



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section
Course

Master
(PMG506)

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Code
Thursday

Date

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Advanced project Management

Instructions:

- اخر موعد للتسليم هو يوم الخميس ٢٠٢١-٠٥-٢٨ في تمام الساعة ٩ مساءً.
- الإجابة متاحة باللغة الإنجليزية أو اللغة العربية مع مراعاة أن تكون المصطلحات العلمية باللغة الإنجليزية.
- يتم تسليم المشروع في صيغة ملف pdf مع الالتزام نموذج الجامعة ولن تقبل أي مستندات أخرى.
- يجب مراعاة أقسام البحث الرئيسية (مقدمة Introduction، دراسات علمية سابقة Literature Review، طريقة البحث Methodology، النتائج والمناقشة Results and Discussion، وأخيراً المراجع References. وان كان هناك ملحقات Appendices يتم إضافتها)
- يجب الالتزام بـ Theme موحد كما يلي:
- حجم الخط ١٢.
- نوع الخط Arial.
- لون الخط أسود.
- المسافة بين الأسطر ١,٥ line spacing

• عدد صفحات البحث (لا يقل عن ثلاث صفحات ولا يزيد عن ست صفحات).

Instructor's Name: ~~Eng. Amaal Aburumman~~ **Eng. Dr. Akram M. S. Ali**

Project:

You are required to document your role in administering a project. The project may be set in a business, social, sporting, or family environment but must be of a significant size and scale. If you do not have an actual project to write about you may complete the project hypothetically.

This report will be between three to six pages in length. This is a significant research project.

Your report must address ~~each~~ **ONE** of the following issues:

1. Identify and describe the purpose, scope, and objectives of the project. **Display this information using an appropriate tool.**
2. Describe how the team is given an outline of the project.
3. Describe the strategies that are going to be set up to maintain communication with the team members.
4. Describe the tools that are going to be used to monitor the goals, time frames or milestones.
5. Identify project milestones and activities. **Display this information using an appropriate tool.**
6. Create a budget and link the costs to the key milestones for a project.
7. Describe how you are going to divide tasks and resources amongst a project team. **Display this information using an appropriate tool.**
8. Briefly describe how the progress will be monitored.
9. How are current project records maintained? Who has responsibility for this? provide some recommendations on how this process could be improved.
10. Describe the current procedure for finalizing projects. Create your own procedure and identify how you will evaluate the success of the project.
11. Legislation that may affect the project including health and safety, and anti-discrimination legislation.

Best of luck...

المشروع:

مطلوب منك توثيق دورك في إدارة مشروع. قد يتم تعيين المشروع في بيئة تجارية أو اجتماعية أو رياضية أو عائلية ولكن يجب أن يكون بحجم مناسب. إذا لم يكن لديك مشروع فعلي لتكتب عنه ، فيمكنك إكمال المشروع افتراضياً. ستكون هذا التقرير من ثلاث إلى ست صفحات.

يجب أن يعالج تقريرك ~~كل~~ **احد** القضايا التالية:

١. تحديد ووصف الغرض والنطاق والأهداف من المشروع. اعرض هذه المعلومات باستخدام أداة مناسبة.
٢. صف كيف يتم إعطاء الفريق مخططاً تفصيلياً للمشروع.
٣. وصف الاستراتيجيات التي سيتم وضعها للحفاظ على التواصل مع أعضاء الفريق.
٤. صف الأدوات التي سيتم استخدامها لرصد الأهداف أو الأطر الزمنية أو المعالم.
٥. تحديد معالم المشروع والأنشطة. اعرض هذه المعلومات باستخدام أداة مناسبة.
٦. إنشاء موازنة وربط التكاليف بالمعالم الرئيسية للمشروع.
٧. صف كيف ستقوم بتقسيم المهام والموارد بين فريق المشروع. اعرض هذه المعلومات باستخدام أداة مناسبة.
٨. صف بإيجاز كيف سيتم رصد التقدم.
٩. كيف يتم الاحتفاظ بسجلات المشروع الحالية؟ من المسؤول عن هذا؟ تقديم بعض التوصيات حول كيفية تحسين هذه العملية.
١٠. وصف الإجراء الحالي لإنهاء المشاريع. قم بإنشاء الإجراء الخاص بك وحدد كيفية تقييم نجاح المشروع.
١١. التشريعات التي قد تؤثر على المشروع بما في ذلك الصحة والسلامة ، وتشريعات مكافحة التمييز.

مع تمنياتي بالتوفيق..

Phase one Operational Plan for X Hospital

Introduction:

X Hospital passed through different phases of its commission. The COVID-19 pandemic resulted in a significant shift in the plans of operation, including the manpower plan, the scope of service, and the installation and finishing of civil works in some departments (prioritized the ICU areas). There was a lot of accomplishments during 2020 that surpassed the timeline of operation. But there are also areas that were negatively impacted.

This document will cover, in brief, the following:

Introduction:	1
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4. Man-power plan for the phases of the operation	5
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1. Mission, Vision and Values

- **Mission**

To provide a high-quality patient-centered and cost-effective healthcare that is evidence-based with high education and training standards.

- **Vision**

To be an accountable care organization in healthcare services.

- **Values**

Respect

Integrity

Compassion

Teamwork.

Innovation

- **Strategic Themes**



2. Timeline and milestones

	<i>Description</i>	<i>Time</i>
1	Approve workforce plan for phases # 1 & 2 (150 and 300 beds)	Oct 12, 20 – Oct 20, 20
1.1	Approve workforce plan for 150 beds	Oct 12, 20 – Oct 15, 20
1.2	Approve workforce plan for 300 beds	October 18, 2020 – October 20, 2020
2	Approve phase #1 operational plan	October 12, 2020 – October 20, 2020
3	Review and update the strategic business plan for phase #1	Nov 01, 2020 – Dec 30, 2020
4	Phase#1: launch 150 beds and expanded OPD	January 01, 2021 – June 30, 2021
4.1	Extend the OPD to 4 wings instead of 2, with the addition of GI, Cardiology, OB/GYN	January 01, 2021 – March 31, 2021
4.2	Commission the endoscopy unit	
4.3	Operate 1 OR for Day Care surgeries	
4.4	Commission the physiotherapy unit	

3. Scope of service

Scope of Clinical Services in X Hospital at 150 Beds	
• Adult Cardiology	• Infectious Disease
• Anesthesia	• Nephrology
• Dermatology	• Neurology
• Endocrine	• OB/GYN
• ENT	• Ophthalmology
• ER	• Orthopedic
• Gastroenterology and Hepatology	• Pulmonology
• General Pediatric	• Radiology
• General Surgery	• Rheumatology

- ICU (Adult Intensive Care, Pediatric and neonatal Intensive Care Unit)
- Laboratory (Clinical Biochemistry, Hematology, hemostasis/coagulation, and limited Microbiology)

4. Man-power plan for the phases of the operation

The Standard of the MOH for employment is governed by the number of beds for each hospital

The MOH standards are as follows;

	Job title	150 Beds
	Consultant	39
	Registrar	54
	Resident	57
	Total	150
	Nursing Specialist	150
	Nursing Technician	225
	Total	375
	Pharmacist	30
Nonphysician	Nonphysician Specialist	123
	Nonphysician Technician	185
	Nonphysician assistant	55
	Admin Staff	111

5. RAID analysis for the project of commissioning X Hospital

Risk	Chances	Impact	Mitigation
A second wave of COVID-19 impact manpower plan	Moderate	Severe	Accelerate the recruitment on available vaccinies
Delay in Catering contract approval from RHD	High	Severe	Close follow up with RHD
Delay in OR final installations	Moderate	High	Operation department to monitor the progress weekly

Assumptions	Criticality	
Budget approval for 150 beds by MOF	Severe	
Final Approval of the Fire Department of Safety plan of D.H	High	

Issues	Priority	Resolution
Delay in ER Re-design and expansion	High	Might not be needed. Commissioning with the ready ER, or minimal expansion
Laundry Services contract not approved	Severe	1. Laundry services to be done externally 2. Follow up with MOH
No IT Contract for long term business in D.H	Moderate	1. MOH for a solution 2. Hospital Budget to cover the contract
No Ambulance cars dedicated to D.H	High	RHD has allocated some Cars to Diriyah
No transport Contract	Moderate	Hospital Budget to cover the contract
Housing size for the nursing	High	Outsourcing the housing
Salary Scale is not competitive in Riyadh city	High	Optaining a Medical City Salary Scale

Dependencies	Criticality	Comment
Continued support from C2	Low	While the support needs to continue, it is unlikely that it will be changed.
Progress in meeting all requirement of the "Hospital Commissioning Checklists" from MOH	High	The baseline assessment was very encouraging

References

Construction [Project](#) Management: A Complete Introduction by Alison Dykstra

[Project](#) management: a systems approach to planning, scheduling, and controlling by Kerzner, H.

[PROJECT](#) MANAGEMENT, A Managerial Approach, Jack R. Meredith, and Samuel J. Mantel, Jr.