

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.