**

An ITIRB process supports sound business decisions. It is an integrated approach to managing Information Technology (IT) investments that provides for the continuous identification, selection, control, life-cycle management, and evaluation of IT investments. This structured process provides a systematic method for agencies to minimize risks while maximizing the return of IT investments.

#### **Why was the IHS ITIRB developed?**

The ITIRB process was developed to comply with various legislative requirements such as the Clinger-Cohen Act, and the Government Performance and Results Act (GPRA). Further, the ITIRB was designed in accordance with DHHS and Federal guidance through OMB Circulars, GAO reports and best practices in managing IT capital investments. The ITIRB will evaluate IT project proposals through clearly defined process requirements. This process was designed to make use of existing IHS structures and processes to minimize the impact on I/T/U staff and still meet mandated requirements.

#### **What is the purpose of the ITIRB?**

The IHS ITIRB is a mechanism for ISAC to use in fulfilling its role to:

- Advise the IHS Director and Chief Information Officer on:
  - IT direction, IT Strategic Plan & priorities, and national IT budget formulation.
- Annually prioritize key IT issues.
- Develop an open process and relationship supporting I/T/U collaboration.

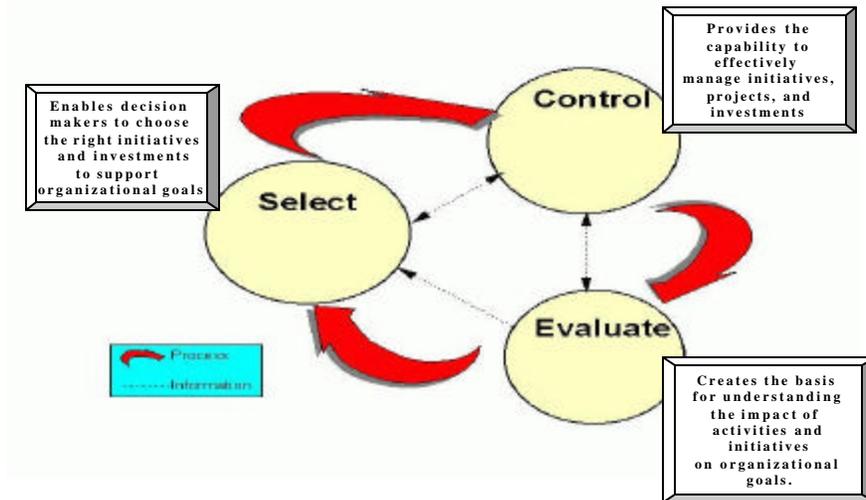
#### **Who are the participants in the ITIRB process?**

Membership of the ITIRB will be comprised of the following organizations and positions (or their designee):

- IHS Chief Information Officer (CIO)
  - Information Systems Advisory Committee (ISAC), Tribal Co-chair
  - Information Systems Advisory Committee (ISAC), IHS Co-chair
  - National Indian Health Board (NIHB), Member
  - Tribal Self-Governance Advisory Committee, Member
  - National Council of Urban Indian Health, Board Member
  - National Council of Executive Officers (NCEO), Member
  - National Clinical Councils, Member
  - Office of Environmental Health, Representative
- 
- CIO (Outside Agency OPDIV)
  - Chief Medical Officer (CMO)
  - Chief Financial Officer (CFO)
  - Office of Public Health (OPH) Director
  - Office of Management Support (OMS) Director

**How Does the ITIRB Process Work?**

As shown in Figure 1, there are three phases included in the IHS IT investment management process 1) Select, 2) Control, and 3) Evaluate. The ITIRB process addresses the first area: IT investment selection. In the IT investment selection phase, IHS must determine costs and performance measures for new IT initiatives and existing IT investments that provide funding and performance plan information needed for the budget process.

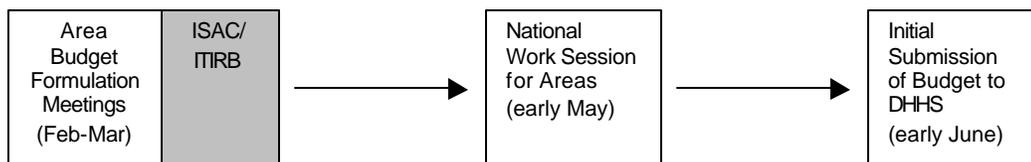


**Figure 1**

**How does the IHS ITIRB Process support the Budget Process?**

The IHS ITIRB process supports the budget process as shown below in figure 2. The IT project proposals originate in the Area Budget Formulation meetings with the participation of ISAC.

The outcome of the IHS ITIRB process is a prioritized IT portfolio of projects for the IT budget. These IT budgets are then used as input for the IHS National Work Session – where the IHS budget is developed. Finally, the IHS budget is submitted to the DHHS for review and approval.



**Figure 2**