



Republic of the Philippines  
Department of Health  
**JOSE R. REYES MEMORIAL MEDICAL CENTER**  
MANILA



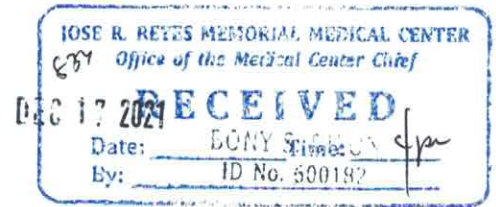
**Integrated Hospital Operations and Management Unit**

Tel: 711-94-91/98 loc. 370

Website: <http://www.jrmmc.gov.ph> Email: [jrmmc.it@gmail.com](mailto:jrmmc.it@gmail.com)

December 17, 2021

**EMMANUEL F. MONTAÑA, JR., MD, FPCS, FACS, MHA**  
Medical Center Chief II  
This Medical Center



Dear Dr. Montaña:

As per requirements of COA, we are respectfully submitting to your good office the Accomplishment Report of the Integrated Hospital Operations and Management Unit (IHOMU) as of November 2021.

Please see the attached.

For your perusal

Thank you.

Respectfully yours,

  
**IAN C. SINUEGO**  
Computer Maintenance Technologist II



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**ACCOMPLISHMENT REPORT OF IHOM UNIT  
AS OF NOVEMBER 2021**

**I. TECHNICAL SUPPORT**

- Provided technical action for a total of 950 service requests received from different areas for the month of January to November 2021.
- 96.30% accuracy of total number requests responded in a timely manner from the 1<sup>st</sup> Quarter to 3<sup>rd</sup> Quarter of 2021.

**II. ICT EQUIPMENT**

- Ensured the functionality of IT Equipment which attained 99.62% of the total number of computer units issued in the hospital:
  - 99.62% 1<sup>st</sup> Quarter of 2021
  - 99.73% 2<sup>nd</sup> Quarter of 2021
  - 99.67% 3<sup>rd</sup> Quarter of 2021
- Conducted scheduled preventive maintenance of ICT Equipment per department in the months of January-November 2021.
- Conducted Preventive Maintenance of Server on September 26, 2021.

**III. NETWORK SYSTEM**

- Attained 0.42% average downtime of the network system reported during the 1<sup>st</sup> quarter of the year 2021, 0.25% during the 2<sup>nd</sup> quarter of 2021, and 0.54% average during the 3<sup>rd</sup> quarter of the year 2021.
- Continuous configuration of security policy to optimized the security measures of the hospital network.
- Installation of additional one hundred fifty (150) license of Seqrite Enterprise Suite (Anti-Malware System) on 1<sup>st</sup> Quarter of 2021.
- Additional configuration of Firewall has been conducted for the period of January-November 2021.
- Installation of new network cables to improve the functionality of network system in different areas.

**IV. PROJECTS/ACTIVITIES**

- Continuous buildup of library of the IHOMIS from January-November 2021.
- Development of Appointment Section and Service Record for auto-generation of salary grade and basic salary in HRMIS on January-March 2021.

- Collaborated with the DOH-KMITS to conduct ICT Assessment and Orientation Seminar as part of the requirements for the implementation of IHOMIS/HBSys on February 18, 2021.
- Implementation of Electronic Health Declaration Form of the hospital in February 2021.
- Conducted installation of Hospital Billing System (HBSys) in the National Center for Geriatric Health (NCGH) on March 02, 2021 to March 05, 2021.
- Developed Web Portal for in-house systems for the implementation of homejrrmc.ph on April 2021.
- Completed the development of HRMIS Service Record Module on May 2021.
- Developed Malasakit Center Module in the MSWD Registry System on June 2021.
- Collaborated with the Quality Management Unit (QMU) to provide technical assistance regarding the conduct of ISO 9001:2015 Surveillance Audit via Zoom on June 04, 2021.
- Started the Orientation training for end users in line with the implementation of the Integrated Hospital Operations and Management Information System (iHOMIS) in different areas on June 2021.
  
- Conducted updates on the Health Declaration Form App for viewing of IPCC on July 2021.
- Conduct updates on the MSWD system for the Malasakit Center module on July-August 2021.
- Coordinated with the Fees and Charges Committee, Accounting Department, and MMD, for the continuous buildup of library of the IHOMIS from September 2021.
- Started the filling out of Personal Data Sheet (PDS) in all hospital services in line with the Beta Testing of the Human Resource Information System (HRIS) on September 2021.
- Continuous enhancement and bug fixes of the HRIS:
  - Included department dropdown list in Service Card Section.
  - Modified licenses to dropdown list instead of textbox in Service Card Section for consistency.
  - Added pop-up warnings in case users want to leave the page while there are still unsaved works to avoid loss of data entered.
  - Bug fixes in Service Record Section where employees' position becomes the same as the first entered position of the employee when edited.

## **V. STAFF DEVELOPMENT**

- Attended Workshop on Failure Mode and Effect Risk Analysis (FMEA) conducted by ISO Consultant on January 26-27, 2021.
- Attended Quality Objectives Workshop conducted by Engr. Helen A. Evalle on March 01, 2021.
- Attended Training on the implementation of Seqrite Endpoint Anti-malware system on March 02, 2021.
- Attended Workshop for Hospital Citizen's Charter with the theme: Modernizing Citizen's Charter towards Transparency and Good Governance on March 16-17, 2021.
- Participated on the ISO 9001:2015 Surveillance Audit via Zoom conducted by TUVSUD Philippines on June 04, 2021.
- Attended on EMBASE & EMBR Meeting on June 16, 2021 via Webex.
- Attended CERT-PH Cyber Incident Drill on June 22, 24, 2021.
- Attended JRRMMC PGS Pre-Clean up Session on September 2-3, 2021
- Attended iHOMIS Item Library Buildup on September 22, 2021
- Attended JRRMMC Quality Objective Workshop on September 28-29, 2021



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- Attended seminar Patriotism, Integrity, Excellence and Spirituality in Public Service on November 18 & 19, 2021.
  - Attended seminar on Work Ethics and Professionalism on November 26, 2021

**VI. ISSUES AND CONCERNS**

- The DOH-KMITS found out that the NCGH is not ready yet to fully implement the Integrated Hospital Operations and Management Information System (iHOMIS) due to unavailability of ICT requirements. Thus, they already installed HBSys as interim for Hospital Information System. (1<sup>st</sup> Quarter of 2021)

**VII. RECOMMENDATIONS**

- Budget allocation for the procurement of ICT requirements for the implementation of iHOMIS in NCGH. The IHOM Unit already submitted budgetary proposal for ICT requirements and already forwarded to the Department of Health (DOH) (1<sup>st</sup> Quarter of 2021).

Submitted by:

**IAN C. SINFUEGO**

Computer Maintenance Technologist II

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