eIT Times

this issue

Overview of the eIT PMO

The USAMRMC Enterprise Information Technology (eIT) Project Management Office (PMO) is responsible for providing medical IT solutions to USAMRMC in accordance with DoD and Army/MEDCOM Policies and Regulations.

The office facilitates full program coordination, planning, management, and execution to ensure successful acquisition of required medical IT solutions, to include support of Food and Drug Administration (FDA) compliance efforts.

The eIT PMO received its latest ATO (Authority to Operate) in June, 2011. It's valid until June of 2014.

Upcoming Training Dates

Group classes for EDMS Basic Functionality and Manager Training will be conducted in Bldg. 844 on: *March 13, April 10, May 8*

EDMS Advanced "hands on" training is scheduled 28 Feb. from 9-11 in Bldg 1520. Training will be advertised via the DGSO Milestone Decision Authority Workshop.

One-on-one, Power User and Basic Functionality training can be scheduled upon user's request.

In the "Spotlight"...

CITI

The eIT PMO has established a standardized computing/hosting environment know as Common Information Technology Infrastructure (CITI). CITI includes a common data storage, hardware, and software platform designed to host products developed and supported by the eIT PMO.

Having a common IT infrastructure as the base for all eIT PMO systems (products) improves efficiency when maintaining compliance with the FDA and in meeting Information Assurance (IA) Army/DoD regulations.

The CITI platform makes extensive use of virtualization technology to efficiently utilize shared hosting resources to accelerate the deployment of new products. Additionally, CITI utilizes a redundant high speed fibre channel storage area network (SAN). The SAN improves data security, performance, backup and restoration capabilities, and allows the eIT PMO to dynamically present storage to new enterprise applications as well as meet the data requirement growth of existing eIT PMO systems, which is one of the reasons why EDMS has no file size limit.

Quarterly Product Highlight – Integrated Product Teams (IPTs)
Manage Product Development Information

"USAMMDA Pharmaceutical Systems Project Management Office (PSPMO) has worked closely with the eIT-PMO to develop and implement methods to provide access to IPT information across the MRMC Command. Access methods have been developed which address the need to share information as broadly as possible, while still maintaining the proper access as required by acquisition sensitive data. This has been accomplished via development of the folder structures and user groups in coordination with eIT-PMO personnel. Their expertise has been instrumental in developing these techniques. We are now working on developing additional reporting capabilities to provide the tools to easily maintain the structures utilized by PSPMO. We are also looking forward to exploring the collaborative document development options available within the EDMS environment. All in all, our relationship with eIT-PMO has been productive and rewarding." Mr. D. Scott Doughty, PSPMO

Enterprise Connect

Over the last few years, several of our EDMS users have utilized a productivity tool known as Livelink Explorer (LLE). LLE enabled users to navigate within EDMS with the same look and feel as Windows Explorer, versus using the default EDMS browser interface. However, LLE was never upgraded to be compatible with Windows 7, MRMC's new desktop standard. Instead, the software vendor released Enterprise Connect as the replacement tool for LLE.

Like LLE, Enterprise Connect enables the user to access EDMS content directly from a familiar desktop environment, (ie, Windows Explorer). Enterprise Connect retains all the functionality that is available to the user in the default EDMS browser interface, but also provides additional capabilities.

One of the most desirable features Enterprise Connect offers EDMS users is the ability to complete bulk uploading of documentation from their desktop simply by dragging and dropping files or folders. Similarly, a Bulk Copy/Move command is available in Outlook that enables the user to move or copy entire folders from Outlook to Enterprise Connect.

There's more. Double clicking on a document will "reserve" (or check it out) and open the file for editing, all in one step. Saving and closing the document will save any changes to the file, up-load the new version, and un-reserve it; again, all in one step. Enterprise Connect also provides users the ability to access their EDMS content directly from Microsoft applications Word, Excel, and PowerPoint.

Technology Solutions for Medical Research

Electronic Data Capture-Clinical Research Data Management System Update (EDC-CRDMS)

EDC-CRDMS, a 21 CFR Part 11 FDA compliant system that supports the life-cycle of clinical study data, received a Certificate of Networthiness (CoN) from the Army on 19 November 2012. The receipt of the CoN allows for the release of EDC onto the DoD network and will soon be accessible for anyone with an account and an Internet connection.

The development and testing of the Sentinel Study continues to move forward. The initial deployment of the Immunization via Mosquito bite with Radiation-Attenuated Sporozoites (IMRAS) study for internal testing took place in mid-December 2012. Testing of this early version of IMRAS study has been positive.

From an IT System perspective, as this testing period continues, the IMRAS study team is working to document their findings as part of the User Operational Software Testing Plan. Once finalized, the results will be presented to the Milestone Decision Authority in order to receive approval to move EDC-CRDMS into Full Operational Capability.

From a protocol perspective, the team is looking forward to the first Scientific Review Committee (SRC), tentatively scheduled for mid February 2013. By the end of the second quarter FY2013, subsequent to approval by the SRC, the IMRAS study will be ready for the Institutional Review Board (IRB). Approval to move forward with the trial and to enroll patients is anticipated in the third quarter FY2013.

The eIT PMO and Oracle will be providing more end-user training as well as trial design training in early February 2013 to prepare users from USAMMDA, USAMRIID, WRAIR, and other sub-commands for the impending release of EDC-CRDMS to the medical research community. Future training classes are under consideration and should be available in the third quarter FY13.

Interested users should contact the eIT PMO at usamrmc.eitpmo@amedd.army.mil or call the USAMITC Enterprise Service Desk (ESD) at 1-800-872-6482 or the **USAMMDA Clinical Services Support Division** for additional information on:

- ❖ New User Accounts
- ❖ Workstation Requirements
- ❖ Client Application Installation
- ❖ Clinical Programming Needs
- ❖ Training and Mentoring
- ❖ User guides and other Documentation

Future Products

Electronic Common Technical Document (eCTD)

The eIT PMO has begun the process of standing up this new capability. eCTD will interface directly with EDMS and enable the DRAC division of USAMMDA to build properly formatted electronic submissions to the FDA. It also brings the submission process "in-house" and eliminates the need to contract out for this service.

It's currently in early stages of network integration efforts to verify compliance with Army IA guidelines for IT systems. Target system availability is the 4th quarter of FY13.

Next Edition:

EDMS; Document Routing Workflow; Office Tools; and Content Server 10 (New version of EDMS).

SAE: Version 4.3 is coming.

TIPS AND TRICKS / HOW TOs

HOW TO: The *Basics* of Enterprise Connect

Enterprise Connect provides integrated, interactive access to content and functionality from supported Enterprise systems.

1. **How to Install?**
- ❖ To have Enterprise Connect installed on your workstation, contact the ESD Help Desk at **800USAMITC@amedd.army.mil** or phone 1-800-872-6482.
- ❖ Ask to have Enterprise Connect installed for EDMS
- ❖ The software and installation instructions are found in the EDMS Public Area under EDMS Training>Enterprise Connect Folder

2. **Launch Enterprise Connect**
- ❖ Open EDMS before launching Enterprise Connect
- ❖ Double-Click on the Enterprise Connect icon on your desktop or Click Start>All Programs>Open Text>Open Text Enterprise Connect. *Log in using your EDMS User ID and Password*

3. **Getting to the Enterprise Workspace**
- ❖ Double Click EDMS PROD (may say Production)
- ❖ Browse to the desired area in the system
- ❖ You can now browse throughout EDMS using Enterprise Connect

5. **Functions Menu**
- ❖ Right Click on an item to display the Functions Menu *(Note: Different options may be displayed depending on your permissions)*

6. **Uploading and Adding Versions**
- ❖ Documents may be added by Clicking on the Add Item button from the Enterprise Connect Toolbar or
- ❖ Documents and Folders can be uploaded by dragging and dropping from your desktop
- ❖ Double Clicking a document will reserve the file and open it for editing. Saving and Closing the document will save the changes, un-reserve, and upload the new version

7. **Enterprise Connect User Guide Coming Soon**