

## Stakeholder Matrix

Stakeholder Name/Group	Role/Responsibility	Influence Level	Interest Level	Key Requirements	Engagement Strategy	Frequency of Interaction	Communication Method
Patients	Service recipients	Low	High	Real-time notifications, shorter wait times, clear communication	Feedback surveys, newsletters	Monthly	Email, Surveys
Doctors	Patient care providers	High	High	Access to equipment, smooth inter-department coordination	Progress meetings, direct updates	Weekly	Reports, Dashboards
Nurses	Patient support and emergency services	High	High	Staffing, resource availability, communication with departments	Shift briefings, feedback collection	Weekly	Meetings, Internal Memos
Administrative Staff	Scheduling and records management	High	High	Integrated scheduling, conflict detection, better tools	Workflow meetings, performance tracking	Weekly	Dashboards, Reports
IT Team	System maintenance and technical support	High	Low	Uptime, integration, user-friendly system	Technical check-ins, summary updates	Bi-weekly	Email, System Logs
Hospital Management	Strategic oversight and compliance	High	Medium	Legal compliance, data security, project KPIs	Executive summaries, milestone reviews	Monthly	Reports, Presentations
Support Staff	Operational assistance	Low	Low	Clear schedules, task assignments	Passive updates via staff bulletins	As needed	Email, Notice Boards

### Stakeholder Engagement

High Influence, High Interest	Doctors, Nurses, Admin Staff	Engage actively, ensure satisfaction
High Influence, Low Interest	IT Team, Hospital Management	Keep satisfied with technical clarity
Low Influence, High Interest	Patients	Keep informed, gather feedback
Low Influence, Low Interest	Support Staff	Monitor with minimal resources