



October 10, 2014

Hi Everyone,

We are pleased to introduce the project leads and clinical leads that have been identified to work on each of the priority projects. Going forward, these individuals will be key in terms of communicating information between the SOP team and the staff in the departments they represent; however, the Standardization & Optimization process is not limited to these individuals. Throughout the process, everyone will have a chance to participate and provide information relevant to the project.

**PRIORITY PROJECTS TEAM LEADERSHIP**

**Cath Lab Table Optimization:**

SOP Coordinator – Dayna Roberts

KM&T – Andrea McInerney

VP – Rosemary Petrakos

Director – Janice Dawson

Clinical Sponsor – Dr. Mark Kotowycz

Project Lead – Lesley Borrelli

**MRI Wait Times:**

SOP Coordinator – Fatima Al-Roubaiai

KM&T– Aaron Newhook

VP – Ralph Nicoletti

Director – Colleen Nelson

Clinical Sponsors – Dr. Dan Dill & Dr. Jack Speirs

Project Lead – Michael Reinkober

**Medication Incidents:**

SOP Coordinator – Craig Hilton

KM&T – Andrea McInerney

VP – Claudia den Boer Grima

Director – Christine Donaldson

Clinical Sponsor – Dr. Marguerite Chevalier

Project Leads – Kristi Cecile & Charlene Haluk-McMahon

**OR Scheduling:**

SOP Coordinators – Dayna Roberts, Craig Hilton, Fatima Al-Roubaiai

KM&T – Andrea McInerney

VP – Rosemary Petrakos

Director – Barb Havens

Clinical Sponsors – Dr. George Koppert

Project Leads – Diane Gouin

Dr. Andrew Petrakos will also serve as our Clinical Sponsor for the entire project.

Each of the projects are getting underway now and are expected to wrap up late March, 2015.

Next week we will be introducing our Project Management Office (PMO) Wall. This will serve as a dashboard for our projects as we move forward, letting us know where we are at with the project and keeping us on course. Stay tuned for details and a special invitation to the PMO Wall Launch/huddle which we are planning for next week.

Thank you for your continued support,

The SOP Team