

Oakland County Department of Information Technology Project Scope and Approach

Project Name: OCHD Mandate Program Budget 2019-2020

Project ID: D99162MP

Leadership Group: Land		
Department: Health & Human Services		Division: Health Division
Project Sponsor: Leigh-Anne Stafford	Date Requested: 1/25/2018	PM Customer No. 162
Request Type:	<u><i>New Development</i></u> <i>Enhancement</i> <i>Customer Support</i> <i>Planned System Maintenance or Upgrade</i>	
IT Team Name: Assessing, Tax, & Health		IT Team No: 9
Project Manager/Leader: Scott Kaiser		
Account Number: 84300	Account Description: EHealth Program	Customer Name: Health
Grant Funded? Yes <u>No</u>	Mandate? <u>Yes</u> No	Mandate Source: State of Michigan

Project Goal

To establish an OCHD E-Health Mandate Application Development Budget so that hours may be utilized for E-Health development projects and application enhancements relating to mandates, to gain efficiency in the Health Division business process.

Business Objective

To improve and expand all modules of E-Health relating to mandates from the State, such as:

- State Food Regulation Application
- State Wells Regulation Changes
- Well Log Changes
- State Septic Regulation Changes
- Swimming Pool Inspection Changes

Major Deliverables

- Detailed Project Plan
- Application and/or System Requirements
- Technical Design Document
- Application Code
- Implementation Plan
- User Acceptance Test Plan
- Updated Disaster Recovery Toolkit(s)

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Approach

- Request for enhancements will come from Health's Source System Experts and submitted to OCIT for estimate
- OCIT develops estimate and returns to Health for Approval
- Health submits the approved request to OCIT
- Update Application Functionality
- Test Updated Application Functionality
- Update Disaster Recovery Tool Kit, if applicable
- Implement Application Functionality Changes

Research & Analysis

Gartner Research Recommendation - Research Conducted – Nothing Found

Benefits

No Return on Investment (ROI) Analysis needed as mandated.

Impact

Number of Users 80+ users

Divisions Oakland County Health Division

Leadership Groups Land

Risk

Business Environment Medium – Project requires some changes to existing business process.

Technical Environment Medium - Previously implemented technologies with new aspects and/or new requirements.

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Assumptions

Staffing IT Staffing: resources will be available for the hours indicated per the attached project plan.

Other Staffing: additional staffing will be available as follows:

<u>Role:</u>	<u>Name</u>	<u>Hours per Day</u>
Project Sponsor:	Leigh-Anne Stafford	As needed
Chief Administrative Services	Sara Stoddard	As needed

Facilities

- N/A

Technical

- Utilizing previously implemented technical environment.

Funding

- IT Funded

Other

- N/A

Priority

- TBD

Constraints

- None

Exclusions

- None

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PROJECT PHASE AUTHORIZATION

Phase(s): All	
Total Estimated Application Services	Hours: 660
Total Estimated Technical Systems	Hours: 40
Total Estimated CLEMIS	Hours:
Total Estimated Internal Services	Hours:
IT Application Services Division Manager Approval:	Date:
IT Technical Systems Division Manager Approval:	Date:
IT CLEMIS Division Manager Approval:	Date:
IT Internal Services Division Manager Approval:	Date:
IT Management Approval:	
Approved: Yes No	Date:
Reason:	
Project Sponsor Approval:	
Title:	Date:

PROJECT SUMMARY

Authorized Development (see above)	Hours:	
Preliminary Estimated Development for Future Phases	Hours:	
Grand Total Estimated Development	Hours: 700	Cost: \$115,500

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PROJECT COMPLETION AUTHORIZATION

Customer Acceptance of Product:	
Title:	Date:
Project Office Review:	Date:

OCHD Mandate Program Budget 2019-2020 - Size Estimate (+/- 10% to 50%)

1	Type	ID	Task Name	Estimated	Estimate Notes
2				Hours	
3	3	000000	OCHD Mandate Program Budget	700	
4				700	