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PRNExpress

Addendum Document

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Purpose:

This addendum serves to provide updates and refinements to the "PRN Express" project, as originally outlined in the detailed below. The following modifications are made to the project scope, objectives, timeline, and deliverables to ensure alignment with stakeholder needs and project goals.

Overview Statement

The "PRN Express" project aims to improve the efficiency and functionality of the existing system by introducing advanced calendar features for both providers and facilities. The enhancements will streamline the process of managing open positions, selecting work days, and creating contracts, resulting in a more user-friendly and productive platform for PRN Express.

Objective**Enhanced Calendar Functionality:**

- Introduce week and month views for better visualization of open positions.
- Implement drag-and-drop feature for easy position management across days.
- Enable individual editing of positions on specific days for both providers and facilities.

Dynamic Position Management:

- Allow facility users to copy schedules from one week to multiple others for quick setup.
- Provide flexibility in adding or subtracting positions as needed.

Efficient Contract Creation:

- Streamline the process of creating contracts by integrating selected work days into the contract terms.
- Automate the addition of agreed-upon work days to the contract upon provider and facility agreement.

Simplified Approval Process:

- Implement a straightforward approval function for facility users to review and approve additional work days for providers.
- Automatically generate addendums for existing contracts upon approval of additional work days.

Improved Provider Experience:

- Enable providers to search for open positions using the calendar view, enhancing visibility.
- Allow providers to select work days during the offer and acceptance workflow, providing greater control over schedules.
- Facilitate streamlined workflows for providers to apply for additional work days, with notifications sent to facilities upon application.

Enhanced Facility Management:

- Empower facility users to efficiently manage open positions and staffing needs through the calendar interface.
- Provide ongoing visibility on job postings, even if all positions are not filled.
- Enable facilities to add more positions as needed, ensuring flexibility in staffing adjustments.

Scope Refinements:

The project scope is refined to include additional functionalities and enhancements to meet the evolving requirements of providers (healthcare professionals) and facilities:

Provider-Side Enhancements:**Improved Calendar Functionality:**

- Enhance week and month views for clearer visualization of open positions.
- Enable providers to search for open positions using the calendar view, enhancing visibility.
- Allow providers to select work days during the offer and acceptance workflow, providing greater control over schedules.
- Facilitate streamlined workflows for providers to apply for additional work days, with notifications sent to facilities upon application.

Streamlined Workflows:

- Introduce a streamlined workflow for providers to review and apply for additional work days.
- Enhance notification mechanisms to inform providers of updates and approvals regarding their work schedules.

Facility-Side Enhancements:**Enhanced Position Management:**

- Refine the position management across days.
- Implement advanced editing capabilities for positions on specific days to enhance user flexibility.
- Expand copying schedules functionality to include more flexible options for duplicating schedules.
- Implement additional safeguards to prevent inadvertent reduction of positions post-acceptance.

Improved Contract Management:

- Enhance contract creation processes to include more automated features for adding agreed-upon work days.
- Introduce customizable contract templates to streamline contract creation for various staffing scenarios.

Timeline Adjustment:

To accommodate the refined scope and additional functionalities, the project development timeline is extended by **84 Working Days**. The new estimated completion date will be shared with you along with the detailed sprint plan.

Key Deliverables:

- Enhanced Calendar Views for Providers and Facilities.
- Dynamic Position Management Tools.
- Streamlined Contract Creation and Extension Processes.
- Improved Provider Workflows for Applying and Managing Work Days.
- Enhanced Facility Management Tools for Job Postings and Position Updates.

Contract Extension:

- If a provider has already accepted a position for certain days, they can apply for additional days with openings.
- After selecting additional days, providers can follow a streamlined workflow to apply.
- Notifications are sent to facilities upon application for additional days.
- If reviewing an application for additional days from a candidate with an existing contract, the facility user has a simple approval function or they can select the days and offer the provider to Accept/Reject.
- After approval, the contract will be saved on the facility side, contract tab.

Overall Impact:**For Providers:**

- Providers can quickly identify open positions on specific days or weeks, helping them plan their schedules efficiently.
- Providers have more control over their schedules, ensuring they only commit to work days that suit their needs.
- Providers have transparency into the availability of positions, allowing them to plan their workload and commitments accordingly.
- Providers can easily expand their work schedule if desired, while facilities are promptly notified of the request. This streamlines the process for both parties.

For Facilities:

- Ongoing visibility on job postings, facilitating continuous recruitment efforts.
- Facilities can efficiently manage their open positions, visualizing staffing needs across various days and weeks. The drag-and-drop feature simplifies position management.
- Facilities have tools to easily adjust staffing needs based on demand. The ability to copy schedules saves time and reduces manual input errors.
- Facilities can streamline the contract creation process, ensuring that agreed-upon work days are accurately reflected. This reduces administrative burden and improves contract clarity.
- Facilities can easily manage requests for additional work days, maintaining flexibility while keeping contracts organized. This ensures smooth communication with providers.
- Facilities maintain visibility on unfilled positions, facilitating ongoing recruitment efforts. The ability to add positions ensures flexibility in responding to changing needs.

Additional Resources & Timelines

Resources	No. of Resources	Hours
Project Manager	1x	60hrs
Business Analyst	1x	88hrs
Designer	1x	80hrs
Front End	2x	188hrs
Back End	2x	156hrs
Quality Assurance	1x	88hrs