**Solution Development Life Cycle (SDLC)**

**IT-Enabled Project?**

Yes

**Customer** (drives process flow)

- Identify Requirements
- Develop Project Description
- Identify Funding/Capital
- New IT Request Form

**IT Project Management Office (PMO)** (drives process flow)

- New IT Request Form
  - Analysis: Analyze Cost’s Request
  - Initial Analysis: Conduct Initial Analysis
  - Small Project?
  - Preliminary Project Planning
  - On-Hold
  - Decline or Cancel
  - Preliminary Project Plan: Provides summary level information collected within a limited period of time including scope, schedule, milestones, resources, costs & risks.

**IT Work Unit Owner** (drives process flow)

- Initial Analysis: Conduct Initial Analysis
- Small Project?
  - Yes: IT Review
  - No: Go to Executing
- Go to Executing
  - Small Project: A minor change to an existing system performed by one work unit or minimum hours across several work units. Low risk to disrupt production.

**IT Steering Committee** (drives process flow)

- Steering Commit Review: Watch List Rpt
- Adequate Info?
  - Yes: Disposition
  - No: Follow Up Analysis
- Cust is Notified by SC Chair
- Declined, On-Hold or Canceled

**IT Project Team (Customer and IT)** (drives process flow)

- Rgts Document: Develop Rgts Scope
- Functional Review: IT/Customer Approval
- Project Planning: Develop Detail Project Plan
- Baseline Review: IT/Customer Approval
- Executing: Execute Project Plan
- Project Reviews Plan/Status Report
- Portfolio Analysis - Resource Coordination Group (RCC)
- Significant scope changes sent back to Steering Committee for review

- Go-Live: Go-Live Implementation
- Complete Customer Approval
- Go-Live: Go-Live Implementation
- Complete Customer Approval
- IT Production Support

**Notes**

- IT-Enabled Project: a temporary endeavor undertaken to create a unique product, service or result in support of enabling an OHSU business process, has a defined start and end time (as opposed to on-going operations); consumes resources.

- Small Project: A minor change to an existing system performed by one work unit or minimum hours across several work units. Low risk to disrupt production.

- Preliminary Project Plan: Provides summary level information collected within a limited period of time including scope, schedule, milestones, resources, costs & risks.