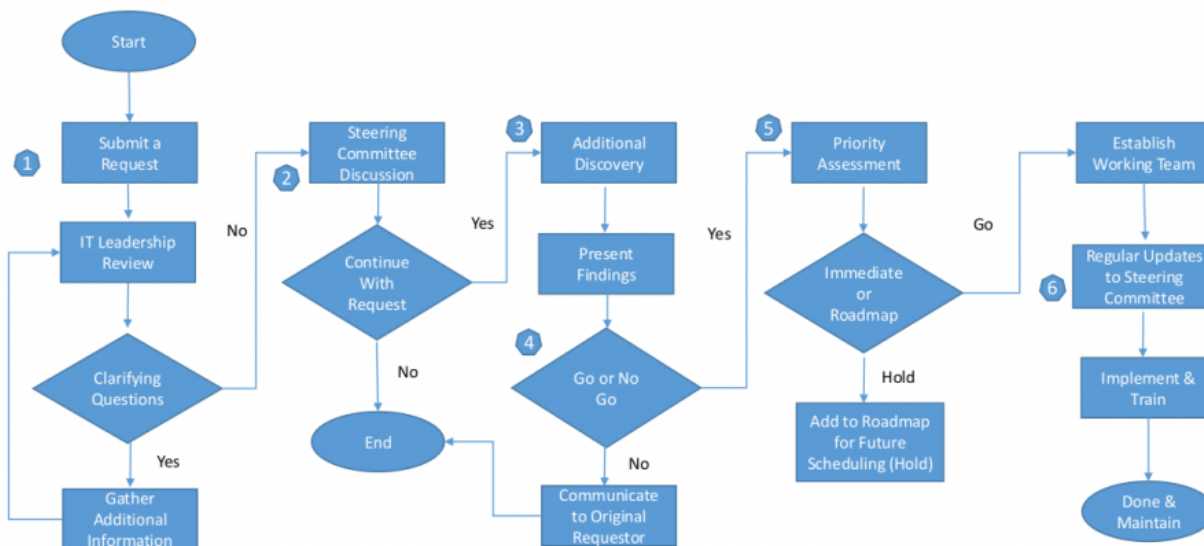


Technology Request Process

Technology Governance Committee

- Felicia Hipp
- Cindy Ireland
- Chris Jury

Governance Committee Process Flow



Submit a Request

When submitting a request, the following form parameters must be answered:

- Describe the opportunity for improvement.
- Are you aware of other departments that are having the same experience?
 - What other departments might benefit?
 - How many individuals would be affected?
 - Will this require changes to existing software?
 - Will this require workflow changes?
- If implemented, what is the estimated savings?
- If implemented, what are patient benefits?
- Do you have a sense of the cost and budget?

- Have you already looked at solutions?
 - If so, please list them.
- Is this associated with a grant or other initiative?

Steering Committee Discussion

The requestor or department representative to present and include:

- Scope
- Sponsor
- Impact & Benefits
- Financial Assessment
- Labor Assessment

Additional Discovery

- Build versus Buy Assessment
 - Build – Time & Complexity
 - Buy – Cost, Staff, Consultants
- Deeper Cost Discovery
- Data Implications
- Security Implications
- Hardware & Maintenance Implications
- Workflow & Training Assessment

Go or No Go

- Organizational Feasibility
 - Disruption versus Value
 - Change Management Implications
 - Commitment
- Recognized Benefit

Priority Assessment

- Impact to Current Budget
- Impact to Existing Projects
- Resource Availability
 - Hardware
 - Informatics and/or Development Personnel

- Clinical Department(s) Personnel
- Security
- Consultant(s)
- Recurring Costs

Regular Updates to Steering Committee

- Establish a Project Plan
 - Updates at Each Steering Committee Meeting
- Successes
- Challenges
- Significant Changes Since Last Update
 - Cost
 - Time
 - Resources