



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

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**Klinik Kesihatan Bukit Cheraiah**

**JKN SELANGOR  
(ZONE 9)**

## **1<sup>ST</sup> Preventive Maintenance Report**

<b>P.M. Date</b>	4 MAY 2018
<b>Report ID</b>	PM/REPORT/Z9/KKBUKITCHERAKAH
<b>Report Version</b>	V1.0



## PhIS & CPS PROJECT



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**Revision History:**

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	4.5.18	Ahmad Heiqal Bin Noor Zaman	Initial document	 Ahmad Heiqal Noor Zaman Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd.

**Verified and Acknowledged by facility:**

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	 SITI ROHANI BINTI ELIAS Rph 8911 PEGAWAI FARMASI UF48 KLINIK KESIHATAN KUALA SELANGOR Bukit Cheras
Designation / Department	
Date	4/5/18



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## **Appendix A**

# **Certificate of Acceptance**

**EXECUTION OF PREVENTIVE MAINTENANCE**

Project: PHIS &amp; CPS

**1<sup>ST</sup> Preventive Maintenance (2018)  
For  
Klinik Kesihatan Bukit Cheraiah**

Summary findings for Preventive Maintenance conducted on : 4.5.18

No	Item	Allocated Quantity	Serviced Quantity	Remarks
1	Desktop	2	2	
2	Laserjet Printer	1	1	
3	Ups	1	1	
4	Switch Server	1	1	
5	Thermal Printer	1	1	

Signature &amp; Stamp:

For PLSB	For Facility
 Name: Ahmad Heiqal Noor Zaman Designation: Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd. Date:	 Name: SITI ROHANI BINTI ELIAS Rph 8911 Designation: PEGAWAI FARMASI UF48 KLINIK KESIHATAN KUALA SELANGOR Date: 4/5/2018 Bukit Cheraiah



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## **Appendix B**

# **Preventive Maintenance Checklist**

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

(FORM 2)

FACILITY : LL BUKIT CHERAKAH  
STATE : SELANGOR

IT LOCATION : Jabatan Pesakit Luar

ZONE : 9

SERVER 1	SERVER 2	UPS
PAT ID : CPS/SEL-05/KMS-07/SVR-001	PAT ID : CPS/SEL-05/KMS-07/UPS-001	
SERIAL NO : 09BXELB	SERIAL NO : 1323803195AF413	
MODEL : LENOVO X3650 M5	MODEL : LIEBERT 3KVA	

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

**PART I - HARDWARE, CABLING & CONNECTIVITY (INSPECTION & PHYSICAL CHECK)**

Standard Task:	SERVER 1		SERVER 2	
	Function	Not Function & Unresolved Alert	Function	Not Function & Unresolved Alert
Cleaning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verify Condition :				
Connection via LAN / USB	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fan/ Power Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Light Path Diagnosis panel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UTP Cable connect to switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HA Gateway to Core Switch <i>(For Hospital only)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SERVER 2		UPS	
Function	Not Function & Unresolved Alert	Function	Not Function & Unresolved Alert
By pass Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Webcard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Multilink	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Backup Tape	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Qty		Available	Faulty

**PART II - SETUP & HEALTH CHECK**

Function	SERVER 1		SERVER 2	
	Not Function & Unresolved Alert	Updated	Not Function & Unresolved Alert	Updated
Run DSA & collect DSA Log	<input type="checkbox"/>		<input type="checkbox"/>	
SERVER 1	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
SERVER 2	<input type="checkbox"/>		<input type="checkbox"/>	

**Software/Firmware Version :**

	SERVER 1	SERVER 2
Current	Updated	Current
ClamAV	0.99.1	0.99.1
Zabbix	2.2.6	2.2.6
Bacula	5.2.12	5.2.12
Glassfish	3.1.2.2	3.1.2.2
UEFI	1.2	1.2
IMM2	1.92	1.92

**System Software**

Current	Updated
SUSE LINUX (OS)	
Kernel	
GCC	

**Housekeeping:**

Clear /tmp folder > 2 weeks   
Archive Log Files

SERVER 2	
Current	Updated
X86_64	
3.0.75	
4.3.4	

SERVER 2	
Current	Updated
X86_64	
3.0.75	
4.3.4	

SERVER 1	
Current	Updated
X86_64	
3.0.75	
4.3.4	

SERVER 1	
Current	Updated
X86_64	
3.0.75	
4.3.4	

Screenshot / attachment

Screenshot / attachment

N/A

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

(FORM 2)

PAT ID : \_\_\_\_\_  
 SERIAL NO: \_\_\_\_\_  
 TYPE : \_\_\_\_\_ STORAGE

**PART III - STORAGE** N/A

Perform Health Check:	Not Function & Resolved		Not Function & Unresolved	
	Function	Alert	Alert	Ticket No
Storage Manager Error Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Storage events logs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
HDD indicator lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enable read/write cache	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enable Media Scan both at controller level and LUN level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Software/Firmware Version :**

Controller	Current	Updated
ESM		
Driver		

**PART IV - FINDINGS / ALERTS / DETECTION**

**FURTHER ACTION / RECOMMENDATION**

**PART V - ACKNOWLEDGEMENT**

**CUSTOMER**

Signature & Stamp  
 Customer Name: **SITI ROHANI BINTI ELIAS**  
 Date: **4/5/2018**  
 Rph 8911  
 PEGAWAI FARMASI UF48  
 BUKIT CERAKAH  
 KLINIK KESIHATAN MUALA SELANGOR

Signature & Stamp  
 Engineer Name: **Ahmad Heigal Noor Zaman**  
 Date: \_\_\_\_\_  
 Field Technical Engineer  
 Pharmedia Logistics Sdn. Bhd.

PREVENTIVE MAINTENANCE CHECKLIST (DEVICE)

FACILITY: LL BUKIT CHERAKAH DEPT: OUTPATIENT PHARMACY STATE: SELANGOR ZONE: 9

PAT ID: CFS/SEL-05/KKS-07/PCD-001 S/N CPU: PC071D6E MONITOR: V901W7VK KEYBOARD: 0003060 MOUSE: 5G344F3452B Location: Relocated  Unlocated  Lanned  Procurement

PAT ID: CFS/SEL-05/KKS-07/PCD-002 S/N CPU: PC071D6Y MONITOR: V901W2ED KEYBOARD: 0001272 MOUSE: 5G344F3465B Location: Relocated  Unlocated  Lanned  Procurement

PAT ID: CFS/SEL-05/KKS-07/LJP-001 S/N CPU: 4514571M2GLVZ MONITOR: MOUSE: Location: Relocated  Unlocated  Lanned  Procurement

NOTE: Device is harden = "Yes", task complete. If = "No", inform IT / Facility Representative

**PREVENTIVE MAINTENANCE CHECKLIST  
( DEVICE )**

FACILITY :	DEPT :	LOCATION :	STATE :	ZONE :																						
PAT ID :	DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB																									
S/N CPU :	MONITOR :	KEYBOARD :	MOUSE :	Location : lowligement, Screening, Verification, Labelling & Dispen																						
<p><b>PART I - STANDARD TASK</b></p> <p>MONITOR: <input type="checkbox"/> N/A</p> <p>Verify Condition : <input checked="" type="checkbox"/> Connection via LAN / USB</p> <p>Fan/ Power Supply/ Charger <input type="checkbox"/></p> <p>Hard Disk Utilization (GB) : <input type="checkbox"/> 1st Partition</p> <p><input type="checkbox"/> 2nd Partition</p> <p>Storage (TAB only) <input type="checkbox"/></p> <p>Desktop/Notebook/TAB: Yes No N/A</p> <p>* Device is harden <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB</p>																										
<p><b>PART II - STANDARD HEALTH CHECK</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Function</th> <th rowspan="2">Not Function &amp; Resolved</th> <th colspan="2">Not Function &amp; Unresolved</th> </tr> <tr> <th>Alert</th> <th>Ticket No</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> <p>Verification: <input checked="" type="checkbox"/> N/A</p> <p>IWP <input type="checkbox"/> Auto update disabled:</p> <p>KYM <input type="checkbox"/> (a) Java (JDK 6 update 30)</p> <p>PhIS Portal <input type="checkbox"/> (b) Internet Explorer 9 (64bits)</p> <p>Microsoft Office <input type="checkbox"/> ClamAv - Ver 0.99.1</p> <p>BCP (BCP PC only) <input type="checkbox"/> Backup PC (Bacula Web) <input type="checkbox"/> IOS Version - TAB only <input type="checkbox"/></p>					Function	Not Function & Resolved	Not Function & Unresolved		Alert	Ticket No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>										
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<p><b>CUSTOMER</b></p> <p>Signature &amp; Stamp </p> <p>Customer Name <b>SITI ROHANI BINTI ELIAS</b></p> <p>Date <b>4/5/2018</b></p> <p>Address: <b>Rph 8911 PEGAWAI FARMASI UF48 KLINIK KESIHATAN KUALA SELANGOR Bukit Cheras</b></p>																										
<p><b>PHARMANIAGA LOGISTICS SDN BHD (PLSB)</b></p> <p>Signature &amp; Stamp </p> <p>Engineer Name <b>Ahmad Heiqal Noor Zaman</b></p> <p>Date</p> <p>Address: <b>Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd.</b></p>																										



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## **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	PC071D6E	V901W7VK	0003060	5G344F3452B	CPS/SEL-05/KKS-07/PCD-001	Outpatient Pharmacy	Procurement
2	PC071D6Y	V901W2ED	0001272	5G344F3465B	CPS/SEL-05/KKS-07/PCD-002	Outpatient Pharmacy	Acknowledgement, Screening, Verification, Labelling & Dispensing

#### 2.LASERJET PRINTER

No	LIP	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GLYZ	CPS/SEL-05/KKS-07/LIP-001	Outpatient Pharmacy	Acknowledgement, Screening, Verification, Labelling & Dispensing

#### 3.SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06BXBLB	CPS/SEL-05/KKS-07/SVR-001	IT	Jabatan Pesakit Luar

#### 4.UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1523803198AF413	CPS/SEL-05/KKS-07/UPS-001	IT	Jabatan Pesakit Luar

#### 5.THERMAL PRINTER

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305P000252	CPS/SEL-05/KKS-07/THP-001	Outpatient Pharmacy	Acknowledgement, Screening, Verification, Labelling & Dispensing