

Ensuring Accuracy in Organizational Scoping

Guidance for Organizational Scoping

Organizational scoping requires lead appraisers to evaluate which organizational unit will be appraised and identify both the number of people to be included in an appraisal and the number of projects/units to be examined. Lead appraisers enter this information to the SCAMPI Appraisal System (SAS) to clearly define what is being appraised.

A growing number of appraisals submitted for review require modifications to these fields. To help keep your appraisal from being delayed in quality review, ensure that your “*Organizational Unit for this appraisal*” section matches your appraisal plan and defines what you have actually appraised.

Consider this example for a fictitious organization identified as “ABC Company”:

Org Unit: Software Development Department

Description: ABC Company specializes in software development for robotic surgical instruments

Organizational Scope: Three of seven applications development projects for ophthalmic microsurgical incisions to the cornea and their related support functions have been selected.

[Quality reviewers should be able to easily identify what was appraised. This field also appears in PARS records, so it should also be clear for any who read the record.]

People Sample Size: 60%

[Remember that this represents the percentage of people working in the OU who actually work on the sampled projects, not a percentage of people interviewed. In this example, ten people work in the OU, and six of them work on the sampled projects.]

Projects/Units

Sample Size: 42%

[If you have not evaluated every project related to this development, this should not be 100%. In this example, 3 of 7 total projects were sampled.]

Excluded

Projects/Units: Any Software Development Projects not associated with robotic surgical instruments.

[Remember that these people and projects should not be included in the People or Project/Unit Sample Size calculations as they are excluded from the appraisal findings. On the other hand, projects that are included in the OU, but were not selected for sampling (4 of 7 in the example), are not considered excluded, and should not be listed in this field.]