Go Live Checklist

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 Review evidence of testing

* Hardware
	+ CARESCAPE
	+ Capsule (interface module)
	+ Computer
* Software (Centricity)
* Mobile Vitals Plus application
* Hot-fit Evaluation Tool Feedback

 Review staff schedules

* Adjust schedules for go live week by including super-users for each unit
* Adjust schedules to shift other training or in-services to another week
* Check that all users have undergone training. Adjust schedules for those that have not undergone training

Check all CARESCAPE/Centricity user manuals for updates on each unit

* Attach quick reference cards to each CARESCAPE and computer station

Schedule announcements for Go Live on Daily Bulletin

* Include contact information for super-users and troubleshooting

Review troubleshooting procedures

* First level – support staff (super-users)
* Second level – vendor staff (GE support)
* Third level – organization management (IT management)
* Fourth level – vendor management (GE)

Hardware Checks

* Check new CARESCAPEs are functioning on all units
* Check capsules are functioning on all units
* Check that Centricity is accepting real time data on all units

Monitor Go Live Day 1-7

* During each shift change by getting reports from designated super-users on units
* Check for missing vital sign data on Centricity