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  Improved productivity  Improved work process  Improved cycle time  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 | |
| **Interventions:** Overview of key steps/work completed  The project focused on the following reports :  Group 1 ( **Generating Standard Reports** )  1.Accounts Payable Trial Balance Report Date Range  2.KFSH Jeddah Payment Order Report  3.KFSH Statement of Accounts by Vendor - Pdf Report  4.'KFSH Jeddah Open PO Report'  5.KFSHJ Uninvoice Receipt Report  Group 2 ( **Generating new reports** )  6.KFSH AP Daily Invoices Control Log  7.Account Payable Trail Balance Report –Excel  8.Implement Zaka certificate validation from the ministry with oracle system  Enhancement 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 payable  Abdrhman Mohammed Abdrhman  Fatin Alsaid  Samer Dardas |