**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**

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**Monthly Progress Report**

**(Deliverable #0001AE)**

**December 4, 2015**

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# Executive Summary

Business Information Technology Solutions, Inc. (BITS) completed the second 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 November 1 - November 30, 2015. Our team initiated a number of ProPath processes, submitted all on-boarding requirements, and completed all deliverables as noted in the contract. At the BITS team level, daily huddles were conducted and a weekly Integrated Product Team (IPT) was held. A summary of key task accomplishments and meetings are listed below.

## Current Status

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

### Task 1 - Project Management

* Monthly Progress Report for November 2015 (CLIN 0001AE)
* Monthly Progress Meeting Minutes (CLIN 0001AF)
* Delivered updated Project Schedule (CLIN 0001AG) (awaiting access to enter into Primavera)
* Delivered the Updated Risk Issue Log (CLIN 0001AH)
* Delivered the IPT Meeting Minutes (CLIN 0001AK)
* Delivered Daily Stand Up Meetings Minutes (weekly) (CLIN 0001AL)
* Held weekly stakeholder Integrated Project Team (IPT) meeting, including representatives from the Health Data Repository/Clinical Data Service (HDR/CDS) and Pharmacy Benefits Management (PBM)
* Requested and completed paperwork for Service Delivery and Engineering (SDE) Resource, attended their governance board call, and ended up resubmitting the request.
* Identified all ProPath Process that will be used in this project.
* Submitted initial ESE Registration Form
* Uploaded Contractor Project Management Plan (CPMP), Requirements Specification Document (RSD), and Software Design Document (SDD) to the Enterprise Systems Engineering (ESE) site
* Discussed project with Pharmacy Information Security Officer (ISO) who indicated that the existing Pharmacy package Authority to Operate (ATO) would suffice for this project.
* Held a call with the VAs Enterprise Messaging Infrastructure (eMI) point-of-contact (POC) and she indicated they would not be able to integrate with the OneVA Pharmacy project until March since they are upgrading from v8 to v9 and won’t be done until then.

### Task 2 – Software Development Planning

* Delivered RSD with business signature (CLIN 0002AA)
* Created requirements for project in Rational Requirements Composer (RRC) and User Stories for project in Rational Team Concert (RTC) (CLIN 0002AB)
* Completed initial update of SDD
* Determined M Routines that overlap with the existing or in the current development process
* Accomplished significant work to get the Innovations Sandbox set up for use.
* The developer will install the free 30-day trial version of the IBM software required for the eMI integration. This is version 10, but should not affect our code even though the VA is upgrading to v9.
* Obtained three Software Quality Assurance (SQA) accounts from Bay Pines Test Lab and one development environment at Albany.

### Task 3 – Software Development

* 30% of VistA code complete
* 30% of the VAeMI-Middleware code complete using a SRA laptop. Once the Innovation Sandbox is set up with the IBM Integrated Development Environment (IDE) software, all code will be deployed to the Sandbox and development will occur using the Innovations environment.
* Completed SEDR form
* Completed ASSESS form

### Task 4 – Software Testing

* Initial Master Test Plan (MTP) completed. It will be routed for signatures.

## Identified Risks and Mitigation

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date Risk was Identified \* | Risk Statement/Description (If…then…) \* | Risk Probability\* (VH,H, M, L, VL) | Risk Impact\* (VH,H,M,L,VL) | Risk Response Strategy \* | Current Status \* |
| 11/16/2015 | ISSUE: The eMI team will not be able to interface with OneVA Pharmacy until March after their upgraded to v9. |  | High | Issue has been communicated to the VA COR for follow up.  Plan B: Set up a separate instance of eMI within the VA network |  |
| 11/25/2015 | ISSUE: There are no systems set up in the VA network to do end to end test systems |  | High | Continue to request/work on access to appropriate systems |  |
| 11/25/2015 | ISSUE: VistA Intake Program has stated this product is too complex to be accepted in this program. |  | High | Issue has been communicated to the VA COR for follow up. |  |
| 11/30/2015 | ISSUE: Five team members do not have VA Access. They will be unable to access the environments set up in the VA network for end to end testing |  | High | Use the Innovation Sandbox as much as possible |  |
| 11/30/2015 | Issue: The IOC sites are not identified. We are unable to start the paperwork associated with the IOC testing |  | High | Proactively work with the business stakeholders to identify appropriate IOC sites |  |
| 9/30/2015 | If the development environment is not available by 12/1/15 then the project may not meet the timelines. | M | High | Develop in Innovation Sandbox | Closed |
| 9/30/2015 | If the SQA environment is not available by 12/1/15 then the project may not meet the timelines. | M | High | Test in Innovation Sandbox | Closed |
| 9/30/2015 | If the VistA patch team is not available by11/6/15 then the project may not meet the timelines | M | High |  | Closed |
| 9/30/2015 | If the RSD is not approved by 11/15/15 then the project may not meet the timelines | M | High | Start on requirements that appear the most stable | Closed |
| 9/30/2015 | If the eMI team is not available by November 6, 2015 then the project may not meet the timelines | M | High | Get access to eMI website; understand which WebSphere and MQ version are being used; download free trial. | Closed |
| 9/30/2015 | If the HDR/CDR team is not available by 11/6/15 then the project may not meet the timelines | M | High |  | Closed |
| 10/27/2015 | If the prototype does not meet the need of the business in the way the decoupling from the main logic was done since there is not a written requirement it may impact the timelines. | M | High | Bring this up with the stakeholders for a discussion | Closed |
| 11/4/2015 | If the eMI team is not able to start interfacing with the OneVA Pharmacy product by 11/20/15 then the project may not meet the timelines. | H | High | Discuss with architects a method to communicate between sites | Closed |

|  |  |  |  |
| --- | --- | --- | --- |
| Other Pending Items | Impact | mitigation | Status |
| Code In Flight (CLIN 0001AJ could not be submitted within the contract deliverable because it requires a PMAS project number. | Low | The code will be submitted at the end of the development | 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 |

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

* CPMP has been updated and provided as a deliverable.

## Meetings/Conference

| Meetings/ Conferences | Meeting Description/ Purpose | Date(s) |
| --- | --- | --- |
| Daily Huddle with the COR | Coordinate project activities with the COR and BITS’ Team Leadership | 11/2/2015  11/3/2015  11/4/2015  11/5/2015  11/9/2015  11/10/2015  11/12/2015  11/13/2015  11/16/2015  11/17/2015  11/18/2015  11/19/2015  11/20/2015  11/23/2015  11/24/2015  11/25/2015  11/27/2015  11/30/2015 |
| BITS Team Daily Scrum | Coordinate Internal team project activities | 11/2/2015  11/3/2015  11/4/2015  11/9/2015  11/10/2015  11/12/2015  11/13/2015  11/16/2015  11/17/2015  11/18/2015  11/19/2015  11/20/2015  11/23/2015  11/24/2015  11/25/2015  11/27/2015  11/30/2015 |
| OneVA Pharmacy IPT Meeting | Provide key stakeholder and business owner coordination for the project | 11/5/2015  11/12/2015  11/19/2015 |
| eMI Technical Assessment and Schedule | Discussion of how to integrate into eMI | 11/9/2015 |
| SDE Resource Governance Board | Discuss the need of SDE resources | 11/12/2015 |
| Pharmacy VistA Patch | Discuss ongoing development projects to VistA Pharmacy | 11/2/2015  11/9/2015  11/16/2015  11/23/2015  11/30/2015 |
| HDR/CDS Technical Call | Discuss the technical components of HDR/CDS integration | 11/5/2015 |
| VA eMI Technical Call | Discuss when and what is needed for VA eMI integration | 11/19/2015 |
| Pharmacy ISO | Discuss the security needs for the project | 11/19/2015 |
| Innovation Sandbox | Discussion on the set up and needs to get the project working in the Innovation Sandbox | 11/24/2015 |

## Anticipated Activities for December 2015

* Receive the Analysis and Testing Scope Report (RATSR) from the Enterprise Testing Service (ETS) and incorporate it into the MTP
* Route the MTP for signatures
* Complete the development for both the VistA side and the VAeMI-Middleware including unit testing
* Identify the system within the VA network that the IBM eMI 30-day trial software will be installed on
* Complete test cases and scripts
* Set up test data in the SQA environments including coordination with HDR/CDS
* Send required documentation to identified Initial Operating Capability (IOC) sites

## Deliverables

| Deliverable | CLIN | Date | Status |
| --- | --- | --- | --- |
| Contract Project Management Plan | 0001AA | 11/30/2015 | Complete |
| Progress Meeting Minutes | 0001AF | 11/16/2015 | Complete |
| Updated Project Schedule\* | 0001AG | 11/16/2015, 11/23/2015, 11/30/2015 | Complete/Pending |
| Updated Risk Issues Log | 0001AH | 11/23/2015, 11/30/2015 | Complete |
| IPT Minutes | 0001AK | 11/3/2015, 11/16/2015, 11/23/2015 | Complete |
| Daily Stand Up Minutes | 0001AL | 11/3/2015, 11/16/2015, 11/23/2015, 11/30/2015 | 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/PIV Received | Full VA access |
| Sherri Simons | CAG Access/Fingerprinted/PIV Received | Full VA access |
| Birali Hakizumwami | On-boarding documents submitted |  |
| Kathleen( Kathy) Coupland | CAG Access/Fingerprinted/PIV Received | VA credentials expired 11/30/2015. COR to submit eCARF. |
| Tom Bigelow | On-boarding documents submitted |  |
| Brad Fisher | CAG Access | Full VA access |
| TJ Cope | On-boarding documents submitted/PIV Received | Awaiting CAG Access |
| Antonio (Tony) Burleson | On-boarding documents submitted |  |