### **Healthcare Project Charter**

### **1. Project Title**

**[Healthcare Project Name]**

### **2. Project Overview**

The healthcare project aims to [state goal: improve healthcare delivery, enhance patient care, or upgrade facilities]. This project will address key healthcare challenges and align with regulatory compliance.

### **3. Business Case**

**Need for the project:**

* [Problem] — Explain the healthcare problem or gap.
* **Impact:** Better patient outcomes, operational efficiency, and compliance with health regulations.

### **4. Objectives**

* Complete project on time and within budget.
* Ensure patient care improvements.
* Achieve compliance with healthcare regulations.

### **5. Scope**

**In Scope:** [Include the healthcare services, software, and facilities being upgraded]  
**Out of Scope:** [List services or systems not being addressed]

### **6. Deliverables**

* New/Updated patient management system
* Enhanced healthcare facilities
* Compliance audit report

### **7. Roles and Responsibilities**

| **Role** | **Name** | **Responsibilities** |
| --- | --- | --- |
| Project Manager | [Name] | Oversee project execution |
| Health IT Lead | [Name] | Implement software changes |
| Compliance Officer | [Name] | Ensure regulatory compliance |

### **8. Risks and Mitigation**

**Risks:** Delays in regulatory approval.  
**Mitigation:** Early submission of regulatory documentation.

### **9. Signatures**

| **Name** | **Title** | **Signature** | **Date** |
| --- | --- | --- | --- |
| [Name] | Project Sponsor | [Signature] | [Date] |
| [Name] | Project Manager | [Signature] | [Date] |