

## 00504 Staff Vaccination Program: Implementing an e-Record System in Bright Vision Hospital

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**Aims:** To replace manual vaccination record keeping with an e-record system capable of handling growing number of records at electronic speed. Two key aims are:

- To create edit, save and view function at a click
- To create an extract function to generate report

**Methodology:** The vaccination program administrators started the project by developing a smart technology wish-list for their IT colleagues to consider. Many issues were identified as why the current staff vaccination data record keeping is too difficult to store, retrieve and organize using just Excel spreadsheets alone. More importantly, the wish-list is a powerful quality improvement tool to advance expectations so that what is possible and what is not can be efficiently searched out. After wild demands have been refined with realism, the system work could begin followed by a period of user testing and training.

**Result:** This new staff vaccination e-record system provides one convenient place to store, maintain, retrieve and organise vaccination records thru these merits:

Data Maintainability – exporting report is faster for those who have pending/due vaccination

Data Synchronization – employee updates is simultaneously connected with HR listing

Data Protection- Data base backup is performed on a daily basis to ensure protection

**Conclusion:** The vaccination administrators applauded the new e-record system for its ease of use and powerful functions. The system has made updating so efficient by auto-populating each individual staff's screen with essential personal particular information like their names and id numbers retrieved from our Human Resource Department's databases. With auto-population, the administrators only need to focus on the vaccination details, all of which are also conveniently sorted out in cascading screens by one click on the buttons for hepatitis B, MMR, VZV and influenza.