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

Klinik Kesihatan Pulau Ketam

JKN SELANGOR
(ZONE 10)

1ST Preventive Maintenance Report

P.M. Date	22 FEBRUARY 2018
Report ID	PM/REPORT/ZONE10/KKPULAUKETAM
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	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	WONG SIE SIENG PEN. PEG. FARMASI U29 KLINIK KESIHATAN PULAU KETAM 42[illegible] PULAU [illegible]M KLANG, SELANGOR. NO. TEL: 03-31104206
Designation / Department	
Date	22/2/2018

Appendix A

Certificate of Acceptance

PhIS

pharmaniaga

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

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

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

No	Item	Allocated Quantity	Serviced Quantity	Remarks
1	Desktop	1	1	
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 ANUAR B. AWALUDDIN Designation: PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd. Date:	WONG SIE SIENG PEN. PEG. FARMASI U29 Name: KLINIK KESIHATAN PULAU KETAM Designation: [illegible] PULAU KETAM KLANG, SELANGOR. NO TEL: 03-31104206 Date: 22/2/2018

Appendix B

Preventive Maintenance Checklist

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

(FORM 2)

FACILITY : KLINIK KESIHATAN PULAU KETAM DEPT : IT LOCATION : LAB ROOM

STATE : SELANGOR ZONE : 10

SERVER 1		SERVER 2		UPS	
PAT ID :	CPS/SEL-03/KKS-10/SVR-001	PAT ID :		PAT ID :	CPS/SEL-03/KKS-10/UPS-001
SERIAL NO :	06FKXYR	SERIAL NO :		SERIAL NO :	1520703197AF413
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				SERVER 2			
	Function	Not Function & Resolved	Not Function & Unresolved		Function	Not Function & Resolved	Not Function & Unresolved	
			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)*	☐	☐	☐		☐	☐	☐	

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

Backup Tape	Available	Type	Faulty
Qty			

PART II - SETUP & HEALTH CHECK

N/A ☐

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

Software/Firmware Version :

	SERVER 1		SERVER 2	
	Current	Updated	Current	Updated
ClamAV	0.98.3			
Zabbix	2.2.6			
Bacula	5.2.12			
Glassfish	3.1.2.2			
UEFI	1.11			
IMM2	1.3F			

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:

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

Signature & Stamp: WONG SIE SIENG PEN. PEG. FARMASI U29

KLINIK KESIHATAN PULAU KETAM 42930 PULAU KETAM KLANG, SELANGOR. NO. TEL: 03-31104206

Customer Name:

Date: 22/2/2018

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp:

Engineer Name: MUHAMMAD ANUAR B. AWALUDDIN

PhIS & CPS Implementer
Pharmaniaga Logistic Sdn. Bhd.

Date: 22/2/18

(FORM 1)

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

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

PAT ID : CPS/SEL-03/KKS-10/PCD-001 DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ Location : Screening, Verification, Labeling & Dispensing

S/N CPU : PC05FLMD MONITOR : V901R4GP KEYBOARD : 0000944 MOUSE : HS515HA1S7N 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	121	118	☐	
2nd Partition	77.9	134	☐	

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-10/LJP-001 ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ Location : Screening, Verification, Labeling & Dispensing

S/N CPU : 451457LM2GMB7 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 : CPS/SEL-03/KKS-10/THP-001 ~~DESKTOP / NOTEBOOK / LASERJET~~ / THERMAL PRINTER Location : Screening, Verification, Labeling & Dispensing

S/N CPU : 2305N001205 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)	☐	☐	☐	

(FORM 1)

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

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

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)	☐	☐	☐	

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 WONG SIE SIENG
PEN. PEG. FARMASI U29
KLINIK KESIHATAN PULAU KETAM
[illegible] PULAU KETAM
SLA [illegible], SELANGOR.
NO. TEL: 03-31104206

Customer Name

Date 22/2/2018

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp

Engineer Name MUHAMMAD ANUAR B. AWALUDDIN
PhIS & CPS Implementer
Pharmaniaga Logistic Sdn. Bhd.

Date 22/2/18

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	PC05FLMD	V901R4GP	0000944	HS515HA1S7N	CPS/SEL-03/KKS-10/PCD-001	Outpatient	Screening, Verification, Labelling & Dispensing

2. TOSHIBA PRINTER

No.	TOSHIBA	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305N001205	CPS/SEL-03/KKS-10/THP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

3. LASERJET PRINTER

No.	LASERJET	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GMB7	CPS/SEL-03/KKS-10/LJP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

4. SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06FKXYR	CPS/SEL-03/KKS-10/SVR-001	IT	Lab Room

5. UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1520703197AF413	CPS/SEL-03/KKS-10/UPS-001	IT	Lab Room