

# 2014 Defense Health Information Technology Symposium

## Annual Spend Plan Approval Process



# DHA Vision



“A joint, integrated, premier system of health, supporting those who serve in the defense of our country.”



***“Medically Ready Force . . . Ready Medical Force”***

# Learning Objectives



- Describe what is and is not included in local IMIT annual spend plans
- Learn the timeline for submission of spend plans
- Learn the process for submission, review, approval and execution of local IMIT annual spend plans
- Identify who to contact regarding spend plans

# Agenda



- Financial Management Phased Approach
- FY15 Financial Management Proposal
- FY15 Timeline
- FY15 Performance Measures

# Financial Management Phased Approach



- Phased Approach
  - FY15 – Using approved spend plan, learn and gain visibility of current financial execution of all HIT activities at all organizational levels
  - FY16 – Transition to HIT approval/accountability of transferred functions per MOA
    - Using approved spend plans, oversight and visibility of Service IT resources
  - FY17 – Transition to full HIT accountability of transferred functions per MOA
- FY15 execution remains with Services w/DHA visibility, except for civilian pay for positions transferred to DHA
- Standard template to be used for spend plan submissions (in coordination with Service Comptrollers)
- Scope: All IT expenditures by BAG & Object Class
- FY15 Spend Plan Responsible Individuals
  - Organization CIOs submit plan upon approval from Commander (in coordination with RMs & Administrators)
  - Submission to DHA/HIT PfM&CR for visibility only
- Monitoring of execution
  - Frequency: Services monitor FY15 same as FY14; DHA/HIT monitors quarterly & by exception
  - Performance measures: (1) Spend Plan Submission & (2) Execution Rates vs Spend Plan Targets

# Phases of Functions



FY	DHA OWNS	SERVICES OWNS	FUNCTION	DESCRIPTION
FY15	Y	N	Civilian Salaries	GS Employee Salaries transferred
	N	Y	HQ CIO/Operational Activities Non-Pay	Services provide spend plan on all BAGS for IMIT and execute funds
	N	Y	Field Activities	Services provide spend plan on all BAGS for IMIT and execute funds
	Y	N	Governance	New Requirement per business rules
	Y	N	FY17 POM	DHA per MOA
	N	Y	FY17 POM	Services remaining per MOA
FY16	Y	N	Civilian Salaries	GS Employee Salaries transferred
	Y	N	HQ CIO/Operational Activities Non-Pay	DHA provides spend plan on all BAGS for IMIT and executes funds
	N	Y	Field Activities	Services provide spend plan on all BAGS for IMIT and execute funds
	Y	N	Governance	New Requirement per business rules
	Y	N	FY18 POM	DHA per MOA
	N	Y	FY18 POM	Services remaining per MOA
FY17	Y	N	Civilian Salaries	GS Employee Salaries transferred
	Y	N	HQ CIO/Operational Activities Non-Pay	DHA provides spend plan on all BAGS for IMIT and executes funds
	N	Y	Field Activities	Services provide spend plan on all BAGS for IMIT and execute funds
	Y	N	Governance	New Requirement per business rules
	Y	N	FY19 POM	DHA per MOA plus additional Shared Service transfers
	N	Y	FY19 POM	Services remaining per MOA
FY18	Y	N	Civilian Salaries	GS Employee Salaries transferred
	Y	N	HQ CIO/Operational Activities Non-Pay	DHA provides spend plan on all BAGS for IMIT and executes funds
	N	Y	Field Activities	Services provide spend plan on all BAGS for IMIT and execute funds
	Y	N	Governance	New Requirement per business rules
	Y	N	FY20 POM	DHA per MOA plus other centrally managed initiatives
	N	Y	FY20 POM	Services remaining per MOA
FY19	Y	N	Civilian Salaries	GS Employee Salaries transferred
	Y	N	HQ CIO/Operational Activities Non-Pay	DHA provides spend plan on all BAGS for IMIT and executes funds
	N	Y	Field Activities	Services provide spend plan on all BAGS for IMIT and execute funds
	Y	N	Governance	New Requirement per business rules
	Y	N	FY21 POM	DHA per MOA plus other centrally managed initiatives
	N	Y	FY21 POM	Services remaining per MOA

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# FY15 Financial Management Proposal



- FY15 Timeline: initial plans due in August 2014; final approved in September 2014
  - Submission via Excel workbook
  - Revised Spend Plans accomplished by Services as needed (with HIT visibility)
- Year of execution UFRs for approval:
  - If UFR requires HIT Governance, submit thru HIT portal; if not, thru Services processes w/HIT visibility
- Year of execution UFRs for funding:
  - FY15: Follow Services processes to receive funding
  - FY16: Transferred functions use HIT process to receive funding
    - Remaining functions follow Services processes to receive funding
  - FY17: Transferred functions use HIT process to receive funding

# Financial Management & Execution Plan

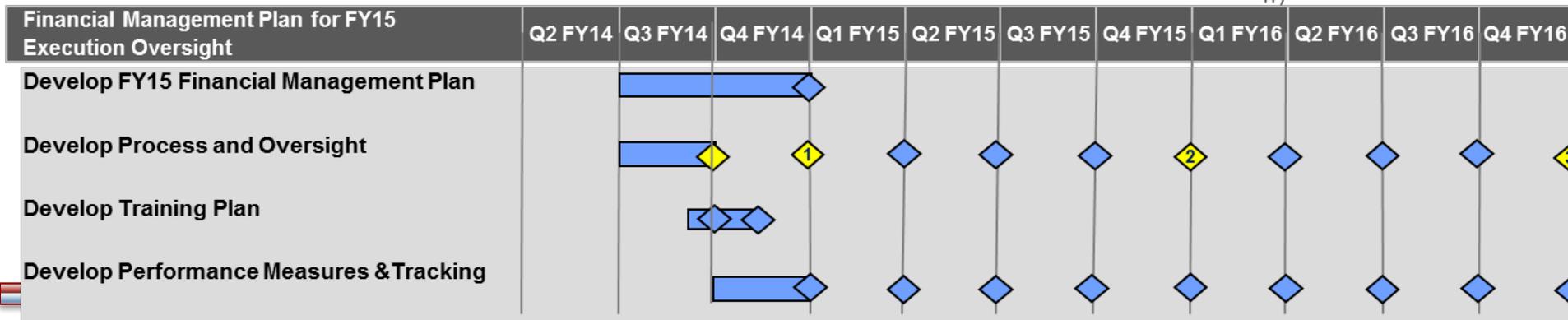
**Objective:** Provide the DHA HIT Directorate visibility of Service IM/IT expenditures

**Description:** The execution plan is the process by which DHA HIT Directorate has visibility into Service IM/IT expenditures by Budget Activity Group (BAG) and object class with supporting contract data. This management and oversight will mature in phases until all IM/IT funding and functional activities are migrated into the DHA HIT Directorate.

Summary	Roles				Risks
<b>Champion: Mr. Dave Bowen</b>	<b>Owners</b> Col "Chip" Terry	<b>Drivers</b> Ms Sharon Larson	<b>Involved Staff</b> PfM Div, Service & DHA Comptrollers, Field Activities	<b>In the Loop</b> HA, HIT, Services Comptrollers	<ul style="list-style-type: none"> <li>• Unreported spending</li> <li>• Standardized reporting</li> </ul>

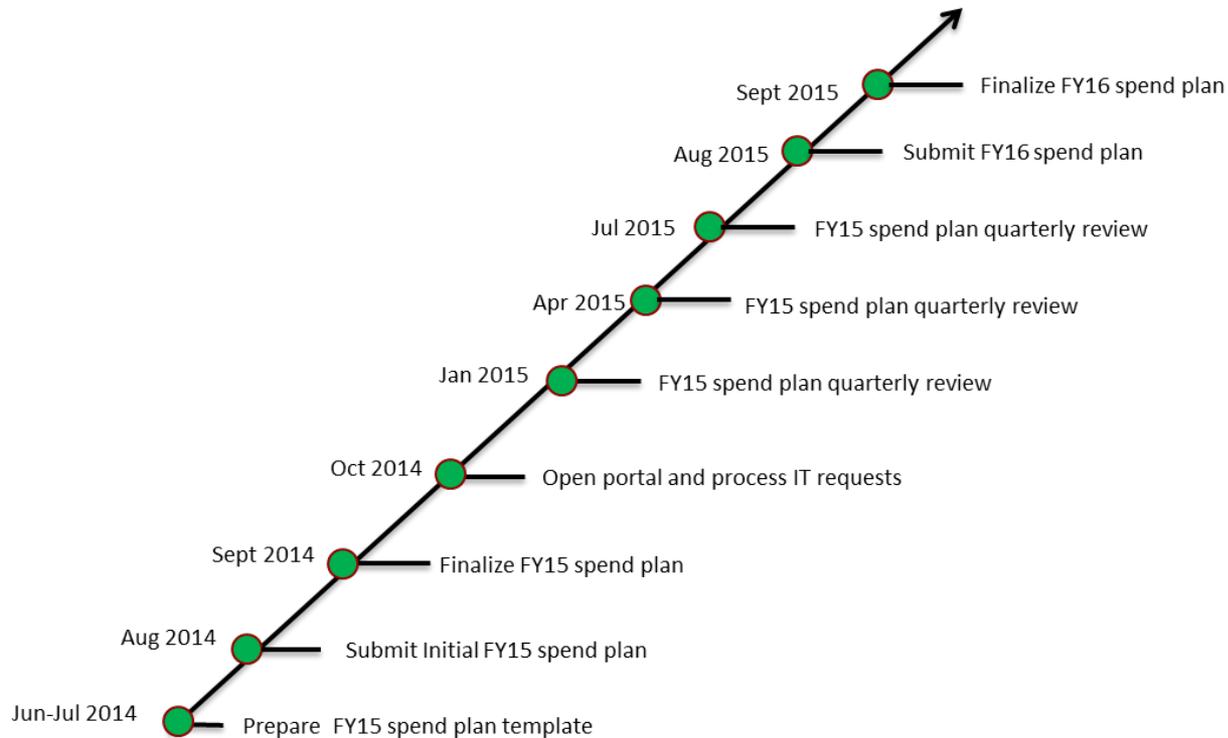
## Accomplishment Criteria and Timeline

Develop FY15 Financial Management Plan	Develop Process and Oversight	Develop Training Plan	Develop Performance Measures and Tracking
<ul style="list-style-type: none"> <li>• Spend Plan template created</li> <li>• Organizations submit spend plans to DHA/HIT PfM&amp;CR for visibility</li> </ul>	<ul style="list-style-type: none"> <li>◆ Obtain spend plan template approval June 2014</li> <li>• Receive spend plans from organizations Sep 2014</li> <li>• Review FY15 spend plans quarterly (Dec/Mar/Jun/Aug)</li> <li>◆ <b>Implement Phase (1)</b> – Visibility of Service IT expenditures</li> </ul>	<ul style="list-style-type: none"> <li>• Create instruction manual for spend plan template</li> <li>• Coordinate training to populate spend plan</li> <li>• Conduct training sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct quarterly reviews of Spend Plans</li> <li>• Yearly Customer satisfaction surveys</li> <li>◆ <b>Implement Phase (2)</b> – Transition to HIT spending approval and combined funding accountability between HIT/Services (CIO/Operations)</li> <li>◆ <b>Implement Phase (3)</b> – Transition to HIT full spending approval and full funds accountability (remaining IT)</li> </ul>



<b>Legend:</b>	✓ Complete	• In Progress	◆ MHS Governance Decision
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# FY15 Timeline (proposed)



# FY15 Performance Measures



## ■ Financial Management

- % of organizations with approved IT Spend plans
- Spend plan execution rate against planned (planned vs actual)

# Evaluations



**Please complete your evaluations**

# Contact Information



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Budget Formulation/Budget Execution

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# This is Your DHA .....



## Thank You For All Your Effor



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