**MIS 4596**

**Project Charter**

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| **Project Title** | **SimpLit** | **Product/Process Impacted** | Health care documentation distribution and management |
| **Start Date** | January 27th, 2016 | **Organization/Department** | Private Health Care Practices |
| **Target Completion Date** | April 20th, 2016 | **Champion** | Don Novy | Owner and Primary Physician | Adult & Adolescent Med Associates: Novy Donald MD |

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|  |  | Description | | | | | | | | | | | | |
| **1. Project Description** |  | A common problem the average citizen faces is the medical wording of health care information and documents. The average American reads at a 5th grade reading level while health care documents are written at the collegiate level. This project will ‘translate’ the academic language of health care documents into common day speak. This makes health care documents more accessible to the average American, increasing individual understanding of health care and health related information. With increased understanding and awareness patients are more likely to take the necessary steps to take care of their bodies, treat their aliments, and prevent worsening health conditions. Ultimately this reduces the cost and increases the quality of health care. | | | | | | | | | | | | |
| **2. Project Scope** |  | The project focuses on the complexity of health care information. Our solution will offer all the health care information about a certain diagnosis and resources to take care of, or improve upon, said condition, in a simple, comprehensible way. The project starts when a health care professional has the need to distribute information to a patient. The problem they are experiencing is translating complex, hard to read health care information into simple common English language. This information can include; the patients’ diagnosis, their treatment plan, preventive steps, prescription regiment and any other information the doctor may give the patient in a visit. Health care professionals use our solution to check the readability of the information, double checks the correctness, and distributes the semantically translated information to the patient. In addition to receiving the simplified documents, patients will be given access to related resources all within a simple application at the end of their doctor’s visit. The project ends when the when the patient receives all documents and information. This project will **not** diagnose the patient, assign treatment regiments or prescriptions to the patient. | | | | | | | | | | | | |
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| 1. **Project Goal and Deliverables**   The team will deliver a full functioning application. | | | | |  |  | **Metrics** | | **Baseline** | **Current** | | **Goal** | |  |
| Customer understanding of health care information, demonstrated by customer anxiety and compliance, will increase by 50% | | | | |  |  | Customer Compliance and anxiety | | 25% | 25% | | 75% | |  |
| The patients’ time spent reading documents will be reduced by 200%. | | | | |  |  | Patients’ time spent reading documents | | 300% | 300% | | 100% | |  |
| The number of follow-up visits due to preventable causes will decrease by 25%. | | | | |  |  | Follow-up visits | | 50% | 50% | | 25% | |  |
| Reduce the amount of time doctors/nurses spend talking to patients by 25%. | | | | |  |  | Doctors’/nurses’ times spent explaining documents | | 100% | 100% | | 75% | |  |
| **4. Business Results Expected** | | |  | We expect for health care practices to buy into our project as it will aid in improving patient care by helping make the patients more informed and in turn more healthy. As we capture the market our business can expand into the hospital space and eventually the legal and government spaces offering a similar service. | | | | | | | | | | |
| **5. Team members** | | |  | Our team is accountable to health care practitioners that are distributing the documentation. For this project, our team champion is the owner and primary physician of a private health care treatment center, Don Novy. Our team members include Ben Kates, Leigh McKenzie and Ciara Murphy. Ben and Leigh both have excellent prototyping skills- both design and execution. Ciara excels at gathering requirements, compiling project related documentation, and project management. The team will turn to our subject matter experts and mentor when guidance is needed. | | | | | | | | | | |
| **6. Support Required and risks** | | |  | The team will need the input of subject matter experts; this includes those who write, review and distribute health care documents. It may be challenging to find these experts however, the team will utilize our collective network to find the necessary resources.  In order to avoid the risk of any legal issues, this project will include a disclaimer at the initial sign up stage. Additionally doctor’s/ nurses distributing the translated documents will be responsible for reviewing the document before distributing it to the patents. | | | | | | | | | | |
| **7. Customer Benefits** | | |  | Health-care professionals will be able to use this software to check the readability of their documents before sending to patients. If the document is deemed too complex it will then be translated before distribution. This will result in a higher degree of understanding, fewer patient questions, and more effective care. | | | | | | | | | | |
| **8. Technology Architecture** | | |  | A prototype will be developed using JustInMind. We will also detail out the development details using HTML, CSS, Javascript and SQL.  The team has experience with technologies mentioned. | | | | | | | | | | |
| **9. Overall schedule/Work Breakdown Structure** (Key milestones & dates) | | | | | | **Responsible**  **individual** | | **Output (notes, diagrams, interviews, screen prints)** | | | **Date started if in progress**  **Or Expected completion date** | | **Date completed or date completion is expected** | |
| Planning | | | | | | Ciara Murphy | | interviews, notes | | | 1/26/2016 | | 2/10/2016 | |
| Analysis | | | | | | Ben Kates | | questions for interviews, interview notes, diagrams | | | 2/11/2016 | | 2/24/2016 | |
| Design | | | | | | Leigh McKenzie | | diagrams, prototype sketches | | | 2/25/2016 | | 3/9/2016 | |
| Implementation: Construction | | | | | | Leigh McKenzie | | working prototype, data report | | | 3/10/2016 | | 3/23/2016 | |
| Implementation: Testing | | | | | | Ben Kates | | testing results documentation | | | 3/24/2016 | | 4/6/2016 | |
| Installation | | | | | | Ciara Murphy | | document and prototype review | | | 4/7/2016 | | 4/20/2016 | |