

Sheet1

IMPLEMENTATION PLAN FOR+A1:F30 HOSPITAL MANAGEMENT INFORMATION SYSTEM
PAMOJA DISPENSARY ARUSHA

| DATE | ACTIVITY | RESPONSIBLE PERSON | REMARKS |
|--|---|---|--|
| 03 Jan 2019 | Business process analysis | Ostech IT Engineering | Infrastructure auditing |
| 04 Jan 2019 | Preparation of training time table | Ostech IT Engineering and Pamoja Dispensary | |
| 7-8 Jan 2019 | Server setup | Ostech IT Engineering | |
| 09 Jan 2019 | Class room setup | Ostech IT Engineering | |
| 10-16 Jan 2019 | Training | Ostech IT Engineering | Price list will be entered while training is in progress |
| 17-18 Jan 2019 | System implementation at registration | Ostech IT Engineering and Pamoja Dispensary | |
| 21 Jan 2019 | System implementation at Billing | Ostech IT Engineering and Pamoja Dispensary | |
| 22-23 Jan 2019 | System implementation at all department and wards | Ostech IT Engineering and Pamoja Dispensary | |
| 24-28 Jan 2019 | Stock taking, entering all stock into the system | Ostech IT Engineering and Pamoja Dispensary | |
| AFTER IMPLEMENTATION WE SHALL HAVE MEETING WITH HOSPITAL MANAGEMENT TO ASSESS THE PROGRESS AND CHALLENGES ENCOUNTERED BY USERS | | | |

GENERAL AND DEPARTMENTAL HOSPITAL SYSTEM TRAINING TIME TABLE, FROM 09 Jan to 16 Jan 2019

| DATE | DEPARTMENT | TIME |
|-----------|---|----------------|
| 9-Jan-19 | Class room setup and General training to all staffs | 3.00pm-5.00pm |
| 10-Jan-19 | Reception | 10.00am-5.00pm |
| 11-Jan-19 | Billing/ Cashier | 10.00am-5.00pm |
| 14-Jan-19 | Radiology and Pharmacy | 10.00am-5.00pm |
| 15-Jan-19 | Laboratory | 10.00am-5.00pm |
| 16-Jan-19 | Doctors and RCH | 10.00am-5.00pm |