

## The Project & Program Health Check

As the medical profession urges us to have regular health checks – projects should undergo regular „project health checks“.

People who are closely involved in projects may find it difficult to take an objective view of the current state of the project.

Project health checks are a low cost, proven way of providing the project manager and the executive with early indications of looming problems during the life of a project or programme.

Simply scheduling Health Checks can encourage the team to maintain good practices from start to finish.



The objective of a Project Health Check is to avoid costly problems and failures because research shows that **the cost of correcting a problem is many times the cost of preventing it.**

When a project starts to fail:

- The demands on an already pressured team get worse
- The magnitude of the actual problem is not normally understood until the situation is severe
- The natural tendency toward denial starts
- The energy that's needed to find a solution goes into placing blame elsewhere
- A recovery plan is late or inadequate

Project Health Checks are conducted by experienced project consultants who are independent and free from internal politics to provide a balanced and unbiased view unencumbered by the day-to-day issues and interruptions of the organisation.

### Benefits

Health checks are a very cost effective and quick way of gauging how well the project is progressing, dedicated time is made available and unbiased review conducted. Ad-hoc health checks can also be beneficial where for example there has been a change within the organisation, to the project scope or a replacement project manager.

Further benefits include:

- Review alignment between project/program objectives and organisational strategy
- Identification of challenges so that action can be taken
- Experienced personnel to help your project
- Clarity from people that aren't too close to the project, organisation or vendor
- Unbiased insight to help you make informed decisions
- Service tailored to your needs
- Confidentiality
- Compliance
- Risk reduction

## Project Health Check Service

The purpose of the PMPartners' Project Health Check is to provide a snapshot of the status of a project or programme and establish an independent assessment of how well the project or program is performing in accordance with its objectives and in adherence with any relevant processes or standards.

PMPartners employs experienced program and project managers with depth and breadth of experience of delivering successful projects. For a relatively small investment clients use our health check service to assess the „project temperature“.

Each Health Check is approached as a way of helping the project manager, executive and stakeholders focus on delivering the programme or project successfully rather than being an intrusive audit.



## Approach

### Scope Definition

To ensure our methodology aligns with your objectives we initially agree the scope of the Health Check to define:

- Particular objectives
- Size and complexity of organisation
- Budget constraints and level of detail
- Present our standard approach to ensure it meets your requirements

### Methodology

The PM-Partners group Project Health Check is designed to provide a review of the effectiveness of the key practices used to manage a particular project to support our clients in the ongoing management of their projects.

Our approach is based upon a structured framework that leverages over 14 years of experience, research and practical application of most leading global project management standards.

The PM-Partners group Health Check methodology is reviewed and updated on a regular basis to ensure alignment with international best practice and experience from our team of practicing project managers.

## Assessment Categories

We assess each of the categories below against project management best practice to define if a process or document exists, if it is appropriate and being applied and if the approach is effective:

- Project Governance
- Project Ownership and Sponsorship
- Strategic Processes
- Project Roles and Responsibilities
- Project Life Cycle Management
- Implementation planning and change awareness
- Requirements analysis and management
- Benefits and Business Case analysis and management
- Project Management Processes
  - Integration
  - Scope
  - Time
  - Milestones
  - Cost
  - Change
  - Quality
  - Human Resources
  - Resourcing
  - Communications
  - Risk
  - Procurement & Contractual Management

## Deliverables

The review is based on interviews with key stakeholders, as well as analysis of documents. We look for the discrepancies between process and application.

The result of the Project Health Check produces a report with executive summaries, key findings and trends focusing on the following:

- Introduction & Agreed Scope
- People Involved
- Documents Received
- Health Check Findings
- Summary Conclusions
  - General Observation & Consultants Opinion
  - Improvement Opportunities
  - Areas of Concern
  - Top 3 Issues
  - Recommendations

The result can also be presented formally to all relevant and interested stakeholders.

## Next Step

The Health Check may take from two to several days to complete depending on the size of your organisation, scope of the review and detail required.

By discussing your requirements in further detail a consultant will be able to provide a broad estimate of the time and fee structure. Following this a simple authority to proceed is all that is required to initiate the Scope Definition and start the review process.

## Project and Program Management Capability Development

Leading successful projects requires adaptable techniques combined with the right knowledge and understanding.

PMPartners specialise in project and program management capability development.

From helping you apply best practice techniques to professional certification and methodologies, we work closely with you to help you master the art and science of project management.



Our talented team of over 30 experienced consultants, project managers and facilitators work with organisations throughout Australia, Asia and Europe. We manage over 300 client engagements and projects in a wide range of industry sectors each year.

Focused and well-executed projects are paramount to meeting business goals. At PMPartners we understand the challenges facing today's organisations and are on hand to help with practical and adaptable business orientated solutions.

### PMPartners provide:

- **The Broadest Range of Project and Program Management Education Solutions**
- **Business Analysis Education Services and Framework Development**
- **Consulting To Enhance Capabilities, Processes and Systems**
- **Methodologies, Program Management, Portfolio Management and PMO Services**
- **Management of Client Projects**
- **Project Management Contracting and Recruitment**

We maintain and provide all leading global project management certifications to ensure we offer you the best solution:



PMPartners are PMI Global Registered Education Providers, Approved CompTIA Project+ Training Providers, a PRINCE2 and an MSP Accredited Training Organisation, Registered AIPM Assessors, international sponsor and Endorsed Education Provider for the International Institute of Business Analysis. And PMPartners are the Microsoft EPM solutions provider.

## Client Testimonials

*"...one of the best implementations I have seen during my years in the airline industry"*

**Bill Jauncey Head of Airports, Jetstar**

*"We required a senior practitioner to control several project streams and PMPartners were able to provide personnel with the maturity and experience to manage and maintain the flow required for the project. I seriously think that because PMPartners specialise in Project Management instead of being „all things to all people“ our needs were served far more comprehensively than if we had sourced from other companies.*

*I would be pleased to act as a reference to any party interested in securing competent, pro-active support in the area of Project Management."*

**Ian Gribble**

**Cable & Wireless**

*"The St George Bank relationship with PM Partners began in 2003 when they were engaged to provide introductory Project Management training courseware and facilitation. Since this time PM Partners have also introduced Advanced Project Management, Introductory Business Analysis, Advanced Business Analysis, Project Risk Management and Business Writing and Project Deliverable courseware.*

*The levels of service and flexibility of approach shown by PM Partners is exemplary and I would have no hesitation in recommending them to any organisation that are looking for an efficient, effective and value for money training partner."*

**Ray Wall**

**Executive Manager, St George Bank**

*"Most practical workshop I have been on, delivered by people that really understand their business and have put these techniques to use in the field"*

**Netstar**

*"Very informative, a broad range of practical topics were covered, providing an excellent framework".*

**Price Waterhouse Coopers**

*"Thanks for all the great teaching! I passed the exam this morning, 77%. The questions that you provided were excellent and a very good indicator of what to expect in the exam".*

**Dimension Data**

*"Great structure, with wonderfully clear and concise delivery".*

**Hewlett-Packard – Singapore**

*"Personally, I was impressed with the overall professionalism provided by PMPartners. This was demonstrated from initial discussions and proposals, throughout the training and post training follow-up. The important factor to the success of the training was not only the content provided but, of more importance, was the way the trainers facilitated discussion, communication which promoted recommendations for improvement. I have no hesitation in recommending PMPartners."*

**Glen Lynden**

**John Fairfax Holdings Ltd**

*"I cannot recommend PMP enough. The relationship is based on trust, creating a work environment, which is simple and effective. The output is exceptional."*

**Karen James**

**National Operational Services Director**