

DON'T GET YOUR WIRES CROSSED!

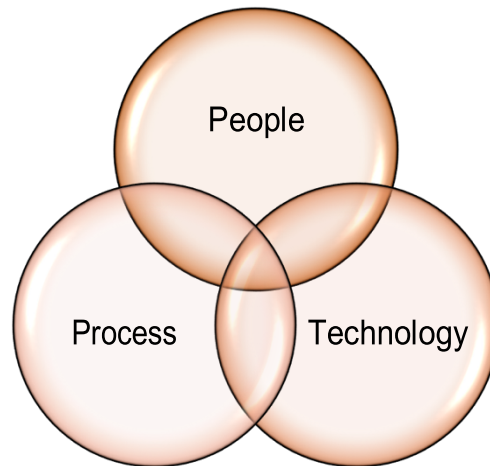
*A TECHNOLOGY CHECKLIST FOR PHYSICIAN
PRACTICES.*



Healthwise Technology Checklist!

The attached checklist outlines the components of a total technology solution that was developed for a medical practice.

At Healthwise, we know that technology itself is only part of the equation. The value proposition of any intelligent design is lies in the operability of the technology and its ability to support the work flow that is developed by the end user.



While there are a variety of network types and hundreds of routing and connectivity schemes for your practice, it's critical to be mindful that any computer network requires discipline in understanding the outcome you want.



TASK	RESPONSIBLE	PRIORITY	PROGRESS	START
Select IT support consultant				
Select IT network development (project management) company				
Select Computer Hardware procurement company				
Determine network and hardware support partner				
Select Call Center VOIP Operating System				
Critical Software Acquisition				
Select electronic medical record (EMR) software				
Select electronic practice management (EPM) system				
Revenue Cycle Management				
Select HIPAA compliant Texting Software for clinical/on call usage.				
Select e-platform for external medical record integration				
Purchase electronic medical record (EMR) software				
Complete agreement with RCM company				
Purchase electronic practice management (EPM) system				
EMR / PM time for PM planning and build out preparation				
Develop critical software necessary for patient care and revenue cycle				
Design & Build EMR / PM System				
Provider training on EPM and EMR system				
Staff training on EPM and EMR system				
Purchase user license (covers EPM and EMR)				
Complete domain, EMR and EPM set-up (incl. Nav. Bar)				
Patient reminder setup for new locations and new providers				
EPM Schedule Set-up				
Create scheduling protocols				
Source data management company for e-transfer of med records				
Develop workflow for inbound medical records from outside providers.				
RIS/PACs Setup				
Develop workflow for conversion of EMR from legacy system				

TASK	RESPONSIBLE	PRIORITY	PROGRESS	START	END
Identify all necessary interfaces					
Electronic Medical Record APIs					
EMR search tool for PDF files					
Inpatient Charge capture app					
Secure FTP data transfer					
Internal Lab Instrumentation					
Pathology					
Reference Lab					
Molecular Testing (rt/pcr)					
Imaging					
Pharmacy adjudication					
Point of Care Testing					
Secure Text Messaging					
Prostate cancer registry					
Medical Supply inventory control					
Web based online scheduling platform					
EMR secure portal					
Select Service and Support Model					
Evaluate and select qualified vendors					
Select Technology approach (SAS, in-house, hybrid model)					
Service and Support (SAS)					
Service and Support as a device (SASD)					
In-house					
Outsource					
Hybrid. (Tier 1, Tier 2, Tier 3)					
Network Architecture & Footprint					
Review of floor plans					
Site visit and initial walkthrough					
Mapping Requirements to Floor Plans					
Determining facility wiring and termination needs					
Network Equipment Procurement					
Circuits					
Switches					
Firewall					
Stacking module					
OEM Licenses					
UPS					
Cables					
Wireless controllers					
wireless access points					

TASK	RESPONSIBLE	PRIORITY	PROGRESS	START	END
Coordinate IT installation and system set-up					
Project management plan development					
Computer Imaging/ staging/drops					
Determine software requirements based on job type					
Build tunnel to cloud					
primary circuit (T1)					
Secondary Circuit (T1)					
Failover circuit (Broadband Cable Modem)					
Network equipment					
Wireless access points					
Printers/Peripherals drops					
Security					
Sign off on network functionality and fail over testing.					
Training on any new telecommunications					
Critical Hardware Acquisition					
Evaluate and select qualified vendors					
Telephones					
Desktop Computers					
Laptop computers					
Tablets					
Printers					
Monitors (dual monitors as appropriate)					
Monitor stands					
Docking stations					
Label printers. (EMR / LAB)					
Scanners					
Fax					
Mobile Devices					
Kiosk					
waiting room monitors					
Credit Card Terminals					
Call Center Computers					
Physician & Employee communication systems					
Select email provider and set up accounts for all employees					
Select paging service					
Select answering service					
Virtual Call Center					
Complete System Training					
Create computer training schedule and implementation timeline					
Train providers on EPM and EMR systems					
Train staff on EPM and EMR systems					
Train providers on communication systems					
Train staff on communication systems					
Schedule Go Live Support and Advanced Training					