

VandyWorks Advisory Meeting

Date:	1/1/2024	Next Meeting:	4/17/2024
Time:	09:00	Time:	09:00
Location:	Microsoft Teams	Location:	Microsoft Teams

Time	Presenter	Item and Outcomes	Goal Alignment	
9:00am	Elizabeth Vorholt	Introduction and Welcome	People	
9:05am	VandyWorks team	VandyWorks Cloud Migration Project Update	Innovation	<p>Cloud Migration – moving VandyWorks to the cloud will make the application more secure, more supported, and more easily upgraded</p> <p>Go-Live on April 12, 2024 after morning shift change Anticipated downtime of ~24 hours Employee schedules will be provided to each department right before the system goes into downtime and departments can download/print their Assignment Sheets ahead of downtime Local leaders will be responsible for documenting change to the schedule – call outs, CBK, POC, etc and then adding those changes into the system when it is back up</p> <p>This migration comes with a rebrand! We can no longer use the name “Vandy” for anything since it belongs to the University. We are finalizing the new name and will update once the decision is made.</p> <p>There are minimal functional changes with this migration. The biggest change will be the process of logging in – training will be provided via LMS modules in March for all staff.</p>
9:15am	VandyWorks team	What’s Changing vs What’s Staying the Same? Demos of ASV Enhancements and Self-Scheduling Quick Select	Innovation	<p>What’s Different in the cloud – Log in process Improved self-scheduling with Quick Select functionality ASV Enhancements –</p> <ul style="list-style-type: none"> Sort ASV to Unassigned shifts at the top

				<ul style="list-style-type: none"> • Ad-Hoc Shift Creation allows predefined shift configurations or “simple shifts” which allows you to create any start and end times • Float Code now required • ASV has option to show Coverage by Count – very helpful if you have staggered shift times and want to view how many people you have scheduled for each <p>Quick Select self-scheduling demo in the meeting recording. This enhancement is the result of advocacy from this Advisory group and is now part of the core functionality! Training for staff will be provided on this ahead of the cloud migration.</p>
9:30am	VandyWorks team	Star Dashboards	Innovation	<p>The Star Dashboards link is available now in VandyWorks on the black top toolbar. When we migrate to the cloud, the DASHBOARD, Projections, and OP Projections link will no longer be available, but all the same content and functionality is available on the Star Dashboards.</p> <p>Monroe Carrell is currently piloting a census prediction that is displayed on our Projections dashboard. The census prediction shows the number of patients anticipated to be on the unit for 14 days in advance. Then, the staffing projection row references the unit’s staffing matrix to calculate how many nurses are required for that census and the dashboard displays the variance. Goal to automate these calculations and reduce manual burden on leaders. This pilot is measuring the impact to staffing decisions with goals to be more efficient with balancing schedules, plan ahead when changes need to be made, and boost staff satisfaction.</p>
9:40am	VandyWorks team	Known Issue: Seniority Date 1899	Service	<ul style="list-style-type: none"> • Workday is applying 12/30/1899 as the Seniority Date on some employee records • This impacts the VandyWorks PTO Entitlement Policy, which allows users to submit Leave Requests for next fiscal year, even though their current Workday flexPTO balance does not account for those future hours yet • We have submitted this issue to Workday and it is in their prioritization queue • If your team members are attempting to submit Leave Requests for dates beyond 7/1/24 and are getting a message that they have inadequate balance, please email vandyworks@vumc.org and we will manually adjust their Seniority Date to match their Hire Date
9:45am	VandyWorks team	Shift Leader Instructor-Led Training	Innovation	<p>Our RSL Training courses occur in our Training environment, which requires the user be connected to the VPN or the virtual network.</p> <p>We ask for your support of your RSLs who are coming to class – encourage them to log in to the virtual network ahead of class to ensure they are prepared for class to begin.</p>

9:55am	Group	Open question & answer	Service	<p>**Tip: If you are balancing your schedule and moving an employee from one day to another, rather than deleting their shift and creating new on the other day, you can swap the self-scheduled shift with an unassigned shift for the day you are moving them to. This will keep your unassigned shift counts as accurate representations of your needs.</p> <p>A tip sheet is attached with screenshots for how to do this.</p>
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