RIMS University: Sampling

June 27, 2017
Presented by: Greg Crews, VP Product Management

Subject: Sampling

- Overview
  Sampling is a multi-level decision model to support a risk-based process. Sampling can also be considered a workflow escalation tool within RIMS.

- Topics for this Session
  - Why is this feature called Sampling?
  - When did Sampling become available?
  - Use Cases
  - Selection – how/when is Sampling invoked?
  - Sampling Logic
  - Sampling Maintenance (create/edit records)
  - Sampling Change Log
  - Action Dialog
  - Notifications
  - Job Change Log
  - Limitations
  - Questions

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- **Why call this feature Sampling?**
  Original use was for escalation from compliance reviews to technical reviews for regulatory compliance programs only.

- **When did Sampling become available?**
  Sampling has been a part of RIMS with a limited feature set for years
  The expanded (current) Sampling feature was released in January 2017 as part of 8.8.0

- **Use Cases (examples): You want to…**
  - automatically create a review task when an order task is closed
  - create a technical review task when a compliance review is completed under select conditions (original use)
  - create a Phase I order task when a transaction screen review reveals a significant environmental condition
  - create a Phase II order when a Phase I review calls for further investigation
  - create a new Draw Inspection task when current Draw Inspection review is completed / closed

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- **Selection – how/when is sampling invoked?**
  - When a user <u>closes a task</u> that matches a corresponding Sampling record's selection criteria:
    - Nation, State, Job Type, Task Code, Disposition
- **Logic (process)**
  - Sampling is a five-step process that would generate a Sampling ACTION only if one of those five steps results in selection:
    - Loan Amount <u>greater than</u> ==threshold==
    - ==Frequency== – denominator for simple selection; $1/n$
    - Vendor Score – vendor average rating less than ==threshold==
    - No Review – no scorecard within ==#Months== if more than ==#Awards==
    - Review Frequency – less than ==#Scorecards== within ==#MonthsScore==
- **To Request Sampling -**
  - *Contact the RIMS Support team (<u>rimssupport@Exactbid.com</u>) to request Sampling*

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- Maintenance
  - Accessible to CA users with permissions once enabled for you
  - Additional help content available in RIMS Help (CA users) to be available shortly after this session

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- Maintenance (continued)
  - Edit any existing Sampling record by clicking the pencil icon on the appropriate row
  - Add new record by clicking the '+ Expand Entry Form' link

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- Change Log
  - Changes made in the Sampling maintenance pages are logged including date, user and changes made for ease of monitoring and coordinating changes.

Change Log

Sampling Change Log

Search Filters:

Date Modified:

Week to Date

From:
06/18/2017

To:
06/20/2017

Components:

Search Results:
11 records returned.

Export to Excel

Drag a column and drop it here to group by that column

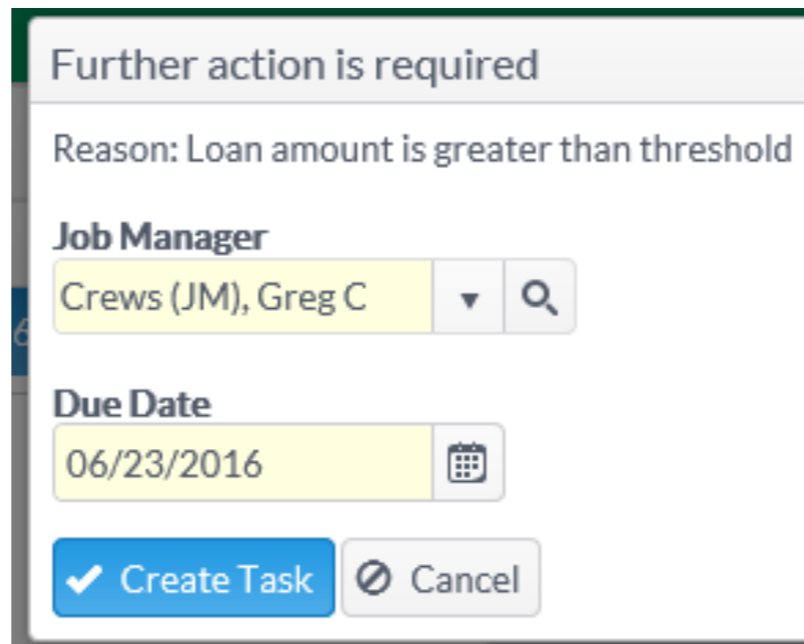|	Date and Time	Compon...	Action	On	Changer	Old Value	New Value
▶	6/20/2017 5:07:29 PM...	Sampling	New Sampling R...	AK-P1	Greg Crews (CA)		Loan Amount = 0.00, JobT...
▶	3/23/2017 10:48:20 AM...	Sampling	Sampling Title C...	Res Revi...	Greg Crews (CA)	Res Review Escalation_G	Res Review Escalation_GA
▶	3/23/2017 10:48:10 AM...	Sampling	Sampling Title C...	Res Revi...	Greg Crews (CA)	Res Review Escalation_GA	Res Review Escalation_AL
▶	3/23/2017 10:47:59 AM...	Sampling	New Sampling R...	Res Revi...	Greg Crews (CA)		Loan Amount = 0.00, JobT...
▶	3/23/2017 10:47:06 AM...	Sampling	Sampling Title C...	Res Revi...	Greg Crews (CA)	Res Review Escalation...	Res Review Escalation_GA

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- Action Dialog

    When sampling is invoked, a dialog is presented prompting the user to select a Job Manager and Due Date for the new Task to be created

    - Default JM is the current Task's JM but any JM may be selected or searched
    - Default Due Date is the Due Date of the current Task

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- Notifications
  - Notifications are generated for any action chosen (create task or Cancel) based on the content and recipients in the Notice Management area (Sampling Event) – see Further Action / No Further Action Req.

- Job Change Log
  - Actions taken or cancellations by the JM will be logged in the Job Change Log

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Known Limitations & Future Enhancements
- Currently limited to a single state for each Sampling record
- Due Date default in the user prompt dialog is Today
- Extend functionality to allow the addition of a Service (new Job) as opposed to just adding a new Task.
- Add a more dynamic Reason element for each record (optional) to allow a more descriptive dialog box.

What's Next?

- Next RIMS University Session will cover Reporting Capabilities and will be held on **Tuesday, July 25th at 4pm EDT** (Invite coming soon)

- If you have a suggestion for a future training topic email adanes@exactbid.com

- Have additional questions about Sampling? Email support@exactbid.com or submit a RIMS support ticket on our website

Thank You