1095-B Product Next Steps – New Team v3

August 30th, 2022

Next steps for new team v3 (1 of 3)

	Delayed
	In progress
	Completed
	Not started

STEP	OWNED BY	ACTION NEEDED	COMPLETED	STATUS	NOTES
Staging review	1095-B / Collab Cycle teams	Complete product ticket with documented previous collab cycle steps initiated and under async review. Platform notified of status 4 business days prior to meeting in order to review all artifacts and post recommendations.			Scheduled 06-Sep-22
Research plan - Moderated UAT	1095-B / Perigean / VA Research	Create research plan, and conversation guide for moderated UAT for approval of VA research team and submission to Perigean for recruitment.			
Moderated UAT	1095-B	Moderated usability testing with Veteran's recruited through Perigean. TBD. Record findings in product release plan			
HEC written approval	HEC / 1095-B	Obtain and upload into product repo written approval of MVP design and content prior to launch			[Launch blocking dependency] Presentation to Mr. Escols conducted 9/16/2022. Communication between HEC and VA-PO required for approval
Staged Rollout	1095-B	Roll out of product on VA.gov will be staged and include feature toggle. Canary test 25% TBD; Stage B 50% TBD. Incident response plan will be followed if product fails to perform as desired.			
Go Live	1095-B	Official go-live			

POCs:
MyVA   Samara Strauss & Liz Lanz
HEC   Joshua Faulkner
VA Profile Micheal Richard
VA Notify Beverly Nelson

Next steps for new team v3 (2 of 3)

STEP	OWNED BY	ACTION NEEDED	COMPLETED	STATUS	NOTES
Post launch review (1week)	Health Apps	Complete post launch assessment in product release plan. Due 12-Sep-22		🔵	
Post launch review (1 month)	Health Apps	Complete post launch assessment in product release plan. Due 5-Oct-22		🔵	
Opt-in legal review	Health Apps MyVA OGC	Put together a legal package (product outline, static page opt-in designs / content, MyVA opt-in designs / content) for review by OGC. Coordinated through HEC (Tarsha).		🔵	[Opt-in launch blocking dependency] Raun, Eric L. (OGC) <Eric.Raun@va.gov> Case# GCL 158655 Lawyer POC who reviewed MVP OGCHealthCareLawGroupAttorneys@va.gov General legal assistance email request line
Wayfinding	Health Apps Sitewide	Submit intake ticket with sitewide with IA document, user path, and crosslinks to wayfinding to create wayfinding to 1095-B page. Takes 1-2 Sprints.		🔵	
Build 1095-B paperless preference on Veterans VA.gov profile page	MyVA	On the MyVA Veteran Profile preferences page, the user can opt-in to receive the 1095-B form digitally. This will start the data flow to stop the physical form from being mailed out to the user during tax season. ▪ It'll take about 8 sprints to do this work (3.5 months) ▪ The team started 8/2/2022		🟡	MyVA Veteran profile opt-in designs complete 16-Aug-22. Legal review document initiated. Additional work placed on hold by VA-PO 18-AUG-22
Storage of Veteran preferences for audit trail	VA Profile/ MyVA	This preference is consumed and stored. We'll also need an audit trail for when the preference is changed, in case VA gets audited by the IRS. Work in coord. w/ MyVA.		🔵	

Next steps for new team v3 (3 of 3)

STEP	OWNED BY	ACTION NEEDED	COMPLETED	STATUS	NOTES
Data push to ES	VA Profile	Interaction with enrollment services to synchronize the preference data. This will be implemented as a push notification fired on a per-veteran-per-profile change basis.		●	
Data synch with VA Profile	HEC- ES	Change a field in the 1095-B print file, synchronizing the preference data. Business requirements submitted 8/11/22. Requested delivery of work December 1, 2022.		●	HEC ES work deprioritized to Mar 2023
Link 1095-B page to Veterans profile	Health Apps Sitewide MyVA	Submit intake ticket with sitewide to build onto 1095-B Drupal page the opt-in design element (alert link) since opt-in element is the same in unauth and auth environment. opt-in designs		●	
Communications plan	Health Apps	Build a communications plan for opt-in to advertise service, tax season notification for those who have opt-in. Sample veteran communication used by eBenefits. Draft notifications here		●	
Removal of feature toggle code	Health Apps	Submit ticket to remove code for feature toggle on react widget after opt-in is built and functioning for 1 entire tax season		●	
Consider site enhancements	Health Apps	Build for multi-year retrieval (3yrs best practice) and then on-site digital correction of information		●	

Timing for opt-in collaboration / build to be monitored by New 1095-B team (aka Health Apps)