

Health Information System Inventory and Flowchart

Overview

Conducting an inventory of the health information system can:

- Identify and describe the functions that occur in a surveillance system
- Clarify sources of problems such as redundancy, lack of timeliness, and lack of feedback
- Determine who to work with and which systems, if any, can be used and which need to be strengthened.
- Develop a flow chart to be used as a descriptive or diagnostic tool and to facilitate an objective discussion of information system problems and strengths

Following the inventory is an example of how a flowchart might be organized. For more information, please see Section 2.4 (Goals of surveillance assessment).

**Health
Information
System
Inventory**

The following table describes the steps in conducting a health information system inventory.

Step	Action
1	List the information systems used to gather information on health status indicators and the health care system.
2	<p>Select the three or four systems that are most important to achieving MOH priorities and targets. For each of those systems, collect information such as:</p> <ul style="list-style-type: none"> • Name of system • Names and titles of persons supplying information • Purpose/objectives of the system • Source of funds • Collaborators outside of MOH • Needs of staff at each level • Ways in which needs might be met • Role, resources and interaction with laboratory at each level • Reporting protocols <ul style="list-style-type: none"> – Diseases/conditions reported – Frequency of reporting – Method of reporting – Incentives for reporting – Penalties for not reporting
3	Record information on a flowchart (see the following example)
4	<p>Review the flowchart for:</p> <ul style="list-style-type: none"> • Redundancies • Timeliness • Feedback • Persons to work with • Which systems, if any, can be used and which need to be strengthened

Sample flowchart adapted from Jordan FETP

Average time from infection to development of symptoms:

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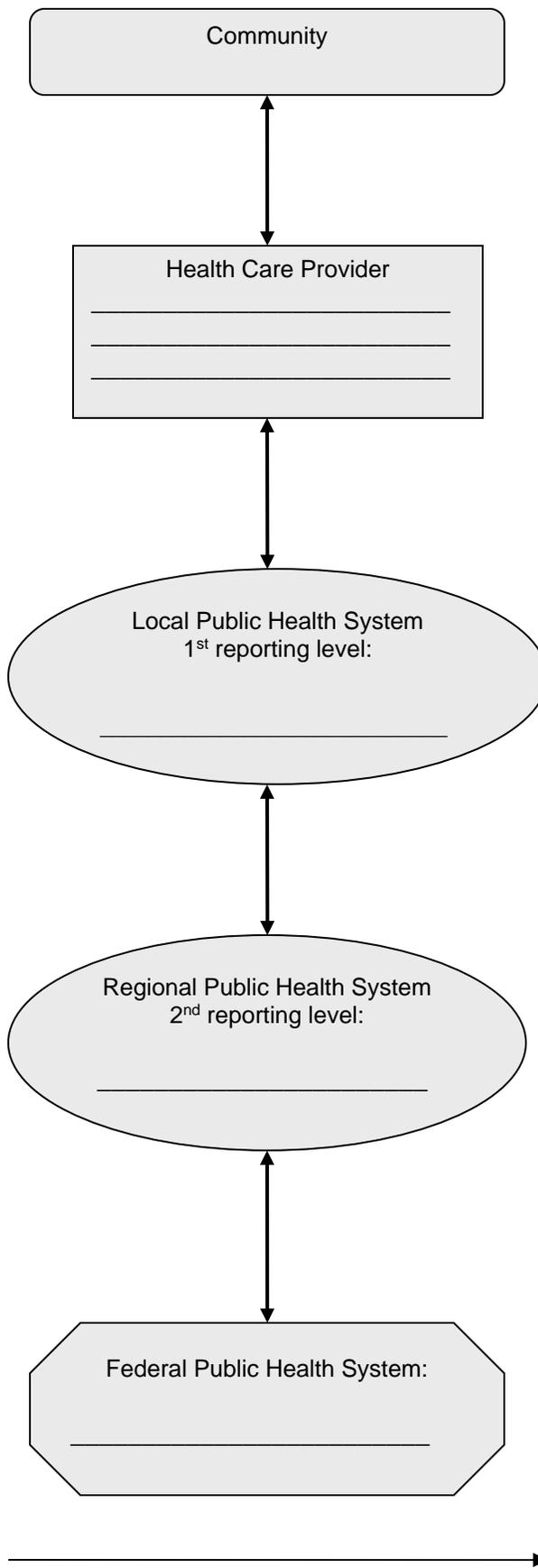
What information is reported to the local level? How long does this take or how often is it reported?

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What information is being sent to the regional level and when? Is more information collected about each patient (risk factors)?

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What information is being sent to the federal level and when? What format is used (e.g. written report, phone call)?



How is information communicated to the community? When?

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How are health providers updated? When?

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What information communicated to the local level? When?

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How quickly and to whom does the federal government communicate decisions and information?
