Management of Information Standard Intents

MOI.1 **Hospital leaders ensure the conduction of needs assessment related to information management in the hospital.**

MOI.1.1 The hospital conducts a needs assessment related to information management based on the hospital's scope of services, complexity of care and affordable resources including technology.

MOI.1.2 The needs assessment involves both clinical and managerial staff.

MOI.1.3 The needs assessment identifies the needs/ requirements of external organizations (e.g., Ministry of Health, accrediting bodies, national research and databases).

MOI.1.4 Information technology needs are identified and integrated with existing information management processes.

MOI.1.5 Relevant clinical and managerial staff participate in selecting, integrating, and using information management technology.

Standard Intent:

Information and data management processes are complex and are of multi-level and categories. In order to have information managed, thorough assessment of users' needs is essential to be conducted.

The information needs assessment should address all possible users, those involved in clinical, managerial, financial and administrative processes. Furthermore, though most facilities have moved to advanced computerized and electronic information management tools and capabilities, manual data and paper-based information dissemination and handling still exist and should not be missed when conducting assessment of the stakeholders needs.

Prior to transforming hospital operations from manual and paper-based information process into an electronic system, documented assessment of users' needs expected to be in place. It is a lengthy and an interactive activity that addresses all steps and levels of data and information procurement to access and sharing of informative reports useful for decision making.

Areas to be explored during information needs assessment and management process may include but not limited to:

- Automation capabilities and streamlining work,
- Using technology to reduce risks and enhance patient safety such as automated medications management, use of bar-coding for patient identification.
- Testing and evaluation strategies prior to full implementation.
- Integration with a hospital's existing technology and processes.