

DEPARTMENT OF HEALTH AND HUMAN SERVICES ORGANIZATION MANUAL

The HHS Organization Manual (Manual) describes the official organizational structures and functional statements of the Department, which includes the Operating Divisions (OPDIV)s and their major components. An Operating Division (OPDIV) is defined as a major organization with a Standard Administrative Code (SAC) assigned by the Secretary, whose primary function is to direct and manage substantive programs or major administrative services of the Department, and whose head reports directly to the Secretary. This Manual is divided into Parts. Each Part, except Part P, represents an OPDIV with their assigned SAC. The OPDIVS are listed below:

- Part A: Office of the Secretary <http://www.hhs.gov/secretary/>
- Part B: Administration on Aging <http://www.aoa.gov/>
- Part C: Centers for Disease Control and Prevention
http://www.cdc.gov/maso/mab_Charts.htm
- Part D: Food and Drug Administration <http://www.fda.gov/>*
- Part E: Agency for Healthcare Research and Quality <http://www.ahrq.gov/>*
- Part F: Centers for Medicare & Medicaid Services <http://www.cms.hhs.gov/>
- Part G: Indian Health Service <http://www.ihs.gov>*
- Part J: Agency for Toxic Substances and Disease Registry
<http://www.atsdr.cdc.gov/index.html>*
- Part K: Administration for Children and Families <http://www.acf.hhs.gov>
- Part M: Substance Abuse and Mental Health Services Administration
<http://www.samhsa.gov/>
- Part N: National Institutes of Health
<http://oma.od.nih.gov/ms/organization/function/index.html>*
- Part P: Program Support Center (reports to ASAM and is part of the Office of the Secretary) <http://www.psc.gov>
- Part R: Health Resources and Services Administration <http://www.hrsa.gov>*

* **U.S. Public Health Service:** Within the Department of Health and Human Services, the U.S.S. Public Health Service Operating Divisions, the Office of Public Health and Science, the Office of Global Health Affairs, the Office of Preparedness and Response, and the Federal Occupational Health Service, Program Support Center, and associated staff shall constitute the U.S. Public Health Service.

ORGANIZATION MANUAL
PART A - OFFICE OF THE SECRETARY

PART A: OFFICE OF THE SECRETARY (OS). The Immediate Office of the Secretary (IOS) and the Staff Divisions (STAFFDIVs) collectively is the **OS**. The STAFFDIVs are organizations within the OS, who report directly to the Secretary, are not located within the IOS, and have two-digit Standard Administrative Code (SAC). Following is a list of STAFFDIVs, and IOS components with 2-digit SAC, within the Office of the Secretary:

Chapter AA:	The Immediate Office of the Secretary
Chapter AB:	Deputy Secretary**
Chapter AC:	Office of Public Health and Science*
Chapter AD:	Office of the Regional Directors (reports to the Deputy Secretary)**
Chapter AE:	Office of the Assistant Secretary for Planning and Evaluation
Chapter AF:	Office of the Inspector General
Chapter AG:	Office of the General Counsel
Chapter AH:	Departmental Appeals Board (reports to the Deputy Secretary)
Chapter AJ:	Office of the Assistant Secretary for Administration and Management
Chapter AK:	Office of Medicare Hearings and Appeals
Chapter AL:	Office of the Assistant Secretary for Legislation
Chapter AM:	Office of the Assistant Secretary for Resources and Technology
Chapter AN:	Office of Assistant Secretary for Preparedness and Responses*
Chapter AP:	Office of Assistant Secretary for Public Affairs
Chapter AQ:	Office of Global Health Affairs*
Chapter AR:	Office of the National Coordinator for Health Information Technology
Chapter AT:	Office for Civil Rights
Chapter AX:	The Executive Secretariat**

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** **Immediate Office of the Secretary (IOS).**