



WHITE PAPER

5 Keys to Success When Planning Capital Equipment in Your Next Construction / Renovation Project

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Construction and renovation projects in the healthcare industry are comprehensive and complicated due to facility-specific demands and the ever-changing nature of medical technology and clinical developments.

To optimize the outcome of your next project, there are seemingly innumerable items on the list that must be effectively accomplished to achieve success. The following is a consideration of 5 key things to remember in your planning stages to facilitate the smooth and logistical execution of your plan.

1 **KNOW YOUR AUDIENCE**

To maintain momentum and efficiency, it is essential to provide effective logistical support to everyone working on your project, and to know who your stakeholders are and to address their needs. Stakeholders can include many different parties. Contractors, design team members, including architects, engineers and interior designers, and major equipment vendors who play key roles in the project all need to be considered. Significant stakeholders also include project ownership groups, such as C-Suite executives, internal project teams for facility planning, materials management teams, and the supply chain team, in addition to the essential design and construction teams.

As well-known management theorist Dale Carnegie said, “Talk in terms of the other person’s interests.” When relaying information about the project, you should keep all of your different audiences in mind. The correct information must be delivered to the correct party. For example, C-Suite executives are often concerned with big picture and budget items, while clinical stakeholders will want to be included on communication about the specific lab configurations of their departments. Providing targeted information to the appropriate stakeholder is essential to ensure that all parts of your project are working efficiently and without the encumbrance of excessive data.

2 INVOLVE ALL THE ESSENTIAL STAKEHOLDERS UP-FRONT

Construction and renovation projects in the healthcare industry are highly complex due to the many stakeholders involved. To support a streamlined and efficient project, comprehensive pre-project planning is essential. Furthermore, in-depth planning is employed to address the many variables that will emerge throughout the duration of the project. To ensure the broad applicability and value across departments, the core project team must work in concert with all the project entities and not in isolation.

The willingness to use new technology or work functions, according to Information Systems Research, is determined by the internal buy-in of the individual team members in the organization. Successful healthcare project implementation is supported when planners address the way that the new technology affects work patterns. Through efforts in combining this new technology workflow assessment with internal support, and adoption, the project team makes great in-roads towards a successful project completion.

As an example, recent research in the International Journal for Quality in Health Care explored the implementation of a new health IT system into a clinical healthcare facility to identify factors that supported the success and use of the new system. These factors were identified through direct communication with key stakeholders during the planning stage, and during implementation.

3 UNDERSTAND THE CULTURE AND PURPOSE

It's also essential to take into consideration the culture of the organization. Are you working with a research/teaching hospital, a community hospital, or a surgery center? Each of these organizations will have unique needs and expectations, and it is critical to understand that early on.

The discussions, meetings, and general relationships that you forge with the project team will be directly impacted by the organization's cultural norms, because how an organization functions internally will have a major effect on their goals and expectations. You should also consider the population the organization serves and how the facility fits into the broader healthcare community. These elements will impact how the project team members approach the planning process.

4 EMPLOYING SPREADSHEETS: DATA TECHNOLOGY WITHOUT THE HASSLE

Throughout the planning process, it is necessary to stay organized and keep everyone up-to-date with the latest information. Many project managers use shared spreadsheets for this purpose.

Though the use of such technology provides order, it likewise represents challenges in terms of optimizing the utilization. Attainia's capital planning solutions provide a targeted means of supporting the use of spreadsheets, thereby building reporting accuracy and value. The reporting process can be rather time-consuming given the requisite custom nature of reports produced through formatting, customizing, and sourcing data for the spreadsheet. While Dropbox and Google Docs have improved shared visibility options in terms of view or edit privileges, a way to splice visibility permission into specifics on project spreadsheets is still largely unavailable. However, Sharepoint offers a customizable option, while Attainia presents an industry-specific and super-powerful option.

5 SUPPLY CHAIN MANAGEMENT: STREAMLINING PROCUREMENT

The procurement process begins long before the first piece of equipment is purchased. Recognizing organizational standards, connecting with key critical path vendors, and understanding organizational GPO and local contracts are essential. Avoid using "placeholder" items in the planning stage and be specific about equipment selection when working with the Materials Management teams to streamline the procurement process.

Attainia Capital Equipment Planning Solutions presents industry-leading solutions for Supply Chain Management in healthcare. Whatever the scope of your next healthcare construction or renovation project, capital equipment procurement and planning can prove instrumental to the outcome.

If you are interested in finding out more about Attainia, Inc. and how their software serves the equipment planning process, please visit www.attainia.com or call 1.866.288.2464.