

# Briefing note

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Topic: Maintenance Windows for C&W Redev Project

Date: May 30, 2017

Review input:  Information  Discussion  Endorsement  Decision

Submitted by: Gina Pisoni, Senior Manager, Clinical Systems Alignment, C&W Redev Project

Review/input: Dave Parker, Executive Director, C&W Redevelopment and Technology

Alignment & Laurence Bayzand, Director, Inter Campus Operations, Inter Campus Operations

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## Purpose:

- To establish a Maintenance Window for all changes impacting C&W.
- BCCSS, IMITS, Affinity and associated vendors will, as much as possible, conduct scheduled maintenance during the established windows.

## Background:

- C&W are currently impacted by approximately 15 changes weekly with the number growing considerably as we get closer to TACC opening
- The changes range from minor risk to major risk, which requires downtime and potential significant impact
- Each change requires individual agreement for the implementation change time and date
- This makes management and delivery of changes inefficient for technical resources and impacted areas

## Opportunity:

- A maintenance window provides a more efficient way for the project team to manage and coordinate changes to support the TACC opening
- Makes planning easier for Clinical Operations and improves visibility and communication into changes
- Makes planning easier for IT to keep systems up
- Simplifies the onboarding and transition of Affinity service operations

## Recommendations:

- To establish maintenance windows for all changes impacting C&W:
  - Tuesdays 11:00 PM - 03:00 AM
  - for the duration of the C&W Redev Project

Signed:  \_\_\_\_\_


Date: 6/5/17

Dave Parker  
Co-Chair, Hospital Implementation Team  
Deputy Project Officer  
BC Children's and BC Women's Hospital Redevelopment Project

Signed:  \_\_\_\_\_

Date: June 6/17

Cheryl Davies  
Co-Chair, Hospital Implementation Team  
Chief Operating Officer, BC Women's Hospital

Signed:  \_\_\_\_\_

Date: June 27/17

Linda Lemke  
Co-Chair, Hospital Implementation Team  
Interim Vice-President, BC Children's Hospital

Approved

Not Approved

Noted

Comments: