**HIMSS-ELSEVIER DIGITAL HEALTHCARE AWARD 2015**

**AWARD CATEGORY: OUTSTANDING ICT INNOVATION AWARD**

**CASE STUDY TEMPLATE**

***Part 1***

***General Information***

**Award Objective**

To recognize the most innovative, creative and “out-of-the-box” ICT solutions used to improve patient care and safety.

Innovation can be in the form of leveraging on existing technology to come up with new and creative usage of ICT to significantly enhance patient care and outcome OR developing a ground-breaking technology that leads the way in ICT adoption.

**Guidelines for Case Study Submission**

1. Case study development team should include representatives from clinical, performance improvement and information technology teams.

2. Submission should be no more than five pages plus appendix which includes any graphs or charts. No additional links to other sites will be reviewed.

3. Submission should be in English and be in electronic format in font size 12, Times New Roman.

5. Includes metrics and key measures within the case study.

6. Appendix: May include graphs, charts and supporting evidence or any case study previously developed on the same case as the submission

**General Judging Criteria**

The following criteria will be considered in assessment.

1. Employs originality, creativity and innovativeness in the project
2. Signs of improvement to current HIT system or introduction of new HIT system.
3. New improvement to HIT system are in an affordable, replicable and sustainable manner
4. Provides working prototype and evidences of testing and deployment
5. Provides fundamental change in work processes and ultimately improve the care of patients.
6. Displays information on investment and downtimes required for the implementation
7. Demonstrates successful adoption of the new system

***Part 2***

***Cover Page & Executive Summary***

The Cover Page should include all the information below, if applicable, answered to the best of your ability. The cover page will act as an initial impression for our judges to better understand the project and hospital before the judging process.

However, the cover page information does not count towards your overall page count.

1. ***Applicant’s Background Information***
   1. Submitter’s Name
   2. Submitter’s Job Title
   3. Submitter’s Email and Phone
   4. Name of Applicant Organization
   5. Organization Address and Country
2. ***Hospital Background Information***
   1. EMRAM Stage Level
   2. Total Number of Staff based on job function
      1. Clinician
      2. Nurses
      3. Admin Staff
      4. Others – Please add in as accordingly
      5. No. of Beds available
      6. Total Admissions last year

***Total Admissions:*** *Includes the number of adult and pediatric admissions only (excluding births). This number includes all patients admitted during the 12-month reporting period, including neonatal and swing admissions****.***

* + 1. Total Discharges last year
    2. Total Patient Days last year

*Refers to each calendar day of care provided to a hospital inpatient under the terms of the patient’s health plan, excluding the day of discharge. “Patient days” is a measure of institutional use and is usually stated as the accumulated total number of inpatients (excluding newborns) each day for a given reporting period, tallied at a specified time (like midnight) per 1,000 use rate, or patient days/1,000. Patient days are calculated by multiplying admissions by average length of stay (ALOS).*

* + 1. No. of Outpatient visits

*The total number of patients seen on an outpatient basis including clinic activity and any hospital outpatient services during the hospital’s last fiscal year. ER and home health visits are excluded.*

* + 1. Total Annual Operating Revenue

*This does not include non-operating revenue, it is also equal to the name of Net Patient Revenue + Other Revenues; a common name for this used in Annual Reports is "Total Unrestricted Revenue and Other Support".*

* + 1. Total Annual Operating Expenses

*Represents the sum of total labor cost, professional fees-admin physicians and other contractors, consulting and legal fees, contracted non-salary costs, supply expense, repair and maintenance expense, lease and rent, utility expense, insurance, depreciation, interest and all other operating expenses.*

1. ***Project Overview***
   1. Name of Project
   2. Total Time taken from Design to Roll-Out
   3. Cost Benefit Overview
      1. Overall Investment Budget
      2. Ongoing Operational Cost
      3. List of Financial Benefits, if applicable,

E.g. increased revenue and/or reduced costs

* + 1. Non-Financial Benefits,

e.g. Length of stay reduced, errors reduced, duplicated avoided and etc.

* 1. Which Delivery System was used for the Project?
     1. Commercial Off The Shelf System
     2. Inhouse software development
     3. Consultant Help
     4. System Integrator
     5. Other?
  2. Target Audience Impacted
     1. Percentage and Numbers of Wards impacted
     2. Percentage and Number of Staff using new system, By Job Function
        1. Clinicians
        2. Nurses
        3. Admin Staff
        4. Others
     3. Percentage of Patient Impacted

***Part 3***

***Submission Template***

We highly recommend that case studies be submitted using the guideline and format provided below.

**1. Description of the project, focusing on Originality, Creativity and Innovativeness elements**

* What were the key drivers (internal / external) for this project?
* Describe your project withdetailed explanation on how the project introduces a new or significantly improved HIT system in an affordable, replicable and sustainable manner.
* Did your organization use existing off-the-shelf software OR the system was built completely from scratch?
* Is it a new concept or a variation of an existing idea? How does it stand out from the existing technology/solutions available in the market?
* Please provide a working prototype of your innovative technology and evidences of real-world testing and deployment.

**2. Clinical and operational benefits**

Please explain how does the project make innovative improvement to the work processes and ultimately improve the care of patients. You might want to include graphical overview, statistics, key facts and benefits realized

**3. Implementation and Sustainability**

* Please explain how the system was implemented and, if applicable, how it might be maintained beyond the life of the project described.
* How much significant investment and downtimes were required for the implementation of the project? Suitable evidence should be presented to support this component, including, for example, capital and recurrent cost related data.
* Please also provide evidences to demonstrate successful adoption of the new system (i.e Adoption Rates). This should be supported by users’ feedback and general market commentary.
* Did the innovation delivered on its intended goal set forth in section 1? Explain in brief details