

Project Risks & Issues Log

Project Name	Electronic Records Sharing & Integrated Care Planning
SRO (Sponsor)	Tim Sacks
Clinical Lead	Tony Bentley
Project Lead	Clare Sherman/James McKean

Likelihood	Consequences				
	1 (Insignificant)	2 (Minor)	3 (Moderate)	4 (Major)	5 (Catastrophic)
1 (Rare)	1	2	3	4	5
2 (Unlikely)	2	4	6	8	10
3 (Possible)	3	6	9	12	15
4 (Likely)	4	8	12	16	20
5 (Almost certain)	5	10	15	20	25

[Link to Instructions](#)

Risk RAG

Amber



Narrative for current Risk RAG
Risks relating to comms, engagement, question marks around Social Care access to SCR, and EMIS.

Risk Number	Risk Description: describe the cause (hazard), and effect (risk)	Original Likelihood Score	Original Impact Score	Original Risk rating	Risk Level	Date Added to Risk Register	Mitigating Actions/Controls Required	Responsible Person	Reviewed Likelihood Score	Reviewed Impact Score	Reviewed Risk rating	Risk Movement from last assessment: ▲ / ▼ / ▲	Risk Status
9	Project success is dependent on strong communications to Practices and Patients. Meeting the tight timescales around producing this documentation and it's subsequent approval are dependent on resourcing from Comms team. Lack of availability for this work will delay deployment Go Live.	4	4	16	Major	30/01/17	JM and MM had positive meeting on 7/6/2017. JM has sent MM info around the project. MM has sent initial thoughts through to form basis of comms plan.	Martha Mihavy / James McKean	3	4	12	▼	Open
9.ii	Consent - essential that patients and staff properly understands layers of consent.	4	4	16	Major	18/05/17	27/06/2017 - Scenarios word document ready for distribution and What is a Summary Care Record leaflet drafted -signed off	James McKean	3	2	6	▼	Open
15	Phase 2: Lack of engagement by providers: Urgent Care, Acute, Community, EMAS, 111 etc.	3	3	9	Moderate	03/04/17	Engagement raised at IM&T Project Board 8/6/2017. Comms plan to be incorporated into Phase 2 planning.	James McKean	3	3	9	◀	Open
17	Social care.	3	3	9	Moderate	03/04/17	SCR access - Business Case required but NHS-Digital have advised we hold off while they discuss the national steer. Smartcards required for staff - discussions underway. Questions around network connection etc.	James McKean	3	3	9	◀	Open
21	EMIS risk. Issue with Resource Publisher functionality and national rollback to Template Manager means that EMIS config work will need to be redone once Resource Publisher is switched back on (in roughly one month). Latham House have experienced KD errors and system crashes after re-importing templates into Resource Publisher.	5	4	20	Major	04/05/17	5 practices require EMIS resources to be reimported, and training to be carried out.	Carly Smith	3	3	9	▼	Open
22	EMIS Risk: Template changes and updates can only be built practice-by-practice.	4	3	12	Moderate	28/06/17	LHIS to build, or provide instruction for practices. This is a national issue due to functionality of the system.	James McKean	4	3	12	◀	Open
23	Lack of a standardised registration template - ideally across SCR	4	4	16	Major	29/06/17	City and ELR should have centralised templates in place, but not every practice uses them. Practices might struggle to Read Code non-Care Plan patients with an enriched SCR without an appropriate registration template.Registration template in place and rolled out across LLR.	Clare Sherman	3	3	9	◀	Open

Closed Risks	11
Open Risks	7
Accepted Risks	6
Total Risks	24

Significant Risks Identified	6
High Risks Identified	6
Medium Risks Identified	3
Low Risks Identified	0

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