

10 Warning Signs of a Flawed Data Extract

Protect your IT project budget and timeline with this 15-minute assessment

How to Use This Checklist

- Complete with project stakeholders
- Check each applicable item underneath each warning sign
- Total your checkmarks to assess risk level

1. Unclear Ownership

- ☐ No one has taken responsibility for extraction data
- ☐ Ambiguous or no contract language about extraction
- ☐ Accountability gaps are creating delays

2. Inconsistent or Missing Data

- ☐ Mismatched totals
- ☐ Missing patient records
- ☐ Unexplained gaps in extracted data

3. Overlooked Unstructured Data

- ☐ Scanned documents left out
- ☐ Free-text clinical notes missing
- ☐ Images not included in extraction plans

4. Proprietary Format Challenges

- ☐ No expertise with legacy applications like MEDITECH Magic or McKesson STAR
- ☐ Inability to decode specialized data formats
- ☐ Difficulty extracting from proprietary systems

5. Undefined Data Transfer Methods

- ☐ No clear plan for secure file transfers
- ☐ Undefined API strategy
- ☐ Unclear data movement protocols

6. No Validation Strategy

- ☐ Missing validation plan during extraction
- ☐ No pre- or post-extraction data validation (both needed for financial data)
- ☐ Data quality issues have been detected

7. Conflicting Data Sources

- ☐ Discrepancies between different applications
- ☐ Differing lengths of stay
- ☐ Mismatched patient records

8. Rushed Timelines

- ☐ Skipped validation steps
- ☐ Rushed cleanup processes
- ☐ Compressed mapping timelines

9. Ignored Data Standards

- ☐ Not all data within the application included
- ☐ Outdated formats not addressed
- ☐ Non-standardized format issues

10. Duplicate or Misidentified Records

- ☐ Spike in duplicate records
- ☐ Mismatched patient IDs
- ☐ Integration errors appearing

Risk Assessment:

Total Issues Identified: 0 / 30



1-10: Monitor these areas closely



11-20: Immediate action plan needed



21+: Expert intervention required