CDB Implementation Process and Timelines

Implementation Service

Vizient's goal is to ensure a smooth and successful implementation through a comprehensive, proven onboarding process. To accomplish this, Vizient assigns a project manager to coordinate the implementation, including data acquisition, data validation, and interactive training. The project manager will partner with your organization to customize the project timeline based on your organization's needs.

For HCOs with supported systems we can offer additional support in the form of scripts and a technical consultant that can assist your team with script deployment.   This approach can significantly reduce the total number of hours and iterations needed by your IT team.

Member Project Roles

Executive Sponsor: Executive leader of the organization, **typically in the C-suite**, which advocates for implementation and use of the tool.

Member Champion: The primary project lead for the member's implementation team, **typically the Director of Quality**. Provides insight into department goals and objectives regarding the solution. Identify participants within the organization who will be part of implementation and participate in any training. Attend all member planning sessions, kick off meetings and status meetings. Approximately 2 – 3 project hours per week throughout implementation.

CDB Coordinator: Super user of the solution within the organization and proponent of education and training opportunities. **Typically within the Quality department**, the CDB Coordinator will serve as the liaison between member site and Vizient. Responsible for access and security for organization. Attends all member planning sessions, kick off meetings and status meetings. Approximately 2 – 4 project hours per week to provide content expertise to Technical Liaison and project team.

Technical Liaison: IT resource responsible for CDB data files. Specific responsibilities are driven by the data acquisition model below that the member selects.

- **Self-developed extracts** – IT resources build, test, and validate CDB data files with the Vizient data intake team. Partners with CDB Coordinator and business experts to validate CDB data files. Automates recurring submissions. Approximately 260 project hours to complete and validate data files.
- **Vizient Technical Support** – Vizient provides IT resource scripts. IT resource deploys, tests, and validates CDB data files with the Vizient CDB intake team. Partners with CDB Coordinator and business experts to validate CDB data files. Automates recurring submissions. Approximately 100 project hours to complete and validate data files.

Member Expectations

In order to meet the project timeline, the member is expected to:
- Assign an internal Project Manager to coordinate your internal teams.
- Ensure the correct business experts are engaged in project, as needed.
  - Quality team
  - Admissions / Registration
  - Medical Records / Coding
  - Finance / Billing
  - Lab
  - Pharmacy
  - ICU
- Internal leadership prioritizes the implementation with the IT team and adjusts workload accordingly.
- Assign resources when project begins, including business and source system experts.
- All resources regularly attend project meetings and meet dates outlined in project plan.

Implementation Process and Timeline

The time to implement is directly impacted by member engagement, ability to access data in creating test files, and prompt issue resolution.

The implementation process includes:

- Kick Off meeting and Data Specification review for project teams to understand the process, timeline, and data specifications.
- Weekly status meetings throughout the life of the project to allow the Vizient and member project teams to stay connected.
- The CDB Coordinators will be given access to learning resources as they begin to understand their role as CDB Coordinator. The Early Learning Program runs parallel to the data build to familiarize CDB Coordinators with product capabilities. The CDB Coordinators will receive access to the Learning Center and hands on report building, prior to their data being live in CDB.
- Vizient data subject matter experts provide comprehensive technical and content validations ensuring that the member's data is ready for production prior to go live.
- When the member's data is available in production, the Product Advisor provides training for the end users in a classroom setting allowing interactive learning.

General Timeline: The general timeline for implementing one facility is approximately 6 months. This includes base data (inpatient and non-inpatient), line item data and lab data files.

Project Initiation

Base Data
(Inpatient and Non-Inpatient)
3 months

Line Item Data
2 months

Lab Data
2 – 3 months

Training

Milestone		Milestone's Month Expected Start	Duration	Dependent Resources (Member)
Base Data	Implementation Kick Off Meeting/Data Specification Meeting	1	2 hrs	Executive leadership and all project team members (Member Champion, CDB Coordinators, Technical Liaison)
	Member Submits and Validates 1st Test File, submission includes base, line item and lab data.	1	60 days	Technical Liaison, CDB Coordinators
	Data Quality Roundtable to validate accuracy of base data. Member follows up with any adjustments.	3	2 hrs	CDB Coordinator, Technical Liaison, Admissions/Registration, Medical Records, Finance/Billing
	Member Submits and Validates 2nd Test File to validate code pointed at a different time range will produce a similar result.	3	14 days	CDB Coordinator, Technical Liaison
	Member Sign-Off on moving data to production.	3	5 days	CDB Coordinator
	Load data in application (load up to 3 years into production environment).	4	14 days	Technical Liaison
	Conduct onsite training for end users.	4	5 hrs	CDB Coordinator and primary end users
Line Item Data	Vizient scans the line item data files to ensure the integrity of the relevant data points. Vizient and hospital collaborate to resolve any issues.	3	14 days	CDB Coordinator, Technical Liaison, Pharmacy
	Vizient maps charge codes from 1st Test File to the Vizient Resource Manager lexicon. Vizient provides feedback reports which require validation assistance from hospital experts (i.e. Blood Products team).	4	30	CDB Coordinator, Technical Liaison, Pharmacy
	Member Signs-Off on moving data to production.	5	5	CDB Coordinator, Pharmacy
	Vizient notifies hospital once Resource Manager data is available in the CDB online tool.	5	14	CDB Coordinator
	Conduct Resource Manager webinar Training.	6	1 hr	CDB Coordinator and primary CDB end users
Lab Data	Vizient scans the lab data files to ensure the integrity of the relevant data points. Vizient and hospital collaborate to resolve any issues found.	4	30	CDB Coordinator, Technical Liaison, Lab content experts
	Vizient begins Lab data mapping process. Vizient Lab subject matter experts sign off on 1st Test File to move to production.	5	30	CDB Coordinator, Technical Liaison, Lab content experts
	Vizient Lab team maps lab codes from 1st Test File to the Vizient Lab lexicon.	6	14	
	Vizient notifies hospital once Lab data is available in the CDB online tool.	6	14	CDB Coordinator

Members implementing Multiple Facilities: For multiple facilities on the s**ame source system**, the implementation time increases by approximately 20% for up to 5 additional facilities and 20% - 30% for over 5 facilities.

Members implementing Facilities on Multiple Source Systems: For multiple source systems, the implementation time increases by approximately 75% for each additional source system. When possible, additional IT resources should work in parallel on each source system's data files to reduce the overall project timeline.