

NEW

Directions

February 21, 2008

New web section

helps ministry staff connect



“Many staff have asked for an easy way to locate colleagues and their contact information, as well as to have access to the new mandates for the divisions and branches.”

Kevin Finnerty, executive director,
Communications and Information Branch

A new web section has been launched to help staff easily link to the ministry’s organizational and contact information. Whether employees are looking for a division’s organizational structure or the name of a new manager in a branch, all this information is now readily accessible in one place on INFOweb. The new section is currently available internally to staff and will be available to external stakeholders in March.

“Through the transition there have been many organizational changes, including the creation of new divisions, branches and mandates, and people assuming new positions throughout the ministry,” said Kevin Finnerty, executive director of the Communications and Information Branch (CIB), who launched the section during a ministry leadership forum

on Feb. 14. He explained that it had become difficult for staff and external partners to know who to go to for assistance or even to know who is doing which job in the ministry.

“Many staff have asked for an easy way to locate colleagues and their contact information, as well as to have access to the new mandates for the divisions and branches,” Finnerty said. “This new section is a simple-to-use tool that will help us better connect with each other.”

The web section will help ministry employees quickly:

- Find the ministry’s current organization chart
- Review divisional and branch mandates
- Locate the right branch or unit to assist in creating new internal partnerships
- Find a staff member’s contact information.

...continued on page 3

NEW Directions



Here's
how to
use the
new section on
INFOweb:

1

Click on [About MOHLTC](#) at the top of the pull down menu on the left hand side of the home page.

“This new section ties all the organizational information together in one place on the web.”

2

Click on the organizational chart to view the ministry's current organizational structure or select a division.





3
Click on a division to see a photo of the Assistant Deputy Minister and read a description of the divisional mandate.

“This new web tool will help us be more accessible and transparent to our stakeholders and partners within the health system.”



...continued from cover

Finnerty pointed out that this information has existed but in different parts of the ministry and government web sites. “This new section ties all the organizational information together in one place on the web,” he said. “As staff continue to move into new positions, it will help us all in our efforts to collaborate and make sure we have the right people on teams at the table.”

Finnerty stressed that the director, staff contact and branch mandate information on INFO-GO (the Ontario government’s telephone directory and services and offices directory) is kept up-to-date. He said it is important to understand that it is each division and branch’s day-to-day responsibility to keep INFO-GO information current, including the inputting of branch mandates.

“INFO-GO relies on managers working with their divisional or branch INFO-GO coordinators to update their information whenever there is a new appointment or organizational change. The information will only be as accurate as we make it,” said Finnerty.

In March, the web section will go live on the ministry’s public website and will be available to external stakeholders and the public.

“This new web tool will help us be more accessible and transparent to our stakeholders and partners within the health system,” Finnerty said. For this reason, he emphasized that it was crucial that any INFO-GO changes be made by early March and that updates continue to be input in a timely manner on an on-going basis. When new information is sent to the INFO-GO system, it is processed overnight and appears the next day.

...continued on page 4

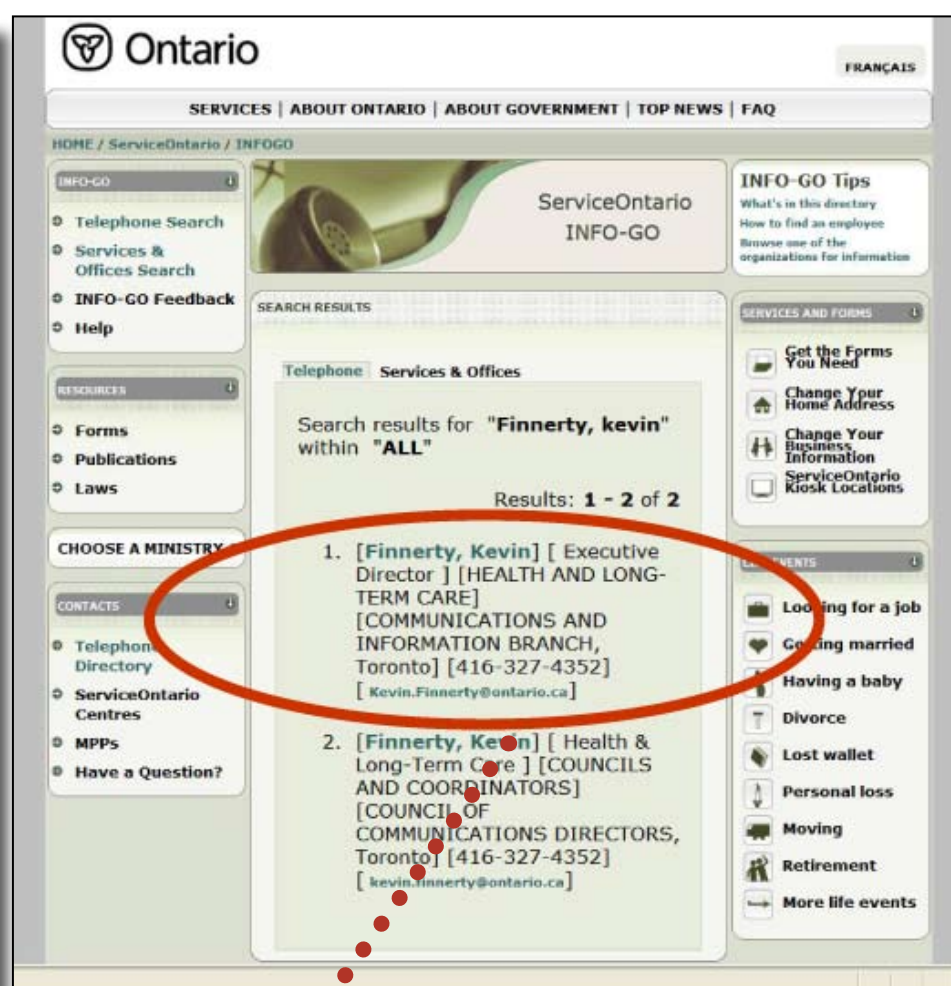
NEW Directions

NEW Directions, published for employees of the Ministry of Health and Long-Term Care by the Communications and Information Branch, can be read on-line at INFOweb at <http://intra.moh.gov.on.ca/>.

Elaine Lurie, *editor* | 416-327-4363
Maureen Murray, *writer* | 416-212-1884

Do you have questions about the organizational change?

- Ask your manager
- E-mail your questions or comments to the feedback account at anewdirection@ontario.ca
- Call the feedback line at 1-888-862-0528 or TTY: 1-800-387-5559



...continued from page 3

Finnerty encouraged staff to try out the section during the next few weeks and report any navigation issues to the CIB web team at INFOweb.MOH@ontario.ca. For information about INFO-GO coordinators, please contact Marisa Conforti, manager, Branch Operational Support Services, Supply and Financial Services Branch. ■

4

On each divisional page, select a branch to link to director, staff contact and branch mandate information on INFO-GO, the Ontario government's telephone directory and services and offices directory.

"It is important to understand that it is each division and branch's day-to-day responsibility to keep INFO-GO information current."

