

DHFS - Project Charter

DHFS - Project Charter	
Name:	2008 Wisconsin Ambulatory Health Information Technology Survey (2008 HIT Survey)
Justification:	The outcomes of this project will fulfill a requirement of Executive Order #129.
Description:	Provide information to the eHealth Board on the status of health information technology adoption and health information exchange participation among providers in Wisconsin.
Goals / Objectives:	<ul style="list-style-type: none"> ○ Produce a report on the 2008 HIT Survey <ul style="list-style-type: none"> ▪ Refine assessment tool ▪ Perform assessment/collect data ▪ Analyze data ▪ Author report <ul style="list-style-type: none"> • Current findings • Trends from previous year(s) • Comparison with national data ○ Present report to the eHealth Board ○ Create strategy for survey reproducibility/sustainability <ul style="list-style-type: none"> ▪ Create master sample frame and longitudinal results database ▪ Document survey methodologies ▪ Produce a "lessons learned" document
Measurement Of Success:	<p>Success Measures:</p> <ul style="list-style-type: none"> ○ Acceptance of survey report by eHealth Board ○ Assure survey reproducibility/sustainability (non-financial)
Timeframe:	<p>Project Start Date: February 2008 Project End Date: January 2009</p> <p>Major Milestones & Dates:</p> <p>March Post Process Review March Areas of potential data integration identified May Strategy for on-going sustainability defined May-June Survey instrument refined June-September Survey conducted October-November Analysis December Report Complete/presentation to board</p>
Project Organization:	<p>Project Sponsor: Denise Webb, eHealth Program Manager Project Manager: Matt Schwei</p>
Communication:	<ul style="list-style-type: none"> ○ Project will be included in eHealth Enterprise Projects status report. ○ In appropriate situations, the Project Manager will escalate issues to the Project Sponsor.
Resources:	<p><u>Core Project Team:</u> Matt Schwei, Ken Croes (UW Survey Center)</p> <p><u>Additional Resources</u> Bernadette Thomsen (project management), eHealth workgroup members (survey content), Kathy Farnsworth (policy input)</p>
Deliverables:	<ul style="list-style-type: none"> ○ A report on the 2008 HIT Survey <ul style="list-style-type: none"> ▪ Revised assessment tool ▪ Raw data ▪ Analyzed data (per 2007 report) ▪ Authored report including:

	<ul style="list-style-type: none"> • Current findings (per 2007 report) • Trends from previous year(s) • Comparison with national data <ul style="list-style-type: none"> ○ Oral presentation and written report of survey findings to eHealth Board ○ Survey reproducibility/sustainability guide <ul style="list-style-type: none"> ▪ Master provider/sample frame ▪ Longitudinal database ▪ Documented survey methodologies (from UWSC) ▪ Documented "lessons learned"
Issues And Constraints:	<ul style="list-style-type: none"> ○ (low) Quality and rate of survey responses. ○ Different instrument, methodology, and sample could yield unexpected results (from previous survey).