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DOCUMENT NUMBER: RIV-PPP-1139
DOCUMENT TITLE: WAM Change Management Process
DOCUMENT NOTES:

LOCATION: RIV-rel	VERSION: 01
DOC TYPE: RIV PPP	STATUS: Release

EFFECTIVE DATE: 14 Nov 2023	NEXT REVIEW DATE: 14 Nov 2025
RELEASE DATE: 14 Nov 2023	EXPIRATION DATE:

AUTHOR:	PREVIOUS NUMBER:
OWNER:	CHANGE NUMBER: RIV-CR-0335

WAM Change Management Process

Purpose This process describes the workflow for evaluation, approval, and implementation of proposed changes to the Sysmex WAM rules for the KP Southern California (SCAL) laboratories.

- Policy**
- When there is a proposal for a change to the WAM middleware autoverification system, an evaluation will be done by the stakeholders.
 - The evaluation shall consist of testing the change, and communicating the assessment to the Hematology UA Working Group (HUWG) prior to putting it in production.
 - New rules implemented will be included in the annual validation of rules.

Process for WAM Change The process for any WAM change will involve proposal, evaluation, testing, assessment, and implementation. Refer to the steps below on the entire process.

Stage	Description	
1	The representative shall present the proposal utilizing the SBAR tool.	
2	If ...seventy percent majority of HUWG approved the proposal,	then The decision is captured. A Sysmex Change Request Form (CRF) will be submitted to the Sysmex Technical Assistance Center (TAC). Co-chair/s of HUWG will submit on behalf of the group.
	...proposal didn't obtain approval from the majority,	The decision is captured. No CRF will be submitted by the WG at the current time. The proposal can be revisited.

WAM Change Management Process, Continued

Process for
 WAM Change

Continuation

Stage	Description						
3	Once the proposed change is in the Test environment, the change will be tested by at least two members of the WG. The testers shall include at least one medical center representative and a representative of the regional lab.						
4	<p>Testers will assess the results of the testing.</p> <table border="1" data-bbox="570 611 1349 982"> <thead> <tr> <th data-bbox="570 611 932 646">If</th> <th data-bbox="932 611 1349 646">then</th> </tr> </thead> <tbody> <tr> <td data-bbox="570 646 932 814">...the testing passed by achieving the desired result of the proposal,</td> <td data-bbox="932 646 1349 814">The change will be scheduled to move to Production. The scheduled date will be announced and shall be agreed upon by the WG.</td> </tr> <tr> <td data-bbox="570 814 932 982">...the testing failed to achieve the desired result of the proposal,</td> <td data-bbox="932 814 1349 982">The outcome will be shared with the WG to reconsider a new proposal or abandon by seeking an alternate workflow.</td> </tr> </tbody> </table>	If	then	...the testing passed by achieving the desired result of the proposal,	The change will be scheduled to move to Production. The scheduled date will be announced and shall be agreed upon by the WG.	...the testing failed to achieve the desired result of the proposal,	The outcome will be shared with the WG to reconsider a new proposal or abandon by seeking an alternate workflow.
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...the testing failed to achieve the desired result of the proposal,	The outcome will be shared with the WG to reconsider a new proposal or abandon by seeking an alternate workflow.						
5	Upon implementing the proposed change in Production, the laboratories shall document and validate the change with the proper approvals.						

WAM Change Management Process, Continued

Controlled Documents

The following controlled documents support this policy.
Locally approved versions will have different document numbers.

Document Number	Title
SCPMG-QMS-0025	Autoverification Policy

Non-Controlled Documents

The following non-controlled documents support this policy.

Sysmex WAM v5.x User Manual, Document Number 1036-MKT, Rev.3
August 2016

Author(s)

SCPMG Hematology Working Group – Sysmex Users Subgroup
Eleanor E. Callasan
