

CMS Integrated IT Investment & System Life Cycle Framework (Checkpoints, Deliverables, & Activities)

Please click on artifact for additional information and template

IT Investment Selection Phase (Pre-Project)

Initiation Phase

IT Intake Request Form
Enterprise Architecture Analysis Artifacts
Candidate Project Fact Sheet
Architecture Review (Project Review)

Concept Phase

Business Case
Enterprise Architecture Analysis Artifacts
Requirements Document
High Level Technical Design
Section 508 Product Assessment Package
Project Process Agreement
Project Charter
Information Security Risk Assessment (ISRA)
System Security Plan (SSP)
Privacy Impact Assessment
Investment Selection Review (Governance Review)
Project Startup Review (Project Review)

IT Investment Selection Phase (Project)

Planning Phase

Enterprise Architecture Analysis Artifacts
Requirements Document
Logical Data Model
Release Plan
Section 508 Product Assessment Package
Project Management Plan
Project Schedule
Risk Register
Issues List
Action Items
Decision Log
Lessons Learned Log
Information Security Risk Assessment (ISRA)
System Security Plan (SSP)
Privacy Impact Assessment
Project Baseline Review (Governance Review)

Requirements Analysis

Requirements Document
Logical Data Model
System of Records
Test Plan
Release Plan
Section 508 Product Assessment Package
Project Schedule
Risk Register
Issues List
Action Items
Decision Log
Lessons Learned Log
Information Security Risk Assessment (ISRA)
System Security Plan (SSP)
Contingency Plan (CP)
Requirements Review (Project Review)

Design Phase

System Design Document
Database Design Document
Physical Data Model
Interface Control Document
Data Use Agreement
System of Records
Test Plan
Test Case Specification
Release Plan
Data Conversion Plan
Computer Match Agreement /Inter-Intra Agency Agreement
Implementation Plan
User Manual
Operations & Maintenance Manual
Section 508 Product Assessment Package
Project Schedule
Risk Register
Issues List
Action Items
Decision Log
Lessons Learned Log
Information Security Risk Assessment (ISRA)
System Security Plan (SSP)
Contingency Plan (CP)
Preliminary Design Review (PDR) (Governance Review)
Detailed Design Review (DDR) (Project Review)

Development Phase

Database Design Document
Business Product or Code
Data Use Agreement
Test Plan
Test Case Specification
Version Description Document
Data Conversion Plan
Training Plan
Implementation Plan
User Manual
Operations & Maintenance Manual
Section 508 Product Assessment Package
Project Schedule
Risk Register
Issues List
Action Items
Decision Log
Lessons Learned Log
Information Security Risk Assessment (ISRA)
System Security Plan (SSP)
Contingency Plan (CP)

Test Phase

Data Use Agreement
Test Summary Report
Version Description Document
Training Artifacts
Implementation Plan
User Manual
Operations & Maintenance Manual
Section 508 Product Assessment Package
Project Schedule
Risk Register
Issues List
Action Items
Decision Log
Lessons Learned Log
Information Security Risk Assessment (ISRA)
System Security Plan (SSP)
Contingency Plan (CP)
Contingency Plan Test
Validation Readiness Review (Project Review)
Implementation Readiness Review (Project Review)

Implementation Phase

Data Use Agreement
Training Artifacts
Implementation Plan
User Manual
Operations & Maintenance Manual
Section 508 Product Assessment Package
Project Schedule
Risk Register
Issues List
Action Items
Decision Log
Lessons Learned Log
Security Assessment
Plan of Action & Milestones (POA&M)
Authorization Package
Production Readiness Review (Project Review)
Operational Readiness Review (Governance Review)
CMS CIO Issued Authorization to Operate

IT Investment Evaluation Phase (Post Project):

Operations & Maintenance Phase

System Disposition Plan
Post Implementation Report
Annual Operational Analysis Report
Project Closeout Report
Monitoring Reports
Contingency Plan (CP) Test and Update
Plan of Action & Milestones (POA&M)
IS Risk Assessment (ISRA) Update
System Security Plan (SSP) Update
Post Implementation Review (Project Review)
Annual Operational Analysis Review (Project Review)

Disposition Phase

Disposition Closeout Certificate
Disposition Review (Project Review)