

SCR High level project plan – 24/02/2009

MILESTONE PLAN			
Description	Due Date	Completed	Owner
Clinical engagement event	16 th May '07	G	
Baseline PID	8 th June '07	G	
PID signed off	20 th June '07	G	
Baseline Project Plan	11 th June '07	G	
e-Audit baseline activities	15 th June '07	G	
e-Audit baseline complete	22 nd June '07	G	
Paper Light Accreditation activities – pilot sites	29 th June '07	G	
Paper Light Accreditation complete – pilot sites	End September '07	G	CSF Team
Deployment approach (Waves) complete	8 th June '07	G	
Define SCR Benefits specific to PCT	8 th June '07	G	
Commence GP practice engagement activities	15 th June '07	G	
Site selection (waves) complete	23 rd July '07	G	
Communication strategy complete	27 th July '07	G	
PIP Planning/Preparation complete	27 th July '07	G	
Patient list extract activity for Waves 1 & 2 commence	w/c 23 rd July '07	G	CSF Team
Patient take-up processes	30 th July '07	G	CSF Team
Patient letter draft complete	3 rd August '07	G	SB
Patient letter – signed off	20 th July '07	G	SB
Media briefing complete	7 th August '07	G	SB
MP briefing complete	7 th August '07	G	SB
Patient letter sent to mailing house	8 th August '07	G	SB
NHS Direct informed	8 th August '07	G	JH
PCT, PALS and practice enquiry handling processes in place	10 th August '07	G	Alison Last
Letters sent to patients – Yardley Wood (W1)	13 th August '07	G	Mailing house
Letters sent to patients – Bunbury Road (W1)	20 th August '07	G	Mailing house
Letters sent to patients – Bartley Green (W1)	21st August '07	G	Mailing house
Letters sent to patients – Bellevue (W1)	22nd August '07	G	Mailing house
Launch event - Yardley Wood	14 th August '07	G	SB/Jonnie Hill

Launch event – Bunbury Road	21 st August '07	G	SB/Jonnie Hill
Drop in event – Bartley Green	22 nd August '07	G	PALS/JH
Wave 2 data extracts for reconciliation with Exeter system	27 th , 28 th August '07	G	LMcE
Address downloads at 1 st 4 Wave 2 practices	4th September '07	G	LMcE
Address downloads at 2 nd 4 Wave 2 practices	w/c 17th September '07	G	LMcE
Letters sent to patients at the 8 Wave 2 practices	11 th – 21st September '07	G	JH
Wave 3.1 Goodrest Croft data extracts for reconciliation with Exeter system	w/c 5 th November	G	CSF's
Concept training complete – Waves 1 & 2	September '07	G	David Nash
Wave 3.1 PIP commences (Goodrest Croft)	23 rd November '07	G	SB/RB
Information sharing period complete (Wave 1)	11th – 14 th December '07	G	
Address download at Goodrest Croft	21st November '07	G	CSF's
Mail out to Goodrest Croft patients	23 rd November '07	G	Mail house
Wave 3.2 Mail out to Frankley patients	29 th November '07	G	Mail House
Wave 3.3 Leach Heath and Northwood (Tudor) data extracts for reconciliation	w/c 11 th June '08	G	CSF's
Wave 3.3 Leach Heath & Northfield (Tudor) Mail out	11 th June '08	G	Mail house
Business go-live (Wave 1)	March '09	A	
Business go-live (Wave 2)	March '09	A	
Business go-live (Wave 3)	March '09	A	
Wave 4 data extracts for reconciliation with Exeter system	TBC	TBC	LMcE
Wave 4 address download	TBC	TBC	CSF's
Wave 4 patient mailout	TBC	TBC	
Wave 5 data extracts for reconciliation with Exeter system	TBC	TBC	CSF's
Wave 5 address downloads	TBC	TBC	CSF's
Wave 5 patient mailout	TBC	TBC	Mailhouse
Wave 6 data extracts for reconciliation with Exeter system	TBC	TBC	CSF's

Wave 6 address downloads	TBC	TBC	CSF's
Wave 6 patient mailout	TBC	TBC	CSF's
Wave 7 data extracts for reconciliation with Exeter system	TBC	TBC	CSF's
Wave 7 address downloads	TBC	TBC	
Wave 7 patient mailout	TBC	TBC	
Wave 8 data extracts for reconciliation with Exeter system	TBC	TBC	CSF's
Wave 8 address downloads	TBC	TBC	CSF's
Wave 8 patient mailout	TBC	TBC	Mailhouse
Wave 9 data extracts for reconciliation with Exeter system	TBC	TBC	CSF's
Wave 9 address downloads	TBC	TBC	CSF's
Wave 9 patient mailout	TBC	TBC	Mailhouse
Wave 10 data extracts for reconciliation with Exeter system	TBC	TBC	CSF's
Wave 10 address downloads	TBC	TBC	CSF's
Wave 10 patient mailout	TBC	TBC	Mailhouse
HealthSpace planning commenced	9 th September '08	G	PCT/CFH
Hardware/infrastructure in place	TBC	TBC	
InPractice deployment availability forecast	Feb '09	A	CFH
iSoft deployment availability forecast	Sept '08	G	CFH
EMIS deployment availability forecast	April 09	A	CFH
IG (RA/LR) Workshop outputs to be reported to Board	Sept '08	G	SS/LL
Software upgraded and tested (iSoft) DVP complete	October 08	G	GP system suppliers
GPSS (iSoft) user training completed – Yardley Wood	September '08	G	GP system suppliers
PCT support processes in place	Aug '08	G	PCT
CfH/supplier support processes in place	Aug '08	G	GP system suppliers/CFH
Data accreditation granted	November '07	G	
Technical go-live	September '08	G	
End Points registered	September '08	G	
Bulk upload initiated	October '08	G	
Practice check data	October '08	G	
Leach Heath Medical Centre	November 08	G	
Business go-live – Wave 1	November '08	A	

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pilot – InPs site			
Leach Heath Medical Centre	<i>Jan '09</i>	G	
Baldwins Lane Surgery	<i>Feb '09</i>	G	
All Saints Medical Centre	<i>Feb '09</i>	G	
SCRA - Train the trainers per setting – Birmingham Dental Hospital	<i>April '08</i>	G	
SCRA – Hardware procured	<i>May '08</i>	G	
SCRA – Hardware installed	<i>May '08</i>	G	
SCRA – PCT support processes in place	<i>May '08</i>	G	
SCRA – Ongoing SCR usage processes defined	<i>May '08</i>	G	
SCRA – User training complete	<i>May '08</i>	G	
SCRA – Deployment testing complete	<i>May '08</i>	G	
SCRA – Go-live	<i>w/c 26th May '08</i>	G	
Post Business go-live – Benefits measurement complete	<i>September 2008</i>	G	
Lessons Learned process to commence	<i>June 2008</i>	G	
SCRA - West Midlands Rehabilitation Centre	<i>2008</i>	G	
SCRA – Integrated Adastra	<i>April 2009</i>	G	
SCRA – University Hospitals of Birmingham	<i>TBC</i>	<i>TBC</i>	
SCRA - St Mary's Hospice	<i>TBC</i>	<i>TBC</i>	
SCRA - Royal Orthopaedic Hospital	<i>TBC</i>	<i>TBC</i>	
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