2017 Performance Improvement Report

STRATEGIC PRIORITY

 1. Develop world-leading healthcare and research

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| **Project Name** |
| Improve the Accuracy of Financial reports |
| **Site** | **Department** |
| Jeddah | Financial Service |
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| **Project Status** | **Project Start Date** | **Project End Date**  |
| Completed | 01-01-2017 | 10-31-2017 |

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| **Problem:** Why the project was needed?Inaccurate financial reports-Delay in submitting financial reports -Time consuming.-Difference source of data. -  | **Aims:** What will the project achieve?Improve the accuracy of Financial reports  |
| **Benefits/Impact:** What is the improvement outcome?*(check all that apply)*[ ]  Contained or reduced costs[x]  Improved productivity[x]  Improved work process[ ]  Improved cycle time[x]  Increased customer satisfaction[ ]  Other (please explain) Click or tap here to enter text. | **Quality Domain:** Which of the domains of healthcare quality does this project support?*(Select only one)***Efficient** |

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| **Measures:** Performance metrics to be evaluated | **Targets:** Expected outcomes |
| Accuracy of Financial Reports  | Improve the accuracy of Financial reports from 85% to 100% based on the internal audit recommendation in several reports |

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| **Interventions:** Overview of key steps/work completedThe project focused on the following reports :Group 1 ( **Generating Standard Reports** ) 1.Accounts Payable Trial Balance Report Date Range2.KFSH Jeddah Payment Order Report3.KFSH Statement of Accounts by Vendor - Pdf Report4.'KFSH Jeddah Open PO Report' 5.KFSHJ Uninvoice Receipt ReportGroup 2 ( **Generating new reports** ) 6.KFSH AP Daily Invoices Control Log7.Account Payable Trail Balance Report –Excel8.Implement Zaka certificate validation from the ministry with oracle systemEnhancement was done to the reporting system by adding fields that facilitate producing accurate reports & user friendly at the same time.  |
| **Results:** Insert relevant graphs and charts to illustrate improvement pre and post project*(insert relevant graphs, data, charts, etc.)* |

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| **Project Lead** | **Team Members** |
| **Name** *(person accountable for project)* | **Names***(persons involved in project)* |
| Ghada abdmajeed | Finance team from, Accounts payableAbdrhman Mohammed Abdrhman Fatin Alsaid Samer Dardas |