

ECAT go live schedule																		
				90 days			60 days			30 days			14 days		Go live		Transition to BAU	
				Week starting														
Action	Owner	Status	Endorsed															
90 days prior to go live																		
Identify LHD or SHN and facility ECAT clinical champions																		
Nominate ECAT lead who will be primary contact for key ACI correspondence																		
Develop local agreement for ECAT clinical champions to carry out agreed roles and responsibilities for implementation																		
Establish LHD or SHN ECAT Steering Committee chaired by Executive sponsor																		
Schedule meetings to monitor progress and address key issues																		
Complete local ECAT project management plan																		
Complete local communication plan. LHD or SHN Executive sponsor to endorse																		
Develop local risks and issues log. LHD or SHN Executive sponsor to endorse																		
Determine go live date. LHD or SHN ECAT Steering Committee to consider competing and complimentary priorities																		
Notify ACI of go live date and identify implementation support required from the ACI																		
Receive confirmation of go live date and implementation support from the ACI																		
Confirm local process for regular monitoring of progress and reporting of issues regarding implementation																		
Identify and confirm local processes for regular monitoring of quality and safety issues related to ECAT protocols, e.g. ECAT safety huddles																		
List of nurses targeted for go live and transition to BAU stages developed and completed																		
Develop a plan for the completion of the prerequisite training and education requirements for nurses in go live phase (including recognition of prior learning process). Responsibility: LHD or SHN nursing leadership teams, e.g. NUM, NE, CNE, CNC																		
Cerner sites develop action plan to integrate PowerForm and 73 PowerPlans into the eMR																		
Non Cerner sites identify local processes for recording of initiation of protocols and appropriate ordering of medications and initiation of interventions within protocols																		
Send through completed milestones fortnightly to the ACI as part of the reporting process																		
Consider requirements and preparation for next steps at 60 days																		
60 days prior to go live																		
Document, on project management plan, local agreement of minimum benchmark of 80% of targeted nurses for go live will have completed prerequisite education requirements																		
Document assessment of nurses recognition of prior learning, using the ECAT education and recognition of prior learning guide																		
Schedule time to complete ECAT prerequisite education and training for nurses targeted for go live																		
Complete prerequisite education and training requirements for targeted nurses																		
Communicate training completion to LHD or SHN Executive sponsor and Executive Steering Committee																		
Identify, develop and schedule opportunities, e.g. inservice time, six minute intensive training (SMIT) modules, dedicated time for nursing staff for familiarisation of ECAT protocols (web version) and ECAT policy directive																		
Familiarise ECAT stakeholders, e.g. emergency, pharmacy, pathology and radiology departments, with ECAT protocols and ECAT policy directive																		
Schedule time for eMR training																		
Send through completed milestones fortnightly to the ACI as part of the reporting process																		
Consider requirements and preparation for next step at 30 days																		

