

Epic Program Management

IDG has a proven understanding Epic's framework and methodologies which is crucial to any large scale Epic implementation. We have the experience and expertise to help organizations with the following:


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- Managing the complete Epic implementation lifecycle
 - Program roadmap, methodology and process from initiation through implementation
 - Integration and conversion program management
 - Application roadmap which incorporates reporting and analytic needs into the application builds
 - Reporting and analytic roadmap that includes enterprise data warehousing, when appropriate
 - Providing senior leadership and a central point of communication for the project team and acting as the liaison between the project team and the executive leadership
 - Engaging the executive sponsors and Epic representatives to define the project governance scope and develop a comprehensive project plan
 - Managing all project activities across teams to ensure an outcome that delivers a quality product, that is timely and within budget
 - Working closely and collaboratively with the project team managers, hospital executives and key project sponsors and facilitating communication between IT, project teams and executive leadership
 - Managing KPIs and change management initiatives
 - Facilitating the steering committee and providing regular status updates to the steering committee and executive team
 - Identifying current organizational challenges and opportunities, as well as a optimizing the use of EPIC's application and analytic environments
 - Applying standardized, consistent project management techniques to complete project work and generate project deliverables
 - Making effective project decisions to attain goals
 - Delivering the planned business objectives
 - Planning and managing resource utilization across the entire project

Components

- Roadmap generation
- Project plan management
- Issues resolution process
- Risk management
- Program status reports

Project Plans: Objectives

The development, maintenance and tracking of the program plan enables project leadership to determine how the many projects within the program are progressing in terms of schedule, budget, scope, risks and issues. We will provide leadership and direction to ensure objectives are met by:

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- Developing a plan at a sufficient level of detail that milestones, dependencies and critical path tasks can be tracked and monitored
 - Monitoring progress from the outset of the project to avoid any surprises
 - Revising the plan for accurate representation when a change or problem with an activity has been identified as well as leveraging an established change management process
 - Identify and effectively managing scope when new work is identified. Evaluate project milestones to verify and determine milestone dates will be achieved and dependencies are addressed



Issues and Escalation: Objectives

Issues Management is the documentation and management of challenges or concerns that have arisen in the project and that may prevent completion of the project objectives.

We will provide leadership and direction to ensure objectives are met by:

- Identifying and documenting issues and risk through standard processes
- Communicating and managing issues through an established issue resolution process
- Establishing escalation processes
- Documenting and communicating the issue resolution outcome
- Leveraging an established risk mitigation process

Risk Management: Objectives

Risk Management is the documentation and management of challenges or concerns that have a lifespan over the entire project. Project risks require constant mitigation steps over time to prevent significant impacts. Risk management involves documenting and tracking overall challenges that impact the achievement of project objectives, and establishing the mitigation steps to help minimize the impact on the project.

Risks are a potential problem that could generate an issue and delay milestones. A risk should be identified before this happens.

We will provide leadership and direction to ensure objectives are met by:

- Identifying and documenting risks
- Managing risks
- Mitigating risks

Status Reports: Objectives

The objective of the Status Report is to communicate project activities, accomplishments, issues and barriers. Status reports provide a narrative description of current state providing a status of items for a period of time. Status reports are summary statements about the project with a focus on achieving milestones and major issues.

We will provide leadership and direction to ensure objectives are met by:

- Creating standardized format across all teams
- Setting timelines and schedules for weekly updates and reviews with clearly defined expectations