

ZSFG CHIEF OF STAFF REPORT
Presented to the JCC-ZSFG on July 23, 2019
07/08/19 Leadership MEC and 07/18/19 Business MEC

ADMINISTRATIVE/LEAN MANAGEMENT/IMPROVEMENT WORK/EPIC TRAINING:

Epic Updates –

Members were provided updates on the following:

- Tips Before Epic Go-Live With 25 days away from Epic Go-Live, members were provided a one sheet “Tips Before Epic Go-Live”. The list highlights what MEC members, as Leaders of their respective Departments/Divisions, should focus on completing in the month before Go-Live.
- What to Expect when you’re expecting an Epic Go-Live - Dr. Jim Marks shared with members a slide show on what to expect from Epic Go-Live. The presentation maps out a timeline for anticipated issues and activities during the first three months after the go-live date.
- Epic Training Update – Dr. Jim Marks provided the following updates:
 - Training Overview - Classroom training scheduled to end July 19, 2019 with a small number of “Just in Time” for groups (ACGME Fellows) that cannot make it before July 19. There will be a training pause (soft pause after July 19 and hard pause after August 2) between July 19 and September 7, 2019.
 - Classroom Training Enrollment – 95% for UCSF Providers and 100% for UCSF residents
 - Web Based Training Completion – 90% of around 39000 e-learning have been completed on the DPH side. More work needs to be done on the UCSF side.
 - Classroom Training Completion – almost three quarters completed in classroom training.
 - Classroom Training Reporting – This report will be sent out twice a week. Data will typically be 3 days old. Members are asked to review the list of their staff and make sure that any one in their departments that needs epic access is on the list.
 - Training Moratorium (July 19 – Sept 9) – A pause in Epic Training will occur between July 19 and Sept 9 to allow training resources to support GO-Live Readiness Activities and the Go-Live and Post Go-Live environment. Members are asked to ensure that new staff onboarding is completed, and that all staff complete web based and classroom training prior to July 9.
- Moving Data from Legacy Systems to Epic - Dr. Neda Ratanawongsa discussed moving data from the different systems in Legacy to Epic, and the information (outpatient data) on the patient’s medical record that will be available in Epic to providers at Go-Live. Dr. Ratanawongsa stated that SFDPH Active Patients, who have Invision registration in the last five years (living and deceased), will have a chart in Epic come Go-Live. If patient visit is more than five years, Epic will have a flag that the patient’s past record is in LCR/legacy systems (later to be digitally archived and released by the Medical Records Department). Dr. Ratanawongsa pointed out that after Epic Go-Live, providers will have read-only access to most Legacy systems until their contracts expire.

CLINICAL SERVICE REPORT:

None