

Saskatchewan Health's Three-Phase Capital Process

Making changes to a construction plan after work has begun is extremely expensive and inefficient. Saskatchewan Health uses a consistent process to help health regions identify and prioritize health care needs of residents, identify specific functions to be performed in a new building, and maintain clarity and accountability throughout the planning and construction process.

Projects move through three phases of progress, each involving several steps.

| NEEDS IDENTIFICATION | | |
|-----------------------------|--|---------------|
| 1 | Creation of a facility management plan | Health region |
| 2 | Needs assessment completion; expression of interest to build submission | Health region |
| 3 | Review and response by Saskatchewan Health team | Sask. Health |
| 4 | Project briefs submission, indicating health region's capital project priorities | Health region |
| 5 | Budgetary and priorities analysis | Sask. Health |

| DETAILED DESIGN | | |
|------------------------|--|--------------------------------|
| 6 | Approval to proceed | Sask. Health |
| 7 | Assignment of roles and responsibilities | Consensus |
| 8 | Functional program completion | Consensus |
| 9 | Concept plan completion, with updated project budget | Consensus |
| 10 | Approval of project scope and cost | Health Minister |
| 11 | Signed agreement of capital project funding | Sask. Health and Health Region |

| PROJECT DELIVERY | | |
|-------------------------|--|---------------|
| 12 | Development of design, with schematic drawings and description of each room | Health region |
| 13 | Submission of contract documents, to be updated as construction proceeds | Health region |
| 14 | Approval to call for tenders | Sask. Health |
| 15 | Approval to enter into a construction contract | Sask. Health |
| 16 | Construction | Health region |
| 17 | Implement plans to commission new building and decommission previous building; submit project evaluation | Health region |
| 18 | Post-occupancy evaluation within one year | Health region |