

**Department of Veterans Affairs  
Veterans Health Administration (VHA)  
Office of Informatics and Analytics (OIA)  
Innovation Program**

# **OneVA Pharmacy Implementation Project**

**VA118-15-Q-0745**

**Business Information Technology Solutions, Inc.  
3190 Fairview Park Drive, Suite 350  
Falls Church, VA 22025**



**Monthly Progress Report  
(Deliverable #0001AE)**

**November 5, 2015**

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## Executive Summary

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Business Information Technology Solutions, Inc. (BITS) completed the first month of support on the Veterans Health Administration's (VHA) OneVA Pharmacy Project (VA118-15-Q-0745). This Monthly Progress Report (MPR) covers the team's work efforts and activities for September 30 - October 31, 2015. Our team initiated the project, submitted all on-boarding requirements and completed all initial deliverables as noted in the contract. At the BITS team level, daily huddles were conducted, key stakeholder groups were oriented to the project and a weekly Integrated Product Team (IPT) was started. A summary of key task accomplishments and meetings are listed below.

## Current Status

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Key activities performed by the BITS Team in support of this program during this time period included:

### Task 1 - Project Management

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- Delivered the initial Contractor Project Management Plan (CPMP) (v0.4) (CLIN 0001AA)
- Submitted the Kick-off Meeting Agenda and conducted the Meeting (CLIN 0001AB)
- Delivered the initial Project Schedule (CLIN 0001AC) (awaiting access to enter into Primavera)
- Delivered the Risk Issue Log (CLIN 0001AD)
- Drafted Monthly Progress Report for October 2015 (CLIN 0001AE)
- Scheduled weekly stakeholder Integrated Project Team (IPT) meeting, including representatives from the Health Data Repository/Clinical Data Service (HDR/CDS) and Pharmacy Benefits Management (PBM)
- Delivered the IPT Meeting Minutes (CLIN 0001AK)
- Delivered Daily Stand Up Meetings Minutes (weekly) (CLIN 0001AL)
- Provided project overview to PBM and HDR/CDS Representatives
- VA required training and on-boarding forms completed and submitted by BITS Team members
- Collected and reviewed relevant artifacts of the original Innovations work to team members

### Task 2 – Software Development Planning

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- Created initial Requirements Specification Document (RSD) and reviewed with Stakeholders on IPT call
- Delivered initial RSD (CLIN 0002AA)
- Worked with the Rational Tools team to obtain access to the OneVA Pharmacy project
- Delivered initial Systems Design Document (SDD) (CLIN 0002AC)
- Obtained original source code and evaluated for new requirements including interfacing with Enterprise Messaging Infrastructure (eMI) and HDR/CDS

- Connected with the VistA Patch Release PMO and invited to meetings
- Initiated the review of pilot test scripts

### Task 3 – Software Development

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- Not applicable for reporting period

### Task 4 – Software Testing

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- Not applicable for reporting period

### Identified Risks and Mitigation

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Risk/Issue	Impact	mitigation	Status
Contact with the eMI team is critical to maintaining project schedule	High	Get access to eMI website; understand which WebSphere and MQ version is being used; download free trial.	Open
Code In Flight (CLIN 0001AJ) could not be submitted within the contract deliverable because it requires a PMAS project number.	Low	BITS will contact an OSHERA resource to understand an alternate method of submission. The decision may be to wait and submit the code at the end of this increment.	Open
RRC and RTC project setup is not complete as scheduled due to lack of access (CLIN 0002AB)	Low	BITS contacted the Rational Tools Team for access to the tool.	Open
If the RSD is not approved by 11/15/15 then the project may not meet the timelines	Moderate	Start on requirements that are the most stable.	Open
Project Schedule not submitted to Primavera due to a lack of access	Low	BITS submitted schedule via Microsoft Project and PDF to the COR.	Open

## Identified Potential Risks and Mitigation

Risk/Issue	Impact	Mitigation	Status
eMI current schedule may not allow migration of this functionality within the project schedule.	High	Schedule technical team meeting in November 2015 to determine whether existing planned functionality can be used or develop alternative plan.	Potential
Need development environment by 12/15/15 to maintain project schedule.	High	Develop in Innovation Sandbox.	Potential
If the SQA environment is not available by 12/15/15 then the project may not meet the quality goals.	High	Test in Innovation Sandbox	Potential
If the RSD is not approved by 11/15/15 then the project may not meet the timelines	Moderate	Start on requirements that are the most stable.	Potential

## Contractor Program Management Plan (CPMP) Changes/Deviations

- Drafted the CPMP during this reporting period. No changes or deviations.

## Meetings/Conference

Meetings/ Conferences	Meeting Description/ Purpose	Date(s)
<b>Internal BITS Team Operations Meeting</b>	Internal BITS synchronization for OneVA Project	09/29/2015 10/01/2015 10/02/2015 10/06/2015 10/07/2015 10/08/2015 10/09/2015 10/12/2015 10/13/2015 10/15/2015 10/26/2015 10/28/2015 10/30/2015

Meetings/ Conferences	Meeting Description/ Purpose	Date(s)
<b>OneVA Pharmacy Project Kick-off Meeting with VA</b>	Official Kick-off of OneVA Pharmacy Project, including Contract Officer and COR's Expectations, Scope of the Project, Deliverables and related activities	10/09/2015
<b>Daily Huddle with the COR</b>	Coordinate project activities with the COR and BITS' Team Leadership	10/14/2015 10/16/2015 10/19/2015 10/20/2015 10/21/2015 10/23/2015 10/26/2015 10/27/2016 10/29/2015 10/30/2015
<b>Project Introduction Meeting and Overview with Pharmacy Benefits Management (PBM) Leadership</b>	Provide an overview of the project and determine expectations of PBM	10/15/2015
<b>Project Introduction Meeting and Overview with Health Deposit Repository (HDR)/Clinical Decision Support (CDS)</b>	Provide an overview of the project and determine expectations of HDR/CDS	10/22/2015
<b>BITS Team Daily Scrum</b>	Coordinate Internal team project activities	10/12/2015 10/13/2015 10/14/2015 10/15/2015 10/16/2015 10/19/2015 10/20/2015 10/21/2015 10/22/2015 10/23/2015 10/26/2015 10/27/2015 10/28/2015 10/29/2015
<b>OneVA Pharmacy IPT Meeting</b>	Provide key stakeholder and business owner coordination for the project	10/22/2015 10/29/2015

## Anticipated Activities for November 2015

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- Create Enterprise Systems Engineering (ESE) Submission
- Set up project in Rational Tool Composer (RTC) and Rational Requirements Composer (RRC)
- Identify deliverable documents that will be required for the project
- Initiate the development of required documents
- Baseline the RSD and obtain signatures
- Baseline PMO and obtain signatures
- Complete the SDD for this increment
- Identify Point of Contact (POC) for eMI and begin interactions
- Develop services for eMI
- Modify VistA MUMPS code
- Create VistA patch in FORUM
- Create Master Test Plan
- Peer review Master Test Plan
- Develop out the test scripts
- Complete initial ASSESS and SEDR submissions
- Upload documents to the Enterprise Testing Services (ETS) site
- Conduct IPT Meetings

## Deliverables

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Deliverable	CLIN	Date	Status
PMP	0001AA	10-30-2015	Waiting for signatures
Kick-off Meeting	0001AB	10-09-2015	Complete
Project Schedule*	0001AC	10-10-2015	Complete/Pending
Risk Issues Log	0001AD	10-30-2015	Complete
Daily Stand Up Minutes	0001AL	10-13-2015,10-19-2015,10-26-2015	Complete
RSD	0002AA	10-30-2015	Complete
SDD	0002AC	10-30-2015	Complete

\*Waiting on access to place schedule in Primavera

### Roster of the BITS Team

Program Role (BITS)	Name
Technical/Project Manager	Cecelia Wray
Program Manager/ Subject Matter Expert	Sherri Simons
Technical Subject Matter Expert	Birali Hakizumwami
VistA MUMPS Developer	Brad Fisher
System Architect/Java Developer	Antonio Burleson
Test Lead	T.J. Cope
Project Coordinator/Trainer/Technical Writer	Kathy Coupland
QA Tester	Tom Bigelow

### Delivery Team VA Access Status

Team Member	CAG Access Status	Status
Cecelia Wray	CAG Access/Fingerprinted/Waiting for PIV	Full VA access
Sherri Simons	CAG Access/Fingerprinted/Waiting for PIV	Full VA access
Birali Hakizumwami	On-boarding documents submitted	
Kathleen( Kathy) Coupland	CAG Access/Fingerprinted/Waiting for PIV	Full VA access
Tom Bigelow	On-boarding documents submitted	
Brad Fisher	CAG Access	Full VA access
TJ Cope	On-boarding documents submitted	
Antonio (Tony) Burleson	On-boarding documents submitted	