Pizza Pall: the Dough

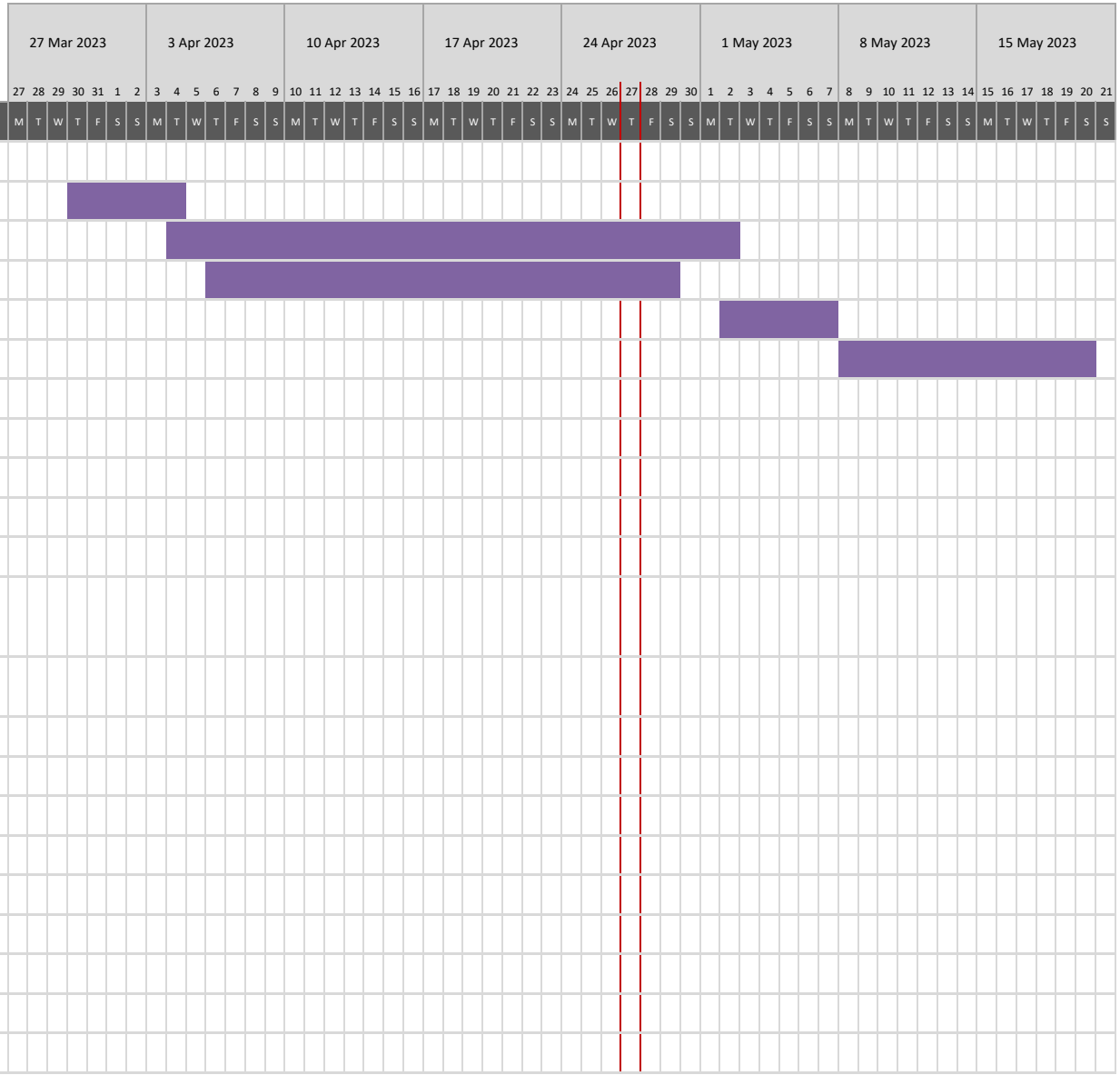
MSF
Project Lead

SIMPLE GANTT CHART by Vertex42.com
https://www.vertex42.com/ExcelTemplates/simple-gantt-chart.html

Project Start: Thu, 30/03/2023

Display Week: 1

TASK	ASSIGNED TO	PROGRESS	START	END
Recruitment				
Revision of ToR for consultancies	MSF UK HR Department	10%	30/3/23	4/4/23
Opening of 2 consultant positions	MSF UK HR Department	0%	4/4/23	2/5/23
Identification of interview panel / questions	Chiara - Chiara - Claire	0%	6/4/23	29/4/23
Candidate Screening - Interview Set-up	MSFUK HR Department	0%	2/5/23	7/5/23
Candidates Interviews	Interview Panels	0%	8/5/23	22/5/23
Offer of the position	Abdul	0%	23/5/23	25/5/23
Contractual arrangements	HR Department of the hosting office	0%	27/5/23	26/6/23
Assumption: each consultant will need 3 months to quit their current job?		0%	22/5/23	20/8/23
Briefings	Manson Unit, MSF Italy, OCP, OCA	0%	23/8/23	3/9/23
Mortality Analysis				
Expose consultants to existing projects and establish their direct support for any Palliative Care project query.	Abdul + OCP Working group	0%	29/8/23	23/9/23
connection with OCA E-Health data to gather KOBO (Community healthcare) data	Raushan - Eliana	0%	3/9/23	8/10/23
Epicentre visit for Typology data gathering	Claire	0%	26/9/23	29/9/23
OCP Meeting with OCP Palliative care working group	Claire + OCP Working Group	0%	26/9/23	29/9/23
Visit to International Office Data Governance and Protection Task Force	Megan McGuire + Maria Guevara	0%	29/9/23	1/10/23
Meeting with OCBA / OCB focal point	Kathryn Richardson	0%	29/9/23	1/10/23
Connect with E-Health Advisors of each OC	Abdul + Chiara + Claire	0%	23/9/23	8/10/23
Check Definitional Coherence	E-Health teams - MEAL Specialists	0%	9/10/23	14/10/23
Find Disaggregated Data	E-Health teams - MEAL Specialists	0%	9/10/23	14/10/23
Stratify Analysis to identify Mortality Patterns	PC Contact group	0%	15/10/23	25/10/23
Project Analysis + Cross Analysis				



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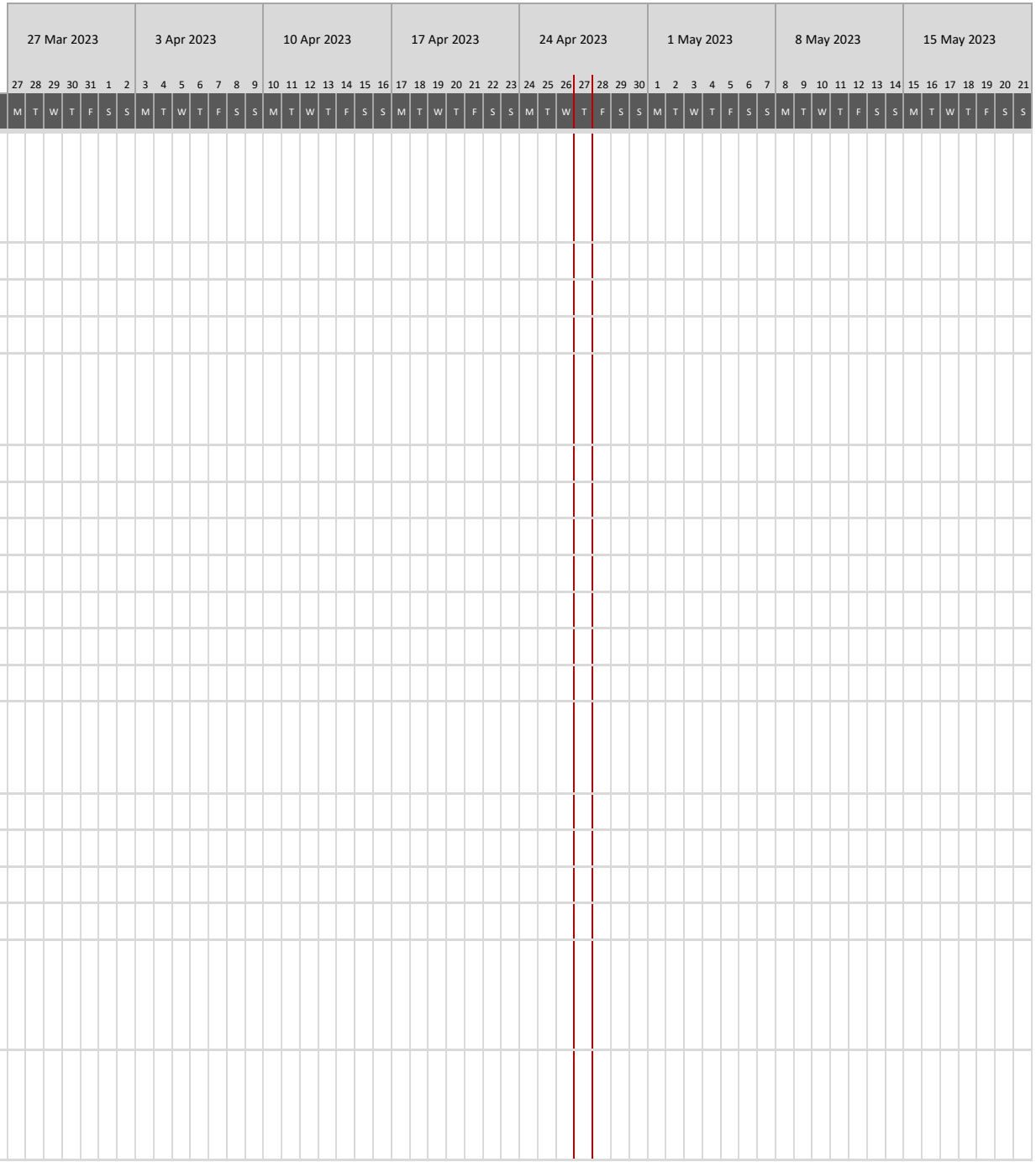
TASK	ASSIGNED TO	PROGRESS	START	END
Projects' Data Collection up to Saturation point (high versus Low Mortality projects, IPD versus OPD community settings, Emergency vs Stable projects, MSF only vs MOH supported projects, etc.)	Consultants only + Data Analytics team	0%	3/9/23	8/10/23
Identify unique mortality type projects for potential MVP	PC Contact Group	0%	3/9/23	10/9/23
Cross analyse Mortality Patterns (20 - 23) with Project Patterns (30 - 31)	Consultants only	0%	28/9/23	18/10/23
Develop MVP for extremely simple mortality projects				
Identify / Define minimum standard tools (person-centrdness, MEAL, HR needs, L&D needs, etc) adapted to 3-4 projects with unique, extremely simple mortality patterns	Palliative Care contact group + WHO experts + other PC networks	0%	18/10/23	28/10/23
Connect with Social Scientists & MEAL Specialists	Social Scientists, MEAL specialists	0%	23/10/23	1/11/23
Provide orientations to Medical leaders in place to test set-up	Projects Medical Managers (Coordinators, Team Leaders of	0%	1/11/23	1/12/23
Test assumptions, evaluate processes, learn	Projects + Health Advisors	0%	11/11/23	15/12/23
Learn and incorporate in step 32		0%	10/12/23	20/12/23
Mapping / Networking				
Mapping existing Palliative Care Services within and outside MSF	Dr. Zipporah Ali, Dr. Jane Bates, etc	10%	23/9/23	20/12/23
Networking with country-based External Palliative Care Providers / Networks	epending on the MVP selected countri	0%	23/9/23	22/11/23
Connect with GIS Centre (Link MSF Projects' with Palliative Care Services' mapping). Reflect on how to integrate continuous update of services in countries of intervention	GIS Centre	0%	13/9/23	18/10/23
Connect with other relevant TIC projects (Telemedicine, People, Respect, etc.)		0%	13/9/23	22/11/23
Connect with PallChase		30%	13/9/23	20/12/23
Establish collaboration with St. Christopher Hospice and UK-based training institutions		20%	13/9/23	31/12/23
Develop the Algorithm				
Use existing knowledge and experience in designing Palliative Care services adapted to patients' population needs to link Mortality Patterns emerged from previous stages.	Consultants only	0%	18/10/23	20/12/23
Develop a user-friendly and adaptable medico-operational algorithm thought for Project Managers to determine what type/s of Palliative Care activities ought to be added to existing care offer.	Consultants only	0%	18/10/23	9/1/24



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Share the draft Algorithm as widely as possible, both within MSF and the external networks identified, to receive and incorporate relevant feedback and suggestions		0%	9/1/24	11/2/24
Ensure complete recording and archiving of the work completed	Consultants only	0%	29/8/23	21/2/24
Insert new rows ABOVE this one				

27 Mar 2023							3 Apr 2023							10 Apr 2023							17 Apr 2023							24 Apr 2023							1 May 2023							8 May 2023							15 May 2023						
27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
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