

## PharmASSIST Automation Equipment - Typical Installation Process

1. The Innovation installation team will arrive on Thursday (usually around noon).
2. Installation team meets with pharmacy POC(s). The POC(s) should be the same who were involved with the coordination of getting the pharmacy ready for equipment installation. Should be very familiar with the Customer Training Guide (sent in advance).
3. Installation team will locate the equipment and inventory the packages.
  - Verify the number of cabinets and computers
  - Correct any deficiencies identified
  - Adjust implementation plan as necessary
4. Installation team will inspect pharmacy for installation site (physical layout)
  - Verify that remodel/renovation is complete
  - Verify status of power and data connections
5. Baker Cell Removal
  - If Baker cells can be removed that evening, the team will begin to install Innovation equipment **or do as much as possible**.
  - If Baker cells can't be removed until after business hours on Friday, they will begin equipment installation then.
6. Need to make sure that IT and CHCS representatives are available on Friday .
7. Finish equipment installation on Saturday.
  - Need to make sure IT and CHCS reps are on call.
8. Highly encourage pharmacy staff training on Saturday and Sunday
  - Take advantage of the weekend for training purposes.
  - Innovation team will stay as late as requested for training.
9. The system will go live on Monday morning
  - Team will stay and train staff through Friday.
10. Suggest videotaping the training process
  - Can be used for staff unable to attend training with install team
  - Can be used for refresher training for existing and new staff members.

Note: If you have problems or concerns before or after the installation team arrives, please call Jeff Castille (607) 624-3561.