

## **MIS Strategic Plan**

Utilizing the “External Evaluation of the Plan of Care Information System (PCIS)” (the MIS system currently being funded with Federal Ryan White Title I dollars in Broward County, Florida) dated April 6, 2004 developed by Ciber, The Broward County HIV Health Services Planning Council made the decision to replace “PCIS” with another system which has a more contemporary technology—web-based, centralized database. In order to migrate to a new system while minimizing disruption to clients and service providers, the following scope of work is proposed:

### **Scope of Work**

Working with the ad hoc Information Systems Committee, perform an analysis to determine the best needs based replacement solution, (based on the research in the “External Evaluation of the Plan of Care Information System (PCIS)” (Attachment A).) The starting reference points are, but are not limited to:

- FACTOR software, in use in West Palm and St. Louis EMAs as well as others
- A custom developed application from GBT, the developer and maintainer of the SOBRA application used by Mom Care (Medicaid for expectant mothers) throughout the State of Florida.
- Potentially look at SDIS ACMS Software-“Casewatch”, in use in the Miami EMA discontinuing use of the Provide application. Use that information to develop a plan to phase out Provide and phase in the new application.
- Review client services management system (CSMS)
- any other system recommended by provider
- For the new application, also focus on the non-software issues such as implementation planning and support, project management, procedure development, training plans. Working with an experienced implementation partner (either the software vendor or a 3<sup>rd</sup> party) who agrees with your quality objectives will improve the success of the project.

Facilitate and develop draft MIS Strategic Implementation Plan in conjunction with the HIV Planning Council, end user groups, consumers, stakeholders and the Grantee to include:

- ❖ Executive Summary
- ❖ Introduction
- ❖ Methodology
- ❖ System-wide Requirements
- ❖ Analysis of Findings
- ❖ Detailed Implementation Plan of Recommendations
- ❖ Estimated project costs
- ❖ Projected timelines/target dates

Present draft report to BRHPC

Prepare PowerPoint presentation detailing major findings and recommendations at an ad hoc Information Systems Committee meeting of the Ryan White Title I Planning Council.

Develop final report of findings considering the input received at the presentation. Prepare a timeline of tasks and estimated completion dates for project.