

OUR Digital Hospital

LOGAN | BEAUDESERT

Line Managers Go Live Readiness Checklist

The Readiness Checklists are a tool for line managers preparing for Go Live.

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| <input type="checkbox"/> My staff know their individual Novell Login and have logged into a computer recently. | <input type="checkbox"/> I have familiarised myself with changes to workflow processes and I have practised the new workflows with my staff. |
| <input type="checkbox"/> My staff have an Aztec barcode on their ID and have enrolled ID Badges and tested rapid access. | <input type="checkbox"/> My staff know who the Change Champions (CCs) are for our ward/unit. |
| <input type="checkbox"/> My staff have completed their education checklist and are proficient for Go Live. | <input type="checkbox"/> My staff know where to access local procedures. |
| <input type="checkbox"/> I know when the Digital Hospital Go Live commences in my area, including OPD and my staff are aware. | <input type="checkbox"/> My staff know how to select the correct Encounter for patients in our ward/unit. |
| <input type="checkbox"/> My staff are aware of the process of using the devices on our ward when our area goes live including: <ul style="list-style-type: none"> • ECG • Welch Allyn Vital Signs • CTG • GE Bedside Monitors • Downtime Viewers | <input type="checkbox"/> My staff know how to contact the Digital Hospital team if I have questions or queries at: LBHdigitalhospital@health.qld.gov.au |
| | <input type="checkbox"/> My staff have accessed MetroSouthDigital.health.qld.gov.au and know how to access: <ul style="list-style-type: none"> • Support Materials • Quick Reference Guides (QRGs) |

**For everything Digital Hospital:
MetroSouthDigital.health.qld.gov.au**