

## Scope Change Requests

Identify whether the following change requests could be in scope for the hospital scheduling project or should be out of scope based on the scheduling project objectives:

- Redesign the admission process to include an option to schedule a procedure.

Redesigning the admission process is out of scope for the current scheduling system project. Scheduling occurs after patients are admitted. This request could be added to a future project to expand scheduling capabilities.

- Add a feature to find patients across consortium hospitals.

This request is out of scope. The consortium hospitals aren't sharing systems and processes at this point.

- Add a feature to search payments across consortium hospitals.

This request is out of scope. The consortium hospitals aren't sharing systems and processes at this point.

- Add a feature to search for a procedure room available during multiple time slots.

Searching for multiple time slots could be in scope for the hospital scheduling project because it is another way to search for procedure rooms. It should be handled by the change management process.

- Update scheduling/accounting data exchange to include procedure charge code.

Exchanging the procedure charge code between the scheduling and accounting systems could be in scope. A connection between these systems is required to produce cost management reports, which help document project results. It should be handled by the change management process.

- Add cross-training for the new scheduling system and cancer ward scheduling system.

Cross-training is out of scope for the scheduling project. The project goal is to implement the new scheduling system and the cancer ward scheduling system before the grants and donations expire. Cross-training could be included in a future project to expand scheduling.

- Update the new scheduling/cancer ward scheduling data exchange to include procedure charge code.

Exchanging the procedure charge code between the scheduling and cancer ward scheduling systems could be in scope. A connection between these systems is required to produce cost management reports, which help document project results. It should be handled by the change management process.

- Add a selection feature to financial measures and service statistics reports so reports can cover a specific scheduling system or all scheduling systems.

Selecting the scheduling systems for reports could be in scope because these reports are necessary to determine whether project success criteria have been met. Because the hospital consortium has three scheduling systems, the hospitals or groups will want to see results for each system. However, the consortium would be interested in seeing results for all systems.