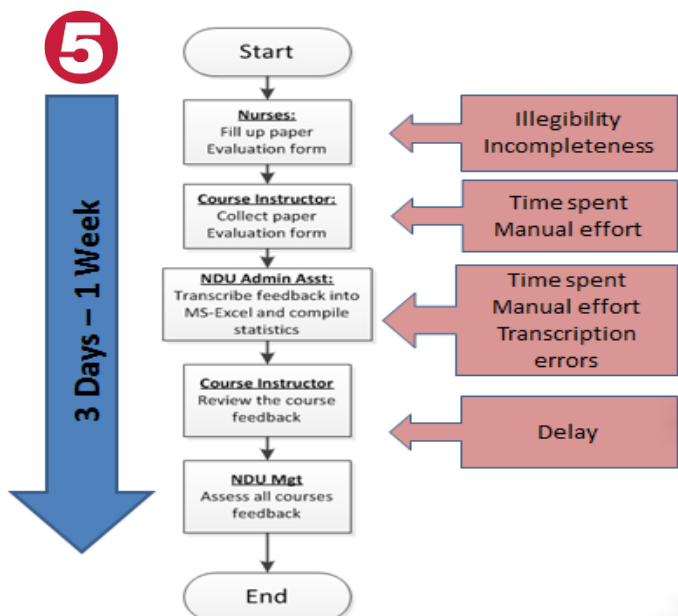


Computerization of NDU Evaluation Form to eliminate paper usage and to improve efficiency.

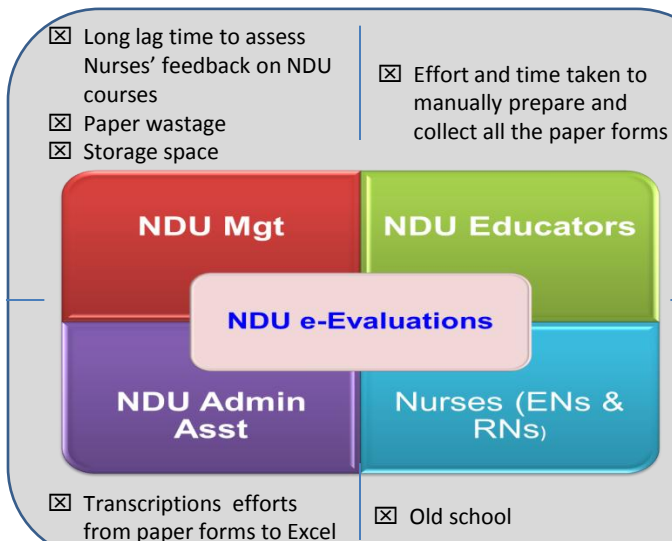
INTRODUCTION

KKH's Nurse Development Unit (NDU) had been using a standard **paper evaluation forms** for an average 16 NDU courses, with approximately 20 Nurses in each class and estimated 32 classes each year. This accounted to around **10,300 paper usage each year**.

The issues encountered are **long turn-around time and laborious**, which took from **3 days to 1 week**, together with other issues faced at each manual work process as follows:



The project aimed to computerize the manual form to tackle concerns encountered by different **Stakeholders** involved:

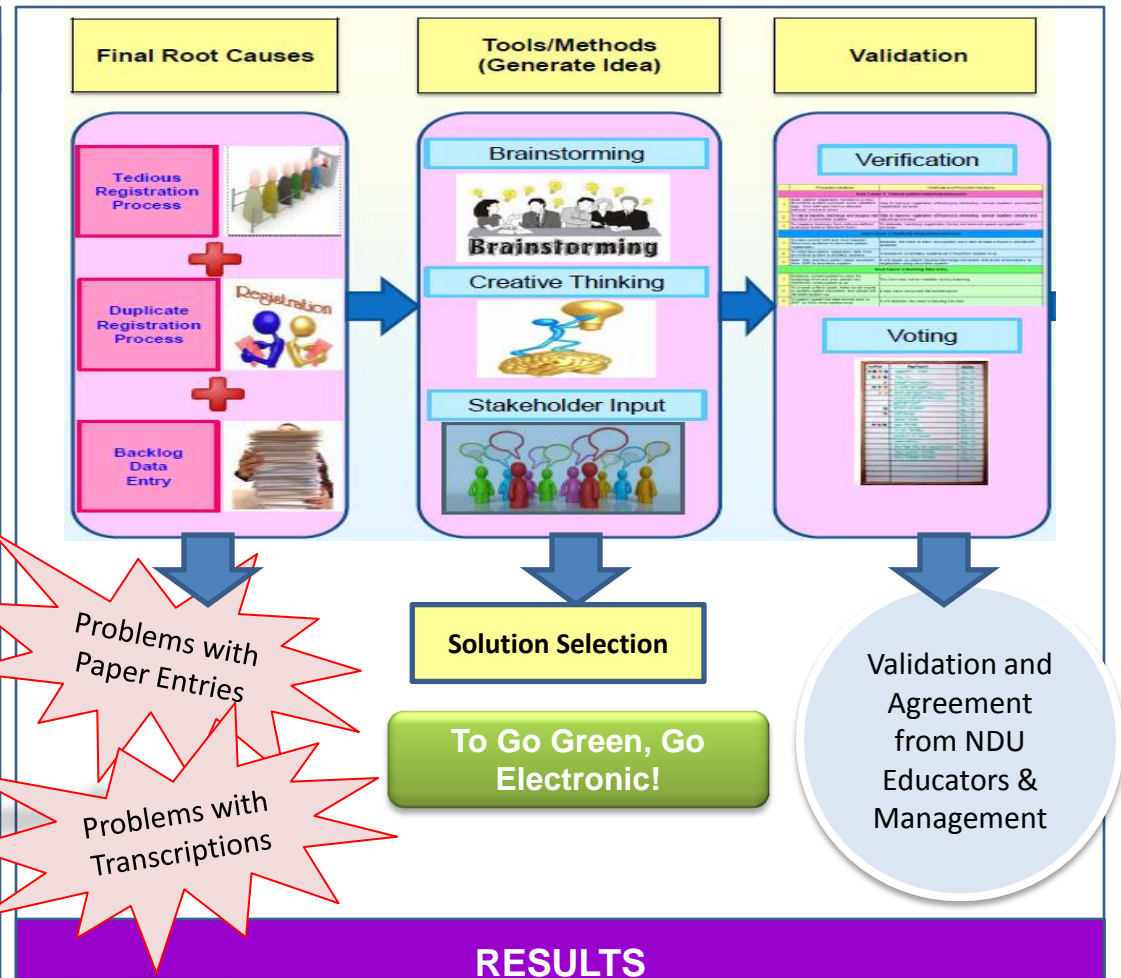


METHODOLOGY

Together with the stakeholders, **Brainstorming** and **Root Cause Analysis** sessions were conducted to identify underlying root causes.

A **simple Decision Making process** was adopted.

Solution was to **computerise NDU's standard evaluation forms** that leverage on the existing KK Intranet platform, which **does not cost the department a single cent!**



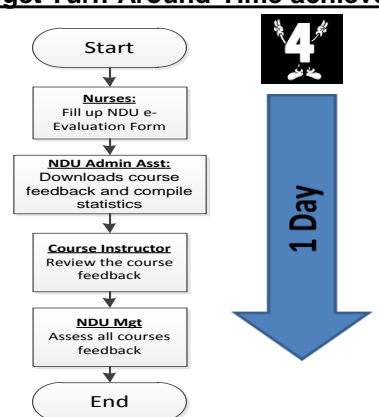
RESULTS

Online NDU Evaluation Forms

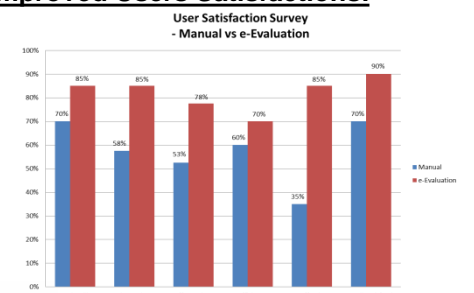
[https:// KK Intranet/Division of Nursing Website/NDU Homepage.html](https://KKIntranet/DivisionofNursingWebsite/NDUHomepage.html)



Target Turn-Around-Time achieved!



Improved Users Satisfaction!



100% elimination of paper usage!
Estimated 1.5rim p.a.



Projected Yearly Costs Savings
= \$263,400
(manpower + paper savings)

CONCLUSIONS

This project had **successfully achieved the project aims**.
Future plan to rollout to other more complicated specialised courses evaluation forms.