

Digital Programme Update: including data submission

Strategic delivery: Setting standards Increasing and informing choice Demonstrating efficiency economy and value

Details:

Meeting Audit and Governance Committee

Agenda item 7

Paper number AGC (05/12/2017) 579 DH

Meeting date 05 December 2017

Author Dan Howard, Chief Information Officer

Output:

For information or decision? For information

Recommendation The Committee is asked to note:

- The progress update on data migration and the submission system
- The update relating to launch dates and availability, and transitional arrangements.

Resource implications None

Implementation date During 2017–18 and 2018 - 19 business year

Communication(s) Regular, range of mechanisms

Organisational risk Low Medium High

Annexes: None

1. Background

- 1.1. On the closure of the formal IfQ programme, it was agreed that progress on the residual work should be reported to Audit and Governance Committee.
- 1.2. In October 2017, AGC received an update on treatment data submission system. This paper provides an update on progress and includes an overview of the follow-on transitional arrangements which will be undertaken once these elements have been completed.

2. Introduction

- 2.1. The Committee had some concerns as to the clarity provided at its last meeting regarding progress against expected milestones, particularly in relation to data migration work. Significant progress has since been made in terms of planning and further scoping and this was reported to the Authority meeting in November.
- 2.2. The data submission system itself is progressing well and we are pleased to report that significant parts of the new system are now ready. We have launched our APIs (Application Program Interface) and started dialogue with system suppliers. The APIs are the technical system linkages which mean that third party IT systems can 'talk' directly to our register allowing data to be provided in the structured format we require after applying the validation rules we have set. Use of new validation rules will ensure the highest quality data is received from clinics – reducing our 'checking' overhead.
- 2.3. Further to data migration and completion of the data submission system, we expect to launch at the end of April 2018. It is important to note that those clinics using a third-party system will require their system suppliers to ensure their systems are compliant with our new dataset. Those 'transitional arrangements' are now a focus of our work.

3. Data Migration

- 3.1. We appointed an experienced project manager to undertake a root and branch review of the data migration work and ensure appropriate management oversight and controls are in place. The review confirmed:
 - The overall Project Plan that is in place provides clarity of the tasks required to complete development and testing of the data migration processes by end March 2018, with follow on assurance processes during April 2018 consistent with the completion of the Register information submission system.
 - Tasks have been allocated and are being actively managed across the team using the 'TFS' system which chases up and reports exceptions
 - Project controls are in place with weekly review sessions and bi-weekly planning sessions

- There is a bi-weekly progress report, with weekly exception reports where required, to the CIO and Director of Compliance and Information.
- 3.2. The project consists of a number of deliverables to develop and test the migration process ahead of the final migration. These have been split into discrete areas, with each following a similar process:
- Producing extracts from the legacy database
 - Validating the extract is complete and ensuring integrity and consistency of the data
 - Loading the extract into the new database and testing it retains integrity and consistency
- 3.3. Alongside this work we must also fulfil our commitments within our extant IT strategy – to reduce our reliance on ‘on-premise’ infrastructure, that is the physical servers based in Spring Gardens, and move to Microsoft UK data centres. In line with the strategy this delivers greater assurance relating to data security and resilience.
- 3.4. There remain risks within the project, mainly concerning
- critical local knowledge of the data and data base which resides in a few key individuals.
 - risks relating to the duration of remedial work given that this cannot be predicted
 - resourcing risks – availability of specialist skills.
- 3.5. These risks are being mitigated as far as possible and need careful monitoring and management. We are confident that effective management oversight and project controls, outlined above, are in place. Some additional back-fill resource has now also been allocated to the project.
- 3.6. Summary information from the Project Plan is available here.

Deliverable	Start date	Due date	Status
Data Migration Process Development:			Complete
Data Migration Process Development: DI Cycles			Complete
Data Migration Process Development: IVF Cycles / Billing	19/10/17	17/01/18	In Progress
Data Migration Process Development: Early Outcome/Outcome	19/10/17	15/11/17	Complete
Data Migration Process Development: Image Storage	02/12/17	15/12/17	
TRIAL LOAD 4	17/01/18		
Data Migration Process Development: Linkages	18/01/18	14/02/18	
Data Migration Process Development: Gamete Movement	15/02/18	14/03/18	
PRE-LIVE TRIAL LOAD	15/03/18	28/03/18	
Third party (Northdoor) Assurance Audit	29/03/18	18/04/18	
READY FOR GO-LIVE	30/04/18		

4. Data Submission System

- 4.1. Significant progress has been made and several modules have now been completed including patient, partner, donor, surrogate and intended parent registrations.
- 4.2. We have started the process of exposing EPRS (Electronic Patient Record System Providers) to our APIs for modules completed to date. This work is progressing well and we are delighted that feedback from them has been very positive so far.
- 4.3. The next stage of EPRS engagement includes releasing the APIs for Donor Insemination (DI) Cycles, Early Outcome (EO), Pregnancy Outcome (PO). We plan that these will be completed and released to providers during the week commencing 04 December 2017.
- 4.4. Development relating to IVF is expected to be completed in January 2018. This is one of the largest components of the system to be developed.

5. Transitional Arrangements

- 5.1. The project work above provides us with a new submission system and Register, with the functionality we require to collect and store high quality data. Both we and the clinics we regulate will see a significant improvement when these systems go live. The arrangements we put in place for all clinics are being finalised - in particular our plan for ongoing engagement with clinics and suppliers of third party systems.
- 5.2. The first clinics using the new system will be those using the current HFEA 'EDI' system – to use the new data submission system. The suppliers of third party systems to clinics will need time to implement the upgrades required to comply with our new dataset. The clinics

will also need time to adapt. We have only recently released initial APIs to suppliers and the feedback to date is positive. That said, we are sensitive to clinics and their suppliers about how long it will take for them to complete the upgrades. Many will wish to proceed quickly, some will need more time. Further to more engagement we will be issuing a deadline for suppliers to have completed their upgrades and to be compliant with our requirements, after which all clinics will need to use our system or via a compliant third-party system.

6. Recommendation

The Committee is asked to note:

- The progress update on data migration and the submission system
- The update relating to launch dates and availability, and transitional arrangements.