

Discovery phase – Assessment Outcome Document

Process Name: IAH – GSCOM – Education Support

Department/Process Owner: Bruce Levi & Mary Triano

I. Assessment information/ data:

Primary reason to automate the process		Productivity/ Quality
Potential Realized Benefits	Hours annually = 710	The automation will save 710 hours annually, which is equivalent of \$.
	Other Non-FTE related benefits:	• Improving Education Experience • Improving Quality • Reducing Stress on Faculty
Process Assessment:	Process Complexity	Medium
	Number of process steps	>25
	Number of applications used List all applications used	Epic, Word, Adobe Reader, Network Folder, SimIQ, Canvas
	Number of ways to complete the process	1 for SimIQ 1 for Canvas
	Average Processing Time per transaction	5-10 minutes
	Process Volume/Frequency	Total of 115 students and 37 encounters annually
	Process Changes Expected in the next 6 months?	Minor Changes Expected
	Application Changes Expected in the next 6 months?	Minor Changes Expected
	Data input • % of Digital data input • Scanned Data Input • % of Structured Digital Data Input	100% digital. 0% scanned data input 100% structured
Others		

II. Decision:

Date reviewed with business: 1/31/22

X	All intake criteria met and approved to move forward to Design phase
	Not a good RPA candidate - Intake criteria not met (Low impact and Low benefit)
	Not a good RPA candidate - Intake criteria not met (Process requirements beyond IT solution)
	Not a good RPA candidate - Intake criteria not met (Risk with upcoming changes)
	Other reason: Please indicate:

Volumes:

- Spring semester - 8 encounters, 115 students, 1st and 2nd years (Canvas)
- Third year - 15 encounters, 115 students (EMS SimIQ)

- Fourth year, 6 encounters, 115 students (EMS SimIQ)
- $37 \times 115 = 4255$ encounters to copy/paste a school year

Frequency:

- 1st and 2nd year - once a month
- Third year – October, February, and May
- fourth year - specific time frame (second week of march)

Time it takes to complete

- 5-10 minutes per student

Annual Saving:

- 710 hours annually

Other benefits:

- Students enter the clinical space in 3rd and 4th year better in epic, contributes to have them being more efficient in epic.
- Improved experience for faculty members
- Easier grading experience for faculty member
- Downstream effects - if students are doing the primary documentation that attending physician edits and signs, there will be time savings of the attending physicians.

Future State:

- Bot will log into Epic and in test patients' charts
- Bot will copy documentations students completed in Epic
- Bot will log into SimIQ and Canvas
- Bot will upload each student documentation into SEMIQ and Canvas (DOC format)

Expected Go Live

- August 2022