



# Healthcare Technology

## The Quick Reference Guide to EMR Implementation

### Best Practices for EMR Project Management

You've made the decision (or legislation has made it for you) to implement computer systems designed to turn your medical practice into a paperless office. Whether you're starting small by converting your scheduling processes to an Electronic Practice Management (EPM) system, or you're going all in and converting to a pure Electronic Medical Records (EMR) system, this type of change can be overwhelming, expensive and downright disruptive to your business and your patients.

There is no such thing as a "one-size fits all" solution, but regardless of your practice size, your specialty, your budget or your current technological state, the steps to success are the same. It's time to get your bearings; let this document be your guide.

#### STAGE 1:

##### Business Decision

This is typically seen as the most challenging phase of the entire process. First someone with broad understanding of your practice has to conduct the type of honest self-appraisal that may ruffle feathers. Not only will that person have to create enough momentum for change, but she must also champion and evangelize the project to the entire team.

**Resources:** Experienced Practice Manager, Providers

#### STAGE 2:

##### Product Analysis

This is a three-part process: 1) research all vendor options; 2) narrow your list to the top three contenders; 3) talk to references, schedule demos, and include your IT provider in the research. An "IT Readiness Assessment" will explain the current state of your network and outline infrastructure additions and pricing needed to deploy your top choices. Pick THE ONE!

**Resources:** Practice Manager, EMR Vendor & IT Provider

#### STAGE 3:

##### Implementation

The ultimate project management experience! While the IT team readies the network and new equipment, they will supplement your vendor's installation support. As your EMR vendor designs, tests, installs and trains, you will use every team building, crisis management, juggling and negotiating skill in your toolbox. It will be worth the effort and investment!

**Resources:** Practice Manager, EMR Vendor & IT Provider

For more information,  
contact the IT experts at:

**Nextrio, LLC**  
Healthcare's *Trusted* IT Provider

5225 N. Sabino Canyon Rd  
Tucson, AZ 85750

520.545.7100

[www.nextriomedical.com](http://www.nextriomedical.com)





# Step-by-Step Guide to Implementing EMR

Where are you in the process?

