

Action Steps and Timelines for Implementing Enhancements per Quarter at the State, Managing Entity, and Provider Levels			
Action Step	Responsible Party	Due By	Scheduled Quarterly Release
1. Develop Initial Estimates for each FASAMS Enhancement Request Submitted to FEI	Submit Enhancement Request Forms (DCF) to FEI and Provide Initial Estimates (FEI)	90 days prior to the start of a Quarterly release	Q1: April 1 Q2: July 1 Q3: October 1 Q4: January 1
2. Prioritize FASAMS Enhancements for Quarterly Release	DCF and FEI Project Team	60 days prior to the start of the Quarterly release	Q1: May 1 Q2: August 1 Q3: November 1 Q4: February 1
3. Finalize FASAMS Enhancement Work Items for Quarterly Release	DCF and FEI Project Team	30 days prior to the start of a Quarterly release	Q1: June 1 Q2: September 1 Q3: December 1 Q4: March 1
4. Complete Technical Requirements and Deliver the Final Estimates for FASAMS Enhancements	FEI Project Team	First day of the Quarterly release	Q1: July 1 Q2: October 1 Q3: January 1 Q4: April 1
5. Complete Development and Testing of FASAMS Enhancements for Quarterly Release	FEI Project Team	First day through last day of the Quarterly release	Q1: July 1 - September 30 Q2: October 1 - December 31 Q3: January 1 - March 31 Q4: April 1 - June 30
6. Complete Development and Testing of Submitting Entity Data System Enhancements	Submitting Entities	Six Months Beginning with First day of the Quarterly release	Q1: July 1 - December 31 Q2: October 1 - March 31 Q3: January 1 - June 30 Q4: April 1 - September 30
7. Deployment of Quarterly Release to FASAMS UAT	FEI Project Team (with approval by DCF)	First day of the following Quarter	Q1: October 1 Q2: January 1 Q3: April 1 Q4: July 1

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8. Complete FASAMS UAT of Quarterly Release	DCF Project Team	First day of the following Quarter through the subsequent 30 days	Q1: October 1 – October 31 Q2: January 1 – January 31 Q3: April 1 – April 30 Q4: July 1 – July 31
9. Deployment of FASAMS Quarterly Release to Production	FEI Project Team (with approval by DCF)	30 days after the Quarter ends	Q1: November 1 Q2: February 1 Q3: May 1 Q4: August 1
10. Collect and Submit Data with enhancements into FASAMS	Submitting Entities	30 days after completing development and UAT in Submitting Entity Data System Enhancements	Q1: February 1 Q2: May 1 Q3: March 1 Q4: November 1