



Draft

CARES Web Enabled Cost Template

Functional Requirements Specifications

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A business of *PRICEWATERHOUSECOOPERS* 

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1. Introduction

1.1. Background

The Department of Veteran Affairs (VA) has initiated the Capital Asset Realignment for Enhanced Services (CARES) program to proactively ensure VA's ability to effectively deliver healthcare over the next twenty years. The CARES planning process examines Veterans' future needs as well as current VA resources in developing a series of planning initiatives (PIs). The CARES planning initiatives will determine how VA will realign its capital infrastructure to provide the optimal level of care in the future. As of the present date, only VISN 12 has completed this process. Since the VISN 12 pilot, VA has modified its approach and intends to move forward with the CARES process for the remaining 20 VISNs immediately. The revised process involves providing participants with an interactive web enabled application, which will be populated with relevant demand, cost, facility, and utilization data. This application will present the user with the data needed to develop a series of CARES planning initiatives. The application is intended to capture the costs resulting from planning initiatives decisions in a standardized fashion for national reporting and future capital investment proposals.

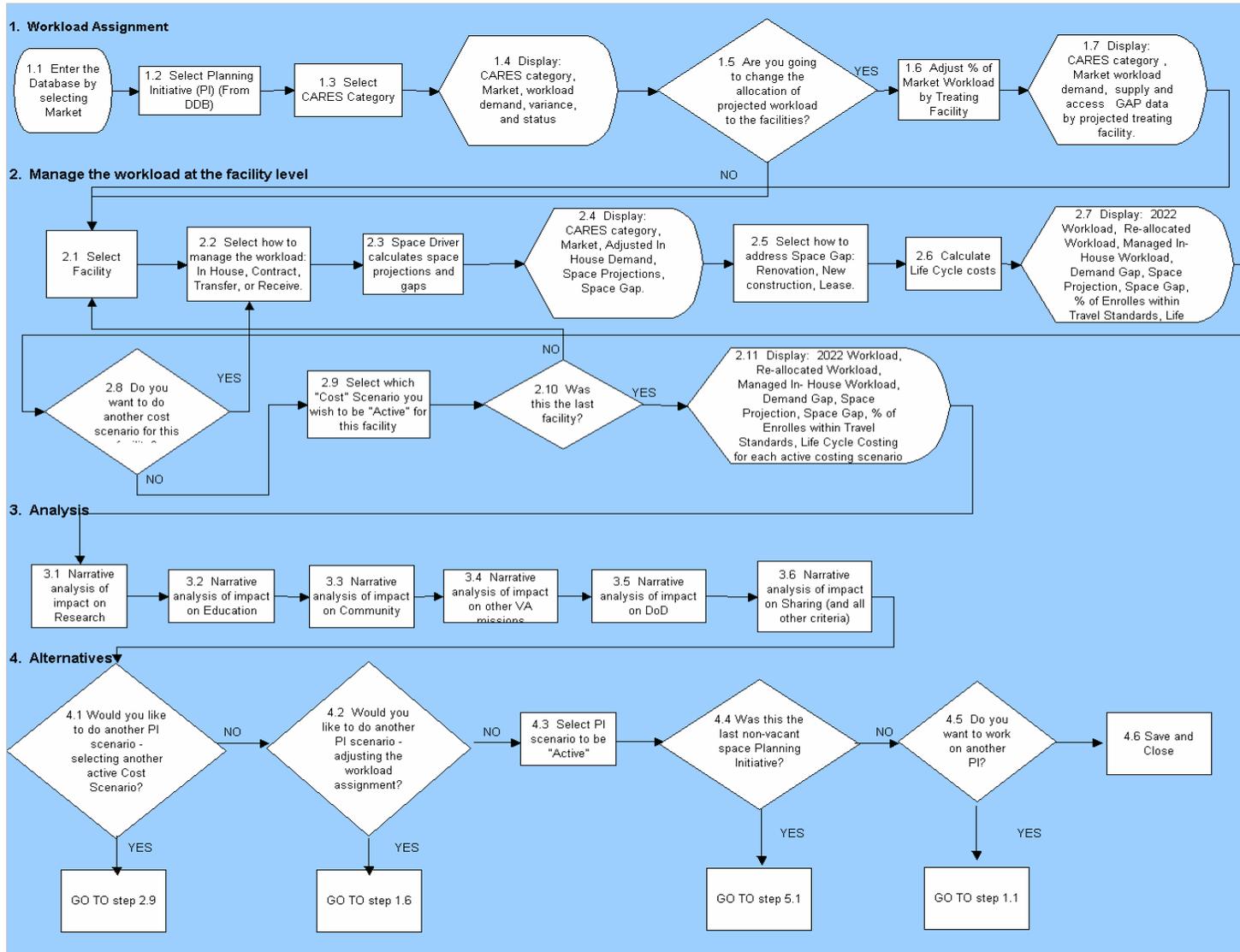
1.2. Purpose

In order to provide a common understanding for the implementation of the VA CARES Planning application and value propositions, PricewaterhouseCoopers (PwC), has developed this Functional Requirements Specifications (FRS) document to serve as the unique source of business requirements that describe the functionality to be offered by the VA CARES planning application.

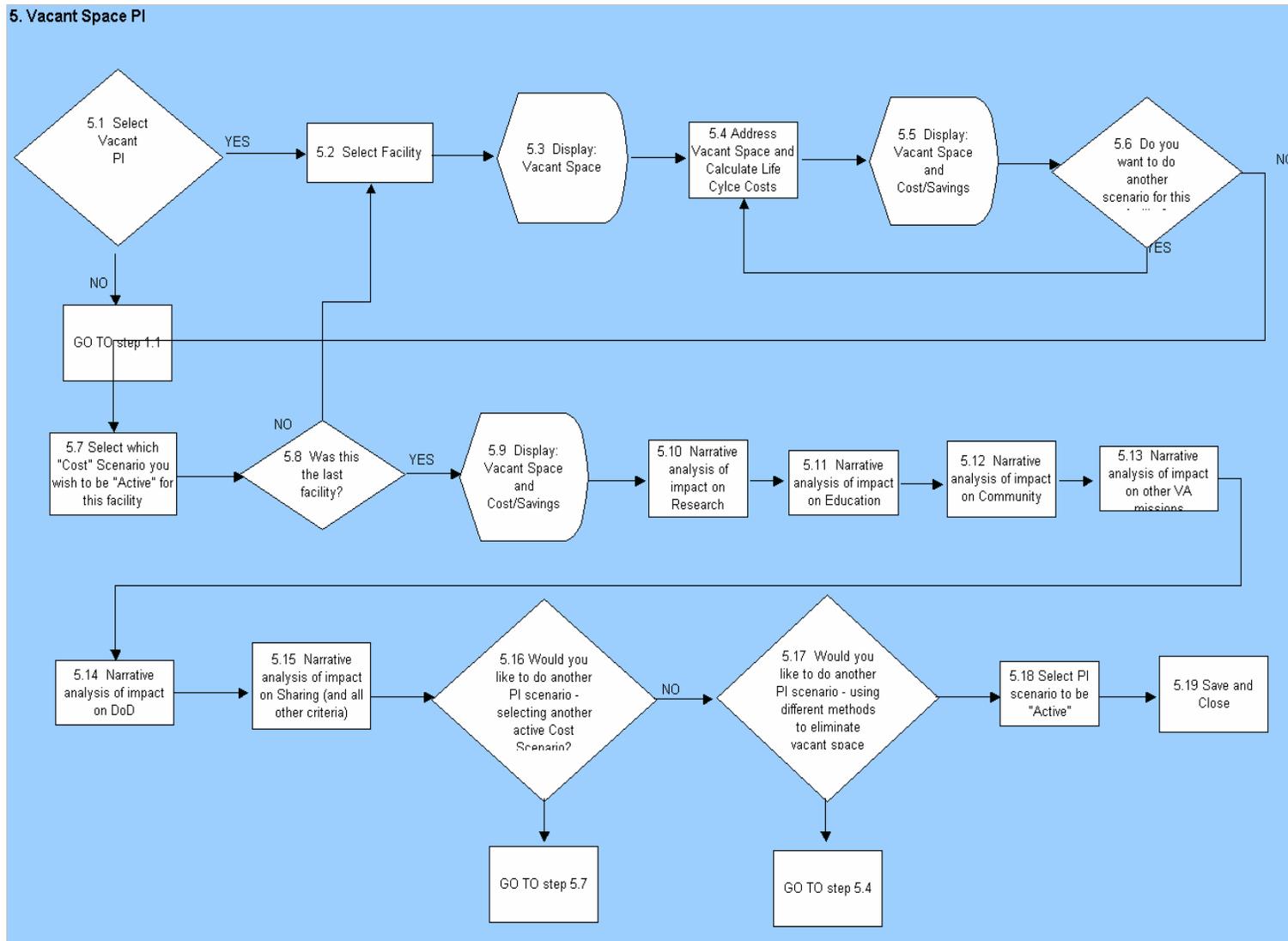
1.3. Methodology

For the development of this FRS document, PwC has conducted an analysis activity to collect, organise, recommend, and document the business requirements that satisfy the VA CARES planning system to be launched in October 2002. The analysis activity was conducted with the assistance of VA's business experts. The analysis activity was conducted through a series of meetings and discussions for each functional area defined to be part of the application. A complete list of contributors to this exercise can be found in Appendix A.

2. Process Flow



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3. Process Requirements

Ref. #	Requirements	Release #	Priority
3.0	Online Login		
3.0.1	System Login		
	<p>Provide the capability for the user to login into the application.</p> <p>User ID: Alphanumeric Password: Alphanumeric</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Super user will have both read and write access to the entire application • VISN access: <ul style="list-style-type: none"> ○ Write access to market plans in own VISN. ○ Read only access to market plan in other VISNs. • VA Central Office: Read only access to the entire application. • VSSC users: Write access to all market plans regardless of VISN. • Non-authorized: No access. <p>Validation(s):</p> <ul style="list-style-type: none"> • User ID and password supplied by the user are valid. 		
3.1.	Workload Assignment		
3.1.1	Display the main menu		
3.1.1.1	<p>Provide the user with the ability to select one of the following:</p> <ul style="list-style-type: none"> • Option 1: Work on market plans/vacant PI (Write Access) • Option 2: Review market plans/ vacant PI (Read Only) 		
3.1.1.2	<p>Provide the capability to direct the user to step 3.1.2.1, if option 1 is selected.</p>		
3.1.1.3	<p>Provide the capability to direct the user to step 3.1.2.2 to select the market plan they wish to review, if option 2 is selected.</p> <p>Assumption(s):</p> <ul style="list-style-type: none"> • Markets do not overlap and are clearly defined. • One facility belongs to only one VISN. • One market belongs to only one VISN. <p>Rule(s):</p> <p>Validation(s):</p>		
3.1.2	Select Market/ Vacant Space Network PI Prompt		
3.1.2.1	<p>Provide the capability to prompt the user if they would like to work on a market plan or the VISN vacant space PI.</p>		

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Ref. #	Requirements	Release #	Priority
<p>3.1.2.1.1</p> <p>3.1.2.1.2</p>	<p>Would you like to work on:</p> <p>Option 1: Market Plan Option 2: VISN Vacant Space</p> <p>Provide the capability to display all the markets in the user's VISN and allow the user to select a market plan to work on and direct the user to step 3.1.3, if the user's selects option 1 in step 3.1.2.1.</p> <p>Provide the capability to direct the user to step 3.5.1 if the user selects option 2, in step 3.1.2.1.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Only those markets that belong to the user's VISN will be displayed. • The user's VISN is selected by default when the user logs into the system. • The user must select the markets in a sequential order. • The user must set each required PI to active before moving on to another market plan. • All required PIs must be completed before selecting the vacant space PI. <p>Validation(s):</p> <ul style="list-style-type: none"> • Facility user has write access to the market selected. 		
<p>3.1.2.2</p>	<p>Review Market Plans/ Vacant Space Network PI</p>		
<p>3.1.2.2.1</p> <p>3.1.2.2.2</p>	<p>Provide the capability to navigate and review either a summary of details or click through of each active planning initiative scenario associated with a market plan.</p> <p>The summary display would include:</p> <ul style="list-style-type: none"> • VISN • Market • Planning initiative • CARES category • Facility • Re-allocated workload (FY2022) • Percentage of enrollees within travel standards • Managed workload (FY2022) • Percentage change in workload • Space projections (FY2022) • Percentage change in space. • Managed space (FY2022) • Life cycle costing • Approved <p>Provide the capability to navigate and review either a summary of details or click through of each active vacant space network planning initiative.</p>		

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Ref. #	Requirements	Release #	Priority
	<p>The summary display would include:</p> <ul style="list-style-type: none"> • VISN • Facility • Vacant space (FY2022) • Managed vacant space (FY2022) • Life cycle costing • Approved <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Data would be linked from step 3.5.10. • Approved comes from step 3.6.2. <p>Validation(s):</p>		
3.1.3	Select Planning Initiative		
	<p>Provide the capability to display the required planning initiatives and enable the user to select the desired PI.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • Available PIs • Completed • Approved <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Available PIs comes from a lookup table that outlines each required planning initiative for each market, as specified by VACO. • Completed comes from step 3.1.4. • Approved comes from step 3.6.2. • The user cannot add another planning initiative to the market plan. <p>Validation(s):</p>		
3.1.4	Select CARES Category		
	<p>Provide the capability to display each CARES category and relevant statistics.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • CARES categories • Required categories • Current workload units • Future workload units (FY 2022) • Variance from FY01 Baseline (% Change) • Active PI Scenario Selected • Completed 		

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Ref. #	Requirements	Release #	Priority
	<p>Assumption(s):</p> <ul style="list-style-type: none"> • Each CARES category may only be included in one unique planning initiative. <p>Rule(s):</p> <ul style="list-style-type: none"> • CARES categories come from a pre-defined list submitted by VA. • Required CARES categories come from a look up table that outlines each category associated with the planning initiative selected in step 3.1.3. Non-required categories will be greyed out. • Current workload units come from a lookup table submitted by VA. • Future workload units come from the VA supplied demand data. • Variance from FY2002 baseline is calculated as the percentage difference between FY2022 demand projections and current FY2001 demand. • Active scenario selected comes from step 3.4.3. • Completed is selected only once an active PI scenario has been completed for each CARES category in the PI. • The user cannot add another CARES category to the pre-defined planning initiative. <p>Validation(s):</p>		
3.1.5	Create, Open, or Delete a PI Scenario		
3.1.5.1	Provide the capability to create a new planning initiative scenario.		
3.1.5.1.1	Provide the capability for the user to create a new planning initiative scenario including adjusting the current allocation of workload and direct the user to step 3.1.6.		
3.1.5.1.2	Provide the capability to create and save a new planning initiative scenario based upon the cost scenarios developed in a previous planning initiative scenario		
3.1.5.1.2.1	Provide the capability to display the summary of cost scenarios for a facility, as illustrated in step 3.2.8, and allow the user to re-assign active status to the various cost scenarios.		
3.1.5.1.2.2	Provide the capability to direct the user to step 3.2.8 for each facility assigned to the market.		
3.1.5.2	Provide the capability for the user to edit or delete an existing planning initiative from a display of previously created planning initiative scenarios.		
	<p>Assumption(s):</p>		
	<p>Rule(s):</p> <ul style="list-style-type: none"> • The user can only maintain a maximum of 5 PI scenarios per CARES category at any given time. 		

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Ref. #	Requirements	Release #	Priority
3.1.8	<p>Workload</p> <p>Provide the capability to calculate the projected workload and percentage of enrollees within travel standards for each county in the market.</p> <p>Assumption(s):</p> <ul style="list-style-type: none"> • The calculations will occur behind the scenes and the user will be unable to view the results at the county level. • The “all other” facility will contain the workload for facilities outside of the VISN associated with the selected market that provide minimal services to that market. • The data provided by VA will already contain workload groupings into the “all other” category. • It is not necessary to allocate a proportion of enrollees within travel standards to each designated facility, as travel standards are solely determined at the county level and not by treating facility. <p>Rule(s):</p> <ul style="list-style-type: none"> • The projected workload for each facility is calculated as the current allocation of workload multiplied by 2022 demand projections. • 2022 demand projections is a lookup value based upon the county and CARES category. • Current workload allocation for each facility comes from a lookup table supplied by VA. • The percentage of enrollees within travel standards is calculated as the number of enrollees within travel standards divided by the total number of enrollees in that county. • Number of enrollees is a lookup value based upon the county. • Within travel standards is a lookup value (Yes or No) based the corresponding set of travel standards for the CARES category and proximity of a county to the nearest facility. • Set of travel standards is a look up value based upon the CARES category selected by the user in step 3.1.4 • Number of enrollees is a lookup value based upon the county selected in step 3.1.2. <p>Validation(s):</p>		
3.1.9	<p>Display the Market Workload (FY2022) Summary</p> <p>Provide the capability to display the selected market’s FY2022 workload projections for a CARES category broken down into each facility in the network.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • CARES category • Market • Facility • Current workload (FY2001) • Current allocation of workload (FY2001) • Projected workload units (FY2022) 		

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Ref. #	Requirements	Release #	Priority
	<ul style="list-style-type: none"> • Percentage change • Number of enrollees in market • Set of travel standards • Enrollees within travel standards • Percentage of enrollees within travel standards <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Planning initiative is selected in step 3.1.3. • VISN is a look up value based upon the market selected in step 3.1.2. • CARES category is defined by the user in step 3.1.4. • Market is defined by the user in steps 3.1.2. • Facility comes from the table that identifies each facility in the network associated with the selected market. • Current workload is summed from step 3.1.8. • Current allocation of workload is equal to current workload for each facility divided by the total workload for the market. • Projected workload units is summed from step 3.1.8. • Percentage changed is calculated as the percentage difference between projected and current workload. • Number of enrollees within market is summed from step 3.1.8. • Set of travel standards is a look up value based upon the CARES category selected by the user in step 3.1.4. • Enrollees within travel standards is summed from step 3.1.8. • Percentage of enrollees within travel standards is calculated as the number of enrollees within travel standards divided by the total number of enrollees within the market. <p>Validation(s):</p>		
3.1.10	Adjust Allocation Prompt		
3.1.10.1	Provide the capability for the user to indicate if they would like to adjust the allocation of workload to facilities: Would you like to change the allocation of projected workload to each facility? Yes or No		
3.1.10.2	Provide the capability to direct the user to the beginning of Step 3.2: Managing Workload, if “no” is selected.		
3.1.10.3	Provide the capability to direct the user to the step 3.1.11, if “yes” is selected. Assumption(s): Rule(s): Validation(s):		
3.1.11	Adjust Allocation Percentage		
3.1.11.1	Provide the capability for the user to select the county they wish to		

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	<p>adjust the allocation for.</p> <ul style="list-style-type: none"> • CARES category • Market • County <p>Where:</p> <ul style="list-style-type: none"> • The CARES category is defined by the user in step 3.1.4. • The market is defined by the user in step 3.1.2. • County comes from a lookup table of each county within a particular market. 		
3.1.11.2	<p>Provide the capability to adjust the allocation of workload for the county selected by the user in step 3.1.11.1 to each facility in the network.</p>		
3.1.11.3	<p>Provide the capability to automatically calculate the adjusted FY2022 workload demand for each facility in the network based upon the adjusted allocation.</p>		
3.1.11.4	<p>Provide the capability to automatically re -calculate the access standards based upon the location of a new facility.</p> <p>The subsequent display and input fields would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • Market • CARES category • County • Facility • Current workload (FY2001) • Current allocation (FY2001) • Original workload projections (FY2022) • User adjusted allocation • Adjusted workload projections (FY2022) • Adjusted percentage change • Number of enrollees • Set of travel standards • Within travel standards • Enrollees within travel standards <p>Remarks(s):</p> <ul style="list-style-type: none"> • The re-allocation of workload will accomplish the redistribution of workload to facilities within the same network. <p>Assumption(s):</p> <ul style="list-style-type: none"> • Re-allocation of workload will occur at the county level. • The number of enrollees within travel standards is based upon the proximity of a particular county to the closest facility. • The recalculations of access standards are only necessary when a new facility is added to the network. 		

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	<ul style="list-style-type: none"> • User is not required to re-allocate workload for each county. • The status quo allocation of workload is assumed for each county not addressed by the user. <p>Rule(s):</p> <ul style="list-style-type: none"> • Planning initiative comes from step 3.1.3. • VISN is a look up value based upon the market selected in step 3.1.2. • The market is defined by the user in step 3.1.2. • CARES category is defined by the user in step 3.1.4. • County is defined by the user in step 3.1.11.1. • Facility comes from the table that identifies each facility associated with a network the market is located within. • Current workload for each facility comes from a lookup table supplied by VA. • Current allocation is equal to the current workload for the facility divided by the current workload for the market. • The original projected workload for each facility is calculated as the current allocation of workload multiplied by the 2022 demand projections. • User adjusted allocation is supplied by the user. • Adjusted workload projections are calculated for each facility by multiplying the user-adjusted allocation by the 2022 demand projections for the market. • Adjusted percentage change is calculated as the percentage difference between FY2022 adjusted workload and FY 2001 actual workload. • Number of enrollees is a lookup value based upon the county selected in step 3.1.11.1. • Set of travel standards is a look up value based upon the CARES category selected by the user in step 3.1.4. • Within travel standards is a lookup value (Yes or No) based the corresponding set of travel standards for the CARES category and proximity of a county to the nearest facility. • Percentage of enrollees within travel standards is calculated as the number of enrollees within travel standards divided by the total number of enrollees within the market. • User cannot edit “all others” allocation. <p>Validation(s):</p> <ul style="list-style-type: none"> • User adjusted allocation must equal 100%. 		
3.1.12	Display Reallocated Workload Summary		
	<p>Provide the capability to sum the adjusted workload for each facility from step 3.1.11 at the market level.</p> <p>The subsequent display would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • Market • CARES category • Facility • Current workload (FY2001) • Current allocation (FY2001) 		

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Ref. #	Requirements	Release #	Priority
	<ul style="list-style-type: none"> • Original workload projections (FY2022) • User adjusted allocation • Adjusted workload projections (FY2022) • Adjusted percentage change • Number of enrollees • Set of travel standards • Within travel standards • Enrollees within travel standards • Percentage of enrollees within travel standards <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Planning initiative is selected by the user from step 3.1.3. • VISN is a look up value based upon the market selected in step 3.1.2. • The market is defined by the user in step 3.1.2. • CARES category is defined by the user in step 3.1.4. • Facility comes from the table that identifies each facility associated with the network the selected market is located within. • Current workload for each facility comes from a lookup table supplied by VA. • Current allocation is equal to the current workload for each facility divided by the current workload for the market. • The original projected workload for each facility is calculated as the current allocation of workload multiplied by the 2022 demand projections. • User adjusted allocation is calculated by summing the adjusted workload projections by facility and dividing the sum by the total market workload. Data comes from step 3.1.11. • Adjusted workload projections are calculated for each facility by multiplying the user-adjusted allocation by the 2022 demand projections for the market. • Adjusted percentage change is calculated as the percentage difference between FY2022 adjusted workload and FY 2001 actual workload. • Number of enrollees within market is summed from step 3.1.11. • Set of travel standards is a look up value based upon the CARES category selected by the user in step 3.1.4. • Enrollees within travel standards is summed from step 3.1.11. • Percentage of enrollees within travel standards is calculated as the number of enrollees within travel standards divided by the total number of enrollees within the market. <p>Validation(s):</p>		
	3.2. Manage the workload at Facility level		
3.2.1	Select Facility		
	Provide the capability to select a facility from the network to initiate managing workload.		

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	<p>The display would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • Market • CARES Category • Facility • Current workload (FY2022) • Adjusted workload projections (FY2022) • Variance <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiatives is selected by the user in step 3.1.3. • VISN is a look up value based upon the market selected in step 3.1.2 • Market was determined by the user in step 3.1.2. • CARES category was determined by the user in step 3.1.4. • Facility comes from the table that identifies each facility associated with the network of the selected market. • Adjusted workload projections come from step 3.1.12. • Adjusted variance is calculated as the difference between adjusted workload projections (FY2022) and current facility workload. <p>Validation(s):</p>																																						
3.2.2	Manage Workload																																						
3.2.2.1	<p>Provide the capability to manage workload by selecting various methods of satisfying the projected demand.</p> <table border="1" data-bbox="378 1234 1128 1728"> <thead> <tr> <th></th> <th><i>Demand</i></th> <th><i>To/From Facility</i></th> <th><i>Year</i></th> </tr> </thead> <tbody> <tr> <td>Total adjusted workload</td> <td>From 3.1.12</td> <td>-</td> <td>-</td> </tr> <tr> <td>Less: Outsourced workload</td> <td>User Input</td> <td>-</td> <td>-</td> </tr> <tr> <td>Less: Joint ventures workload</td> <td>User Input</td> <td></td> <td>User Input</td> </tr> <tr> <td>Less: Workload transferred</td> <td>User Input</td> <td>Select</td> <td>User Input</td> </tr> <tr> <td>Plus: In-Sharing Workload</td> <td>User Input</td> <td></td> <td>User Input</td> </tr> <tr> <td>Plus: Workload received</td> <td>User Input</td> <td>Select</td> <td>User Input</td> </tr> <tr> <td>Plus: Workload sold</td> <td>User Input</td> <td>-</td> <td>User Input</td> </tr> <tr> <td colspan="4">Total In house Workload</td> </tr> </tbody> </table>		<i>Demand</i>	<i>To/From Facility</i>	<i>Year</i>	Total adjusted workload	From 3.1.12	-	-	Less: Outsourced workload	User Input	-	-	Less: Joint ventures workload	User Input		User Input	Less: Workload transferred	User Input	Select	User Input	Plus: In-Sharing Workload	User Input		User Input	Plus: Workload received	User Input	Select	User Input	Plus: Workload sold	User Input	-	User Input	Total In house Workload					
	<i>Demand</i>	<i>To/From Facility</i>	<i>Year</i>																																				
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Plus: In-Sharing Workload	User Input		User Input																																				
Plus: Workload received	User Input	Select	User Input																																				
Plus: Workload sold	User Input	-	User Input																																				
Total In house Workload																																							
3.2.2.2	Provide the capability for the user to input annual operational savings resulting from sharing agreements.																																						

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<p>3.2.2.3</p> <p>3.2.2.4</p> <p>3.2.2.5</p>	<p>Provide the capability for the user to input annual efficiency savings resulting from sharing agreements.</p> <p>Provide the capability for the user to input annual profits or losses expected from selling agreements in addition to receiving full DSS value for the service.</p> <p>Provide the capability for the user to input external revenues or additional costs from “in kind” services.</p> <p>Assumption(s):</p> <ul style="list-style-type: none"> • Workload transferred is the number of demand units transferred outside of the network, as workload transferred inside of the network is accounted for in step 3.1.11. • Joint ventures are sharing agreements that involve exporting workload to a non-VA facility. • In-sharing is non-VA workload performed “in house” as a result of a sharing agreement. <p>Rules(s):</p> <ul style="list-style-type: none"> • Workload outsourced, transferred, joint ventured, shared in-house, received, or sold and the corresponding start years are all user inputs. • The to/from field is a user inputs and identifies which VA facility the workload will be transferred to or received from. • Total in house workload is equal to total re-allocated workload less outsourced workload less transferred workload less joint ventures workload plus in-sharing workload plus received workload plus sold workload. • The start year may be any year between 2002-2022. <p>Validation(s):</p> <ul style="list-style-type: none"> • If transfer or receive workload is selected, the to/from field must be populated with the receiving/transferring facility. • Total “in house” workload must be greater than or equal to zero. • The start year must be selected for outsource, transfer, receive, joint ventures, in sharing, and sell workload options. <p>Remark(s):</p> <ul style="list-style-type: none"> • Total “in house” workload will be used to project space requirements. 		
3.2.3	Space Requirements		
	<p>Provide the capability to calculate the space needed to satisfy total “in house” FY2022 workload projections and display the results.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • CARES category • Market • Facility • Adjusted total “in house” workload 		

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Ref. #	Requirements	Release #	Priority
	<ul style="list-style-type: none"> • Space projections • Current space • Variance • Percentage change <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative is selected by the user in step 3.1.3. • VISN is a look up value based upon the market selected in step 3.1.2. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Facility was determined by the user in step 3.2.1. • Adjusted total “in house” demand taken from step 3.2.2. • Space projections are calculated as the space requirements per demand unit (Space Driver) for the CARES category multiplied by the adjusted total “in house” demand. • Current Space is a lookup value from the Space & Functional Survey table. • Variance is the difference between FY2022 space projection and current space. • Percentage change is calculated as the percentage difference between the amount of space required in FY2022 and FY2001. • Administrative space will be calculated based upon a percentage of total space required in each of the other CARES categories. • Research space will be calculated using a per unit measure applied to projected dollars funded for research. <p>Validation(s):</p>		
3.2.4	Address Space Gap		
3.2.4.1	<p>Provide the capability to attribute space to satisfy space requirements through any combination of the following methods:</p> <ul style="list-style-type: none"> • Re-use existing space • Re-use vacant space • Lease • New construction • Enhanced use <p>Remark(s):</p> <ul style="list-style-type: none"> • The requirements for each of the above methods are provided later in step 3.2.4. <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • The user must input the year a particular method for satisfying space requirements will be invoked. • The implementation year may be any year between 2002-2022. 		

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Ref. #	Requirements	Release #	Priority
	<p>Validation(s):</p> <ul style="list-style-type: none"> • Total space attributed must be equal to space needed before moving to step 3.2.5. • The year field must be populated for each method selected. 		
3.2.4.2	Update Space Requirements		
	<p>Provide the capability to display the updated screen each time the user attributes space to one of the above-mentioned methods.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • Planning Initiative • VISN • CARES category • Market • Facility • Space projections • Method to satisfy space requirement • Total space attributed to each method • Year implemented • Total space attributed <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative was selected by the user in step 3.2.3. • VISN is a look up value based upon the market selected in step 3.1.2. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Facility was determined by the user in step 3.2.1. • Space projection comes from step 3.2.3. • Methods to satisfy space requirement are outlined in 3.2.4.1. • Total space attributed to each method is determined in step 3.2.4.3 –3.2.4.7. • Year implemented is a user input. • Total space attributed is the sum of the space attributed to each method in steps 3.2.4.3-3.2.4.7. <p>Validation(s):</p>		
3.2.4.3	Re-Use Space Currently In Use		
3.2.4.3.1	Provide the capability to display in-use space per facility for the selected CARES category.		
3.2.4.3.2	Provide the capability for the user to attribute in-use space to the re-use space currently in use method of satisfying space requirements.		
3.2.4.3.3	Provide the capability to calculate the cost of renovating space based upon the composite functionality score in the Space and Functional Survey.		
3.2.4.3.4	Provide the capability for the user to input efficiency savings		

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	<p>associated with renovating space.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • CARES category • Market • Facility • Current in use space (SF) • Condition • Space attributed • In use space remaining • Cost to renovate • Efficiency savings <p>Assumption(s):</p> <ul style="list-style-type: none"> • Building type can be mapped to CARES category. <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative was selected by the user in step 3.1.3. • VISN was determined by the user's login id. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Facility was determined by the user in step 3.2.1. • Space attributed is a user input. • In use space remaining is the difference between current in use space and the space attributed to that method in this step. • The cost to renovate is based upon the construction cost estimates for the particular geographic location, building type, and level of renovations dictated by the functionality score multiplied by the size of the space to be renovated. • Efficiency savings is a user input. <p>Validati on(s):</p>		
3.2.4.4	Re-Use Vacant Space		
3.2.4.4.1	Provide the capability to display current vacant space per facility.		
3.2.4.4.2	Provide the capability for the user to attribute existing vacant space to the re-use vacant space method of satisfying space requirements.		
3.2.4.4.3	Provide the capability to calculate the cost of renovating space based upon the composite re-use score from the Space and Functional Survey.		
3.2.4.4.4	<p>Provide the capability for the user to input efficiency savings associated with renovating space.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • CARES category • Market 		

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	<ul style="list-style-type: none"> • Facility • Current vacant space (SF) • Condition • Space attributed • Vacant space remaining • Cost to renovate • Efficiency savings <p>Assumption(s):</p> <ul style="list-style-type: none"> • Building type and re-use category can be mapped to each CARES category. <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative was selected by the user step 3.1.3. • VISN was determined by the user's login id. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Facility was determined by the user in step 3.2.1. • Space attributed is a user input. • Vacant space remaining is the difference between current vacant space and the space attributed to that method in this step. • The cost to renovate is based upon the construction cost estimates for the particular geographic location, building type, and level of renovations dictated by the re-use score from the Space and Functional Survey multiplied by the size of the space to be renovated. • Efficiency savings is a user input. <p>Validation(s):</p>		
3.2.4.5	Lease Space		
3.2.4.5.1	Provide the capability for the user to attribute leased space to satisfy space requirements.		
3.2.4.5.2	Provide the capability to calculate the recurring cost of leasing space and the cost to build out the leased space.		
3.2.4.5.3	<p>Provide the capability for the user to input efficiency savings associated with leasing space.</p> <p>The resulting display is as follows:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • CARES category • Market • Facility • Leased space (SF) • Annual cost • Build out costs • Efficiency savings <p>Assumption(s):</p>		

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	<ul style="list-style-type: none"> • Leased space is currently administrative space. • Build out costs will be estimated by assuming the space is rated with a composite re-use score of 3. <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative was selected by the user in step 3.1.3 • VISN was determined by the user's login id. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Facility was determined by the user in step 3.2.1. • Leased space attributed is a user input. • Annual leasing costs are calculated as the amount of space multiplied by the modified geographic GSA (SF) rates. • Build out costs will be determined by multiplying the size of the space by the unit cost to convert vacant space with a composite re-use score of 3 into medical space. • Efficiency savings is a user input. <p>Validation(s):</p>		
3.2.4.6	New Construction		
3.2.4.6.1	Provide the capability for the user to attribute new construction space to satisfying space requirements.		
3.2.4.6.2	Provide the capability to calculate the cost of new construction.		
3.2.4.6.3	<p>Provide the capability for the user to input efficiency savings associated with new construction space.</p> <p>The resulting display is as follows:</p> <ul style="list-style-type: none"> • Planning initiative • VISN • CARES category • Market • Facility • New construction space (SF) • Construction cost • Efficiency savings <p>Assumption(s):</p> <ul style="list-style-type: none"> • New construction is assumed to take place onsite, as a stand-alone facility is addressed in step 3.1.7. • Building type can be mapped to CARES category. <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative was selected by the user in step 3.1.3 • VISN was determined by the user's login id. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Facility was determined by the user in step 3.2.1. • New construction space is a user input. • Construction costs are calculated as the amount of new space constructed multiplied by the geographic new construction 		

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	<p align="center">unit cost for the proposed building type.</p> <ul style="list-style-type: none"> Efficiency savings is a user input. <p>Validation(s):</p>		
3.2.4.7	Enhanced Use		
3.2.4.7.1	Provide the capability for the user to attribute space resulting from enhanced use agreements to satisfy space requirements.		
3.2.4.7.2	Provide the capability for the user to input efficiency savings associated with enhanced use space.		
3.2.4.7.3	<p>Provide the capability for the user to input annual revenues/costs resulting from enhanced use agreements.</p> <p>The resulting display is as follows:</p> <ul style="list-style-type: none"> Planning initiative VISN CARES category Market Facility Enhanced use space (SF) Efficiency savings Annual revenues/costs <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> Planning initiative was selected by the user in step 3.1.3. VISN is determined by the user's login id. CARES category was determined by the user in step 3.1.4. Market was determined by the user in step 3.1.2. Facility was determined by the user in step 3.2.1. Enhanced use space is a user input. Build out costs will be determined by multiplying the size of the space by the unit cost to convert vacant space with a composite re-use score of 3 into medical space. Efficiency savings is a user input. Annual revenues/costs is a user input. <p>Validation(s):</p> <ul style="list-style-type: none"> Total enhanced use space must be less than or equal to the total space projected for this CARES category. 		
3.2.5	Calculate all costs		
3.2.5.1	Provide the capability to calculate the full lifecycle cost of the costing scenario via the CEA (Cost Effectiveness Analysis) process.		
3.2.5.2	<p>Provide the capability to calculate and display the following financial metrics: Return on investment (ROI), Internal rate of return (IRR), Net present value (NPV), Hurdle Rates and Payback Period.</p> <p>The display would include:</p>		

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	<ul style="list-style-type: none"> • Planning initiative • VISN • Market • Facility • CARES category • Discounted Acquisition cost • Discounted Acquisition Savings • Discounted Recurring Costs • Discounted Recurring Savings • Discounted Additional Revenues • Financial Metrics <p>Assumption(s):</p> <ul style="list-style-type: none"> • Acquisition cost for renovations, new construction and outfitting leased space will be entered in the CEA in the year specified by the user in step 3.2.4. • For the purpose of estimating lifecycle recurring cost, the allocation of workload determined by the user in Step 3.1.9 will be applied to each year in the evaluation period. • The total workload for a facility will be adjusted by the number of demand units received, transferred, or sold beginning in the year specified by the user until 2022. • Annual cost of leasing is assumed to be recurring from the year specified by the user until 2022. • Efficiency savings are assumed to be recurring from the year specified by the user until 2022. • Additional revenues/costs are assumed to be recurring from the year specified by the user until 2022. • No acquisition savings will be realized. <p>Rules(s):</p> <ul style="list-style-type: none"> • Planning initiative was selected by the user in step 3.1.3. • VISN is determined by the user's login id. • CARES category was determined by the user in step 3.1.4. • Market was determined by the user in step 3.1.2. • Acquisition costs are based off of estimates from 3.2.4. • Recurring Costs <ul style="list-style-type: none"> • The recurring costs of providing services "in house" are calculated by multiplying full DSS costs by total adjusted "in house" demand. • The recurring costs of contracting demand are calculated by multiplying the contract demand units by the geographic contract/fee rates. • Recurring savings are the efficiency savings from improving the quality and efficiency of the facilities through renovation, new construction, or leasing. The user enters these savings. • Additional Revenues from sale of services are calculated by multiplying full DSS costs by the number of demand units sold and adjusted by the expected profit or loss entered by the user. • The application will escalate all cost, savings, and revenue estimates entered into the CEA to account for inflation: <ul style="list-style-type: none"> • Medical care cost will be inflated by the current long-term projection for the health care portion of the consumer 		

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	<p>price index.</p> <ul style="list-style-type: none"> • Construction and renovation cost will be escalated annually by the rate specified by the US Office of Management Budget (OMB). • All other estimates will be escalated by the current inflation rate as specified by OMB. • All estimates will be discounted back to the present value using the current discount rate specified by OMB circular A-94. <p>Validation(s):</p>		
3.2.6	Cost Scenario Summary		
	<p>Provide the capability to display the summary of this cost scenario.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • VISN • Market • Planning initiative • CARES category • Facility • Re-allocated workload (FY2022) • Percentage of enrollees within travel standards • Managed workload (FY2022) • Percentage change in workload • Space projections (FY2022) • Percentage change in space. • Managed space (FY2022) • Life cycle costing <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is determined by the user's login id. • Market was determined by the user in step 3.1.2. • Planning initiative is selected by the user in step 3.1.3. • CARES category was determined by the user in step 3.1.4. • Facility was determined by the user in step 3.2.1. • Re-allocated workload is taken from step 3.1.12. • Percentage of enrollees within travel standards comes from step 3.1.12. • Managed workload is taken from step 3.2.2. • Percentage change in workload is calculated as the percentage difference between adjusted FY2022 "in house" workload projection (step 3.2.2) workload. • Space projections come from step 3.2.3. • Percentage change in space comes from step 3.2.3. • Managed space comes from step 3.2.4. • Total life cycle costing comes from 3.2.5. <p>Validation(s):</p>		
3.2.7	Create another cost scenario prompt		

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<p>3.2.7.1</p> <p>3.2.7.2</p> <p>3.2.7.3</p>	<p>Provide the capability to enable the user to create and save another cost scenario for this facility.</p> <p>Do you want to create another cost scenario for this facility? Y/N</p> <p>Provide the capability to create and save a new cost scenario for this facility and direct the user back to step 3.2.2 if the user's response is "yes".</p> <p>Provide the capability to direct the user to the step 3.2.8, if the user's response is "no".</p> <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • The user can only maintain up to five different planning initiative scenarios at any given time. <p>Validation(s):</p>		
3.2.8	Select active cost scenario		
<p>3.2.8.1</p> <p>3.2.8.2</p>	<p>Provide the capability to display each cost scenario for this facility and planning initiative scenario.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • VISN • Market • Planning initiative • CARES category • Facility • Re-allocated workload (FY2022) • Percentage of enrollees within travel standards • Managed workload (FY2022) • Percentage change in workload • Space projections (FY2022) • Percentage change in space. • Managed space (FY2022) • Life cycle costing <p>Provide the capability for the user to select an active cost scenario for this facility.</p> <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • Data will be linked from step 3.2.6 for each facility in the market. • Users must have developed at least 2 cost scenarios for any particular facility before they may select a cost scenario as active. <p>Validation(s):</p>		

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3.2.9	Last facility prompt		
<p data-bbox="198 258 362 352">3.2.9.1</p> <p data-bbox="198 352 362 468">3.2.9.2</p> <p data-bbox="198 468 362 867">3.2.9.3</p>	<p data-bbox="362 258 1144 352">Provide the capability to allow the user to select if this is the last facility.</p> <p data-bbox="362 352 1144 468">Was this cost scenario for the last facility in the VISN? (Yes or No)</p> <p data-bbox="362 468 1144 594">Provide the capability to direct the user back to step 3.2.1, if the user's response is "no".</p> <p data-bbox="362 594 1144 720">Provide the capability to direct the user to step 3.2.10, if the user's response is "yes".</p> <p data-bbox="362 720 1144 762">Assumption(s):</p> <p data-bbox="362 762 1144 804">Rules(s):</p> <p data-bbox="362 804 1144 867">Validation(s):</p> <ul data-bbox="422 741 1128 846" style="list-style-type: none"> • An active cost scenario must be selected for each facility tied to the network with a workload greater than zero, before the user can select "Yes". 		
3.2.10	Active cost scenario summary for each facility		
	<p data-bbox="362 898 1144 982">Provide the capability to display the "active" cost scenario, as illustrated in step 3.2.6, for each facility in the network for this PI.</p> <p data-bbox="362 982 1144 1024">The display would include:</p> <ul data-bbox="422 1056 974 1455" style="list-style-type: none"> • VISN • Market • Planning initiative • CARES category • Facility • Re-allocated workload (FY2022) • Percentage of enrollees within travel standards • Managed workload (FY2022) • Percentage change in workload • Space projections (FY2022) • Percentage change in space. • Managed space (FY2022) • Life cycle costing <p data-bbox="362 1476 1144 1518">Assumption(s):</p> <p data-bbox="362 1539 1144 1623">Rules(s):</p> <ul data-bbox="422 1570 1088 1633" style="list-style-type: none"> • Data will be linked from step 3.2.6 for each facility in the network. <p data-bbox="362 1665 1144 1707">Validation(s):</p>		
3.3. Analysis on the Planning Initiative			
3.3.1	Narrative analysis of impact on Health Care Quality & Need		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on Healthcare Quality & Need.		

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Ref. #	Requirements	Release #	Priority
	<p>Impact on Healthcare Quality & Need - Text</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
3.3.2	Narrative analysis of impact on Safety & Environment		
	<p>Provide the capability to enter free form text narrating the impact of the current PI scenario on Safety & Environment.</p> <p>Impact on Safety & Environment - Text</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
3.3.3	Narrative analysis of impact on Quality of Health Care as Measured by Access Standards		
	<p>Provide the capability to enter free form text narrating the impact of the current PI scenario on Quality of Health Care as Measured by Access Standards.</p> <p>Impact on Health Care as Measured by Access Standards - Text</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
3.3.4	Narrative analysis of impact on Research & Academic Affiliations		
	<p>Provide the capability to enter free form text narrating the impact of the current PI scenario on Research and Academic Affiliations.</p> <p>Impact on Research & Academic Affiliations - Text</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
3.3.5	Narrative analysis of impact on Staffing & Community		
	<p>Provide the capability to enter free form text narrating the impact of the current PI scenario on Staffing & Community.</p> <p>Impact on Staffing & Community - Text</p> <p>Assumption(s):</p>		

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Ref. #	Requirements	Release #	Priority
	Rule(s): Validation(s):		
3.3.6	Narrative analysis of support other VA missions		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on other VA missions. Impact on Other missions - Text Assumption(s): Rule(s): Validation(s):		
3.3.7	Narrative Analysis: Optimizing the Use of Resources		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on the optimisation of VA resources. Impact on Optimizing the Use of Resources -Text Assumption(s): Rule(s): Validation(s):		
3.4.	Alternative		
3.4.1	Create another PI scenario		
3.4.1.1	Provide the capability to prompt the user to create and save another planning initiative scenario using another combination of active cost scenarios. Would you like to create another PI scenario by selecting another active costing scenario? (Yes or No) 3.4.1.1.1 Provide the capability to direct the user to step 3.1.5.1.2, if the user's response to 3.4.1.1 is "yes" 3.4.1.1.2 Provide the capability to direct the user to step 3.4.1.2, if the user's response to 3.4.1.1 is "no". 3.4.1.2 Provide the capability to prompt the user to create another PI scenario by reallocating workload to facilities in the market. Would you like to create another PI scenario by adjusting the workload assignment? (Yes or No) 3.4.1.2.1 Provide the capability to direct the user to step 3.1.5.1.1, if the user's response to 3.4.1.2 is "yes" 3.4.1.2.2 Provide the capability to direct the user to step 3.4.2, if the user's		

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	<p>response to 3.4.1.2 is “no”.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • The user can only maintain up to five different planning initiative scenarios at any given time. <p>Validation(s):</p> <ul style="list-style-type: none"> • Must have less than five stored planning initiative scenarios before creating a new PI scenario. 		
3.4.2	Set a PI Scenario as “Active”		
	<p>Provide the capability for a user to select a planning initiative scenario as “active.”</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • User must have created at least one other planning initiative scenario, which included a different allocation of workload, before selecting one as active. • Once a planning initiative scenario is selected as active, the amount of vacant space attributed for use in the active PI scenario will be removed from the vacant space total. • The user may not edit the active PI scenario after moving on to another market within the network. <p>Validation(s):</p>		
3.4.3	Last CARES Category Prompt		
3.4.3.1	<p>Provide the capability to prompt the user if this was the last CARES category tied to this PI.</p> <p>Was this the last CARES category tied to this planning initiative? (Yes or No)</p> <p>3.4.3.1.2 Provide the capability to direct the user to step 3.4.4, if the user’s response to 3.4.3.1 is “yes”.</p> <p>3.4.3.1.3 Provide the capability to prompt the user if they would like to work on another CARES category, if the user’s response to 3.4.3.1 is “no”.</p> <p>Would you like to work on another CARES category within this planning initiative? (Yes or No)</p> <p>3.4.3.1.3.1 Provide the capability to direct the user to step 3.4.5, if the user’s response to 3.4.3.1.3.1 is “no”.</p> <p>3.4.3.1.3.2 Provide the capability to direct the user to step 3.1.4, if the user’s response to 3.4.3.1.3.2 is “yes”.</p> <p>Assumption(s):</p>		

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	Rule(s): Validation(s):		
3.4.4	Work on another PI Prompt		
3.4.4.1 3.4.4.2 3.4.4.3	Provide the capability to prompt the user if they desire to work on another PI. (Yes or No) Provide the capability to direct the user back to step 3.1.3, if the user's response to 3.4.4 is "yes". Provide the capability to direct the user to step 3.4.5, if the user's response to 3.4.4 is "no". Assumption(s): Rule(s): Validation(s):		
3.4.5	Save and Close		
	Provide the capability for the user to save and close the planning initiative. Assumption(s): Rule(s): Validation(s):		
3.5.	Vacant Space Planning Initiative		
3.5.1	Maintain size of vacant space (SF)		
	Provide the capability to track and maintain the amount of space not attributed to satisfying facility space requirements. Assumption(s): Rule(s): Validation(s):		
3.5.2	Display Vacant Space		
	Provide the capability to display the amount of excess space for each facility. The display would include: <ul style="list-style-type: none"> • CARES category • Market • VISN • Facility • Total excess space. 		

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	<p>Assumption(s):</p> <ul style="list-style-type: none"> Status quo allocation of workload and the corresponding space requirements will be used to formulate amount of vacant space for all non-required CARES categories addressed in a planning initiative. <p>Rule(s):</p> <ul style="list-style-type: none"> CARES category was determined by the user in step 3.1.4. Market was determined by the user in step 3.1.2. VISN is a look up value based upon the user's login id. Facility comes from the table that outlines each facility associated with the network. Total excess space is maintained throughout the application, as delineated in step 3.5.1. <p>Validation(s):</p>		
3.5.3	Select Facility		
	<p>Provide the capability for the user to select a facility within the network.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> Facility comes from the table that outlines each facility associated with the network. <p>Validation(s):</p>		
3.5.4	Address Excess Space		
3.5.4.1	<p>Provide the capability to eliminate vacant space by using the following methods:</p> <ul style="list-style-type: none"> Demolish Divest Mothball Donate Out Lease Enhanced Use <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> The user must input the year the particular method for eliminating excess space requirements will be invoked. The implementation year may be any year between 2002-2022. All excess space must be addressed before moving to the next facility. Any number of combinations of the above methods may be used in developing this cost scenario. <p>Validation(s):</p> <ul style="list-style-type: none"> Year field must be populated for each method selected. 		

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	<ul style="list-style-type: none"> • Total excess space must equal total space attributed to an elimination method. 		
3.5.4.2	Update Excess Space		
	<p>Provide the capability to display the updated screen each time the user eliminates space to one of the above-mentioned methods.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • VISN • Facility • Total excess space • Excess space remaining • Method to eliminate space • Total space attributed to each method • Total space attributed • Year implemented <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is based upon the user's login id. • Facility was determined by the user in step 3.5.3. • Total excess space comes from step 3.5.2. • Excess space remaining is calculated as the difference between total excess space identified in step 3.5.2 and total space attributed to each method identified in 3.5.4.3 - 3.5.4.8. • Method to eliminate space is taken from the methods identified in 3.5.4.1. • Total space attributed to each method is defined by the user in steps 3.5.4.3 – 3.5.4.8. • Total space attributed is the sum of the space attributed to each method defined by the user in steps 3.5.4.3 – 3.5.4.8. • Year implemented is a user input. <p>Validation(s):</p>		
3.5.4.3	Demolish		
3.5.4.3.1	Provide the capability for the user to demolish space in order to eliminate excess space.		
3.5.4.3.2	Provide the capability to calculate the cost of demolition.		
3.5.4.3.3	Provide the capability for the user to input operational and efficiency savings from demolishing excess space.		
	<p>The resulting display is as follows:</p> <ul style="list-style-type: none"> • VISN • Facility • Demolition type • Demolition space (SF) • Demolition cost • Operational savings 		

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Ref. #	Requirements	Release #	Priority
	<ul style="list-style-type: none"> • Efficiency savings <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is based upon the user’s login id. • Facility was determined by the user in step 3.5.3. • User must input type of demolition - “haul away” or “leave onsite”. • Demolition space is a user input. • Demolition costs are calculated as the amount of space to be demolished multiplied by the demolition unit cost for the demolition type selected by the user. • Operational savings is a user input. • Efficiency savings is a user input. <p>Validation(s):</p> <ul style="list-style-type: none"> • Total demolition space must be less than or equal to the total vacant space remaining. 		
3.5.4.4	Divest		
3.5.4.4.1	Provide the capability for the user to divest space in order to eliminate excess space.		
3.5.4.4.2	Provide the capability to retrieve anticipated revenues from divestment.		
3.5.4.4.3	<p>Provide the capability for the user to input operational and efficiency savings from divesting space.</p> <p>The resulting display is as follows:</p> <ul style="list-style-type: none"> • VISN • Facility • Divestment space (SF) • Income stream • Operational savings • Efficiency savings <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is based upon the user’s login id. • Facility was determined by the user in step 3.5.3. • Divestment space is a user input. • Income stream from sale of assets is a user input based upon the highest and best used appraisal values. • Operational savings is a user input. • Efficiency savings is a user input. <p>Validation(s):</p> <ul style="list-style-type: none"> • Total divestment space must be less than or equal to the total vacant space remaining. 		
3.5.4.5	Mothball		

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Ref. #	Requirements	Release #	Priority
<p>3.5.4.5.1</p> <p>3.5.4.5.2</p>	<p>Provide the capability for the user to mothball space in order to eliminate excess space.</p> <p>Provide the capability to calculate cost and operational and efficiency savings resulting from mothballing space.</p> <p>The resulting display is as follows:</p> <ul style="list-style-type: none"> • VISN • Facility • Mothball space (SF) • Type of mothball • Recurring cost • Operational savings • Efficiency savings <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is based upon the user’s login id. • Facility was determined by the user in step 3.5.3. • Mothball space is a user input. • Type of mothball space is a user input and can either be for a “stand alone” or “attached” space. • Recurring cost of mothballing space is calculated by multiplying the amount of space to be mothballed times the corresponding geographic unit cost for the desired type of mothball project – “stand alone” or “attached”. • Operational savings is a look up value from the table that identifies the cost to operate space less the cost to maintain mothballed space. • Efficiency savings is a user input. <p>Validation(s):</p> <ul style="list-style-type: none"> • Total mothballed space must be less than or equal to the total vacant space remaining. 		
<p>3.5.4.6</p>	<p>Donate</p>		
<p>3.5.4.6.1</p> <p>3.5.4.6.2</p>	<p>Provide the capability for the user to donate space in order to eliminate excess space.</p> <p>Provide the capability for the user to input operational and efficiency savings from donating space.</p> <p>The resulting display is as follows:</p> <ul style="list-style-type: none"> • VISN • Facility • Donated space (SF) • Operational savings • Efficiency savings <p>Assumption(s):</p> <ul style="list-style-type: none"> • There are no costs associated with donating space. 		

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Ref. #	Requirements	Release #	Priority
	<p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is based upon the user’s login id. • Facility was determined by the user in step 3.5.3. • Donated space is a user input. • Operational savings is a user input. • Efficiency savings is a user input. <p>Validation(s):</p> <ul style="list-style-type: none"> • Total donated space must be less than or equal to the total vacant space remaining. 		
3.5.4.7	Out Lease		
3.5.4.7.1	Provide the capability for the user to out lease space in order to eliminate excess space.		
3.5.4.7.2	Provide the capability to calculate the recurring revenue resulting from an out lease arrangement.		
3.5.4.7.3	Provide the capability for the user to input operational and efficiency savings from out leasing space.		
	The resulting display is as follows:		
	<ul style="list-style-type: none"> • VISN • Facility • Out Leased space (SF) • Recurring revenue • Operational savings • Efficiency savings 		
	Assumption(s):		
	Rules(s):		
	<ul style="list-style-type: none"> • VISN is based upon the user’s login id. • Facility was determined by the user in step 3.5.3. • Out leased space is a user input. • Recurring revenue from leasing activities is calculated by multiplying the amount of space out leased by the modified, geographic lease rates. • Operational savings is a user input. • Efficiency savings is a user input. 		
	Validation(s):		
	<ul style="list-style-type: none"> • Total out leased space must be less than or equal to the total vacant space remaining. 		
3.5.5	Calculate costs/savings/revenues		
3.5.5.1	Provide the capability to calculate the full lifecycle cost of the costing scenario via the CEA (Cost Effectiveness Analysis) process.		
3.5.5.2	Provide the capability to calculate and display the following financial metrics: Return on investment (ROI), Internal rate of return (IRR), Net present value (NPV), Hurdle Rates and Payback Period.		

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Ref. #	Requirements	Release #	Priority
	<p>The display would include:</p> <ul style="list-style-type: none"> • VISN • Facility • Discounted Acquisition Cost • Discounted Acquisition Savings • Discounted Recurring Costs • Discounted Recurring Savings • Discounted Additional Revenues • Financial Metrics <p>Remark(s):</p> <ul style="list-style-type: none"> • Recurring Savings are the operational savings from operating and maintaining less space. <p>Assumption(s):</p> <ul style="list-style-type: none"> • Acquisition cost for demolition will be entered in the CEA beginning in the year specified by the user. • Recurring cost for mothballing space will be entered in the CEA beginning in the year specified by the user until 2022. • Recurring operational savings for each method will be entered into the CEA beginning in the year specified by the user until 2022. • Income stream from sale of assets will be entered into the CEA only for the year specified by the user. • Recurring revenues from out leasing will be entered into the CEA beginning in the year specified by the user until 2022. • No acquisition savings will be realized. <p>Rules(s):</p> <ul style="list-style-type: none"> • All cost, savings, and revenues are based off of estimates from 3.5.4. • The application will escalate all cost, savings, and revenue estimates entered into the CEA to account for inflation: <ul style="list-style-type: none"> • Construction cost will be escalated annually by the rate specified by the U.S. Office of Management Budget (OMB). • All other estimates will be escalated by the current inflation rate as specified by OMB. • All estimates will be discounted back to the present value using the current discount rate specified by OMB circular A-94. <p>Validation(s):</p>		
3.5.6	Cost Scenario Summary		
	<p>Provide the capability to display the summary of this cost scenario.</p> <p>The display would include:</p> <ul style="list-style-type: none"> • VISN • Facility • Excess space (FY2022) 		

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Ref. #	Requirements	Release #	Priority
	<ul style="list-style-type: none"> • Managed excess space (FY2022) • Life cycle costing <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • VISN is a look up value based upon the user's login id. • Facility was determined by the user in step 3.5.3. • Total excess space comes from step 3.5.1. • Managed excess space comes from each method of addressing vacant space in step 3.5.4. • Total life cycle cost comes from 3.5.5. <p>Validation(s):</p>		
3.5.7	Create another cost scenario prompt		
<p>3.5.7.1</p> <p>3.5.7.2</p> <p>3.5.7.3</p>	<p>Provide the capability to enable the user to create and save another cost scenario for this facility.</p> <p>Do you want to create another cost scenario for this facility? Y/N</p> <p>Provide the capability to direct the user back to step 3.5.4 if the user's response is "yes".</p> <p>Provide the capability to direct the user to step 3.5.8, if the user's response is "no".</p> <p>Assumption(s):</p> <p>Rules(s):</p> <p>Validation(s):</p>		
3.5.8	Select active cost scenario		
<p>3.5.8.1</p> <p>3.5.8.2</p>	<p>Provide the capability to display each cost scenario for this facility.</p> <p>Provide the capability for the user to select an active cost scenario for this facility.</p> <p>Assumption(s):</p> <p>Rules(s):</p> <ul style="list-style-type: none"> • User must have developed at least 2 cost scenarios for any particular facility before he may select a cost scenario as active. <p>Validation(s):</p>		
3.5.9	Last facility prompt		
3.5.9.1	<p>Provide the capability to allow the user to select if this is the last facility.</p> <p>Was this vacant space cost scenario for the last facility in the network? (Yes or No)</p>		

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Ref. #	Requirements	Release #	Priority
3.5.9.2	Provide the capability to direct the user back to select facility (Step 3.5.3) if the user's response was "no".		
3.5.9.3	Provide the functionality to direct the user to step 3.5.10, if the user's response is "yes". Assumption(s): Rules(s): Validation(s): <ul style="list-style-type: none"> • An active cost scenario has to have been selected for each facility tied to the market when the user selects "Yes". 		
3.5.10	Active cost scenario summary for each facility		
	Provide the capability to display the "active" cost scenario, as illustrated in step 3.5.6, for each facility in the VISN. The display would include: <ul style="list-style-type: none"> • VISN • Facility • Excess space (FY2022) • Managed excess space (FY2022) • Life cycle costing Assumption(s): Rules(s): <ul style="list-style-type: none"> • Data will be linked from step 3.5.6 for each facility in the market. Validation(s):		
3.5.11	Narrative analysis of impact on Health Care Quality & Need		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on Healthcare Quality & Need. Impact on Healthcare Quality & Need - Text Assumption(s): Rule(s): Validation(s):		
3.5.12	Narrative analysis of impact on Safety & Environment		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on Safety & Environment. Impact on Safety & Environment - Text Assumption(s):		

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Ref. #	Requirements	Release #	Priority
	Rule(s): Validation(s):		
3.5.13	Narrative analysis of impact on Quality of Health Care as Measured by Access Standards		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on Quality of Health Care as Measured by Access Standards. Impact on Health Care as Measured by Access Standards - Text Assumption(s): Rule(s): Validation(s):		
3.5.14	Narrative analysis of impact on Research & Academic Affiliations		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on Research and Academic Affiliations. Impact on Research & Academic Affiliations - Text Assumption(s): Rule(s): Validation(s):		
3.5.15	Narrative analysis of impact on Staffing & Community		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on Staffing & Community. Impact on Staffing & Community - Text Assumption(s): Rule(s): Validation(s):		
3.5.16	Narrative analysis of support other VA missions		
	Provide the capability to enter free form text narrating the impact of the current PI scenario on other VA missions. Impact on Other missions - Text Assumption(s): Rule(s): Validation(s):		

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Ref. #	Requirements	Release #	Priority
3.5.17	Narrative Analysis: Optimizing the Use of Resources		
	<p>Provide the capability to enter free form text narrating the impact of the current PI scenario on the optimisation of VA resources.</p> <p>Impact on Optimizing the Use of Resources -Text</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
3.5.18	Create another PI scenario by selecting another combination of active cost scenario.		
3.5.18.1	<p>Provide the capability to prompt the user to create another planning initiative scenario using another combination of active cost scenarios.</p> <p>Would you like to create another PI scenario by selecting another active costing scenario? (Yes or No)</p>		
3.5.18.2.1	Provide the capability to create and save a new planning initiative scenario based upon the cost scenarios developed in a previous planning initiative scenario.		
3.5.18.2.2	Provide the capability to display the summary of cost scenarios for a facility, as illustrated in step 3.5.6, and allow the user to re-assign the active status to the various cost scenarios, if the user's response to 3.5.18.1 is "yes".		
3.5.18.3	Provide the capability to repeat step 3.5.18.2.2 for each facility in the VISN.		
3.5.18.4	<p>Provide the capability to direct the user to step 3.5.18, if the user's response to 3.5.18.1 is "no".</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • User will have to select which PI scenario that they want to re-attribute active status to facility level cost scenarios. • The user can only maintain up to five different planning initiative scenarios at any given time. <p>Validation(s):</p> <ul style="list-style-type: none"> • Must have four or less stored planning initiative scenarios before creating a new PI scenario. 		
3.5.19	Create another PI scenario by selecting different methods of managing excess space.		
3.5.19.1	Provide the capability to prompt the user to create another planning initiative scenario by selecting different methods of managing excess space.		

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Ref. #	Requirements	Release #	Priority
<p>3.5.19.2</p> <p>3.5.19.3</p>	<p>Would you like to create another PI scenario by selecting different methods of managing excess space? (Yes or No)</p> <p>Provide the capability to create and save a new planning initiative scenario and direct the user back to step 3.5.4 to develop a different approach to managing excess space, if the user's response in step 3.5.19.1 is "yes".</p> <p>Provide the capability to direct the user to the next step if the user's response in step 3.5.19.1 is "no".</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • The user can only maintain up to five different planning initiative scenarios at any given time. <p>Validation(s):</p> <ul style="list-style-type: none"> • Must have four or fewer stored planning initiative scenarios before creating a new PI scenario. 		
3.5.20	Select active PI scenario		
	<p>Provide the capability for a user to select a vacant space planning initiative scenario as "active."</p> <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • User must have created two vacant space planning initiative scenario before selecting one as active, using an alternative method of managing excess space. <p>Validation(s):</p>		
3.6 Other Requirements			
3.6.1	Market Plan Summary		
	<p>Provide the capability to display a summary of the active PI scenarios that comprise the market plan.</p> <p>The summary display would include:</p> <ul style="list-style-type: none"> • VISN • Market • Planning initiative • CARES category • Facility • Re-allocated workload (FY2022) • Percentage of enrollees within travel standards • Managed workload (FY2022) • Percentage change in workload • Space projections (FY2022) • Percentage change in space. • Managed space (FY2022) 		

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Ref. #	Requirements	Release #	Priority
	<ul style="list-style-type: none"> • Life cycle costing <p>Assumption(s):</p> <p>Rule(s):</p> <ul style="list-style-type: none"> • Data is linked from step 3.2.10 for each planning initiative. <p>Validation(s):</p>		
3.6.2	Approval		
	<p>Provide the capability for VACO to approve planning initiative scenarios.</p> <p>Assumption(s):</p> <ul style="list-style-type: none"> • VACO does not have the authority to approve a PI; however, they will have the ability to designate approval to the PI once the Secretary has signed off on it. <p>Rule(s):</p> <p>Validation(s):</p>		
3.6.3	National Plan - Reporting Requirements (07/02/02)		
	<p>Provide the capability to roll up the results of completed market plans at the national level.</p> <p>The summary display would include:</p> <ul style="list-style-type: none"> • VISN • Market • Planning initiative • CARES category • Facility • Re-allocated workload (FY2022) • Percentage of enrollees within travel standards • Managed workload (FY2022) • Percentage change in workload • Space projections (FY2022) • Percentage change in space. • Managed space (FY2022) • Life cycle costing <p>Assumption(s):</p> <ul style="list-style-type: none"> • The summary would only include approved planning initiative scenarios. <p>Rule(s):</p> <ul style="list-style-type: none"> • Data would be linked to step 3.6.1 of each market plan. <p>Validation(s):</p>		
3.6.4	Reporting		
3.6.4.1	Provide the capability to provide the user with reports that illustrate the imp act of workload, space, access, and cost.		

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Ref. #	Requirements	Release #	Priority
3.6.4.2	<p>Provide the capability to filter these reports by desired location. Examples include: Facility, State, Market, and Nationally.</p> <p>Assumption(s):</p> <ul style="list-style-type: none"> • VA has yet to provide PwC with a finalized version of the reporting requirements for this application. The functionalities identified in 3.6.4 were taken from a document submitted by Scot Dingman. • Once VA submits a document outlining the formal structure of the desired reports, we will review the scope and incorporate the details into this document as appropriate. <p>Rule(s):</p> <p>Validation(s):</p>		
3.6.5	Appraisal Reports		
	<p>Provide the capability for the user to download appraisal reports in MS word format.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		

4. User Registration

Ref. #	Requirements	Release No.	Priority
4.1. User Registration			
4.1.1	<p>Provide capability to create, retrieve, update and delete a user account to access the VA -CARES system:</p> <ul style="list-style-type: none"> • First name • Middle initial • Last name • User ID • Password • User Type • VISN <p>Assumption(s):</p> <ul style="list-style-type: none"> • Only a System Admin can create, retrieve, update and delete a user account. <p>Rules(s):</p> <ul style="list-style-type: none"> • The valid user type are 'SYSTEM ADMIN', 'SUPER USER', 'CENTRAL OFFICE USER', 'VSSC USER' and 'VISN USER' <p>Validation(s):</p>		
4.1.2	<p>Provide the capability for users to change their password.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
4.1.3	<p>Provide the capability to notify the user of the status of their changed password via a message window.</p> <p>Display:</p> <p>Your password is successfully changed.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
4.1.4	<p>Provide the capability to timeout a user's online session if no activity has occurred within a designated period of time (e.g., 30 minutes).</p> <p>Assumption(s):</p> <p>Rule(s):</p>		

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Ref. #	Requirements	Release No.	Priority
	Validation(s):		
4.1.5	<p>Provide the capability to require that all users utilize a unique user ID, and password combination to access data in the VA -CARES system.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
4.1.6	<p>Provide the capability to prevent the user from logging onto the VA -CARES if the login attempt fails three (3) times. Upon failure of the third login attempt, notify the user that access to the system is denied, indicate the reason for the failure (e.g., invalid password) and direct the user to contact the System Administrator for assistance.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		

5. Access Rights and Data Integrity

Ref. #	Requirements	Release No.	Priority
5.1.1	<p>Provide the capability to grant all authorized/registered users READ-ONLY access to the system.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
5.1.2	<p>Provide the capability to grant each VISN user WRITE access to market plans.</p> <p>Assumption(s):</p> <ul style="list-style-type: none"> • VISN users may only edit the market plans for their VISN. <p>Rule(s):</p> <p>Validation(s):</p> <ul style="list-style-type: none"> • Only one user may work (WRITE) on a planning initiative scenario at any given time. 		
5.1.3	<p>Provide the capability to grant each Central Office user with READ-ONLY access to the entire system.</p> <p>Assumption(s):</p> <p>Rule(s):</p> <p>Validation(s):</p>		
5.1.4	<p>Provide the capability to grant WRITE access to any market plan for the VSSC user.</p> <p>Assumption(s):</p> <p>Rule(s)</p> <p>Validation(s):</p>		
5.1.5	<p>Provide the capability to grant system wide WRITE access capability to a SUPER user.</p> <p>Assumption(s):</p> <p>Rule(s)</p> <ul style="list-style-type: none"> • Only a SUPER user can manipulate the underlying data. <p>Validation(s):</p>		
5.1.6	<p>Provide the capability to log the date, time, and IP address, and table name (where changed) each time the super user makes a change to the underlying data.</p>		

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Ref. #	Requirements	Release No.	Priority
	Assumption(s): Rule(s) Validation(s):		

6. Appendix

6.1. Assumptions:

1. PwC will use ASP to develop the application, as that is compatible to what the VSSC has.
2. VA will provide PwC Consulting with all data to be incorporated into the costing application. Additionally, the data provided by VA will be the direct inputs into the costing application. PwC will not have to manipulate any of the data or perform any calculation outside of the costing application. The data will be provided to PwC before the commencement of the Technical Design Phase.
3. PwC Consulting is not expected to assist the pilot (Beta Test VISNs) in developing market plans. The sole purpose of the beta test is to access the functionality of the application.
4. VHA will specify all inflation and discount rates to be used by the CEA template.
5. The website will be transferred to a VSSC web server upon completion. VA staff will install the application in the VA environment, requiring only written instructions from PwC Consulting. In addition to the instructions, PwC Consulting will also provide technical support via telephone to the VA implementation team.
6. No infrastructure or hardware setup is required.
7. VA will work with PwC Consulting to identify and resolve any potential firewall issues or security issues related to accessing the website. PwC Consulting's Innovative Technology and Learning Solutions Groups must be permitted unlimited access to the application to develop the training program and provide maintenance.
8. VA will provide all algorithms necessary to accurately perform the access gap analysis (percentage of enrollees within travel standards) and corresponding adjustments to the planning initiative model.
9. The usability assessment will take place in the Washington, D.C. metro area. If VA desires to conduct the events outside of this area, PwC Consulting will need to secure additional funding to cover all travel and travel-related expenses prior to the event.
10. VA will provide 3-4 CARES experts for a period of at least 4 hours to test the application and verify system functionality.
11. To develop the web tool in this proposal we estimate that no more than 20 unique web pages will be required for this effort. Our cost estimate is based on this number. Examples of web pages include: login page, introduction page, location input page, Develop New or Open Saved PI page, Saved PIs page, CARES Calculation Worksheet Display, Variance display, Market plan Development page, Summary Results page, CEA export page, Reporting, Help, Instructions, CBT page, Error page, Roll-up selection page, Submitted designation page, etc.

12. Application will be developed and tested for Internet Explorer version 4.0 and up.
13. VA will be responsible for developing the list of users of this application.

6.2. Participants:

Anton Cwu	PwC Consulting
Scot Dingman	Department of Veterans Affairs
Ami Gariba	PwC Consulting
Ravi Gorur	PwC Consulting
Qadeer Khan	PwC Consulting
Ryan Lay	PwC Consulting
Jill Powers	Department of Veterans Affairs
Donald Shaw	PwC Consulting
Bob Smoot	Department of Veterans Affairs
Jim Sullivan	Department of Veterans Affairs
Michael Vachon	Department of Veterans Affairs

6.3. Glossary

Active	Status designated by the user to a cost scenario or planning initiative scenario to signify selection for inclusion in the market plan.
Additional revenues	Revenues received in additional to “in kind” services from sharing agreements. For instance, VA may provide 50 MRIs for a non-VA provider in exchange for 50 inpatients medicine BDOC and an additional \$100 per MRI.
Additional costs	Costs incurred in additional to “in kind” services from sharing agreements. For instance, VA may provide 50 MRIs for a non-VA provider in exchange for 50 inpatients medicine BDOC and an additional cost of \$100 per BDOC.
Allocation	Distribution of workload to facilities.
Appraisal reports	Details the market value of each VA property.
Approved	Status designated by VA central office to signify the submitted PI was acceptable according to CARES program office guidelines.
Available planning initiatives	Planning initiatives that the user is required to complete, as specified by the CARES program office.
Capital Asset Realignment for Enhanced Services (CARES)	Program to proactively ensure VA’s ability to effectively deliver healthcare over the next twenty years. The CARES planning process examines Veterans’ future needs as well as current VA resources in developing a series of planning initiatives (PIs). The CARES planning initiatives will determine how VA will realign its capital infrastructure to provide the optimal level of care in the future.
CARES category	Functional area where VA services, both clinical and non-clinical are provided. Examples include: Inpatient medicine, inpatient surgery, research, administrative, etc.
Cost Effectiveness Analysis (CEA)	Is the systematic process of identifying and comparing the acquisition and recurring costs and savings of a variety of alternatives against a status quo baseline.
Completed	Status that is activated when a active planning initiative scenario is selected for a CARES category.
Composite re-use score	Illustrates an existing space’s potential for re -use and the relative level of renovations required to improve conditions up to VA standards for the desired function.
Composite functionality score	Illustrates the level of renovations required to improve a space’s condition to VA standards.

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Contract/fee rates	Geographic rates that convey the cost of contracting non-VA resources to provide health care services.
Cost scenario	Is a solution at the facility level solely determined by different approaches to managing workload and space requirements and pertains to only one CARES category
Current allocation	Is the current distribution of workload to facilities within a particular network.
Demolish	Physical elimination of excess space.
Divest	Sale of excess space.
Donate	Donation of excess space.
Efficiency savings	Savings resulting from efficiencies gained as a result of implementing a more efficient infrastructure, consolidating functional areas, or signing additional sharing agreements.
Financial metrics	Are explanatory measures that convey the overall financial effectiveness of an evaluated solution.
Full DSS costs	Are the current fully loaded unit costs for providing one unit of care from a particular CARES category.
Income stream	Is income generated as a result of the sale of VA property.
In-House workload	Is the total expected demand at the facility level and is a result of managing workload.
In-Sharing Workload	Is non-VA workload performed “in house” as a result of a sharing agreement.
Joint ventures	Are sharing agreements that involve exporting workload to a non-VA facility.
Managed workload	Complete solution for estimating and providing “in house” demand.
Managed space	Complete solution for satisfying space requirements.
Managed vacant space	Complete solution for eliminating excess space.
Mothball	Vacating excess space that will require little future maintenance.
New construction	Method of satisfying space requirements by constructing new space.

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Non-required CARES categories	CARES planning categories that were not included in a planning initiative.
Operational savings	Savings resulting from vacating space currently utilized and maintained or implementing sharing agreements.
Out lease	Method of eliminating space by leasing existing space to non VA providers in exchange for “in kind” services or other monetary considerations.
Outsourced workload	Workload provided by a non-VA physician.
Planning initiative	Set of multiple facility level solutions for a given specified CARES category(ies).
Planning initiative scenario	Consists of the active cost scenarios from each facility for a particular CARES category in the planning initiative.
Re-use existing space	Method of satisfying future space requirements that involves re-using space currently in use.
Re-use vacant space	Method of satisfying future space requirements that involves re-using space currently vacant.
Space projections	Future space needs to adequately provide care in the future.
Status quo	“Do nothing” baseline against which different alternatives are evaluated in the Cost Effectiveness Analysis.
Total excess space	The amount of space at the facility level not attributed to satisfying future demand and the corresponding space requirements after each PI in the network has been completed.
Travel standards	Set of guidelines that defines VA access standards and maximum travel times imposed on veterans.
User Type	Refers to the varying level of access granted to an authorized CARES user based upon the login ID and password supplied by the user.
VISN	Collection of VA facilities organized into a geographic unit.
Workload received	Demand received by a facility from another VA facility outside of the receiving facility’s VISN.
Workload sold	Demand sold by a facility to an entity outside VA.
Workload transferred	Demand transferred by a facility to another VA facility outside of the transferring facility’s VISN.