THE THREE T'S OF A SUCCESSFUL EHR IMPLEMENTATION

Team	Tactics	Technology
Identify one or more EHR champions or don't implement. Make sure your organization's senior executive fully supports the EHR. Use an experienced, skilled project manager. Utilize sound change management principles. Have clear, measurable goals. Make sure users share your goals. Establish realistic expectations. Don't try to implement an EHR in a dysfunctional organization.	Plan, plan, plan. Redesign your workflow. Don't automate processes just because you can; make sure the automation improves something. Design a balanced scanning strategy. Consistently enter key data into your new EHR charts. Get data into the EHR electronically when possible. Utilize a phased implementation. Train, train, train. Be flexible in your documentation strategy and allow individual differences in style. Don't "go live" on a Monday. Lighten your workload when you "go live" and for a short period afterward. Don't underestimate how much time and work is involved in becoming "expert" with an EHR. Pick a vendor with an excellent reputation for support. Utilize "power users" at each site.	Don't scrimp on your IT infrastructure. If you're a small practice, consider an application service provider (ASP) model. Make sure that your IT personnel do adequate testing. Utilize expert IT advice when it comes to servers and networks. Make sure your servers and interfaces are maintained on a daily basis. Back up your database at least daily. Have a disaster recovery plan and test it.

Reference: Adler K. How to Successfully Navigate Your EHR Implementation. Family Practice Management. February 2007. Available from: http://www.aafp.org/fpm/2007/0200/p33.html