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

Klinik Kesihatan Kuala Sanglang

JKN PERLIS
(ZONE 1)

1st Preventive Maintenance Report

P.M. Date	**28 FEBRUARY 2019**
Report ID	**PM/REPORT/ZONE1/KKKUALASANGLANG**
Report Version	**V1.0**

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Revision History:

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	28/02/2019	Muhamad Redzuan Bin Aziz	Initial document	Muhamad Redzuan Bin Azi Field Technical Engineer 28/02/2019

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	Fatin Syamirah Binti Jasni Pegawai Farmasi (MRPh. 14694) Klinik Kesihatan Kuala Sanglang
Designation / Department	28/2
Date	

Appendix A

Certificate of Acceptance

PhIS

pharmaniaga

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

1st Preventive Maintenance (2018)
For
Klinik Kesihatan Kuala Sanglang

Summary findings for Preventive Maintenance conducted on 28/02/2019

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

Signature & Stamp:

For PLSB	For Facility
Name: Muhamad Redzuan Bin Aziz Designation: Field Technical Engineer Date: 28/02/2019	Fatin Syahirah binti Jasni Pegawai Farmasi (MRPh. 14894) Klinik Kesihatan Kuala Sanglang Name: Designation: Date:

Appendix B

Preventive Maintenance Checklist

(FORM 1)

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

FACILITY : KLINIK KESIHATAN KUALA SANGLANG DEPT : OUTPATIENT PHARMACY LOCATION : STATE : PERLIS ZONE : 1

PAT ID : CPS/PLS-01/KKS-09/PCD-001 DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ Location : Procurement

S/N CPU : PC05FLA9 MONITOR: V901MVCF KEYBOARD : 0005070 MOUSE: 5G345020898 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	116	123	☐	
2nd Partition	95	118	☐	

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/PLS-01/KKS-09/PCD-002 DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ Location : Screening, ,Verification, Labelling & Dispensing

S/N CPU : PC05FKXM MONITOR: V901MRH2 KEYBOARD : 0001619 MOUSE: HS515HA1RA0 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	127	112	☐	
2nd Partition	76	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/PLS-01/KKS-09/LJP-001 ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ Location : Screening, ,Verification, Labelling & Dispensing

S/N CPU : 45146PLM2X2BL 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)	☐	☐	☐	

(FORM 1)

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

FACILITY : KLINIK KESIHATAN KUALA SANGLANG | DEPT : OUTPATIENT PHARMACY | LOCATION : | STATE : PERLIS | ZONE : 1

PAT ID : CPS/PLS-01/KKS-09/THP-001 | ~~DESKTOP / NOTEBOOK / LASERJET~~ / THERMAL PRINTER | Location : Screening, ,Verification, Labelling & Dispensing

S/N CPU : 2305Y000834 | 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	Not Function & Unresolved: 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 : CPS/PLS-01/KKS-09/PCD-003 | ~~DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Substore

S/N CPU : PCDXK6AW | MONITOR: VKP22402 | KEYBOARD : 05723920 | MOUSE: 006YHXR | 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	Not Function & Unresolved: 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	76	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)	☐	☐	☐	

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER

Signature & Stamp: Fatin Syahirah binti Jasni, Pegawai Farmasi (MRPh. 14894), Klinik Kesihatan Kuala Sanglang
Customer Name
Date 28/2

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp: Muhamad Redzuan Bin Aziz
Engineer Name: Field Technical Engineer
Date 28/02/2019

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

(FORM 2)

FACILITY : KLINIK KESIHATAN KUALA SANGLANG

DEPT : IT

LOCATION : Bilik Server (Unit Bakas)

STATE : PERLIS

ZONE : 1

SERVER 1		SERVER 2		UPS	
PAT ID :	CPS/PLS-01/KKS-09/SVR-001	PAT ID :		PAT ID :	CPS/PLS-01/KKS-09/UPS-001
SERIAL NO :	06BXBKN	SERIAL NO :		SERIAL NO :	1434203406AF413
MODEL :	LENOVO X3500 M5	MODEL :		MODEL :	EmersonGXT3-1000RT230

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

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

Standard Task:

Cleaning ☑

Verify Condition :

	SERVER 1				SERVER 2				UPS			
	Function	Not Function & Resolved	Not Function & Unresolved		Function	Not Function & Resolved	Not Function & Unresolved		Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No			Alert	Ticket No			Alert	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)												
By pass Test									☑	☐	☐	
Webcard									☑	☐	☐	
Multilink									☑	☐	☐	

Backup Tape	Available	Type	Faulty
Qty	5	RDX	

PART II - SETUP & HEALTH CHECK

N/A ☐

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

Software/Firmware Version :

	SERVER 1		SERVER 2	
	Current	Updated	Current	Updated
ClamAV	0.99.1			
Zabbix	2.2.6			
Bacula	5.2.12			
Glassfish	3.1.2.2			
UEFI	1.11			
IMM2	1.75			

System Software

	SERVER 1		SERVER 2	
	Current	Updated	Current	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: Fatin Syahirah binti Jaani, Pegawai Farmasi (MRPh. 14894), Klinik Kesihatan Kuala Sanglang	Engineer Name: Muhamad Redzuan Bin Aziz, Field Technical Engineer
Date: 28/2	Date: 28/02/2019

PREVENTIVE MAINTENANCE CHECKLIS
(CORE SWTICH / DISTRIBUTION SWITCH)

(FORM 3)

FACILITY : KLINIK KESIHATAN KUALA SANGLANG DEPT : IT LOCATION : STATE : PERLIS ZONE : 1

PAT ID : CPS/PLS-01/KKS-09/DSW-001 ~~CORE SWITCH~~ / DISTRIBUTION SWITCH Location : Bilik Server (Unit Bakas)

SERIAL NO: DNI19240BN0 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

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

PAT ID : ~~CORE SWITCH / DISTRIBUTION SWITCH~~ Location :

SERIAL NO: 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

	Function	Not Function & Resolved	Not Function & Unresolved	
			Alert	Ticket No
SSH Access & Connection				
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

Signature & Stamp

Fatin Syahirah Binti Jasni
Pegawai Farmasi (MRPh. 14894)
Klinik Kesihatan Kuala Sanglang

Customer Name

Date 28/2

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp

Muhamad Redzuan Bin Aziz
Field Technical Engineer

Engineer Name

Date 28/02/2019

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	PC05FLA9	V901MVCF	0005070	5G34502089B	CPS/PLS-01/KKS-09/PCD-001	Outpatient Pharmacy	Procurement
2	PC05FKXM	V901MRH2	0001619	HS515HA1RA0	CPS/PLS-01/KKS-09/PCD-002	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing
3	PC0XK6AW	VKP22402	05723920	606YHXR	CPS/PLS-01/KKS-09/PCD-003	Outpatient Pharmacy	Screening Verification, Labelling & Dispensing

2. THERMAL PRINTER

No.	THERMAL S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305Y000834	CPS/PLS-01/KKS-09/THP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

3. LASERJET PRINTER

No.	LASERJET S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	45146PLM2X2BL	CPS/PLS-01/KKS-09/LJP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

4.NETWORK SWITCH

No.	SWITCH S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	DNI19240BN0	CPS/PLS-01/KKS-09/DSW-001	IT	Bilik Server (Unit Bakas)

5.SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06BXBKN	CPS/PLS-01/KKS-09/SVR-001	IT	Bilik Server (Unit Bakas)

6.UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1434203406AF413	CPS/PLS-01/KKS-09/UPS-001	IT	Bilik Server (Unit Bakas)