



Centramax to Centaurus Implementation Milestones

Phase 1 - Planning and Analysis

Client	LVM
<ul style="list-style-type: none"> • Actively participate in the Centaurus Implementation Kick-Off Call and weekly planning conference calls. • Work with LVM to develop custom Project Plan • Develop internal staff training plan • Define any interface requirements 	<ul style="list-style-type: none"> • Provide project management oversight • Conduct: <ul style="list-style-type: none"> ○ Planning conference call ○ Kick Off Call ○ Customized Project Plan ○ Weekly update calls ○ Assessment of training needs

Phase 2 - Technical Environment Setup

Client	LVM
<ul style="list-style-type: none"> • Conduct installation and setup: <ul style="list-style-type: none"> ○ Server operating system ○ Drive configuration ○ Network communications ○ Centaurus • Remote Connection with LVM Support 	<ul style="list-style-type: none"> • Consult on setup for Centaurus • Assist with Centaurus software installation and user set up • Remote Connection with Client's Server • Registration of Client on Client Portal

Phase 3 - Data Conversion

Client	LVM
<ul style="list-style-type: none"> • Identify data for conversion • Test and review converted data • Perform final acceptance testing 	<ul style="list-style-type: none"> • Define file layout/fields usage • Perform initial data conversion • Revise conversion as needed • Conduct final conversion

Phase 4 - Interfaces (if applicable)

Client	LVM
<ul style="list-style-type: none"> • Identify file layout • Identify sending and receiving systems • Install interface • Test and review interface results • Perform final acceptance testing 	<ul style="list-style-type: none"> • Write interface • Perform initial data conversion • Send interface to client • Revise interface program as needed



Phase 5 - Conversion of Existing Reports and Letters

Client	LVM
<ul style="list-style-type: none"> • Identify/prioritize current reports & letters • Test and review converted reports & letters • Perform final acceptance testing 	<ul style="list-style-type: none"> • Convert current Centramax standard report & letters • Revise current reports & letters as needed

Phase 6 - Client Education

Client	LVM
<ul style="list-style-type: none"> • Attend Centaurus set-up education at LVM offices • Define desired screen customizations 	<ul style="list-style-type: none"> • Deliver Centaurus initial Set-Up Training • Customize screens to meet needs

Phase 7 - System Build-Out

Client	LVM
<ul style="list-style-type: none"> • Set system defaults • Define desired screen changes • Load physician, service, class profiles • Create membership programs • Edit tables • Create and load policies and procedures • Edit clinical content (if appropriate) 	<ul style="list-style-type: none"> • Customize screen sets as needed • Provide post training set-up support • Assist with in developing policies and procedures

Phase 8 - User Training and Customization

Client	LVM
<ul style="list-style-type: none"> • Users review all appropriate computer-based training modules (CBTs) • Attend Centaurus education at client site • Test faxing, email, and printing 	<ul style="list-style-type: none"> • Deliver Centaurus end user training • Create custom reports & letters - if appropriate

Phase 9 - Productive Use & Transition to Support

Client	LVM
<ul style="list-style-type: none"> • Begin processing live calls • Generate call reports 	<ul style="list-style-type: none"> • Provide "Go Live" support • Transition to Support Team and Client Services