**eHCD Project One-Pager Template**

**The purpose of this document is to capture key information for our team so we can be aligned and set up for success from start to finish.**

**Date this form was last revised: Jul 21, 2022**

**Project name:**

**Project PO:**

**Current\* priority level (low/medium/high) and why:**

*\*If priority changes, then specify why*

**Relevant user personas:**

**Links to relevant user research findings/documents:**

**User goals/needs addressed by this project:**

**Definition(s) of success:** (ex: “eHCD provided…”, “eHCD advanced…”, etc.)

**Expected deliverables:**

**eHCD are (select one):** Project Leads / Consultants

**Level of support:** [(see glossary for definitions)](https://confluenceent.cms.gov/display/eHCD/eHCD+Vocabulary#eHCDVocabulary-SERVICES)

* HCD Advised
* HCD Supported
* HCD Embedded

**Skills needed from Fearless team: (select all that apply)**

* Research strategy
* Discovery/Research
* Design/developing artifacts
* Design review
* Workshop facilitation
* Other:

**Roles on Fearless team:**

**Stakeholders/vendors/contractors and their HCD maturity\***

**(If eHCD are project leads) Approximate timeline and level of effort for each eHCD project phase:**

1. Project Intake (Strategy) -
2. Discovery -
3. Conceptualize -
4. Evaluate -
5. Implement (Delivery) -

**Key dates:**

**What we don’t know yet:**

**Potential risks:**

**Limits/guardrails:**

* We are not working on…
* We need…

\*HCD maturity scale (adapted from [NNG](https://www.nngroup.com/articles/ux-maturity-model/)):

1. Absent: HCD is ignored or nonexistent.
2. Limited: HCD work is rare, done haphazardly, and lacking importance.
3. Emergent: The HCD work is functional and promising but done inconsistently and inefficiently.
4. Structured: The organization has semi-systematic HCD-related methodology that is widespread, but with varying degrees of effectiveness and efficiency.
5. Integrated: HCD work is comprehensive, effective, and pervasive.
6. User-driven: Dedication to HCD at all levels leads to deep insights and exceptional user-centered–design outcomes.