Refugee Health CDS Implementation Checklist

| **Task** | **Category** | **Task Owner** | **Completed** | **Resource Identity, Owner, or Location** |
| --- | --- | --- | --- | --- |
| Identify Clinical Champion to serve as Implementation Leader | People |  |  |  |
| Identify Impacted Clinicians and other End Users | People |  |  |  |
| Identify Subject Matter Expert / Clinical Content Reviewer (can be clinical champion or other clinician) | People |  |  |  |
| Identify CDS Integration Team Leader | People |  |  |  |
| Identify Data Abstractor/Analyst | People |  |  |  |
| Categorize workflow (type 1 or type 2) | Process |  |  |  |
| Are there institutional documentation requirements (modify templates)? | Process |  |  |  |
| Are there institutional CDS review committee requirements? | Process |  |  |  |
| Are there institutional CDS organization standards (modify order sets)? | Process |  |  |  |
| Does your institution have the ability to pull data on implementation process? | Process |  |  |  |
| Plan to collect feedback from end users? | Process |  |  |  |
| Ensure CDS implementers can modify the browser white list | Skills |  |  |  |
| Someone who can determine which workflow type matches the organization’s workflow | Skills |  |  |  |
| Someone who can check mapping medications, laboratory orders, and diagnosis codes to local codes | Skills |  |  |  |
| Someone who understands the clinical content | Skills |  |  |  |
| Time – Clinician Champion | Resources |  |  |  |
| Time – Implementers | Resources |  |  |  |
| Time – Analyst 1 | Resources |  |  |  |
| Time – Analyst 2 | Resources |  |  |  |
| Financial Resources (if any) | Resources |  |  |  |
| Patient Volume | Resources |  |  |  |
| Call to provide feedback | Post Implementation |  |  |  |
| Submit implementation experience including lessons learned and barriers | Post Implementation |  |  |  |
| Develop plan for updating | Post Implementation |  |  |  |
| Send output of CDS products back to source organization | Post Implementation |  |  |  |