



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

---

**Klinik Kesihatan Rasa**

**JKN SELANGOR  
(ZONE 9)**

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

<b>P.M. Date</b>	<b>18 APRIL 2018</b>
<b>Report ID</b>	<b>PM/REPORT/Z9/KKRASA</b>
<b>Report Version</b>	<b>V1.0</b>



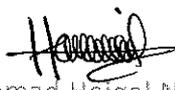
PhIS & CPS PROJECT



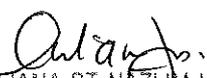
© 2011 – 2018 Pharmaniaga Logistics Sdn Bhd (PLSB)

**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	18.4.18	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	 JULIANA BT NAZLIM LIM Pegawai Farmasi U48 Klinik Kesihatan Rasa PKD Hulu Selangor
Designation / Department	
Date	18/4/18



PhIS & CPS PROJECT



## **Appendix A**

# **Certificate of Acceptance**

## EXECUTION OF PREVENTIVE MAINTENANCE

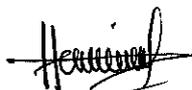
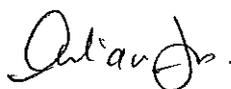
**Project: PhIS & CPS**

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

Summary findings for Preventive Maintenance conducted on : 18 . 4 . 18

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

*Signature & Stamp:*

<p><u>For PLSB</u></p> <div style="text-align: center; margin-top: 20px;">  </div> <p><b>Name:</b> Ahmad Heiqal Noor Zaman  <b>Designation:</b> Field Technical Engineer  Pharmaniaga Logistics Sdn. Bhd.</p> <p><b>Date:</b></p>	<p><u>For Facility</u></p> <div style="text-align: center; margin-top: 20px;">  </div> <p><b>Name:</b> JULIANA BT NAZLIM LIM  <b>Designation:</b> Pegawai Farmasi U48  Klinik Kesihatan Rasa  PKD Hulu Selangor</p> <p><b>Date:</b> 18/4/18</p>
--	--



## **Appendix B**

# **Preventive Maintenance Checklist**

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

(FORM 2)

FACILITY : **KK RASA**      LOCATION : Screening, Verification, Labeling & Dispensing  
 STATE : **SELANGOR**      ZONE : **9**      IT

SERVER 1	SERVER 2	UPS
PAT ID : <u>CP5/SEL-07/MIS-05/SVR-001</u>	PAT ID : <u>CP5/SEL-07/MIS-05/UPS-001</u>	
SERIAL NO : <u>D6FZMMIK</u>	SERIAL NO : <u>15235034544443</u>	
MODEL : <u>LENOVO X3650 M5</u>	MODEL : <u>LIEBERT 3KVA</u>	

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		UPS	
	Function	Not Function & Resolved	Function	Not Function & Unresolved	Function	Not Function & Unresolved
Cleaning	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Verify Condition :						
Connection via LAN / USB	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Fan / Power Supply	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Light Path Diagnosis panel	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
UTP Cable connect to switch	<input checked="" 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"/>	

Alert	Ticket No
<input type="checkbox"/>	

By pass Test       Not Function & Unresolved   
 Webcard       Alert   
 Multilink       Ticket No

Available	Faulty	Type
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

Backup Tape       Qty

**PART II - SETUP & HEALTH CHECK**

Function	SERVER 1		SERVER 2	
	Not Function & Resolved	Alert	Not Function & Unresolved	Ticket No
Run DSA & collect DSA Log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SERVER 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SERVER 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Software/Firmware Version :	SERVER 1		SERVER 2	
	Current	Updated	Current	Updated
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	
IMV2	1.92		1.92	

System Software		SERVER 1		SERVER 2	
Current	Updated	Current	Updated	Current	Updated
SUSE LINUX (OS)		X86_64		X86_64	
Kernel		3.0.75		3.0.75	
GCC		4.3.4		4.3.4	
Housekeeping:					
Clear /tmp folder > 2 weeks	<input type="checkbox"/>				
Archive Log Files	<input type="checkbox"/>				

N/A

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

(FORM 2)

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

**PART III - STORAGE** N/A

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

Current	Updated

Software/Firmware Version :  
 Controller  
 ESM  
 Driver

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

**FURTHER ACTION / RECOMMENDATION**

**PART V - ACKNOWLEDGEMENT**

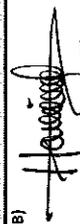
**CUSTOMER**

Signature & Stamp  
 Customer Name  
 Date

  
**JULIANA BT NAZLIM LIM**  
 Pegawai Farmasi U48  
 Klinik Kesihatan Rasa  
 PKD Hulu Selangor  
 18-4-18

**PHARMANIAGA LOGISTICS SDN BHD (PLSB)**

Signature & Stamp  
 Engineer Name  
 Date

  
**Ahmad Heiqal Noor Zaman**  
 Field Technical Engineer  
 Pharamniaga Logistics Sdn. Bhd.

**PREVENTIVE MAINTENANCE CHECKLIST  
( DEVICE )**

FACILITY : **KK RASA**

DEPT : **OUTPATIENT PHARMACY**

STATE : **SELANGOR**

LOCATION : **Screening, Verification, Labelling & Dispensing**

ZONE : **9**

PAT ID : <b>CPS/SEL-07/KKS-05/PCD-001</b>	DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB	LOCATION : <input type="checkbox"/> Relocated	Screening, Verification, Labelling & Dispensing
S/N CPU : <b>PC071CW1</b>	MONITOR : <b>V901W7VC</b>	KEYBOARD : <b>0000734</b>	MOUSE : <b>5G345037588</b>
<p><b>PART I - STANDARD TASK</b></p> <p>All Device: Cleaning <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>* Device is harden <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input checked="" type="checkbox"/></p> <p>MEMORY : <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input checked="" type="checkbox"/></p>			
<p><b>PART II - STANDARD HEALTH CHECK</b></p> <p>Verify Condition : <input type="checkbox"/> Connection via LAN / USB</p> <p>Fan/ Power Supply/ Charger <input type="checkbox"/> Used <input type="checkbox"/> Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/></p> <p>Hard Disk Utilization (GB) : <input type="checkbox"/> 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/></p> <p><i>126</i> <input type="checkbox"/> <i>113</i> <input type="checkbox"/></p> <p><i>77.3</i> <input type="checkbox"/> <i>135</i> <input type="checkbox"/></p>			
<p><b>PART III - STANDARD SETUP</b></p> <p>Auto update disabled:</p> <p>(a) Java (JDK 6 update 30) <input type="checkbox"/></p> <p>(b) Internet Explorer 9 (64bits) <input type="checkbox"/></p> <p>ClamAv - Ver 0.99.1 <input type="checkbox"/></p> <p>Microsoft Office <input type="checkbox"/></p> <p>BCP (BCP PC only) <input type="checkbox"/></p> <p>Backup PC (Bacula Web) <input type="checkbox"/></p> <p>IOS Version - TAB only <input type="checkbox"/></p>			
<p>PAT ID : <b>CPS/SEL-07/KKS-05/PCD-002</b></p> <p>DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB</p> <p>LOCATION : <input type="checkbox"/> Relocated</p>			
S/N CPU : <b>PC071CUU</b>	MONITOR : <b>V901W6PM</b>	KEYBOARD : <b>0000731</b>	MOUSE : <b>5G345025528</b>
<p><b>PART I - STANDARD TASK</b></p> <p>All Device: Cleaning <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>* Device is harden <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input checked="" type="checkbox"/></p> <p>MEMORY : <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input checked="" type="checkbox"/></p>			
<p><b>PART II - STANDARD HEALTH CHECK</b></p> <p>Verify Condition : <input type="checkbox"/> Connection via LAN / USB</p> <p>Fan/ Power Supply/ Charger <input type="checkbox"/> Used <input type="checkbox"/> Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/></p> <p>Hard Disk Utilization (GB) : <input type="checkbox"/> 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/></p> <p><i>132</i> <input type="checkbox"/> <i>106</i> <input type="checkbox"/></p> <p><i>79.3</i> <input type="checkbox"/> <i>133</i> <input type="checkbox"/></p>			
<p><b>PART III - STANDARD SETUP</b></p> <p>Auto update disabled:</p> <p>(a) Java (JDK 6 update 30) <input type="checkbox"/></p> <p>(b) Internet Explorer 9 (64bits) <input type="checkbox"/></p> <p>ClamAv - Ver 0.99.1 <input type="checkbox"/></p> <p>Microsoft Office <input type="checkbox"/></p> <p>BCP (BCP PC only) <input type="checkbox"/></p> <p>Backup PC (Bacula Web) <input type="checkbox"/></p> <p>IOS Version - TAB only <input type="checkbox"/></p>			
<p>PAT ID : <b>CPS/SEL-07/KKS-05/LJP-001</b></p> <p>DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB</p> <p>LOCATION : <input type="checkbox"/> Relocated</p>			
S/N CPU : <b>451457LM26IZW</b>	MONITOR : <b>451457LM26IZW</b>	KEYBOARD : <b>451457LM26IZW</b>	MOUSE : <b>451457LM26IZW</b>
<p><b>PART I - STANDARD TASK</b></p> <p>All Device: Cleaning <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>* Device is harden <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/></p> <p>MEMORY : <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/></p>			
<p><b>PART II - STANDARD HEALTH CHECK</b></p> <p>Verify Condition : <input type="checkbox"/> Connection via LAN / USB</p> <p>Fan/ Power Supply/ Charger <input type="checkbox"/> Used <input type="checkbox"/> Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/></p> <p>Hard Disk Utilization (GB) : <input type="checkbox"/> 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/></p>			
<p><b>PART III - STANDARD SETUP</b></p> <p>Auto update disabled:</p> <p>(a) Java (JDK 6 update 30) <input type="checkbox"/></p> <p>(b) Internet Explorer 9 (64bits) <input type="checkbox"/></p> <p>ClamAv - Ver 0.99.1 <input type="checkbox"/></p> <p>Microsoft Office <input type="checkbox"/></p> <p>BCP (BCP PC only) <input type="checkbox"/></p> <p>Backup PC (Bacula Web) <input type="checkbox"/></p> <p>IOS Version - TAB only <input type="checkbox"/></p>			

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

**PREVENTIVE MAINTENANCE CHECKLIST  
( DEVICE )**

FACILITY :	DEPT :	LOCATION :	STATE :	ZONE :
PAT ID : CPS/SEL-07/KIS-05/THP-001	DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB	Location : <input type="checkbox"/> Relocated <input type="checkbox"/> Unlocated <input type="checkbox"/> Loaded <input type="checkbox"/>	Screening, Verification, Labelling & Dispensing	
S/N CPU : 2305P000395	MONITOR : N/A <input type="checkbox"/>	MOUSE :		

PART I - STANDARD TASK	PART II - STANDARD HEALTH CHECK	PART III - STANDARD SETUP	Function	Not Function & Resolved	Current Version	Updated Version
<b>All Device:</b> Cleaning <input checked="" type="checkbox"/> Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> * Device is harden <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/> MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	Verify Condition : Connection via LAN / USB <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/> Fan/ Power Supply/ Charger <input checked="" type="checkbox"/> Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/> Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/>	Verification: IWP <input type="checkbox"/> KYM <input type="checkbox"/> PHIS Portal <input type="checkbox"/> Auto update disabled: (a) Java (JKD 6 update 30) <input type="checkbox"/> (b) Internet Explorer 9 (64bits) <input type="checkbox"/> ClamAv - Ver 0.99.1 <input type="checkbox"/> Microsoft Office <input type="checkbox"/> BCP (BCP PC only) <input type="checkbox"/> Backup PC (Bacula Web) <input type="checkbox"/> IOS Version - TAB only <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID : \_\_\_\_\_ DEPARTMENT : \_\_\_\_\_ LOCATION : \_\_\_\_\_

PART I - STANDARD TASK	PART II - STANDARD HEALTH CHECK	PART III - STANDARD SETUP	Function	Not Function & Resolved	Current Version	Updated Version
<b>All Device:</b> Cleaning <input type="checkbox"/> Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> * Device is harden <input type="checkbox"/> 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/> MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	Verify Condition : Connection via LAN / USB <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/> Fan/ Power Supply/ Charger <input type="checkbox"/> Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/> Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/>	Verification: IWP <input type="checkbox"/> KYM <input type="checkbox"/> PHIS Portal <input type="checkbox"/> Auto update disabled: (a) Java (JKD 6 update 30) <input type="checkbox"/> (b) Internet Explorer 9 (64bits) <input type="checkbox"/> ClamAv - Ver 0.99.1 <input type="checkbox"/> Microsoft Office <input type="checkbox"/> BCP (BCP PC only) <input type="checkbox"/> Backup PC (Bacula Web) <input type="checkbox"/> IOS Version - TAB only <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID : \_\_\_\_\_ DEPARTMENT : \_\_\_\_\_ LOCATION : \_\_\_\_\_

PART IV - FINDINGS / ALERTS / DETECTION	FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT
PHARMANIAGA LOGISTICS SDN BHD (PLSB)
Signature & Stamp Customer Name Date
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">                       JULIANA BT NAZLIM LIM                      Pegawai Farmasi U48                      Klinik Kesihatan Rasa                      BKD Hulu Selangor                 </div> <div style="width: 45%; text-align: right;">                       Ahmad Haseqal Noor Zaman                      Field Technical Engineer                      Pharmaniaga Logistics Sdn. Bhd                 </div> </div>



## **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	PC071CW1	V901W7VC	0000734	5G34503758B	CPS/SEL-07/KKS-05/PCD-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing
2	PC071CUU	V901W6PM	0000731	5G34502562B	CPS/SEL-07/KKS-05/PCD-002	Outpatient Pharmacy	Distribution Medication Counselling & Manufacturing

#### 2.LASERJET PRINTER

No.	LJP	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GLZW	CPS/SEL-07/KKS-05/LJP-001	Outpatient Pharmacy	Distribution Medication Counselling & Manufacturing

#### 3.SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06FZMMK	CPS/SEL-07/KKS-05/SVR-001	IT	Screening, Verification, Labelling & Dispensing

#### 4.UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1523503454AF413	CPS/SEL-07/KKS-05/UPS-001	IT	Screening, Verification, Labelling & Dispensing

#### 5.THERMAL PRINTER

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305P000395	CPS/SEL-07/KKS-05/THP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing