Pharmacy Information System (PhIS)
and
Clinic Pharmacy System (CPS)

Hospital Shah Alam

JKN SELANGOR
(ZONE 10)

1st Preventive Maintenance Report

P.M. Date	08 FEBRUARY 2018
Report ID	PM/REPORT/Z10/HOSPSHAHALAM
Report Version	V1.0

Revision History:

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	0⸹ /02/2018	Muhammad Anuar bin Awaluddin	Initial document	MUHAMMAD ANUAR B. AWALUDDIN PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd. 8/2/18.

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	NUR IZZATI BINTI RAZAK No. Pendaftaran : 7661 Pegawai Farmasi Jabatan Farmasi
Designation / Department	Hospital Shah Alam
Date	8/2/18

Appendix A

Certificate of Acceptance

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

1ST Preventive Maintenance (2018)
For
Hospital Shah Alam

Summary findings for Preventive Maintenance conducted on 0\?/02/2018

No	Item	Allocated Quantity	Serviced Quantity	Remarks
1	Desktop	1	1	
2	LaserJet Printer	1	1	
3	Server	2	2	
4	Storage	1	1	
5	Switch	2	2	
6	UPS	1	1	

Signature & Stamp:

For PLSB	For Facility
Name: MUHAMMAD ANUAR B. AWALUDDIN Designation: PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd. Date: 8/2/18	Name: NUR IZZATI BINTI RAZAK No. Pendaftaran : 7661 Designation: Pegawai Farmasi Jabatan Farmasi Date: Hospital Shah Alam 16/2/18

Appendix B

Preventive Maintenance Checklist

PREVENTIVE MAINTENANCE CHECKLIST
(SERVER / UPS / ~~STORAGE~~)

(FORM 2)

FACILITY : HOSPITAL SHAH ALAM
DEPT : IT
LOCATION : SERVER ROOM

STATE : SELANGOR
ZONE : 10

SERVER 1

PAT ID :	PhIS/SEL-04/HSP-02/SVR-001
SERIAL NO :	06HVGAM
MODEL :	LENOVO X3650 M5

SERVER 2

PAT ID :	PhIS/SEL-04/HSP-02/SVR-002
SERIAL NO :	06HVGAD
MODEL :	LENOVO X3650 M5

UPS

PAT ID :	PhIS/SEL-04/HSP-02/UPS-001
SERIAL NO :	24120438389
MODEL :	LIEBERT GXT3-1000RT230

If Alert is tick (√), fill in & elaborate details in FINDINGS / COMMENTS /DETECTION session.

PART I : HARDWARE ; CABLING & CONNECTIVITY (INSPECTION & PHYSICAL CHECK)

Standard Task:
Cleaning ☐

Verify Condition :	SERVER 1 Function	SERVER 1 Not Function & Resolved	SERVER 1 Not Function & Unresolved Alert	Ticket No	SERVER 2 Function	SERVER 2 Not Function & Resolved	SERVER 2 Not Function & Unresolved Alert	Ticket No
Connection via LAN / USB	√	☐	☐		√	☐	☐	
Fan/ Power Supply	√	☐	☐		√	☐	☐	
Light Path Diagnosis panel	√	☐	☐		√	☐	☐	
UTP Cable connect to switch	√	☐	☐		√	☐	☐	
HA Gateway to Core Switch *(For Hospital only)*	√	☐	☐		√	☐	☐	

UPS

	Function	Not Function & Resolved	Not Function & Unresolved Alert	Ticket No
By pass Test	√	☐	☐	
Webcard	√	☐	☐	
Multilink	√	☐	☐	

Backup Tape	Available	Type	Faulty
Qty	√		

N/A ☐

PART II : SETUP & HEALTH CHECK

Run DSA & collect DSA Log	SERVER 1 Function	SERVER 1 Not Function & Resolved	SERVER 1 Not Function & Unresolved Alert	Ticket No
SERVER 1	√	☐	☐	
SERVER 2	√	☐	☐	

Software/Firmware Version :	SERVER 1 Current	SERVER 1 Updated	SERVER 2 Current	SERVER 2 Updated
ClamAV	0.98.3		0.98.3	
Zabbix	2.2.6		2.2.6	
Bacula	5.2.12		5.2.12	
Glassfish	3.1.2.2		3.1.2.2	
UEFI				
IMM2				

System Software	SERVER 1 Current	SERVER 1 Updated	SERVER 2 Current	SERVER 2 Updated
SUSE LINUX (OS)	SUSE 11		SUSE 11	
Kernel	3-0.76-0.11		3-0.76-0.11	
GCC	4.3.4		4.3.4	

Housekeeping:	SERVER 1	SERVER 2
Clear /tmp folder > 2 weeks ☐	Screenshot / attachment	Screenshot / attachment
Archive Log Files ☐		

PREVENTIVE MAINTENANCE CHECKLIST
(SERVER / UPS / STORAGE)

PAT ID :	PhIS/SEL-04/HSP-02/STR-001	
SERIAL NO:	J300LCF	
TYPE :	IBM V3700	

PART III - STORAGE

N/A ☐

Perform Health Check:	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Storage Manager Error Alerts	☑	☐	☐	
Storage events logs	☑	☐	☐	
HDD indicator lights	☑	☐	☐	
Enable read/write cache	☑	☐	☐	
Enable Media Scan both at controller level and LUN level	☑	☐	☐	

Software/Firmware Version :	Current	Updated
Controller	27.016	
ESM	00WL067	
Driver	5.2.GL2	

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER	PHARMANIAGA LOGISTICS SDN BHD (PLSB)
Signature & Stamp	Signature & Stamp
Customer Name	Engineer Name
Date	Date

MUHAMMAD FAKHRURAZI BIN PAKHRUDIN
Penolong Pegawai Teknologi Maklumat
Bahagian Teknologi Maklumat
Hospital Shah Alam

8/2/18

MUHAMMAD ANUAR B. AWALUDDIN
PhIS & CPS Implementer
Pharmaniaga Logistic Sdn. Bhd.

PREVENTIVE MAINTENANCE CHECKLIST
(CORE SWTICH / DISTRIBUTION SWITCH)

FACILITY :	HOSPITAL SHAH ALAM	DEPT : IT	STATE :	SELANGOR	ZONE : 10

LOCATION : CORE SWITCH / DISTRIBUTION SWITCH

PAT ID :	PhIS/SEL-04/HSP-02/DSW-001
SERIAL NO:	DNI1201725M

Location : SERVER ROOM

Loaned ☐ Unlocated ☐ Relocated ☐

PART I - STANDARD TASK

Cleaning	☑

PART II - STANDARD HEALTH CHECK

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Cable & Connection	☑	☐	☐	
Power Supply	☑	☐	☐	
Check LED Status				
System LED	☑	☐	☐	
Master LED	☑	☐	☐	
STACK ID	☑	☐	☐	

PART III - STANDARD SETUP

SSH Access & Connection	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Execute Putty to start	☑	☐	☐	
Specify the IP to connect	☑	☐	☐	
Test Login	☑	☐	☐	
Test & Verify Management IP via console access	☑	☐	☐	

LOCATION : CORE SWITCH / DISTRIBUTION SWITCH

PAT ID :	PhIS/SEL-04/HSP-02/DSW-002
SERIAL NO:	DNI201715C

Location : SERVER ROOM

Loaned ☐ Unlocated ☐ Relocated ☐

PART I - STANDARD TASK

Cleaning	☑

PART II - STANDARD HEALTH CHECK

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Cable & Connection	☑	☐	☐	
Power Supply	☑	☐	☐	
Check LED Status				
System LED	☑	☐	☐	
Master LED	☑	☐	☐	
STACK ID	☑	☐	☐	

PART III - STANDARD SETUP

SSH Access & Connection	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Execute Putty to start	☑	☐	☐	
Specify the IP to connect	☑	☐	☐	
Test Login	☑	☐	☐	
Test & Verify Management IP via console access	☑	☐	☐	

PART IV - FINDINGS / COMMENTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER	PHARMANIAGA LOGISTICS SDN BHD (PLSB)
Signature & Stamp	NUR IZZATI BINTI RAZAK No. Pendaftaran : 7961 Pegawai Farmasi Jabatan Farmasi Hospital Shah Alam	Signature & Stamp	MUHAMMAD ANUAR B. AINALUDDIN PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd.
Customer Name	
Date	6/2/16
Engineer Name	
Date	8/2/16

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

FACILITY :	HOSPITAL SHAH ALAM	DEPT : STOR LOGISTIK	LOCATION :	STATE : SELANGOR	ZONE : 10

PAT ID : PhIS/SEL-04/HSP-02/PCD-001 **Location :** STOR LOGISTIK

DESKTOP / ~~NOTEBOOK~~ / ~~LASERJET~~ / ~~THERMAL PRINTER~~

S/N CPU : PC080EML   **MONITOR:** V9028VL8   N/A ☐   **KEYBOARD :** 5567974   **MOUSE :** 4412576

Loaned ☐ Unlocated ☐ Relocated ☐

PART I - STANDARD TASK

All Device:

Cleaning ☑

Desktop/Notebook:	Yes	No	N/A
Device is harden	☑	☐	☐
MEMORY : 2 GB	☐	☐	
4 GB	☑		

Verify Condition :
- Connection via LAN / USB
- Fan/ Power Supply/ Charger
- Hard Disk Utilization (GB) :
  - 1st Partition
  - 2nd Partition

PART II - STANDARD HEALTH CHECK

	Function	Not Function & Resolved	Not Function & Unresolved		
			Alert	Ticket No	
	☑	☐	☐		
	☑	☐	☐		

	Used	Free	Alert	Ticket No
	121	173	☐	
	75.6	136	☐	

PART III - STANDARD SETUP N/A ☐

	Function	Not Function & Resolved	Current Version	Updated Version
Auto update disabled:				
(a) Java (JKD 6 update 30)	☑	☐	☐	
(b) Internet Explorer 9 (64bits)	☑	☐	☐	
ClamAv - Ver 0.98.3	☑	☐	☐	
Microsoft Office	☐	☐	☐	
BCP (BCP PC only)	☐			
Backup PC (Bacula Web)				

Verification:

	Function	Not Function & Resolved
IWP	☑	☐
KYM	☑	☐
PhIS Portal	☑	☐

PAT ID : PhIS/SEL-04/HSP-02/LP-001   **Location :** STOR LOGISTIK

DESKTOP / ~~NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~

S/N CPU : 451457LM2GMP9   **MONITOR:** N/A ☐   **KEYBOARD :**   **MOUSE :**

Loaned ☐ Unlocated ☐ Relocated ☐

PART I - STANDARD TASK

All Device:

Cleaning ☑

Desktop/Notebook:	Yes	No	N/A
Device is harden	☐	☐	☐
MEMORY : 2 GB	☐	☐	
4 GB	☐		

Verify Condition :
- Connection via LAN / USB
- Fan/ Power Supply/ Charger
- Hard Disk Utilization (GB) :
  - 1st Partition
  - 2nd Partition

PART II - STANDARD HEALTH CHECK

	Function	Not Function & Resolved	Not Function & Unresolved		
			Alert	Ticket No	
	☑	☐	☐		
	☑	☐	☐		

	Used	Free	Alert	Ticket No
			☐	
			☐	

PART III - STANDARD SETUP N/A ☑

	Function	Not Function & Resolved	Current Version	Updated Version
Auto update disabled:				
(a) Java (JKD 6 update 30)	☐	☐	☐	
(b) Internet Explorer 9 (64bits)	☐	☐	☐	
ClamAv - Ver 0.98.3	☐	☐	☐	
Microsoft Office	☐	☐	☐	
BCP (BCP PC only)	☐			
Backup PC (Bacula Web)				

Verification:

	Function	Not Function & Resolved
IWP	☐	☐
KYM	☐	☐
PhIS Portal	☐	☐

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER		PHARMANIAGA LOGISTICS SDN BHD (PLSB)
Signature & Stamp	*(signature)* NUR IZZATI BINTI RAZAK No. Pendaftaran : 7661 Pegawai Farmasi Jabatan Farmasi Hospital Shah Alam	*(signature)* MUHAMMAD ANWAR B. AWALUDDIN PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd.
Customer Name		Engineer Name
Date	8/2/18	Date 8/2/18

Appendix C

Hardware Inventory List

PhIS & CPS PROJECT

Hardware Inventory List

List of equipment available in the facility as per below table:

1. PCD

No.	CPU	MONITOR	KEYBOARD	MOUSE	ASSET TAGGING	DEPARTMENT	LOCATION
1	PC080EML	V9028VL8	03567974	44L2576	PhIS/SEL-04/HSP-02/PCD-001	STOR LOGISTIK	STOR LOGISTIK

2. LASERJET PRINTER

No.	LASERJET	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GMP9	PhIS/SEL-04/HSP-02/LJP-001	STOR LOGISTIK	STOR LOGISTIK

3.SERVER

No.	SERVER	ASSET TAGGING	DEPARTMENT	LOCATION
1	06HVGAM	PhIS/SEL-04/HSP-02/SVR-001	IT	Server Room
2	06HVGAD	PhIS/SEL-04/HSP-02/SVR-002	IT	Server Room

4.UPS

No.	UPS	ASSET TAGGING	DEPARTMENT	LOCATION
1	24120438389	PhIS/SEL-04/HSP-02/UPS-001	IT	Server Room

5.STORAGE

o.	SERVER	ASSET TAGGING	DEPARTMENT	LOCATION
1	J300LCF	PhIS/SEL-04/HSP-02/STR-001	IT	Server Room

6.SWITCH

No.	SWITCH	ASSET TAGGING	DEPARTMENT	LOCATION
1	DNI1201725M	PhIS/SEL-04/HSP-02/DSW-001	IT	Server Room
2	DNI20171SC	PhIS/SEL-04/HSP-02/DSW-002	IT	Server Room