

HIGH-LEVEL SUMMARY

UMass Memorial Health Care is pursuing a 2020 Vision to become one of the top 10 academic health care systems in the country. Our providers and staff selected Epic as the best electronic health record (EHR) system to enable this quest.

COMING UP

AUGUST

- Technical Dress Rehearsals Continue
- Super User Training Continues
- Go-live Readiness Assessment (60-Day), August 1
- Go-Live for Admission, Discharge, Transfer Messages From Soarian, August 1
- Loading of Historical Data Into Epic Begins, August 1
- Cutover Dry Runs Begin, August 2
- Transformation Readiness Assessment Survey #4 Distributed, August 15
- End User & Provider Training Begins, August 14
- End User Login Labs Begin
- Epic Playground is Available
- Manual Order Conversion for Radiology & Cardiology Begins, August 26
- Go-live Readiness Assessment (30-Day), August 29
- Downtime Mock Drill, August 31

SEPTEMBER

- Device Deployment and Technical Dress Rehearsal Continues
- End User & Provider Training Continues
- End User Login Labs Continue
- Cutover Dry Runs Continue
- Final Transformation Readiness Assessment Survey Distributed, September 5
- Practice in the Epic Playground Continues
- Provider Personalization Labs Begin, September 7
- Manual Conversion of Appointments, Registration Information, Research Patients, Oncology and Non-Oncology Treatment & Therapy Plans Begins, September 9
- Scheduling Go-Live, September 11
- Pre-Admission Testing Go-Live, September 18
- Mandatory Transformation Leader Town Hall/Go-Live Orientation, September 18-29

OCTOBER

- **Epic Go-Live, October 1**

Dates are subject to change.

EPIC REPORTING

Epic reporting functionality offers integrated analytics and reporting that delivers current clinical and business intelligence based on role and workflow. It provides a combination of flexible tools, content, data sources and distribution options. Some of these tools include:

- ➔ **Radar Dashboards** – More than 200 role-based dashboards providing a centralized location for critical reporting and action-based information, such as allowing navigation to a patient's account for resolution of a claim error.
- ➔ **Application Reports** – These reports are available in Epic for use in managing operations (e.g., bed boards)
- ➔ **Reporting Workbench** – More than 1,800 public reports will be available based on user security access. It allows users to see real-time detailed and summary data. Additionally, reports can be saved and enhanced based on your needs.
- ➔ **Crystal Reports** – Approximately 600 analytical reports that run on a schedule so users can access them directly from the system.
- ➔ **Web Intelligence** – This self-service analytical tool allows users to create ad hoc reporting, assisting in understanding trends, root causes and answering operational questions (limited user base).

To learn more about Epic Reporting, visit the [Reporting](#) page on IS/Epic Central.



SCHEDULING & PRE-ADMISSION TESTING GO-LIVES

Scheduling and pre-admission testing will be the first areas to go live in Epic in preparation for our implementation on October 1. The Scheduling Go-Live will take place on September 11. This means that all appointments scheduled to take place after October 1 will have been manually entered into Epic during the September 9-10 conversion event. Appointments scheduled before September 30 will follow the current scheduling process. The Pre-admission Testing Go-Live will take place on September 18, following the OpTime (Surgery/Endoscopy) conversion event on September 16. These “soft go-lives” will ensure this information is readily available on October 1 – making the transition to Epic easier for caregivers and decreasing potential wait times for patients.

Visit the [Data & Applications](#) page to learn more. Please email [Epic Scheduling](#) with any questions.

EPIC TRAINING: WHAT YOU NEED TO KNOW

As our October 1 Epic go-live is quickly approaching and training is already underway, we wanted to remind you of some important information related to Epic training.

REGISTRATION

- ➔ If you haven't already registered for Epic training, please do so **immediately** via e-Learning 4U.
- ➔ e-Learning modules (labeled 100-level classes) **MUST** be completed prior to attending classroom training

LOGISTICS

- ➔ Boxed meals will be provided for employees attending Epic training at all training locations over lunch (11:30 a.m. - 1:00 p.m.) or dinner (5:00 - 6:30 p.m.)
- ➔ Parking will **only** be validated for the Worcester Common and Major Taylor Municipal garages
- ➔ Employees who park in the Mercantile Center Garage attached to 100 Front Street **will pay for their own parking**
- ➔ Review the **Epic Training Travel Matrix for Providers & Staff** and **End User Training: What You Need to Know**

TRACKING TRAINING TIME

- ➔ Time that employees spend in Epic training will be tracked in Kronos, including classroom training and in some cases, travel time that exceeds the employee's normal commute.
- ➔ Refer to the Tracking Epic Training Time in Kronos Job Aid

ACCESSING THE EPIC PLAYGROUND

- ➔ Click on the Epic Playground icon on your desktop. If the icon is not there, restart your computer. If it still does not appear, contact the IS Support Center.
- ➔ Log in using the role-based usernames and passwords in the Classroom Information Sheets given to you during your Epic training classes. Your network ID and password will not work.



All job aids and reference documents related to Epic training mentioned above can be found on the [Training](#) page of [IS/Epic Central](#).

“Instructor was great, very knowledgeable.”

“Excellent job!! Thorough, answered questions – gave adequate time and reviews!”

“Amazing instructor.”

“The instructor did a great job making sure we could understand and navigate this topic. Very good presenter.”

SUPER USER TRAINING FEEDBACK

TDR 2 CONTINUES

Technical Dress Rehearsal (TDR) 2, which continues through August 25, is an opportunity for Epic Analysts to verify that software launches correctly and that printing is set up properly. It's important that laptops that will be used with Epic are available during your department's scheduled TDR 2 sessions so they can be fully tested. If these laptops are missed during your TDR 2 visit, an analyst will need to contact the laptop's “owner” to schedule another time for testing.

Visit the [Go-Live Readiness](#) page in [IS/Epic Central](#) for more information, including the TDR 2 schedule.

WHAT DO THE COLOR-CODED STICKERS MEAN?		
TDR 1	Green	Deployed and quality checked at the time of deployment
	Orange	TDR 1 complete
TDR 2	Blue	Epic workflows failed when tested. Additional testing session to be scheduled.
	Yellow	Device tested with Epic workflows. TDR 2 complete.