

Project Charter

Reducing Discarded Plasma Units		Champion: Barb Egan/Bill McHugh/Chip Davis	
Revised: 02/01/2010		Project Leader: Paige Gambill/Donna Margolis	
Problem Statement		Project Goal	
<p>A significant number of frozen plasma units are thawed per physician request and then not transfused. After thawing there is a short shelf life and the units are often discarded. The result is fewer units available for patients which compromises patient safety. There is also a financial impact due to the product cost and processing fees.</p>		<p>Reduce plasma wastage by a minimum of 1 % by July 2010 across participating hospitals in Maryland</p>	
Measurement Methodology		Scope	
<p>Unit = one unit of plasma</p> <p>$\% \text{ Waste} = \frac{\# \text{ plasma units wasted}}{\text{Total \# of plasma units thawed}}$</p> <p>(Do not include partial units as wasted.)</p>		<ul style="list-style-type: none"> • 45 hospitals with a functional blood bank in Maryland • Blood suppliers 	
Participating Organizations		Benefits	
<ul style="list-style-type: none"> • 45 out of 45 hospitals with a functional blood bank in Maryland • Blood suppliers 		<ul style="list-style-type: none"> • Increased blood inventory available for patient care • Reduction in cost to acquire additional plasma products • Shorter <u>turn around</u> time for product when appropriate ABO group of Thawed Plasma is already available 	
Phase		Milestones	
Define	07/22/09	<ul style="list-style-type: none"> • Pre work completed - prior to 07/22/09 • Sign off on project charter - 07/22/09 • Conference call follow-up - 8/21/09 • Kickoff - 9/22/09 • Collect baseline data and launch interventions - 10/15/09 	
Measure			
Analyze			
Improve			

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Project Scheduling and Cost Control James Taylor, 2008 More than 80 percent of all projects start with underestimated schedules and costs and are doomed to exceed projections This concise book demonstrates how to establish realistic estimates how to control a projects schedule and costs and how to develop the projects plan and processes for successful project completion [Project Management JumpStart](#) Kim Heldman, 2006-09-30 Prepare for a Project Management Career Fast Project Management JumpStart gives you the solid grounding you need to approach a career in project management with confidence The basic skills of a successful project manager Creating project schedules and determining project budgets Winning the support of department managers Monitoring project progress resources and budgets Communication and negotiation skills Tips for motivating people who don t work for you Effective documentation skills for essential project management documents *Project Management Communications Bible* William Dow, Bruce Taylor, 2010-06-11 The authoritative reference on one of the most important aspects of managing projects project communications With shorter production cycles and the demand for projects being faster cheaper and better the need for project communications tools has increased Written with the project manager stakeholder and project team in mind this resource provides the best practices tips tricks and tools for successful project communications and planning The featured charts graphs and tables are all ready for immediate use Note CD ROM DVD and other supplementary materials are not included as part of eBook file **SharePoint for Project Management** Dux Raymond Sy, 2008-10-17 If you are a project manager looking for a technology based easily implemented and usable solution for project communications document management and general project organization this book is for you Susan Weese PgMP President and Founder Rhyming Planet Most companies don t understand SharePoint s power and use it simply to share documents or spreadsheets This hands on book demonstrates how SharePoint can also help you organize and manage complex projects With SharePoint for Project Management you ll not only understand how to apply common and practical project management concepts in SharePoint you ll learn how to build a Project Management Information System PMIS customized to your project that can efficiently coordinate communication and collaboration among team members With this book you will Learn to apply key project management techniques by leveraging SharePoint as a PMIS Track a case study that illustrates the circumstances and processes of an effective SharePoint PMIS Appropriately define access permissions for project stakeholders and team members Centralize project documents and keep track of document history with version control Automate project reporting mechanisms and generate on demand status reports Track project schedules control changes and manage project risks Integrate project management tools such as Excel Microsoft Project PowerPoint and Outlook Each chapter includes activities that let you practice what you learn Most SharePoint books are either too introductory for end users or too technical for system administrators SharePoint for Project Management is just what project managers like you need to learn how to

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