Project Management

Written By

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Comprehensive plan for the project

Implementing a Voice Transcription System to Radiology Department involves a comprehensive plan that involves few steps:

- Department of radiology transcription is responsible for planning and upgrading the transcription that should include software deployment and hardware infrastructure

- A team should be form that transit the radiology project and information system

- Test plans should be created about system upgrades

- All internal aspects like planning with vendor, training, improvement request, deployment, testing and defect reporting should be initiated.

- Deploying voice recognition system and ensuring all timely reports are received that match with return on investment

- Creating and maintaining project management documentation for promoting communication, timelines and budget constraints could be mitigated.

- Employees improvement program should be initiated through training and staff performance measures should be taken.

- Project manager should analyze the total cost involved in implementing this project successfully

- Stakeholders should communicate with their team and other departments about examining cost saving measures.

- Stakeholders should manage the technical documentation for providing training material and work with managers in order to roll out the user proficiency testing

- Staff members should be mentored so that they could become more technically adapted and work towards improving their ability to communicate with clinical system.

- Integrated servers should be installed that provide emergency transfers in the hospitals

- Communication needs of the stakeholders should be analyzed and strategies should be formulated for resolving the issues faced by stakeholders (Antiles, Couris, Schweitzer, Rosenthal and Silva 2000)

- A proper channel of communication should be followed, so that time could be properly utilized.

References

Antiles, S., Couris, J., Schweitzer, A., Rosenthal, D. and Silva, R.Q. 2000. Project planning,

training, measurement and sustainment: the successful implementation of voice

recognition. *Radiology Management*, 22(18), pp. 18-31