Manager Self-Service Project (MSS)

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Manager Self-Service Project

INTRODUCTION:

– Project Sponsor: VP of Human Resources

– The Manager Self-Service Project (MSS) will allow Management Staff across all Dartmouth-Hitchcock Hospital (DH) locations the ability to view and modify their employee’s Human Resources, Benefit Status and Payroll information.

– Management will be able to easily assess and update work force data utilizing a Manager Dashboard.

– Aligns to the DH Strategy by creating an engaged and empowered workforce.

– Supports the organization’s mission and vision of creating a sustainable health system.
Manager Self-Service Project

OBJECTIVES:

– Automate manual, paper intensive, non-integrated processes to integrated online processes using PeopleSoft.
– Simplify managerial access to updated employee information.
– Streamline Human Resource processes and reduce ad-hoc report requests.
– Reduce support and maintenance costs.

IMPACT: Over 6000 employees and 600 Managers across all Dartmouth-Hitchcock Locations.

SCOPE LOCATIONS:

– Lebanon, NH
– Concord, NH
– Nashua, NH
– Manchester/Bedford, NH
– Keene, NH
– Bennington, VT
– St. Johnsbury, VT
### Budget = $2.5m
### Timeline = 9 months

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