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

Klinik Kesihatan Pulau Indah

JKN SELANGOR (ZONE 10)

1ST Preventive Maintenance Report

P.M. Date	22 FEBRUARY 2018
Report ID	PM/REPORT/ZONE10/KKPULAUINDAH
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	22/02/2018	Muhammad Anuar bin Awaluddin	Initial document	MUHAMMAD ANUAR B. AWALUDDIN PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd. 22/2/18

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	ANIS SORAYA BT JOHARI PEGAWAI FARMASI U44 KLINIK KESIHATAN PULAU INDAH
Designation / Department	
Date	22/2/18

Appendix A

Certificate of Acceptance

PhIS

pharmaniaga

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

1ST Preventive Maintenance (2018)
For
Klinik Kesihatan Pulau Indah

Summary findings for Preventive Maintenance conducted on 22/02/2018

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

Signature & Stamp:

For PLSB	For Facility
Name: MUHAMMAD ANUAR B. AWALUDDIN Designation: PhIS & CPS Implementer Date: Pharmaniaga Logistic Sdn. Bhd. 22/2/18	Name: HANIS SORAYA BT JOHARI Designation: PEGAWAI FARMASI U44 Date: KLINIK KESIHATAN PULAU INDAH 22/2/18

Appendix B

Preventive Maintenance Checklist

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

(FORM 2)

FACILITY : KLINIK KESIHATAN PULAU INDAH

DEPT : IT

LOCATION : Outpatient Pharmacy

STATE : SELANGOR

ZONE : 10

SERVER 1		SERVER 2		UPS	
PAT ID :	CPS/SEL-03/KKS-08/SVR-001	PAT ID :		PAT ID :	CPS/SEL-03/KKS-08/UPS-001
SERIAL NO :	06FKYBV	SERIAL NO :		SERIAL NO :	1520603404AF413
MODEL :	IBM X3500 M5	MODEL :		MODEL :	LIEBERT GXT3-1000RT230

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

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

Standard Task:

Cleaning ☐ (SERVER 1) ☐ (SERVER 2)

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	1.12			
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

Signature & Stamp

Customer Name: HANIS SORAYA BT JOHARI

Date: PEGAWAI FARMASI U44 KLINIK KESIHATAN PULAU INDAH

22/2/18

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp

Engineer Name: MUHAMMAD ANUAR B. AWALUDIN

Date: PhIS & CPS Implementor Pharmaniaga Logistic Sdn. Bhd.

22/2/18

PREVENTIVE MAINTENANCE CHECKLIST
(CORE SWTICH / DISTRIBUTION SWITCH)

(FORM 3)

FACILITY : KLINIK KESIHATAN PULAU INDAH DEPT : IT LOCATION : STATE : SELANGOR ZONE : 10

PAT ID : CPS/SEL-03/KKS-08/DSW-001 ~~CORE SWITCH~~ / DISTRIBUTION SWITCH Location : Bilik CPU

SERIAL NO: DNI192407R9 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

Customer Name HANIS SORAYA BT JOHARI

Date PEGAWAI FARMASI U44
KLINIK KESIHATAN PULAU INDAH

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp MUHAMMAD ANUAR B. AWALUDIN
PhIS & CPS Implementer
Pharmaniaga Logistic Sdn. Bhd

Engineer Name

Date 22/2/18

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

(FORM 1)

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

PAT ID : CPS/SEL-03/KKS-08/PCD-001 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Screening, Verification, Labeling & Dispensing

S/N CPU : PC05FLL9 | MONITOR: V901R4HD | KEYBOARD : 0000938 | MOUSE: HS515HA1S8E | 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	120	118	☐	
2nd Partition	78.1	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-03/KKS-08/PCD-002 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : Procurement, Receiving, Distribution, Medication Counsellin

S/N CPU : PC05FL1V | MONITOR: V901R4GH | KEYBOARD : 0000357 | MOUSE: HS515HA1RAN | 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	113	126	☐	
2nd Partition	75.7	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-03/KKS-08/LJP-001 | ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ | Location : Procurement, Receiving, Distribution, Medication Counselling

S/N CPU : 451457LM2GLYD | 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)	☐	☐	☐	

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

(FORM 1)

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

PAT ID : CPS/SEL-03/KKS-08/THP-001 | ~~DESKTOP / NOTEBOOK / LASERJET~~ / THERMAL PRINTER | Location : Procurement, Receiving, Distribution, Medication Counseling

S/N CPU : 2305N001067 | 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)	☐	☐	☐	

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 0.98.3	☐	☐	☐	
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: HANIS SORAYA BT JOHARI

Date: PEGAWAI FARMASI U44 KLINIK KESIHATAN PULAU INDAH

22/2/19

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp

Engineer Name: MUHAMMAD ANUAR B. AWALUDIN

Date: PhIS & CPS Implementer, Pharmaniaga Logistic Sdn. Bhd.

22/2/19

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	PC05FLL9	V901R4HD	0000938	HS515HA1SSE	CPS/SEL-03/KKS-08/PCD-001	Outpatient	Screening, Verification, Labelling, Dispensing
2	PC05FL1V	V901R4GH	0000357	HS515HA1RAN	CPS/SEL-03/KKS-08/PCD-002	Outpatient	Procurement, Receiving, Distribution, Medication Counselling

2. TOSHIBA PRINTER

No.	TOSHIBA	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305N001067	CPS/SEL-03/KKS-08/THP-001	Outpatient Pharmacy	Procurement, Receiving, Distribution, Medication counselling

3. LASERJET PRINTER

No.	LASERJET	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GLYD	CPS/SEL-03/KKS-08/LJP-001	Outpatient Pharmacy	Procurement, Receiving, Distribution, Medication counselling

4. DISTRIBUTION

No.	SWITCH S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	DNI192407R9	CPS/SEL-03/KKS-08/DSW-001	IT	Bilik CPU

5. SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06FKYBV	CPS/SEL-03/KKS-08/SVR-001	IT	Outpatient Pharmacy

6. UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1520603404AF413	CPS/SEL-03/KKS-08/UPS-001	IT	Outpatient Pharmacy