

Future State Risk Assessment

Task/Activity	What could go wrong?	What could prevent it?	Action Plan
Student profile completed; non-program specific PAM	IT lacks resources to complete and project specifications are unclear.	Project plan and departmental resourcing. Clear concise communication and deliverables.	Student Profile Kaizen team is formed
Student updates profile	Student does not identify the correct program Incomplete information	Give advisors permission to change student program System should notify	Profile Kaizen team should address
HPSC updates student profiles with information generated from the student (Non HP Data)	Student forgets Data integrity	System will not allow Part 2 Entries until Part 1 is complete	
GPA Report is generated and HPSC validates for data integrity	Something is missed Student selects wrong quarter	Sub-group audit Use a drop-down choice and e-mail a confirmation message	
E-mail Notification that profile status has been updated	Invalid e-mail address	IT makes them validate their e-mail address when they complete part 2	
TEAS scores are input into student profiles	Data entry errors	Cross-checks	
Run admission report	Something is missed	Sub-group audit	
HPSC changes student status	Data entry errors	Cross-check	
E-mail notification that profile status has been updated	Student may be offended by impersonal response	Expand communication and manage expectation so students are aware of the electronic process	