



To Each: All Vendors and Suppliers
From: John Swords, National Director of Procurement
Date: 27th February 2023
Subject: Introduction to IFMS
(Integrated Financial Management and Procurement System)

Dear supplier,

I am writing to inform you about the implementation of an Integrated Financial Management and Procurement System (IFMS) for the health sector.

The IFMS Project is a project within the HSE's Finance Reform Programme; see <https://www.hse.ie/eng/about/who/finance/financereformprogramme/>, to introduce a single national integrated finance and procurement management system throughout the Health Services. This project will provide the HSE with standardised finance and procurement processes, and a new operating model based on shared services.

IFMS will be rolled out on a phased implementation basis to all publicly funded health organisations commencing with the first implementation group*, in the East, in July 2023. You have been identified as a current supplier within this group, therefore you can expect changes to the way you interact with the HSE.

*For an overview of the phasing of implementation groups please see <https://www.hse.ie/eng/about/who/finance/financereformprogramme/technologyfinance/implementation-timeline-ifms-project.pdf>

What does this mean for you as a current supplier?

While there is no action required of you at this time, please see below the changes you can expect with this new system.

- There will be greater use of **electronic documentation** e.g. electronic invoicing, electronic purchase orders, etc.
- Applicable service providers will be set up on digital catalogues to enable **self-service procurement** by HSE staff.
- The HSE will move to a **centralised management of invoices**, meaning a streamlined Accounts Payable process for service providers.

What support will be provided to you?

I am aware that the implementation of IFMS will bring about some fundamental changes to existing processes. To guide you through this change, I want to assure you that support will be provided over the coming months. Dedicated helpdesks will be available as well as detailed FAQs and user guides.



Please save the following link where you will find regular updates in relation to the IFMS project.

<https://www.hse.ie/eng/about/who/finance/financereformprogramme/technologyfinanceform/ifms-project.html>

Further communications in respect to what this will mean for your business will be issued over the coming months.

Yours sincerely,

A handwritten signature in black ink that reads "John Swords". The signature is written in a cursive style and is positioned above a horizontal line.

John Swords
National Director of Procurement