Product Overview

The Letter of Life is a paper form that provides responders with a list of important medical information regarding the patient in need. This form should be completed by patient and placed inside the residence at a location easily accessible by EMS personnel.

The objective of the project is to develop an interoperable electronic Letter of Life system that will exchange information through the interdisciplinary Emergency Medical Services (EMS), allowing information to be updated and viewed simultaneously by various authorized end users.

The goal is to improve emergency patient care at remote location in which the traditional Letter of Life information is not readily available. Additionally, it will provide flexible accessibility to patients to continuously update their medical information.

Team Members

|  |  |  |
| --- | --- | --- |
| Name | Role | Contact Information |
| Sefanit Urgessa (Sofy) | Co-Project Manager / Co-Developer | [sefanit.urgessa@gmail.com](mailto:sefanit.urgessa@gmail.com) |
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Project Build - Selections

* ***Project Management Style -* Agile Hybrid Project Management**
  + Sprints will be on weekly basis (based on our meeting times)
* ***Product Name & Team Name***
  + EMSPlus Software / EMSPlus Team
  + Virtual Letter (or File) of Life / Team 3 - Letter of Life/Cloud
* ***Language & Database choices***
  + C#/.Net /Java/PHP….
  + MS SQL/Oracle/MySQL/

Product Build – To Do

* ***Website Screens***
  + Login Screen (sign in/sign up)
    - Include disclaimer (will need the statement from Chris)
  + Letter of Life Form Screen
  + Review information & Submit Screen
* ***Website accessibility based on role***
  + User = Responder
    - Read only Access – un-editable view
  + User = Patient
    - Read/Write access – Editable view (or Empty if it’s new user)
  + User = Admin
    - Read/Write access (with security + audit ex. approval of Patient → to limit entry of incorrect information - intentional or unintentional)
* ***Database*** 
  + Data Entry Table/s
  + Admin audit table
  + Questionnaire tables for web form
  + User Role Definition Table/s
  + User Access Table/s
  + Data Push/Pull Procedures
* ***Security*** 
  + Eventually – Must comply with currently existing security (work with Bill/Rob)
    - Network
    - Servers
  + Currently – mimic the existing security within our project scope
* ***Hosting***
  + Eventually – Must comply with currently existing setup (work with Bill/Rob)
    - Web server/Application server
    - Database server
  + Currently – mimic the existing setup within our project scope
    - Web server/Application server – Azure/AWS/…
    - Database server – Azure/AWS/…
* ***Deployment***
  + Eventually – integrate with the existing system – work with Bill/Rob
  + Currently – mimic the existing setup within our project scope
    - Azure/AWS/…

Deliverables & Responsible Personnel

|  |  |  |
| --- | --- | --- |
| Deliverables | Resp. Personnel | Type |
| Project Plan | Sofy & Mohammed | Document |
| Programmer Guide | Sofy & Mohammed | Document |
| SRS – Use Case Document |  | Document |
| Technical Design Document |  | Document |
| System & Database Diagram |  | Document |
| Software Test Plan |  | Document |
| Deployment and Operations Guide (Runbook) |  | Document |
| User Guide |  | Document |
| Test Report |  | Document |
| Software build (UI & Backend) |  | Code/product |
| Database Build (Database Objects) |  | Code/product |
| Presentation | Sofy & Mohammed | Document/Product |
| Sprint Meetings | Sofy & Mohammed | Meeting |
| Client/Team Meeting | Rob | Meeting |
| Advisor/Team Meeting | Sofy & Mohammed | Meeting |
| Document/Assignment submission | Sofy & Mohammed | Document/Product |
|  |  |  |

Deliverables & Milestone Due Dates

|  |  |  |
| --- | --- | --- |
| Milestone | Due Date | Deliverables |
| 1 | 06/10/2020 | * Project Plan * SRS – Use Case * Presentation |
| 2 | 07/01/2020 | * Technical Design Document   + *Will include System & Database Diagrams* * Modified Project Plan   + Will include Software Test Plan * Any additional documents defined in project plan |
| 3 | 07/22/2020 | * Programmer Guide - guide future programmers working on the software we developed * Deployment and Operations Guide (Runbook) * Any additional documents defined in project plan |
| 4 | 08/05/2020 | * All updated documents submitted in prior milestones * Finished working Software * User Guide * Test Report * Presentation |