

## Expedited Life Cycle (XLC) Process Change Request (CR)

Please complete this form and submit it to the [CMS IT Governance Resource Mailbox](#)

**CR NUMBER:** 13-002 **DATE SUBMITTED:** 12 March 2013

**CR TITLE:** Revise XLC Swim Lane Graphic: Operations & Maintenance and Disposition

**PRIORITY** {As determined by submitter}

HIGH: Emergency/Critical to Mission  
 MEDIUM: Urgent/Needed but Not Critical to Mission  
 LOW: Routine to Mission

### SUBMITTER INFORMATION

**NAME:** Celia Shaunessy **ORGANIZATION:** DHHS/CMS/OA/COO/OIS/EAS G/DITGOIS

**PHONE:** (410) 786-7560 **EMAIL:** [Celia.Shaunessy@cms.hhs.gov](mailto:Celia.Shaunessy@cms.hhs.gov)

**CHANGE ITEM** {Identify item/template/deliverable}:

CMS Expedited Life Cycle (XLC) Swim Lane Graphic

**DESCRIPTION OF CHANGE** {include supporting documentation as appropriate}:

The previous XLC swim-lane graphic contained only the development stages 1) Initiation, Concept and Planning; 2) Requirements Analysis and Design; 3) Development and Test; and 4) Implementation. Many questions have been asked about Operations & Maintenance and Disposition not being shown on the diagram. This revision of the XLC Swim Lane diagram adds Operations & Maintenance and Disposition as a new column on the right hand side. Reviews added to the diagram and legend include: Post Implementation Review (PIR), Annual Operations Analysis (AOA) and Disposition Review (DR). The revised diagram will require updates to existing CMS XLC documentation including web and training material.

**IF CHANGE IS TO A TEMPLATE, PLEASE TURN TRACK CHANGES "ON" AND MAKE YOUR PROPOSED UPDATES. SUBMIT THE UPDATED TEMPLATE ALONG WITH THIS CR FORM.**

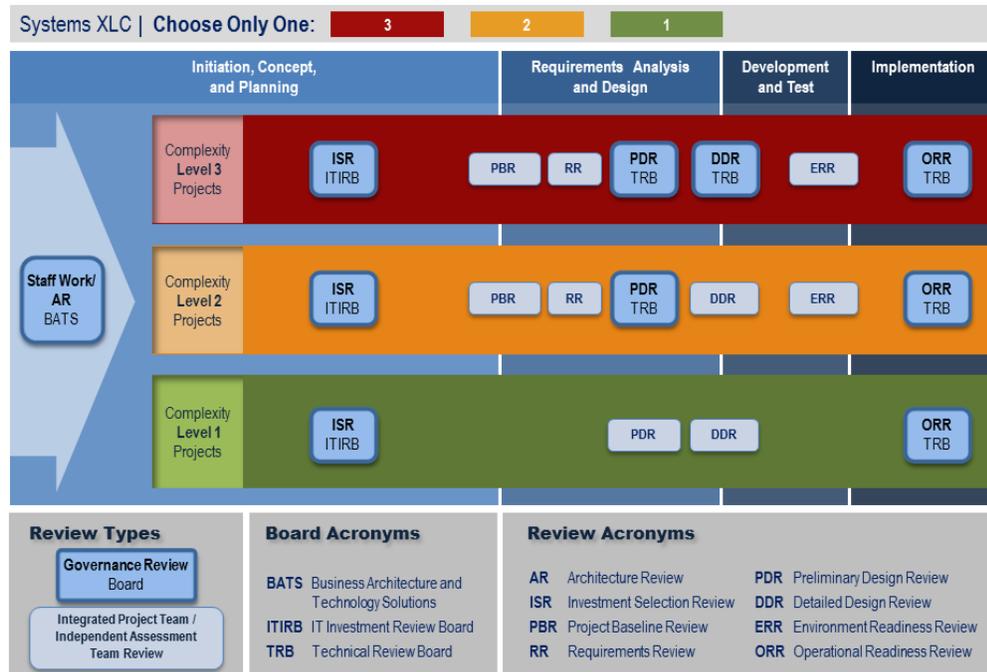
### JUSTIFICATION FOR CHANGE

1. Artifacts depicting and supporting CMS Expedited Life Cycle (XLC) continue to be revised and refined as the XLC evolves. This revision reflects activities beyond the traditional developmental elements in the life cycle. This illustration is basic to numerous XLC artifacts including the: [CMS Expedited Life Cycle Process: Detailed Description](#), "placemat", CMS XLC web site materials, XLC Training materials and courses. See the hyperlinks within this CR and the impact assessment description below.
2. The [CMS Expedited Life Cycle Process: Detailed Description](#), Version 2.11, November 13, 2012 describes Operations and Maintenance as well as Disposition without showing them in the graphic.
3. Existing artifacts as well as those under development are dependent on this revision. Progress on their revision and development is hindered until approval of the revision. For example: [The CMS Expedited Life Cycle \(XLC\) Process: Executive Overview](#) graphic includes the following elements:

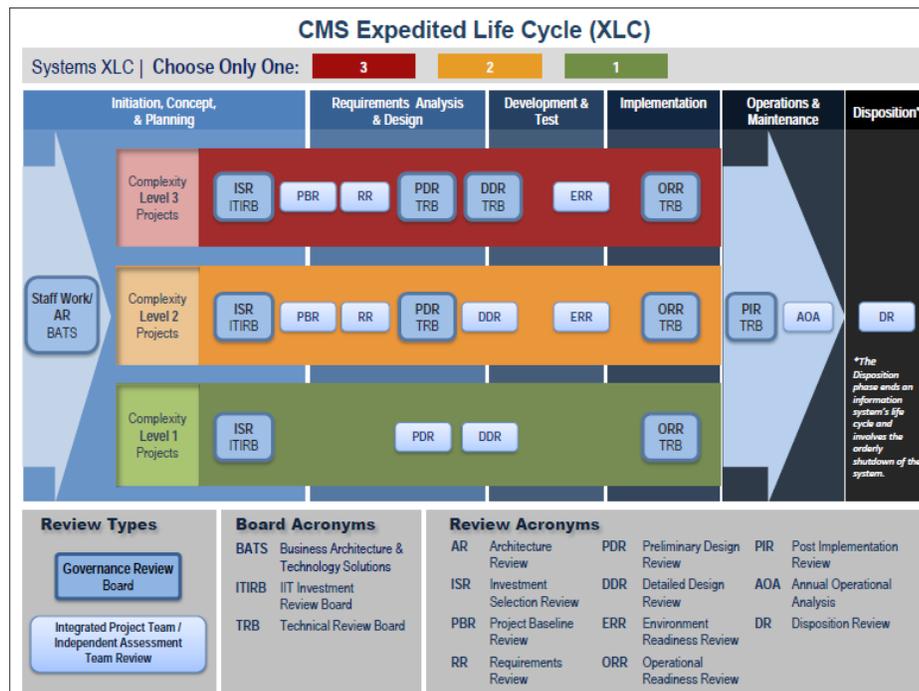
- a. Initiation, Concept, and Planning
- b. Requirements Analysis and Design
- c. Development and Test
- d. Implementation

CURRENT

### CMS Expedited Life Cycle (XLC)



Which now needs to and can be expanded to an improved depiction with: Operations & Maintenance and Disposition



---

---

**XLC STEERING COMMITTEE FINAL DISPOSITION**

**DECISION**

APPROVE

DISAPPROVE

DEFER

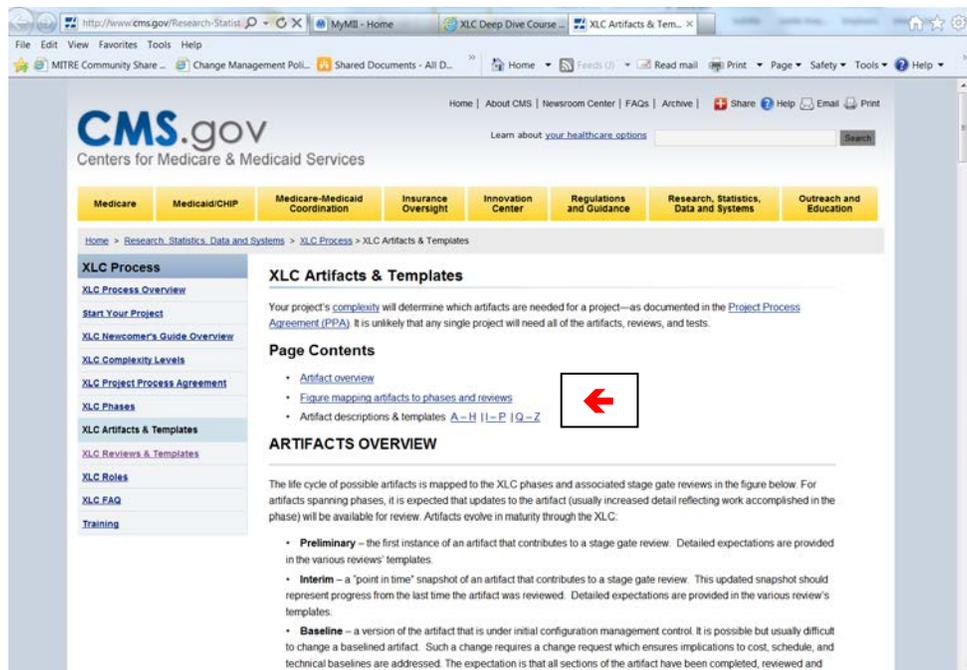
**DECISION DATE:** 7/16/2013 **NOTES/COMMENTS:** \_\_\_\_\_

---

## DIVISION OF IT GOVERNANCE IMPACT ASSESSMENT

### XLC Swim Lane Graphic Change Request (CR) includes impact to:

1. Documentation within CMS policy, Web viewable and downloadable materials including PDFs, and other artifacts including the draft O&M Stage Playbook now being developed and the draft Change Management Policy.
  - a. *CMS Expedited Life Cycle Process: Detailed Description*, Version 2.11, November 13, 2012 XLC Detailed Description Document [XLC Detailed Description Document \[PDF, 879KB\]](#)
  - b. [CMS Expedited Life Cycle \(XLC\) Process: Executive Overview](#), Version 2.10, August 10, 2012
  - c. *Draft CMS XLC Operations and Maintenance Stage Playbook*
  - d. [XLC placemat](#) (also known as: [XLC Overview Poster](#))
  - e. References to O&M, PIR and AOA need to add “TRB” including the CMS web page: XLC Artifacts & Templates: [Figure mapping artifacts to phases and reviews](#) and other areas of XLC too.



- e. CMS Web pages displaying the swim lane change need to be updated including: [XLC Complexity Levels](#)
2. Interactive training materials
    - a. Training Lessons: [E-LEARNING COURSES](#)
      - i. All Lessons use the cover page which includes 3 images set askew. One includes the XLC swim lane graphic depicted below as the left hand “slide”:



- b. Basic training: [Expedited Life Cycle \(XLC\) Basic Training Course](#).
  - c. PPA Training: Currently under development/revision.
3. Instructor Led Training materials
- a. XLC Deep Dive Training.