

## STANDARDS

### **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.

### **MOI.2** The hospital maintains an effective information management system to serve its internal and external users and stakeholders.

- MOI.2.1 The hospital provides adequate resources for an effective information management system.
- MOI.2.2 The hospital describes the categorization of the needed information into manual and computerized.
- MOI.2.3 Data elements are defined and forms are developed for designated staff to enter the necessary data.
- MOI.2.4 Data are collected within predetermined time frames and frequency.
- MOI.2.5 There is a process for secure storage of data and information with easy retrieval.
- MOI.2.6 Data and information are accurately and timely disseminated to the targeted internal and external users.
- MOI.2.7 Data and information are disseminated in a format useful for decision making.

### **MOI.3** The hospital develops a process for the information management system modifications, updates, and validation.

- MOI.3.1 There is process for documentation, approval, and validation of any modification or update related to the information management system.

### **MOI.4** Data collected are transformed into information that is used to support patient care and management decisions.

- MOI.4.1 Aggregate data and information include information requirements for key functions as specified in this manual (e.g., facility management and safety, infection control, clinical data and information, identified hospital-wide indicators, department-specific indicators, physician-specific information).
- MOI.4.2 Aggregate data and information are used for self-comparison over time and benchmarking against similar hospitals as well as best practices.
- MOI.4.3 The hospital uses the information to make decisions, strategically plan, identify and prioritize quality improvement projects.