

Know, Share, Do – Toolkit Kickoff

The materials below are designed to support and equip you with the information you need to engage with your team members regarding upcoming changes for WMCG.



KEY INFORMATION LEADERS NEED TO KNOW.

- We remain focused on patient care and safety, continuous improvement and enhancing the overall patient and employee experience.
 - We are dedicated to communicating frequently and effectively to bring you the most relevant information when you need it.
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INFORMATION LEADERS NEED TO SHARE WITH THEIR TEAMS.

- **Microsoft 365 Platform** changes to occur in waves throughout Q2+ 2024 and will include a new email address with minor differences in collaboration applications.
 - Applications include Outlook, Excel, Teams and SharePoint.
 - **Computers and other devices** will be updated/refreshed starting in August 2024 for non-clinical staff. Clinical staff devices will be updated /refreshed starting in October 2024.
 - **Workday/UKG** go-live in August 2024
 - **Epic EMR** go-live in October 2024
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TAKE ACTION ON THESE IMPORTANT ITEMS.

- Be available for your people to answer their questions and listen to their concerns
- Distribute the monthly toolkit from this [link](#) with additional information as you see fit
- Escalate any issues, concerns or possible risk factors to your leaders
- Be timely and respond to any integration-related inquiries