

- MOI.8.3 The policy addresses how confidentiality, integrity, and security of the data and information will be maintained during retention.

MOI.9 The hospital maintains sufficient provisions that ensure the operation of the information system during scheduled or unscheduled (unexpected) downtime.

- MOI.9.1 There are procedures and forms to be used during scheduled or unscheduled (unexpected) downtime.
- MOI.9.2 End-users are trained on procedures to follow during interruptions of the information system.
- MOI.9.3 Patient information are documented and reported during the downtime (e.g., reporting laboratory results).
- MOI.9.4 The integrity of the system and data entry is verified after the downtime.
- MOI.9.5 There is review of the downtime assessment report.
- MOI.9.6 The downtime system is regularly tested for effectiveness.

MOI.10 The hospital implements a process for data backup.

- MOI.10.1 The hospital has a process in place for regular information system data backup and retrieval.

MOI.11 The hospital uses and contributes to comparative reference databases in accordance with national guidelines.

- MOI.11.1 The hospital contributes to external databases in accordance with national laws and regulations.
- MOI.11.2 The hospital uses external reference databases for comparative purposes to identify areas in which performance deviates from expected patterns.

MOI.12 There is a process for the clinical and administrative staff to obtain information that support safe patient care.

- MOI.12.1 Information resources are available to address clinical and administrative staff needs and support them to maintain and improve their competencies.
- MOI.12.2 Information resources support patient care, patient safety, patient education, performance improvement, educational functions for hospital and medical staff, research, and other appropriate functions.
- MOI.12.3 Information resources are accessible when needed (e.g., books and journals).