# **Statement of Work (SOW)**

## **HealthSync Development Project**

This Statement of Work (SOW) outlines the scope of services to be provided by Insight Partners (hereinafter referred to as "Insight") to MedSolutions (hereinafter referred to as "MedSolutions") for the development of "HealthSync," an integrated healthcare management software designed to streamline patient records, appointment scheduling, billing, and telemedicine services for medium-sized clinics pursuant to the Master Services Agreement dated July 1, 2023, between the parties.

### 1. Project Objectives

The primary objectives of this project are to:

* Develop a fully functional HealthSync application according to the specifications outlined in this SOW and accompanying documentation.
* Deliver a high-quality, user-friendly, and secure application that meets MedSolutions' business needs and regulatory requirements.
* Ensure the application is scalable and maintainable for future growth and enhancements.
* Complete the project within the agreed-upon timeframe and budget.

### 2. Scope of Work

### Insight will be responsible for the following tasks:

#### Requirements Gathering and Analysis:

* + Collaborate with MedSolutions to gather and document detailed functional and non-functional requirements for HealthSync.
  + Conduct a comprehensive analysis of existing systems and workflows to ensure seamless integration with HealthSync.

#### Application Design and Development:

* + Design the user interface (UI) and user experience (UX) of the application, ensuring an intuitive and accessible experience for all users.
  + Develop the application architecture and infrastructure, including database design, API integration, and security measures.
  + Write clean, efficient, and well-documented code according to industry best practices.
  + Implement features and functionalities as defined in the requirements document, including patient portal, appointment scheduling, secure messaging, medication reminders, health data tracking, telehealth integration.

#### Testing and Quality Assurance:

* + Conduct rigorous testing throughout the development lifecycle, including unit testing, integration testing, system testing, and user acceptance testing (UAT).
  + Address and resolve any defects or issues identified during testing.
  + Ensure the application meets performance, security, and usability standards.

#### Deployment and Implementation:

* + Deploy the HealthSync application to the designated production environment.
  + Provide training and support to MedSolutions staff on the use and administration of the application.

#### Project Management and Communication:

* + Assign a dedicated project manager to oversee the project and ensure timely and effective communication.
  + Provide regular project updates and reports to MedSolutions.
  + Maintain a collaborative and transparent working relationship with MedSolutions throughout the project lifecycle.

### 3. Project Timeline

|  |  |  |
| --- | --- | --- |
| **Phase** | **Start Date** | **End Date** |
| Requirements Gathering | Jul 3, 2023 | Aug 4, 2023 |
| Design | Aug 7, 2023 | Sep 15, 2023 |
| Development | Sep 18, 2023 | Jan 26, 2024 |
| Testing | Jan 29, 2024 | Feb 23, 2024 |
| Deployment | Feb 26, 2024 | Mar 15, 2024 |
| Training and Initial Support | Mar 18, 2024 | Mar 29, 2024 |

*Note: Detailed milestone dates will be provided in the project management plan.*

### 4. Deliverables

The following deliverables will be provided by Insight:

* + Requirements Document
  + Design Specifications (UI/UX mockups, architecture diagrams)
  + Source Code
  + Test Plans and Test Reports
  + Deployment Plan
  + User Training Materials
  + Project Documentation

### 5. Acceptance Criteria

The HealthSync application will be considered accepted by MedSolutions upon successful completion of the following:

* + All functionalities outlined in the requirements document are implemented and working as expected.
  + The application passes all testing phases, including UAT.
  + The application meets performance, security, and usability standards.
  + All deliverables are submitted and approved by MedSolutions.

### 6. Project Governance

A Project Steering Committee will be formed, consisting of representatives from both MedSolutions and Insight. The committee will meet regularly to review project progress, address any issues or risks, and make key decisions.

### 7. Assumptions and Constraints

#### 7.1 Assumptions

* + Client will provide timely access to necessary information and personnel
  + Client's existing systems are capable of integration with HealthSync
  + All third-party software licenses will be procured by August 31, 2023

#### 7.2 Constraints

* + Project must be completed by March 31, 2024
  + Development must adhere to HIPAA compliance standards
  + The system must be compatible with Epic EHR, Cerner, and Allscripts

### 8. Pricing

|  |  |
| --- | --- |
| **Phase** | **Cost** |
| Requirements & Design | $750,000 |
| Development | $2,500,000 |
| Testing | $750,000 |
| Deployment | $500,000 |
| Training & Support | $500,000 |
| **Total** | $5,000,000 |

Payment Schedule:

* 25% ($1,250,000) upon SOW signing (July 1, 2023)
* 25% ($1,250,000) upon completion of Design phase (September 15, 2023)
* 25% ($1,250,000) upon completion of Development phase (January 26, 2024)
* 25% ($1,250,000) upon final system acceptance (March 29, 2024)

### 9. Change Management

Any changes to this SOW must be mutually agreed upon by both parties and documented in a Change Order, which will become an amendment to this SOW.

### 10. Intellectual Property Rights

All intellectual property rights related to the HealthSync application will belong to MedSolutions. Insight will not use or disclose any confidential information obtained during the course of this project.

### 11. Warranties

Insight warrants that the services performed under this SOW will be free from defects in workmanship and materials for a period of one year from the date of acceptance.

### 12. Termination

This SOW may be terminated by either party upon thirty days written notice.

### 12. Approval

By signing below, both parties agree to the terms and conditions outlined in this Statement of Work.

For MedSolutions Inc.:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ Dr. Emily Roberts, CEO

For Insight Partners:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ Dr. Jonathan Reed, CEO