

2021 NPCR MISSOURI SUCCESS STORY

Missouri Cancer Registry: L. Ham, RHIA, CTR; I. Zachary, PhD, CTR; J. Nishant MHA, MS

Use of Project Management Tool for Increased Efficiency and Project Management in the Missouri Cancer Registry

National Program of Cancer Registries SUCCESS STORY

SUMMARY

Use of project management tools such as Trello, Asana, Jira, Clickup, and others allowed us to explore the capabilities for cancer registry project and time management. It also allowed MCR management to expand the scope with the following application:

- Trello is a useful tool for tracking, planning, organizing of activities, and management of projects
- Trello is used in the registry for repetitive, large projects such as upgrading of CRS+ products, annual data submission, data modernization project, and annual linkages
- Trello is a useful tool to not only manage the project but also helps to keep necessary documentation and communications at hand

CHALLENGE

2021 has been challenging, with a longer than expected upgrade process of the CRS+ products. In addition, other changes and upgrades have required ongoing attention simultaneously such as the DMI project, pathology reporting, annual data submission, and the DCO process. These projects need to be simultaneously tracked and organized.

SOLUTION

In 2021, MCR had to go through upgrading and upgrade related tasks that involve all CRS+ products that took longer than expected. With several new employees we were able to review some of our processes and decided we needed a project management tool that can be easily accessed and updated by all team members. Trello is a newer tool that can be utilized for various uses. Once the tool was introduced and made available to everyone in the registry, we identified the projects in need of project management mainly annual and ongoing projects.

RESULTS

We were able to create the following boards for project management at MCR:

1) MCR monthly meetings, 2) MCR Informatics Projects, 3) Data Modernization Workgroups, 4) MCR Registry Plus Upgrades, 5) MCR Plan budget, and 6) Pathology Reporting, that are now accessible to each member of the team/ board with activities/tasks assigned and due dates. We found that the central Trello boards have made keeping everyone informed easier. We were able to present Trello, one of several project management tools, at the RPUG meeting to share with other registries.

SUSTAINING SUCCESS

The following lessons learned can be integrated into registry processes:

- Presenting at RPUG to share with other interested registries and learn from other CCRs how they process and what they use for project management in CCR
- Empowering the whole CCR team to be an active member of the process and project management in the MCR
- Providing quick overviews for management to see where we stand and what we need to get accomplished before our annual submissions
- Decreasing time spent to organize projects, leading to other more efficient ways to manage certain processes in the registry for example the data submission process
- Updating the board can be done by any team member, as Trello operates in real-time, resulting in up-to-date boards and communication

REGISTRY CONTACT INFORMATION

573-882-7775

<http://mcr.umh.edu>



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