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

Klinik Kesihatan Batu Arang

JKN SELANGOR
(ZONE 10)

1ST Preventive Maintenance Report

P.M. Date	24 JAN 2018
Report ID	PM/REPORT/Z10/KKBATUARANG
Report Version	V1.0

© 2011 – 2018 Pharmaniaga Logistics Sdn Bhd (PLSB)

CONFIDENTIAL COPYRIGHTED MATERIAL *– The information includes all concepts, comments, recommendations, and material, contained herein shall remain the property of Pharmaniaga Logistics Sdn Bhd (PLSB). No portion of this document shall be disclosed, duplicated or used in whole or in part of any purpose other than the purpose of the Pharmacy Information System & Clinic Pharmacy System (PhIS & CPS) Project execution only.*

Revision History:

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	24/01/2018	Muhamad Anas Bin Ramlan	Initial document	MUHAMMAD ANAS BIN RAMLAN Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd. 24/1/18

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	ROSMAN BIN ISMAIL Penolong Pegawai Farmasi U32 (KUP) Klinik Kesihatan Batu Arang
Designation / Department	
Date	24/1/18 · 1:30 pm

Appendix A

Certificate of Acceptance

PhIS

pharmaniaga

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

1st Preventive Maintenance (2018)
For
Klinik Kesihatan Batu Arang

Summary findings for Preventive Maintenance conducted on 24/01/2018

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

Signature & Stamp:

For PLSB	For Facility
Name: MUHAMMAD ANAS BIN RAMLAN Designation: Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd. Date: 24/1/18	Name: ROSMAN BIN ISMAIL Designation: Penolong Pegawai Farmasi U32 (KUP) Klinik Kesihatan Batu Arang. Date: 24/1/18

Appendix B

Preventive Maintenance Checklist

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

(FORM 2)

FACILITY : KLINIK KESIHATAN BATU ARANG

DEPT : IT

LOCATION : Outpatient Pharmacy

STATE : SELANGOR

ZONE : 10

SERVER 1		SERVER 2		UPS	
PAT ID :	CPS/SEL-08/KKS-07/SVR-001	PAT ID :		PAT ID :	CPS/SEL-08/KKS-07/UPS-001
SERIAL NO :	06FKYDH	SERIAL NO :		SERIAL NO :	1520703215AF413
MODEL :	IBM X3500 M5	MODEL :		MODEL :	LIEBERT GXT3-1000RT230

If Alert is tick (V), fill in & elobrate 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	SERVER 1 Not Function & Unresolved: Ticket No	SERVER 2 Function	SERVER 2 Not Function & Resolved	SERVER 2 Not Function & Unresolved: Alert	SERVER 2 Not Function & Unresolved: Ticket No
Connection via LAN / USB	☑	☐	☐		☐	☐	☐	
Fan/ Power Supply	☑	☐	☐		☐	☐	☐	
Light Path Diagnosis panel	☑	☐	☐		☐	☐	☐	
UTP Cable connect to switch	☑	☐	☐		☐	☐	☐	
HA Gateway to Core Swtich *(For Hospital only)*	☐	☐	☐		☐	☐	☐	

	UPS Function	UPS Not Function & Resolved	UPS Not Function & Unresolved: Alert	UPS Not Function & Unresolved: Ticket No
By pass Test	☑	☐	☐	
Webcard	☑	☐	☐	
Multilink	☑	☐	☐	

Backup Tape	Available	Type	Faulty
Qty			

PART II - SETUP & HEALTH CHECK

N/A ☐

Run DSA & collect DSA Log	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Not Function & Unresolved: 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			
Zabbix	2.2.6			
Bacula	5.2.12			
Glassfish	3.1.2.2			
UEFI	1.11			
IMM2	1.75			

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

(FORM 2)

PAT ID :

SERIAL NO:

TYPE : STORAGE

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		
ESM		
Driver		

PART IV - FINDINGS / ALERTS / DETECTION	FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER	PHARMANIAGA LOGISTICS SDN BHD (PLSB)
Signature & Stamp	Signature & Stamp
Customer Name: ROSMAN BIN ISMAIL	Engineer Name: MUHAMMAD ANAS BIN RAMLAN
Date: Penolong Pegawai Farmasi U32 (KUP) Klinik Kesihatan Batu Arang	Date: Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd. 24/1/18

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

(FORM 1)

FACILITY : KLINIK KESIHATAN BATU ARANG | DEPT : OUTPATIENT PHARMACY | LOCATION : | STATE : SELANGOR | ZONE : 10

PAT ID : CPS/SEL-08/KKS-07/PCD-001 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Screening, Verification, Labeling, Dispensing

S/N CPU : PC05FLE1 | MONITOR: V901BZ48 | KEYBOARD : 0002765 | MOUSE: HS515HA1S8G | Loaned: ☐ | Unlocated : ☐ | Relocated : ☐

PART I - STANDARD TASK

All Device:
- Cleaning ☑

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

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Ticket No
Connection via LAN / USB	☑	☐	☐	
Fan/ Power Supply/ Charger	☑	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition	115	123	☐	
2nd Partition	76.6	135	☐	

PART III - STANDARD SETUP N/A ☐

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☑	☐	☐	
(b) Internet Explorer 9 (64bits)	☑	☐	☐	
ClamAv - Ver 0.99.1	☑	☐	☐	
Microsoft Office	☑	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PAT ID : CPS/SEL-08/KKS-07/PCD-002 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Procurement, Receiving, Distribution, Prepack

S/N CPU : PC05FLJ5 | MONITOR: V901R4HP | KEYBOARD : 0003677 | MOUSE: HS515HA1SCN | Loaned: ☐ | Unlocated : ☐ | Relocated : ☐

PART I - STANDARD TASK

All Device:
- Cleaning ☑

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

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Ticket No
Connection via LAN / USB	☑	☐	☐	
Fan/ Power Supply/ Charger	☑	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition	115	123	☐	
2nd Partition	77.2	135	☐	

PART III - STANDARD SETUP N/A ☐

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☑	☐	☐	
(b) Internet Explorer 9 (64bits)	☑	☐	☐	
ClamAv - Ver 0.99.1	☑	☐	☐	
Microsoft Office	☑	☐	☐	
BCP (BCP PC only)	☑	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PAT ID : CPS/SEL-08/KKS-07/LJP-001 | ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ | Location : Procurement, Receiving, Distribution, Prepack

S/N CPU : 45145PLM2H6LP | MONITOR: | 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 ☐

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Ticket No
Connection via LAN / USB	☑	☐	☐	
Fan/ Power Supply/ Charger	☑	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition			☐	
2nd Partition			☐	

PART III - STANDARD SETUP N/A ☑

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☐	☐	☐	
(b) Internet Explorer 9 (64bits)	☐	☐	☐	
ClamAv - Ver 0.99.1	☐	☐	☐	
Microsoft Office	☐	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

(FORM 1)

FACILITY : KLINIK KESIHATAN BATU ARANG | DEPT : OUTPATIENT PHARMACY | LOCATION : | STATE : SELANGOR | ZONE : 10

PAT ID : CPS/SEL-08/KKS-07/PCD-003 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Screening, Verification, Labelling & Dispensing

S/N CPU : PC0J791V | MONITOR: VKA37441 | KEYBOARD : 9884038 | MOUSE: 6K168C1734B | Loaned: ☐ | Unlocated : ☐ | Relocated : ☐

PART I - STANDARD TASK

All Device:
- Cleaning ☑

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

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Ticket No
Connection via LAN / USB	☑	☐	☐	
Fan/ Power Supply/ Charger	☑	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition	119	119	☐	
2nd Partition	75.6	136	☐	

PART III - STANDARD SETUP N/A ☐

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☑	☐	☐	
(b) Internet Explorer 9 (64bits)	☑	☐	☐	
ClamAv - Ver 0.99.1	☑	☐	☐	
Microsoft Office	☑	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PAT ID : CPS/SEL-08/KKS-07/PCD-004 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Screening, Verification, Labelling & Dispensing

S/N CPU : PC0J791W | MONITOR: VKA37834 | KEYBOARD : 9884036 | MOUSE: 6K168C1755B | Loaned: ☐ | Unlocated : ☐ | Relocated : ☐

PART I - STANDARD TASK

All Device:
- Cleaning ☑

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

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Ticket No
Connection via LAN / USB	☑	☐	☐	
Fan/ Power Supply/ Charger	☑	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition	119	119	☐	
2nd Partition	75.6	136	☐	

PART III - STANDARD SETUP N/A ☐

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☑	☐	☐	
(b) Internet Explorer 9 (64bits)	☑	☐	☐	
ClamAv - Ver 0.99.1	☑	☐	☐	
Microsoft Office	☑	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PAT ID : CPS/SEL-08/KKS-07/THP-001 | ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ | Location : Screening, Verification, Labelling, Dispensing

S/N CPU : 2305N001172 | MONITOR: | 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 ☐

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved: Alert	Ticket No
Connection via LAN / USB	☑	☐	☐	
Fan/ Power Supply/ Charger	☑	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition			☐	
2nd Partition			☐	

PART III - STANDARD SETUP N/A ☑

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☐	☐	☐	
(b) Internet Explorer 9 (64bits)	☐	☐	☐	
ClamAv - Ver 0.99.1	☐	☐	☐	
Microsoft Office	☐	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

FACILITY : KLINIK KESIHATAN BATU ARANG | DEPT : OUTPATIENT PHARMACY | LOCATION : | STATE : SELANGOR | ZONE : 10

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

(FORM 1)

PAT ID : _____ ~~DESKTOP / NOTEBOOK / LASERJET~~ / THERMAL PRINTER Location : _____

S/N CPU : MONITOR: 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 ☐

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Connection via LAN / USB	☐	☐	☐	
Fan/ Power Supply/ Charger	☐	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition			☐	
2nd Partition			☐	

PART III - STANDARD SETUP N/A ☐

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☐	☐	☐	
(b) Internet Explorer 9 (64bits)	☐	☐	☐	
ClamAv - Ver 0.99.1	☐	☐	☐	
Microsoft Office	☐	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PAT ID : _____ ~~DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER~~ Location : _____

S/N CPU : MONITOR: 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 ☐

PART II - STANDARD HEALTH CHECK N/A ☐

Verify Condition :	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
Connection via LAN / USB	☐	☐	☐	
Fan/ Power Supply/ Charger	☐	☐	☐	
Hard Disk Utilization (GB) :	Used	Free	Alert	Ticket No
1st Partition			☐	
2nd Partition			☐	

PART III - STANDARD SETUP N/A ☐

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

Auto update disabled:	Function	Not Function & Resolved	Current Version	Updated Version
(a) Java (JKD 6 update 30)	☐	☐	☐	
(b) Internet Explorer 9 (64bits)	☐	☐	☐	
ClamAv - Ver 0.99.1	☐	☐	☐	
Microsoft Office	☐	☐	☐	
BCP (BCP PC only)	☐	☐	☐	
Backup PC (Bacula Web)	☐	☐	☐	

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER

Signature & Stamp
Customer Name ROSMAN BIN ISMAIL
Penolong Pegawai Farmasi U32 (KUP)
Klinik Kesihatan Batu Arang
Date 24/1/18

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp
Engineer Name MUHAMMAD ANAS BIN RAMLAN
Field Technical Engineer
Pharmaniaga Logistics Sdn. Bhd.
Date 24/1/18

Appendix C

Hardware Inventory List

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	PC05FLE1	V901BZ48	0002765	HS515HA1S8G	CPS/SEL-08/KKS-07/PCD-001	Outpatient Pharmacy	Screening, Verification, Labeling, Dispensing
2	PC05FLJ5	V901R4HP	0003677	HS515HA1SCN	CPS/SEL-08/KKS-07/PCD-002	Outpatient Pharmacy	Procurement, Receiving, Distribution, Prepack
3	PC0J791V	VKA37441	9884038	6K168C1734B	CPS/SEL-08/KKS-07/PCD-003	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing
4	PC0J791W	VKA37834	9884036	6K168C1755B	CPS/SEL-08/KKS-07/PCD-004	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

2. TOSHIBA PRINTER

No.	LASERJET	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305N001172	CPS/SEL-08/KKS-07/THP-001	Outpatient Pharmacy	Screening, Verification, Labelling, Dispensing

3. LASERJET PRINTER

No.	LASERJET	ASSET TAGGING	DEPARTMENT	LOCATION
1	45145PLM2H6LP	CPS/SEL-08/KKS-07//LJP-001	Outpatient Pharmacy	Procurement, Receiving, Distribution, Prepack

4. SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06FKYDH	CPS/SEL-08/KKS-07/SVR-001	IT	Outpatient Pharmacy

5. UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1520703215AF413	CPS/SEL-08/KKS-07/UPS-001	IT	Outpatient Pharmacy