Kelompok 6

On Boarding

Sistem Check In Rumah Sakit Mitra Keluarga

ON BOARDING OBJECTIVES:

MEMASTIKAN MEMBER TIM MEMAHAMI:

Company Profile

Consultants Guidelines

Company Key Challenges

5 Key Success Factor for Internal Team

Acceptance Condition

Overall Scope & Approach

Functional & Technical Scope

Business Solution Scope

Document Scope

Project Timelines

Organization Chart

General Project Assumptions

COMPANY PROFILE

LOKASI KANTOR PUSAT

Bekasi Timur, Jawa Barat

TRANSPORTASI

- Menggunakan KRL
- Menggunakan kendaraan pribadi
- Menggunakan layanan transportasi lainnya.

CONSULTANT GUIDELINES

WORK TIME

- Consultant are expected to arrive latest 9 a.m. and leave earliest 5 p.m.
- For overtime and beyond weekdays, prior approval from PMO is required
- No VPN available

DRESS CODE

- Business professional or office formal dress

CONSULTANT GUIDELINES

EXPENSE

- Petty Cash
- No transportation fee provided

ACCOMODATION

- Allowance is available for 2 persons or
- Rent a boarding house or apartment near client site

CUSTOMER KEY CHALLENGES

- Demanding
- Eager to learn new things
- Lack of "check-in" application's mechanism knowledge
- Critical thinking
- Lack of information regarding the hospital

5 KEY SUCCESS FACTOR FOR INTERNAL TEAM

- Communicative
- Discipline
- Customer engagement
- Quality focus
- Adaptive

Acceptance Condition

1. User confirm that whole of system can be running and used easily
2. Acceptance shall be confirmed with no error at once for whole system (UAT)

OVERALL SCOPE

IMPLEMENTATION

Pengimplementasian sistem check-in pasien menggunakan aplikasi check-in

MIGRATION

Pemindahan data pasien dari pembukuan manual ke database yang terintegrasi dengan aplikasi

HARDWARE

Pengadaan hardware yang dibutuhkan untuk memenuhi kebutuhan databse sudah direncanakan.

DOCUMENT SCOPE

Prepare

Project Charter

Explore

System Mechanism, Database & Integration, System Installation Report, Connection Test Report, Mobile Application Concept, Progress Report

Realize

Customization of Interface and Database Change list, Process based on User Experience Test on Mobile Gadget, Progress Report

Deploy

New "check-in" strategy, Digital System Method, Mobile Application report, Issue log, Training Material, Training Attendance, Final (progress) Report

PROJECT TIMELINES

PREPARE

Pre-kickoff : 17 February 2022

Kickoff : 12 March 2022

Hardware Availability

installation

REALIZE

EXPLORE

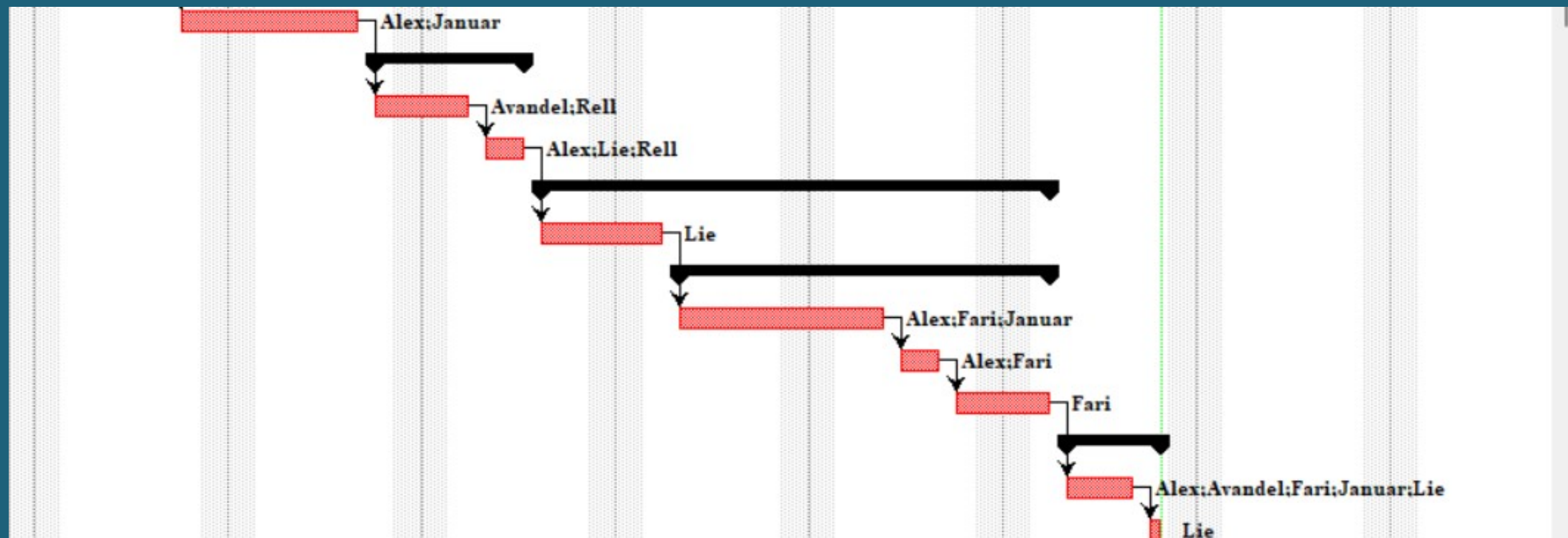## DEPLOY

Go Live : 28 May 2022

Support : 28 May 2022 - 28 June

2022

	⊕	Name	Duration	Start	Finish	Predecessors	Resource Names
1	▦	⊟Project Management	55 days?	3/12/22 8:00 AM	5/27/22 5:00 PM		
2	▦	Memilih Project dan Project Stakeholder	3 days	3/12/22 8:00 AM	3/16/22 5:00 PM		Lie
3	▦	⊟Scope Management Plan	3 days?	3/17/22 8:00 AM	3/21/22 5:00 PM		
4		Membuat Project Scope Statement	2 days	3/17/22 8:00 AM	3/18/22 5:00 PM	2	Alex;Rell
5	▦	Membuat Work Breakdown Stucture	1 day	3/21/22 8:00 AM	3/21/22 5:00 PM	4	Alex;Rell
6		⊟Requirement Management Plan	12 days?	3/22/22 8:00 AM	4/6/22 5:00 PM		
7		Membuat requirement Identification	3 days	3/22/22 8:00 AM	3/24/22 5:00 PM	5	Fari;Lie
8		Membuat Requirement Analysis	3 days	3/25/22 8:00 AM	3/29/22 5:00 PM	7	Fari;Lie
9		Membuat Draft Requirement	2 days	3/30/22 8:00 AM	3/31/22 5:00 PM	8	Fari;Lie
10		Membuat Final Requirement	2 days	4/1/22 8:00 AM	4/4/22 5:00 PM	9	Fari;Lie
11		⊟Scheduling Management Plan	2 days?	4/5/22 8:00 AM	4/6/22 5:00 PM		
12		Membuat Scheduling management Plan	2 days	4/5/22 8:00 AM	4/6/22 5:00 PM	10	Avandel;Januar
13		⊟Cost Management Plan	5 days?	4/7/22 8:00 AM	4/13/22 5:00 PM		
14		Membuat Daftar Element Cost	2 days	4/7/22 8:00 AM	4/8/22 5:00 PM	12	Alex;Avandel;Rell
15		Membuat Rincian Total Cost Lainnya	2 days	4/11/22 8:00 AM	4/12/22 5:00 PM	14	Alex;Avandel;Rell
16		Membuat Rincian Tota daril Project Cost	1 day?	4/13/22 8:00 AM	4/13/22 5:00 PM	15	Alex;Avandel;Rell
17		⊟Quality Management Plan	4 days?	4/14/22 8:00 AM	4/19/22 5:00 PM		
18		Membuat Check sheet assumption	2 days	4/14/22 8:00 AM	4/15/22 5:00 PM	16	Rell
19		Fishbone Diagram	2 days	4/18/22 8:00 AM	4/19/22 5:00 PM	18	Rell
20		⊟Communication Management Plan	2 days?	4/20/22 8:00 AM	4/21/22 5:00 PM		
21		Membuat Communication Management Plan	2 days	4/20/22 8:00 AM	4/21/22 5:00 PM	19	Alex;Fari
22		⊟Design	5 days?	4/22/22 8:00 AM	4/28/22 5:00 PM		
23		Membuat Design Mockup UI	5 days	4/22/22 8:00 AM	4/28/22 5:00 PM	21	Alex;Januar
24		⊟Risk Management Plan	4 days?	4/29/22 8:00 AM	5/4/22 5:00 PM		
25		Membuat RBS	2 days	4/29/22 8:00 AM	5/2/22 5:00 PM	23	Avandel;Rell
26		Membuat Qualitative Risk analysis	2 days?	5/3/22 8:00 AM	5/4/22 5:00 PM	25	Alex;Lie;Rell
27		⊟Procurement	13 days?	5/5/22 8:00 AM	5/23/22 5:00 PM		
28		Membuat Procurement Management Plan	3 days	5/5/22 8:00 AM	5/9/22 5:00 PM	26	Lie
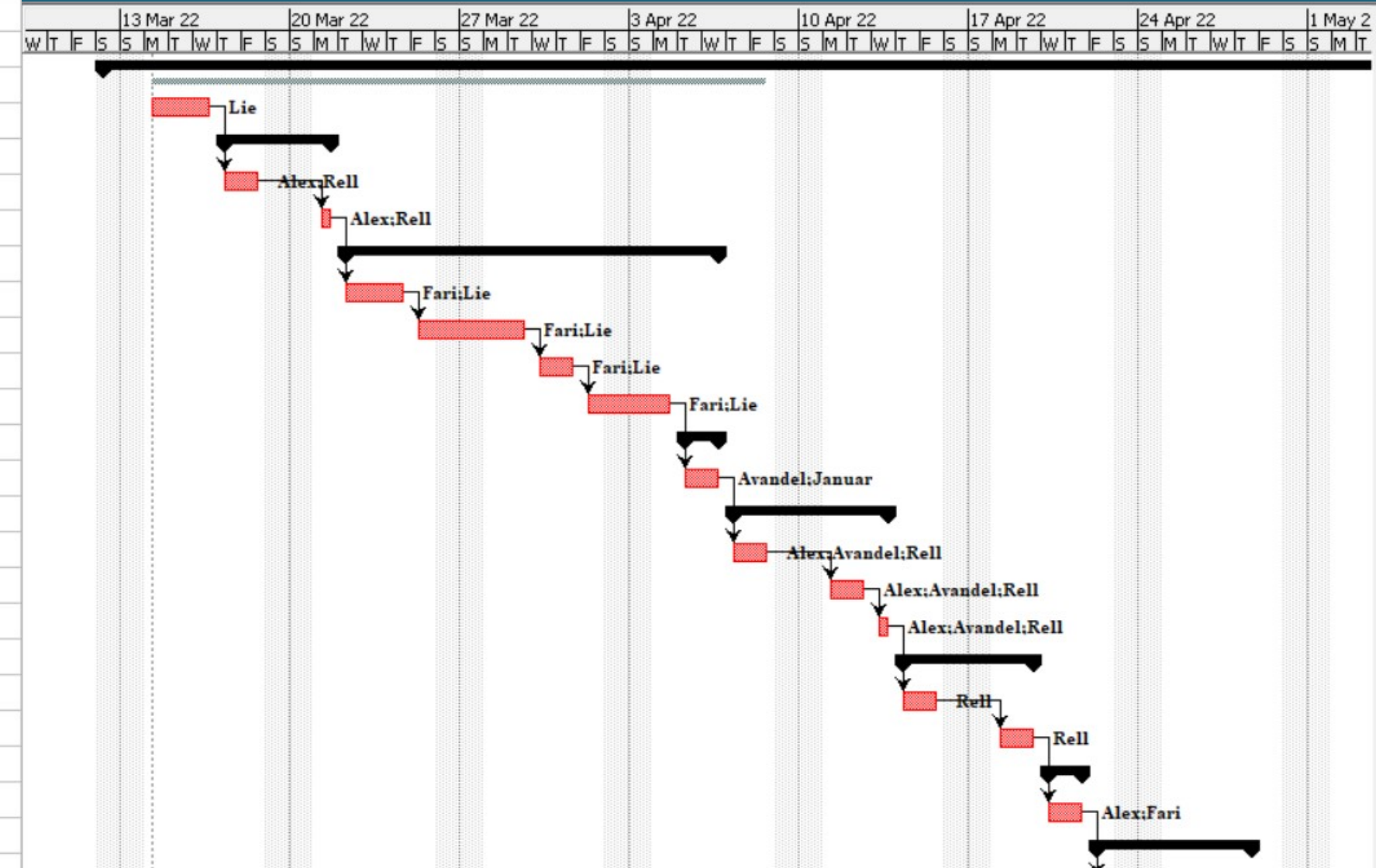
DRAFT TIMELINE

29		☐ Excecute	10 days?	5/10/22 8:00 AM	5/23/22 5:00 PM		
30		Membuat Software Aplikasi	6 days?	5/10/22 8:00 AM	5/17/22 5:00 PM	28	Alex;Fari;Januar
31		Melakukan Performance Tracking	2 days?	5/18/22 8:00 AM	5/19/22 5:00 PM	30	Alex;Fari
32		Benchmarking Aplikasi	2 days?	5/20/22 8:00 AM	5/23/22 5:00 PM	31	Fari
33		☐ Closing	4 days?	5/24/22 8:00 AM	5/27/22 5:00 PM		
34		Membuat Team Final Report	3 days?	5/24/22 8:00 AM	5/26/22 5:00 PM	32	Alex;Avandel;Fari;Januar;Lie
35		Mengadakan Closing Meeting	1 day?	5/27/22 8:00 AM	5/27/22 5:00 PM	34	Lie

STEERING COMMITTEE

PROJECT
MANAGER

BUSINESS
PROCESS OWNERS

CONSULTANT 1 & 2

RS Mitra Keluarga

CONSULTANT
BASIS

ORGANIZATION CHART

PROJECT RISKS

PHASE	POTENTIAL RISK	RISK CATEGORY	IMPACT	PROBABILITY	MITIGATION PLAN
Deploy	Project Delay karena anggota yang not available	Timeline	High	High	Team Project Membuat S&K Project
Explore, Realize	Keterlibatan sistem IT RS Mitra Keluarga	Stakeholder	High	High	Team Project Membuat S&K Project
Prepare	Resource belum siap pada waktunya	Infrastruktur	Medium	High	Digunakan untuk aktivitas lainnya
Explore, Realize	Growing expectation	Scope	High	High	Manage expectation

THANK YOU