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

Klinik Kesihatan Puchong

JKN SELANGOR (ZONE 10)

1st Preventive Maintenance Report

P.M. Date	07 FEBRUARY 2018
Report ID	PM/REPORT/Z10/KKPUCHONG
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	07/02/2018	Muhammad Anuar bin Awaluddin	Initial document	MUHAMMAD ANUAR B. AWALUDDIN PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd. 7/2/18

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	PRIYAL A/P GUNASAGARAN PEGAWAI FARMASI UF48 No. Pendaftaran : 7066
Designation / Department	
Date	7/2/18

Appendix A

Certificate of Acceptance

PhIS

pharmaniaga

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

1ST Preventive Maintenance (2018)
For
Klinik Kesihatan Puchong

Summary findings for Preventive Maintenance conducted on 7 /02/2018

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

Signature & Stamp:

For PLSB	For Facility
Name: MUHAMMAD ANUAR B. AWA[illegible]	Name: PRIYAL A/P GUNASAGARAN PEGAWAI FARMASI UF48 No. Pendaftaran : 7066
Designation: PhIS & CPS Implementer	Designation:
Date: Pharmaniaga Logistic Sdn Bhd 7/2/18	Date: 7/2/18

Appendix B

Preventive Maintenance Checklist

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

(FORM 2)

FACILITY : KLINIK KESIHATAN PUCHONG

DEPT : IT

LOCATION : Server Room

STATE : SELANGOR

ZONE : 10

SERVER 1		SERVER 2		UPS	
PAT ID :	CPS/SEL-04/KKS-05/SVR-001	PAT ID :		PAT ID :	CPS/SEL-04/KKS-05/UPS-001
SERIAL NO :	06GHCNK	SERIAL NO :		SERIAL NO :	1520703232AF413
MODEL :	IBM X3500 M5	MODEL :		MODEL :	LIEBERT GXT3-1000RTZ230

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	1.70			

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:

Clear /tmp folder > 2 weeks ☐

Archive Log Files ☐

SERVER 1	SERVER 2
Screenshot / attachment	*Screenshot / attachment*

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: PRIYAL A/P GUNASAGARAN FEGAWAI FARMASI UF48 No. Pendaftaran : 7066	Engineer Name: MUHAMMAD ANUAR B. AW[illegible] PhIS & CPS Implementer Pharmaniaga Logistic [illegible]
Date: 7/2/18	Date: 7/2/18

PREVENTIVE MAINTENANCE CHECKLIST
(CORE SWTICH / DISTRIBUTION SWITCH)

(FORM 3)

FACILITY : KLINIK KESIHATAN PUCHONG DEPT : IT LOCATION : STATE : SELANGOR ZONE : 10

PAT ID : CPS/SEL-04/KKS-05/DSW-001 ~~CORE SWITCH~~ / DISTRIBUTION SWITCH Location : Server Room

SERIAL NO: DNI19240CP8 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	☐	☐	☐	

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

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

Signature & Stamp

PRIYAL A/P GUNASAGARAN
PEGAWAI FARMASI UF48
No. Pendaftaran : 7066

Customer Name

Date 7/2/18

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp

MUHAMMAD ANUAR B. AWALUDIN
FmS & CPS Implementer
Pharmaniaga Logistic Sdn. Bhd.

Engineer Name

Date 7/2/18

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

(FORM 1)

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

PAT ID : CPS/SEL-04/KKS-05/PCD-001 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : OUTPATIENT PHARMACY

S/N CPU : PC05FL04 | MONITOR: V901ERNH | KEYBOARD : 0000899 | MOUSE: HS515HA1PB1 | 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	76.1	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 0.98.3	☑	☐	☐	
Microsoft Office	☑	☐	☐	
BCP (BCP PC only)	☑	☐	☐	
Backup PC (Bacula Web)	☑	☐	☐	

PAT ID : CPS/SEL-04/KKS-05/LIP-001 | ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ | Location : OUTPATIENT PHARMACY

S/N CPU : 451457LM2GLWN | 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 0.98.3	☐	☐	☐	
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: PRIYAL A/P GUNASAGARAN
PEGAWAI FARMASI UP48
No. Pendaftaran : 7066
Date: 7/2/18

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp
Engineer Name: MUHAMMAD ANUAR B. AWE[illegible]
PhIS & CPS Implem[illegible]
Pharmaniaga Logistic Sdn. Bhd
Date: 7/2/18

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	PC05LO4	V901ERNH	0000899	HS515HA1PB1	CPS/SEL-04/KKS-05/PCD-001	Outpatient Pharmacy	Outpatient Pharmacy

2. LASERJET PRINTER

No.	LASERJET	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GLWN	CPS/SEL-04/KKS-05/LJP-001	Outpatient Pharmacy	Outpatient Pharmacy

3.SWITCH

NO.	SWITCH	ASSET TAGGING	DEPARTMENT	LOCATION
1	DNI19240CP8	CPS/SEL-04/KKS-05/DSW-001	Outpatient Pharmacy	Server Room

4.SERVER

No.	SERVER	ASSET TAGGING	DEPARTMENT	LOCATION
1	06GHCNK	CPS/SEL-04/KKS-05/SVR-001	Outpatient Pharmacy	Server Room

5.UPS

No.	UPS	ASSET TAGGING	DEPARTMENT	LOCATION
1	15207032324F413	CPS/SEL-04/KKS-05/UPS-001	Outpatient Pharmacy	Server Room