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<http://www.procurement.petrosa.com/Downloads/Documents/SupplierSelfRegistration.pdf>

SCOPE OF WORK

ENQUIRY NO: CTT25025

**PROVISION OF AN OCCUPATIONAL HEALTH ELECTRONIC SYSTEM FOR
PetroSA IN MOSSEL BAY**

1. INTRODUCTION

PetroSA wishes to procure a credible, tried and tested occupational health electronic system for its clinics (onshore and offshore). The software required includes updating of mine information, capturing annual DMR 165 & DMR 164 information, capturing monthly reports, occupational medicine milestones and occupational hygiene information reports and dashboards. PetroSA occupational health clinic renders comprehensive primary health care services to its employees including chronic disease management.

2. MOTIVATION

Occupational health is a highly regulated speciality; medical records must be kept for 40 years after the employee had exited an organization. Documentation is very critical for continuity of care. Occupational health is governed by the following legislations:

- ☐ Mine Health and Safety Act 29 of 1996 states that hazards must be identified, risk assessed, and medical surveillance is done in order to minimise/ prevent/ control risk
- ☐ Occupational Health and Safety Act no 85 of 1993 states that employers must ensure that exposure to chemicals is either eliminated/ prevented or properly controlled.

3. SCOPE OF SERVICES

3.1. Reporting System

Software for the mines to report to the Chamber of Mines and COID. The module includes updating of mine information, capturing annual DMR165 & 164 information, monthly reports, occupational medicine milestone/trends and hygiene milestone information, Reports and dashboards.

3.2. Laboratory Interfacing with national health laboratory services and PathCare

3.3. Audio Testing Enhancements - AMS interface to include the STS and milestone values of an MS SQL Express database.

3.4. Exception list of Audiometry parameters for follow-up/investigation

3.5. Radiology interfacing – with contracted service providers

3.6. Lung Function Testing Enhancements - AMS interface to import the lung function tests from AMS into the occupational health electronic system.

3.7. Vision Screening – AMS interface to import vision test results from AMS to the occupational health system.

3.8. Snellen Testing (OH consultation) A Snellen test is to be recorded during an OH consultation if required.

3.9. Offline Medical Tests (Audio, Lung Function, Vision) - Audio, lung function and vision testing can now be performed when the system is offline provided; AMS or AME is being used for these tests and the interface to the electronic occupational health system.

3.10. Multiple Dashboards - The dashboard section to be enhanced to allow for multiple dashboards to be linked to the facility.

3.11. Multiple Programme – the disease and program management portal to be enhanced to cater for multiple programs including/excluding treatment.

3.12. Pro-Forma Invoice - An option to the online bookings module for contracting companies to request a proforma invoice required by their financial department to make a payment for the services to be delivered.

3.13. My Profile - An option for users to view their own profiles and personal and contact information.

3.14. Client Allocation –A function to copy and move allocated clients between baselines in the form of dragging and dropping.

3.15. Machinery – screen to manage and add machines information per operation.

3.16. Booking and re-scheduling of booking medical appointments/ Appointments Module

3.17. Wellness Module

3.18. Training Certification Module

3.19. Summary of absenteeism per area

3.20. Immunization Module (CPT4 Coding)

3.21. Procedures Module (CPT4 Coding)

3.22. Graphical representation of the blood sugar levels of a client over time

3.23. Summarized information on average time spent, longest and shortest time spent etc.

- 3.24. Electronic Radiography Referral
- 3.25. Electronic scripting systems
- 3.26. Disease Management Module (integrated with business rules, e.g., TB or Ebola alert)
- 3.27. ICD10 Coding
- 3.28. Consenting Module
- 3.29. Laboratory Requesting/Reporting System
- 3.30. List of appointments and missed appointments for a specified period
- 3.31. SMS and e-mailing Module
- 3.32. Triaging Module (integrated)
- 3.33. Reporting Module (integrated and fully automated e-mail reporting)
- 3.34. Graphical representation of the body mass index of a client over time
- 3.35. Primary Health Care Module
- 3.36. Created a report showing the bookings per user.
- 3.37. List of ART clients and associated key medical parameters
- 3.38. List of all inactive ART clients for follow up
- 3.39. List of incentives received and returned
- 3.40. Detailed report of all information captured for a client during a specific visit
- 3.41. List of all clients who converted from HIV negative to HIV Positive
- 3.42. Statistics for departmental reporting medical surveillance status
- 3.43. IOD statistics per area
- 3.44. Occupational Hygiene Module
- 3.45. HYGIENE MODULE ENHANCED
 - Sampling
 - I. Linkman job specifications with employee profile
 - II. Link HRA with employee profile
 - III. Create screens to capture static and personal samples.
 - IV. Modified static Noise and Airborne Pollutant sampling screen to all for multiple area capturing.
 - V. Added the capturing of PPE and Sample Status for personal airborne pollutant sample.
 - VI. Added the capturing of PPE and NRR (Noise Reduction Rate) for Noise personal samples.
 - VII. Allocate sampled occupation as it is being captured to be allocated to that specific HEG (Homogenous Exposure Group).
 - VIII. Functionality to be able to move samples between HEGs by means of dragging and dropping.
 - IX. Modified Illumination sampling screen to load machines that are set up for the selected Year.
 - X. Modified Illumination sampling screen calendar control to show selection only for the selected year.
 - XI. Functionality to be able to search for filters to locate in which baseline the sample is captured
- 3.46. Two-Fingerprint Registration for identification purposes.

4. CHANGES TO THE SCOPE OF SERVICES

The scope of the Services shall be subject to changes by additions, deletions or revisions thereto by PetroSA. The Consultant shall be advised of any such changes by written notification from PetroSA describing the change. The Consultant shall promptly perform and strictly comply with each such change when so instructed by PetroSA. Any extra services resulting from such changes will be charged at the Consultant's normal or agreed rates.