



# DEVICE DEPLOYMENT *Tips*

From workstations and monitors to mobile devices and printers, ensuring the successful deployment of various equipment during an Epic implementation can be a real challenge. The following tips were compiled by Impact Advisors' experienced implementers who have "been there, done that" to help you avoid the pitfalls and keep your deployment on track.

## PREPARE



1

**Build a process at the start that addresses all aspects of preparing a location/department for Epic.** It should include major stages involving multiple steps:

- 1) Assessment
- 2) Pre-Deployment & Prep
- 3) Deployment

2

**Make a map for each site** using a standard set of icons to identify each device and its physical location. These "blue prints" will be used later for decision making and printer mapping. Keep the maps updated, as the devices will inevitably move throughout the implementation process.

3

**Build a device catalog** that will include all acceptable devices that are not only Epic compliant but are supported by the institution. This catalog would also define policies related to device placement (i.e., how many, where placed, etc.).

4

**Do not forget about other devices**, such as credit card swipes, bar code scanners, mobile carts, Kiosks, and label printers.

## PEOPLE



5

**The PC/Printer Lead should know Epic Printing very well** and be able to mentor the integrated work group team members.

6

**Involve stakeholders.** Not only do you need Epic knowledgeable people on the integrated work group, you need members from Field Services, Network, and IT Security.

7

**Do not underestimate resources needed to support Epic printing during Go-Live.** Even if every step is taken to gain approval on where Epic will print, changes will likely be needed after Go-Live. Users who haven't used Epic before often can't foresee what they will require.

## PROCESS



8

**Publish standards for multiple-tray printers**, including what is printed on each tray. Make this standard across the institution.

9

**Don't forget about HIPAA compliance** and placement of devices to ensure patient confidentiality.

10

**Test, test, test!** Once a site has been assessed, decision sign-off attained, Epic configured and devices deployed, use Epic knowledgeable team members to visit every PC and verify that Epic is accessible and printing to proper printers. Always test in Production.