

Request for Technical Review for VISTA Applications

Project Managers request a Technical Review of proposed design by submitting the following information to the exchange mail group

For tracking purposes, include the project name in the subject line of the exchange mail message. Please use the format: Review Request - project name. Examples would be: "Review Request - EDI Lockbox" or "Review Request - GCPR Near-Term Solution".

PLEASE NOTE that, in addition to meeting the requirement for a Technical Review, Project Managers must pursue VISTA Database, HL7 Messaging and Integration Agreement reviews, and Capacity Management assessment, as well.

- 1) **Project ID.** Provide TeamPlay project name. Identify the TeamPlay task number(s) we should use to report review effort. (The Technical Reviews coordinator will let you know what staff assignments will be made for your review and you should follow up by assigning those names to the appropriate tasks in your TeamPlay project entry.)
- 2) **Vista Application.** Identify the parent application, Vista package or umbrella project to which this project belongs.
- 3) **Release Vehicle.** Patch number, new version number, new application, etc.
- 4) **Release Date.** Projected date of release from System Design & Development.
- 5) **References.** Where can we find additional information?
 - TSPR Project Notebook?
 - Additional documents or more recent documents not currently available via your TSPR notebook?
 - Other pertinent information?
- 6) **Project Manager.**
- 7) **System Design & Development Service.** Identify the product line to which the project belongs, e.g., Clinical Ancillary Systems, Electronic Medical Record, and Financial Management Systems.
- 8) **Technical Point of Contact.** Identify a technical point of contact who is familiar with the project and who can address questions, comments and information needs arising during the review.
- 9) **Priority Factors.** Reviews are processed in priority order. Default priority depends upon date of request, modified by projected release date. What aspects of this project should be considered as additional priority modifiers?
- 10) **Community of Interest.** Identify individuals, groups or organizations beyond the development team who might be interested in functional or technical aspects of this project, or who might be affected by successful or unsuccessful implementation of the project.
- 11) **Design Summary.** Provide materials, documents, charts, etc. that summarize, at a high level, the design approach intended to deliver the documented functionality to be implemented in this specific project. Preferably, the submitted material should not enumerate every file, every option, etc. in every detail that will be introduced/changed/deleted. It should describe the plan, not the detail, of the design.