

**Contractor's Progress Report
(Technical and Financial)
CDRL A001**

For: Safe Surgery Trainer

Prime Contract: N00014-14-C-0066

For the Period July 1, 2014 to July 31, 2014

Submitted: 15 August 2014

Prepared for:

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Report Documentation Page

Form Approved
OMB No. 0704-0188

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1. REPORT DATE 15 AUG 2014	2. REPORT TYPE	3. DATES COVERED 01-07-2014 to 31-07-2014			
4. TITLE AND SUBTITLE Safe Surgery Trainer		5a. CONTRACT NUMBER			
		5b. GRANT NUMBER			
		5c. PROGRAM ELEMENT NUMBER			
6. AUTHOR(S)		5d. PROJECT NUMBER			
		5e. TASK NUMBER			
		5f. WORK UNIT NUMBER			
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) Alion Science and Technology Corporation, 5365 Robin Hood Road, Suite 500, Norfolk, VA, 23513		8. PERFORMING ORGANIZATION REPORT NUMBER			
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)		10. SPONSOR/MONITOR'S ACRONYM(S)			
		11. SPONSOR/MONITOR'S REPORT NUMBER(S)			
12. DISTRIBUTION/AVAILABILITY STATEMENT Approved for public release; distribution unlimited					
13. SUPPLEMENTARY NOTES					
14. ABSTRACT					
15. SUBJECT TERMS					
16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT Same as Report (SAR)	18. NUMBER OF PAGES 5	19a. NAME OF RESPONSIBLE PERSON
a. REPORT unclassified	b. ABSTRACT unclassified	c. THIS PAGE unclassified			

Medical Modeling - Safe Surgery Trainer

This Monthly Progress Report is provided in accordance with the contract CDRL.

1) **Contract Period of Performance:** 12 March, 2014 to 30 September, 2015

2) **Cost (Estimated financials may differ from actual invoice)**

a) Total Amount Funded to date:	\$910,256.00
b) Estimated Reporting Period Expenditures	\$40,471.88
c) Estimated Cumulative Expenditure	\$181,412.78
d) Estimated Remaining Funds To Completion	\$727,843.22

3) **Progress and Accomplishments During Report Period**

- a) Program Management – Ongoing communication and project management with project team and sub-contractors. Ongoing outreach with medical centers (see below). Ongoing project management according to Alion’s CMMI Level 3 processes.
 - i) Ongoing interactions with medical representatives that were interested in or attended the SST StoryJam. StoryJam Participating organizations included: Portsmouth Naval Hospital, Langley AFB Hospital, Fort Eustis McDonald Healthcare, Eastern Virginia Medical School, Maryview Hospital, Mary Immaculate Hospital, and the Children’s Hospital of the King’s Daughters.
 - ii) Continued outreach to the VA, Navy, Army, Airforce, and civilian healthcare organizations to encourage participation and alignment.
- b) Prototype Development – Significant development and refinement of software infrastructure, working toward an internal milestone for August 15. Designed work-plan, task breakdown, and software architecture for SST. Defined avatar specs. Began laying plans for Art Style Guideline meeting.
- c) Instructional Design and Healthcare Research – Continued development of scenarios involving detailed timelines, character interaction, and plot chronology. Setup a file sharing space for team collaboration. Refined the Learning Objectives (see below). Contributed to the design of gameplay and scenarios to match learning objectives. Researched professional and accredited organization checklists on Time Outs.
 - i) Refined Learning Objectives now include: 1) Conduct a Basic Time Out; 2) Use Closed Loop Communication; 3) Introduce Your Name and Role in the OR; 4) Facilitate Safe Communication
- d) Research Studies – Continued plans for obtaining IRB approval from target research sites. Participated in design and development discussions to ensure research and development goals are aligned. Refined measurements.

4) Work in Progress / Plans for Next Month

- a) Program Management - Continue identifying communication channels, managing contracts, and coordinating with team members and outside participants. Continue involving team members and stakeholders in design, testing, and development.
- b) Prototype Development – Continue developing SST software and game-flow. Begin process of defining art style. Continue building core infrastructure, user-interface, and scenario tools.
- c) Instructional Design and Healthcare Research –Select and refine target scenario. Formalize the scenario’s characters, backstory, and teaching points. Formalize the Learning Objectives.
- d) Research Studies – Contact Langley and Portsmouth to begin IRB process. Continued participation in discussions to ensure design, development, and research goals are in alignment. Continue refining measurements.

5) Milestones / Deliverables

Name/Description	Date (Target or Actual)	Notes/Status
Project Management Plan	DONE: May 28, 2014	COMPLETE
Reports	15 th of each month	This document
Presentation Materials	As appropriate	ONR Kickoff Brief
Software Requirements Document	Target: Nov 30, 2014	
Scenario Design Document	Target: Sept 30, 2014 & June 30, 2015	
Prototype - Executable	Target: December, 2014, May, 2015, and Aug, 2015	
Prototype - Source	Target: Sept 30, 2015	
Research Data	Target: Sept 30, 2015	
Final Report	Target: Sept 30, 2015	
Milestone – Initiation	DONE: May 31, 2014	COMPLETE
Milestone – Iteration 1	Target: Dec 1, 2014	
Milestone – Iteration 2	Target: Apr 30, 2015	
Milestone – Iteration 3	Target: July 31, 2015	
Milestone – Conclusion	Target: Sept 30, 2015	
Milestone – ONR Kickoff	DONE: Apr 22, 2014	COMPLETE
Milestone – StoryJam	DONE: May 25, 2014	COMPLETE

6) Risks/Issues/Concerns/Problems

- a) None.

7) Travel Accomplished

- a) None this period.

8) Planned Travel

- a) None this period.

9) Related Activities

- a) Submitted abstract for International Modelling and Simulation in Healthcare (IMSH) 2015 conference, New Orleans, Louisiana, Jan 10-14, 2015.
- b) Presented SST concepts in a brief at the M&S Southwest Modeling and Simulation Conference in Scottsdale, Arizona, Mar 12, 2014.