**Project Closure Document**

Connected Bradford

EHDEN OMOP Data Transformation & Analytical Infrastructure

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# Project Closure Sign-off

The signing of this document confirms that all deliverables that were detailed in the original Statement of Works have been delivered and are acceptable to Connected Bradford. It also confirms that EHDEN has received all 3 Milestone Reports and has signed them off as being acceptable and they are satisfied the project can now be closed. This also applies to any feedback issued by EHDEN, who has confirmed that satisfactory responses have been supplied by the Data Partner and/or the SME.

The Project Closure Document has been reviewed and approved by the following representatives from the two parties:

**Connected Bradford**

|  |  |  |
| --- | --- | --- |
| Accepted By | Title | Date |
|  |  |  |
| Signature: |  | |

**Imosphere Ltd**

|  |  |  |
| --- | --- | --- |
| Accepted By | Title | Date |
| Mark Rogers | A signature on a white background  Description automatically generated with low confidenceHead of Data and Analytics Services | 16/05/2023 |
| Signature: |  | |

# Project Summary

The planned key areas of focus were:

1. Analysing and prioritising the data elements
2. Mapping mutually agreed data elements and implementing the ETL
3. Producing and providing the required EHDEN supporting documentation
4. Providing knowledge transfer to Connected Bradford staff

## Project Deliverables

|  |  |
| --- | --- |
| **Item** | **Delivery Date** |
| Data Analysis & Mapping | 14/07 2022 |
| Infrastructure setup  Stablishing OHDSI Tools and Empty OMOP Database | 02/03/2023 |
| ETL Development | 14/03/2023 |
| Knowledge transfer and documentation | 01/12/2023 |
| EHDEN Reports   1. Milestone 1 2. Milestone 2 3. Milestone 3 (including Inspection) | 14/07/2022  02/03/2023  24/10/2023 |

# Project Roles and Responsibilities

LTHT Project Team

|  |  |
| --- | --- |
| **Role** | **Name** |
| Project Sponsor | Tom Lawton |
| Project Manager | Kuldeep Sohal |
| Project Lead | John Birkinshaw |

Imosphere Project Team

|  |  |
| --- | --- |
| **Role** | **Name** |
| Project Sponsor | Mark Rogers |
| Project Manager | Denise Cotterell |
| Data Mapping Lead | Pip Jordan |
| ETL Development Lead | Matt Creasey |
| ETL Development Engineer | Kirsty Barker |

# Document Owner and Approval

The Imosphere Senior Project Manager is the owner of this document and is responsible for ensuring that this document is reviewed regularly.

# Change History

|  |  |  |  |
| --- | --- | --- | --- |
| Issue no. | Description of change | Approval | Date of issue |
| 1.0 | Initial draft | Mark Rogers | Nov 2023 |
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