



**Lorna 1:1 Meeting w Donna Via
Status Report Date: May 27, 2014**

Initiative Name: Patient Progression

- Overall Status: Yellow
- Expected Delivery Date: ongoing
- Monthly Project Summary (provide a short paragraph (2-3 sentences) about the project: Goals of this project are to 1) decrease OPSC cx rate 2) initiate quarterly physician/scheduling outreach and 3) maximize OPSC expansion and utilization.
 - Key Accomplishments: Call Center pilot over. Findings are that cx rates did not decrease. Complicated by winter weather and missing schedules at two week mark. If we choose to continue, must alter timing. Iris considering pulling it into our practice to cover it. Otherwise Call center would need .5 FTE. Call Center to be automated July 2015.
 - Block schedule complete and totally re worked, Hiring well underway. All x 2 pre/post nurses and a PCA, plus 1.5 OR nurses hired...
- Major Risks and Issues: Uncertain date of opening.
- Top Priorities for the Coming Month (2-5 Items): Safe transition to the new building.

Initiative Name: Employee Engagement

- Overall Status: Yellow
- Expected Delivery Date: June 30, 2014
- Monthly Project Summary (provide a short paragraph (2-3 sentences) about the project. Meetings and plans for this year seemed to have eager staff involvement and understanding that they hold part of this responsibility.
 - Key Accomplishments: Monthly social events, monthly recognitions and two times of seeking out peer review were well complied with.
- Major Risks and Issues: Weather event seemed like new news to staff tho we share information and designation.
- Top Priorities for the Coming Month (2-5 Items): Await results of current survey.

Initiative Name: Accountabilities FY 14

- Overall Status: Yellow
- Expected Delivery Date: June 30, 2014
- Monthly Project Summary (provide a short paragraph (2-3 sentences) about the project. 1) Onboarding 2) Pt Satisfaction 3) SCIP 4) Project Management
 - Key Accomplishments: All going well. Quarterly onboarding reports are reviewed and all are positive. Pt Satisfaction remains high for OPSC and we continue to work on communication for Main. SCIP –all OR measures are green. Pt Monitoring project well under way.
- Major Risks and Issues: Concerns re: patient monitoring project communication/transparency.
- Top Priorities for the Coming Month (2-5 Items): ALL

Other Concerns or Announcements:

- Iris Welsh and Lisa Cyrus both on board and going well.
- HealthLInks John Martin- use for ?cost savings initiative.



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- Supply Chain management discussion
- Tom and I still concerned about other nurse managers-? Use R Schmale vs. A. Williams?
- Disinfection/sterilization in clinics project-first step completed. Lisa posting second QI/Educator person
- Budget/variance reporting- See Plan from Friday
- Decision packs/other budget-any word?
- OR suite #29- on time

Note: The content in this document is meant to support the Global Action Plan. Details in these meetings will support the development of the quarterly report and show ties to the following metrics: FY14 PCS Operational Goals; I Care, I Heal, I Build; Q17; and, Huron Patient Progression Recommendations.

Definitions:

- **Overall Status:**
 - *Red = the initiative cannot move forward as it was originally defined; it has an active risk/concern/issue that without being resolved, the work will cease or the initiative will not be successful. At this point, the initiative will need to be reevaluated in terms of timeline, cost or the need to reduce/increase scope of deliverables in order to continue. If not resolved the initiative will be cancelled.*
 - *Yellow = changes to the scope of the initiative are in jeopardy but work is continuing. The owner will need to keep a close eye toward a trend or an activation of a risk to the project/initiative.*
 - *Green = initiative is on target, all concerns have been addressed, change requests have been approved.*
- *Milestone: an action or event marking a significant change or stage in development. It can also represent a checkpoint to help control the initiative.*