

Team Meeting Minutes #3

Date/Time 14th March 2017, 2.00pm to 3.30pm

Venue SMU Library Study Booth 4.2

Attendees Zoey Loh, Aishwarya Agarwal and Nasrullah

Agenda Discuss further steps to take for modeling of the data

S/N	Notes/Task	Actor	Follow-up Action
1.	Discussed the pointers given out in the briefing on Friday, 10th March. Decided on the changes to be made in the graph analysis		
2.	Analyzed the data to discuss further steps to take in data modeling		
3.	Visit number: Discussion on determining the probability of no show based on the number of visits scheduled with the hospital. There are two ways for this: per patient and per episode. For per patient, decided to analyze number of no shows as compared to total number of appointments. For per episode, we decided to categorize the number of visits in brackets of 10, 20, 30 and so on, and group patients according to that.		
4.	Postal code: Discussed further steps to analyze the relationship between postal code and no show rate. One way we discussed was to find the distance of the patients from the two clinics. Another way we analyzed was to segregate based on north, south, east, west and central.	All	Analyze both the methods to decide which works better
