

Meeting Details:	Trust Board – 9 January 2025
Director:	Teresa Molloy, Director of Planning, Performance & Corporate Services
Issue Title:	Encompass Project – update briefing (approximately 5 months out from Western Trust Go-Live)
Indicate the connection with the Trust's Mission and Vision (please tick)	X People who need us feel cared for X People who work with us feel proud X People who live in our communities trust us
Indicate the link to Trust's strategic priorities (please tick)	X Quality and Safety ☐ Workforce Stabilisation X Performance and Access to Services X Delivering Value X Culture
Summary of issue:	1. Regional context Western and Southern Trusts are in preparation for the final encompass Go-Live on 8 May 2025. At this point Northern Ireland will be the first nation with a fully integrated health and social care patient record. 2. Key milestones for January/February 2025 Training - Over 52% of staff have already booked Super User Training, which exceeds the project target of 50% by 9 January 2025. Focus will remain on ensuring the remainder of superusers book and attend their training in line with the project plan, and this will be managed by the Trust PMO. - End User Training booking opens on 23 December 2024 and training will commence on 3 March 2025. HR will manage this process and booking will be closely monitored against the Plan. - Training rooms are equipped with double monitors and PCs. Barcode scanners and mobile devices are being deployed in preparation for commencement of training of superusers from 10 February 2025. End User Device Deployment The deployment effort is going to plan, with 32.87% devices in situ. Device deployment will continue throughout January and into February 2025, to prepare for Technical Dress Rehearsal.

Technical Dress Rehearsal (TDR)

Recruitment is ongoing internally for TDR Captains and Testers. Technical knowledge is not required for these roles and the first recruitment exercise did not yield the required numbers of staff. CMT have agreed to encourage staff participation and a further recruitment is underway, however this remains a risk and external/agency support may be needed.

TDR commences on 3 February 2025 based on the project plan.

Business Continuity

Discussions have commenced with the central PMO on business continuity arrangements, and a Trust workgroup has been established. BC will be an important part of Business As Usual with planned downtime on the system likely, soon after go-live.

3. Key Activities up to April 2025

Manual Data Migration (MDM)

A number of Task and Finish groups have been established to progress the work on manual data migration. Internal "Owners" have been identified for the various workstreams and the administrative input will take place in March and April 2025 based on the project plan.

Electronic data Migrations (EDM)

Large scale testing commences on 10 January 2025 and data migrated will include:

- patient demographics
- appointments
- waiting lists
- critical data sets from legacy systems will be migrated just before Go-Live.

Interfaces

Testing and interfacing of third party systems commenced in November and will continue into 2025. This is led by the regional encompass team who have worked with the third party vendors throughout each Go-Live.

4. Governance and Oversight

Commencing December 2024, CMT moved to weekly meetings for encompass business.

The first Go-Live Readiness Assessment (150 day) was held on 19 December 2024. This was a pivotal event for the Western Trust and each responsible owner reported on their assessed status for readiness, including any identified risks and mitigations. Formal Go-Live readiness assessments will be held over the coming months approximately every 30 days to assess readiness and address any potential risks to the plan.

	Western Trust
GLRA 120	Thursday 16 th January 2025
GLRA 90	Friday 7 th February 2025
GLRA 60	Friday 7 th March 2025
GLRA 30	Thursday 10 th April 2025

A Readiness Checklist is provided by the Trust PMO to each Directorate Operational Readiness Assurance Board, chaired at director level. This is a measurement tool to assess ongoing readiness and provide updates at the Go-Live Readiness Assessment events. Activities remain on track against the project plan at this point.

5. Enabling Works

Enabling Works are nearing the final stage and further works are anticipated to be minor, primarily due to changes. The Trust will attempt to minimise any further changes to avoid disruption during deployment and testing of devices.

6. Go-Live Planning (GLP)

GLP meetings have been established from January 2025 with EPIC and the central PMO.

A Trust Go-Live Planning Committee has been established and will steer the necessary work within the Trust. The Go-Live Planning Committee will oversee the activities of the below Go-Live Planning Sub-Groups:

- Command Centre
- Help Desk and Support
- Return to Activity Stabilisation
- GLRAs
- Bedded Cutover
- Super Users and Floor Walkers.

7. Unique risks for Western Trust

As highlighted at the 150 GLRA there are some risks that are unique to Western Trust. These include:

- Pharmacy Robot unique configuration, not used elsewhere in NI
- Geographical Spread of services and EPIC/Encompass PMO support across 2 Trusts
- Increased reliance on affiliate (locum/agency/temporary) staff in the Western Trust
- Largest portfolio of services outside Belfast Trust e.g. T&O, NWCC, Ophthalmology, Urology

8. Preparing to move to Encompass “Business As Usual”

A regional Business As Usual (BaU) workshop was held by the Encompass Central PMO on 12 December 2024, with representation from all Trusts, as well as BSO, PHA, and DoH Deputy CDIO. These workshops will now be organised on a regular basis, themed on key issues for stabilisation and maximisation of benefits.

9. Summary

Western Trust continues to progress activities in line with the agreed Project Plan and there are no risk issues requiring escalation at this point.

	Go-Live Readiness Assessments will be in place approximately every 30 days to assure CMT, encompass and EPIC senior programme staff that we are sufficiently progressed at each GLRA milestone. The Trust is working closely with Southern Trust on key areas where we need to co-ordinate effort.
Trust Board Response Required	The Board is asked to note the update provided.

Appendix 1. Key Milestone to 8 May 2025

