

Task	Resource	Duration (working days)	Start	Finish	Status (% complete)	Outcome
Key Meetings		20 days	28/03/2017	28/04/2017	100%	
Scottish Executive Nurse Director Group (SEND)	AM, NK, AB	1 day	28/04/2017	28/04/2017	100%	
Presentation for meeting	AM, NK, AB	7 days	21/03/2017	28/03/2017	100%	
Capture Outputs / Questions	AM	1 day	28/03/2017	28/03/2017	100%	Endorsed to progress on all recommendations
Establish Clinical Sub-Group	AM, NK, LB, AB	25 days	24/05/2017	30/06/2017		
Draft Terms of Reference v0.1	LB	1 day	24/05/2017	24/05/2017	100%	
Arrange meeting with Noreen Kent to review ToR v0.1 and agree approach	AM, SH	3 days	23/05/2017	26/05/2017	33%	Request sent - Alice, can you arrange for someone to progress this in your absence so it happens immediately upon your return - is there someone who fits the bill to arrange this? Once those being asked are agreed upon, they should be invited, with the ToR, Agenda and
Identify Group Members	AM, NK	13 days	07/06/2017	23/06/2017	0%	First meeting date scheduled for 30th June
Clinician (Nominate through MCN)						
Prescribing pharmacist						
COO ??						
Project Manager (Senior Nurse)						
ADON representative (by regions)						
Chair						
Data person by ISD?						
Administrative support - via Procurement Transformation Programme						
Schedule initial meeting to propose ToR, approach, next actions		1 day?	28/03/2017	28/03/2017		
Set-Up Meetings		1 day?	28/03/2017	28/03/2017		
Draft Proposed Approach	AM	15 days	07/06/2017	28/06/2017		
Resource Planning		1 day?	28/03/2017	28/03/2017		
Identify Senior HB Lead to Champion the Project		1 day?	28/03/2017	28/03/2017		
Identify Project Sponsor		1 day?	28/03/2017	28/03/2017		
Identify Clinical Sponsor		1 day?	28/03/2017	28/03/2017		
Identify Specific Teams		1 day?	28/03/2017	28/03/2017		
Agree & Baseline the Delivery Plan		1 day?	28/03/2017	28/03/2017		
Identify data manager (ISD?)						
Number of ostomies						
Explore robustness of data						
Stakeholder Communications		1 day?	28/03/2017	28/03/2017		
Set up meetings with Stakeholders & Groups		1 day?	28/03/2017	28/03/2017		
Meet with Groups		1 day?	28/03/2017	28/03/2017		
Agree Levels of Reporting on Project Progress		1 day?	28/03/2017	28/03/2017		
Existing Models		1 day?	28/03/2017	28/03/2017		
Scoping Current Practice Workshop 1		1 day?	28/03/2017	28/03/2017		
Agree Date / Venue		1 day?	28/03/2017	28/03/2017		
Identify Key Attendees		1 day?	28/03/2017	28/03/2017		
Issue Positioning Papers to Invitees/Agenda		1 day?	28/03/2017	28/03/2017		
Prep for Workshop		1 day?	28/03/2017	28/03/2017		
Workshop		1 day?	28/03/2017	28/03/2017		
Issue Outputs from the Workshop		1 day?	28/03/2017	28/03/2017		
Data						
Data Capture Exercise		1 day?	28/03/2017	28/03/2017		
Scope current Practice		1 day?	28/03/2017	28/03/2017		
Identify Comonalities		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
Patient outcomes		1 day?	28/03/2017	28/03/2017		
Pathway into community						
National Ostomy Product Guidance						
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
Completed Guidance		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		
National Approach to Care Pathways						
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
Completed Guidance		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		
Develop Governance with Industry						
Open discussions with Industry partners		1 day?	28/03/2017	28/03/2017		
Develop an Agreement		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		
e-Health						
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
TASK		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		
Implementation Instruction Manual						
Agree on Format		1 day?	28/03/2017	28/03/2017		
Document key steps		1 day?	28/03/2017	28/03/2017		
Circulate with other Boards		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		
Project Manager Tasks						
Develop Risk Register		1 day?	28/03/2017	28/03/2017		
Communication Plan		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		
Project Close Out						
Benefits Realisation		1 day?	28/03/2017	28/03/2017		
Lessons Learnt		1 day?	28/03/2017	28/03/2017		
Close Out Report		1 day?	28/03/2017	28/03/2017		
		1 day?	28/03/2017	28/03/2017		