

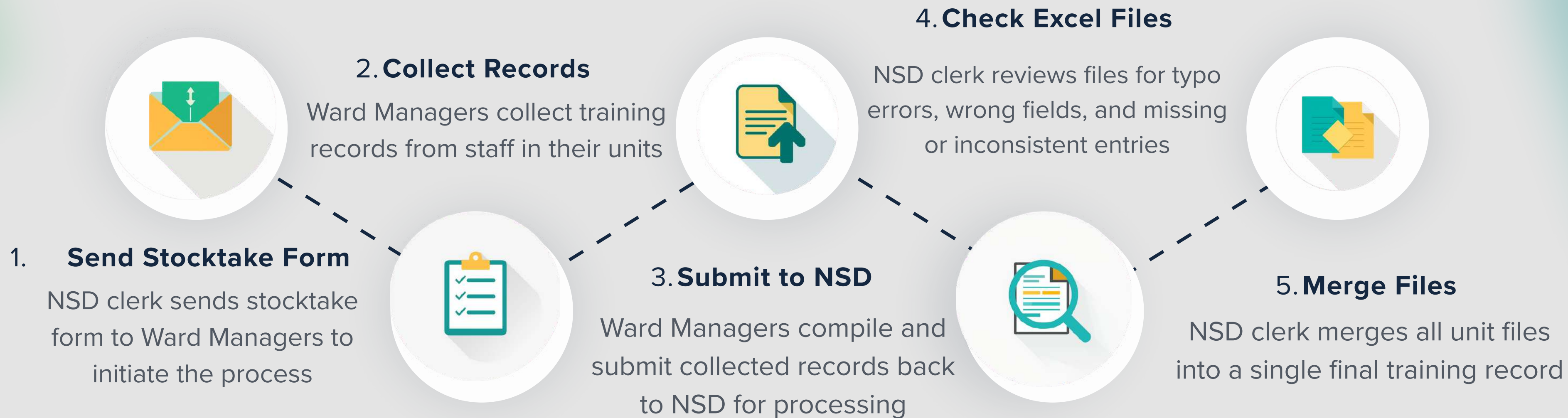
# NURSING QUALIFICATION RECORD SYSTEM IN TKOH

F2.1

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## Current Practice of Training Record Stocktake



## Challenges of Current Practice



### Time-Consuming Process

May take up to 1 month to complete the entire stocktake cycle



### Low Frequency

Performed only once a year, limiting visibility into training compliance



### Outdated Records

Final consolidated record is often not up to date by the time it is completed



### Heavy Workload

Significant burden on both ward managers and NSD staff throughout the process

# Objectives



## Unified Digital Platform

Establish a unified digital platform that consolidates nursing qualifications, including academic degrees, specialty training, resuscitation training, CRM/simulation activities, ventilator training, and mandatory training.



## Training Resources

Support better utilisation of training resources by providing accurate and up-to-date information on staff qualification profiles and training needs, facilitating training budget planning and arrangement of training quotas.



## Role-Based Access Control

Implement secure role-based access control (Admin, Department, Unit, Staff, Clerical) that supports both organisational governance and individual self-development.

## Hospital-Wide Overview

Provide Nursing Services Division (NSD) and managers with a hospital-wide, structured overview of nursing qualifications across departments, units, and ranks to support planning, deployment, nomination, and accreditation.



## Administrative Efficiency

Enhance administrative efficiency in compiling qualification and training statistics and generating reports for accreditation, manpower planning, and service development.



## Professional Self-Development

Support professional self-development of nursing staff by allowing individual nurses to review their own qualification portfolios, identify development needs, and plan future learning.



# SYSTEM DESIGN

## 1. PLATFORM ARCHITECTURE

Web-based React 19.0 with Material-UI, Firebase Firestore & Authentication.

## 2. DATA STRUCTURE

Mirrors TKOH: 12 departments, 54 units, ~1,100 nursing staff profiles.

## 3. ACCESS DESIGN

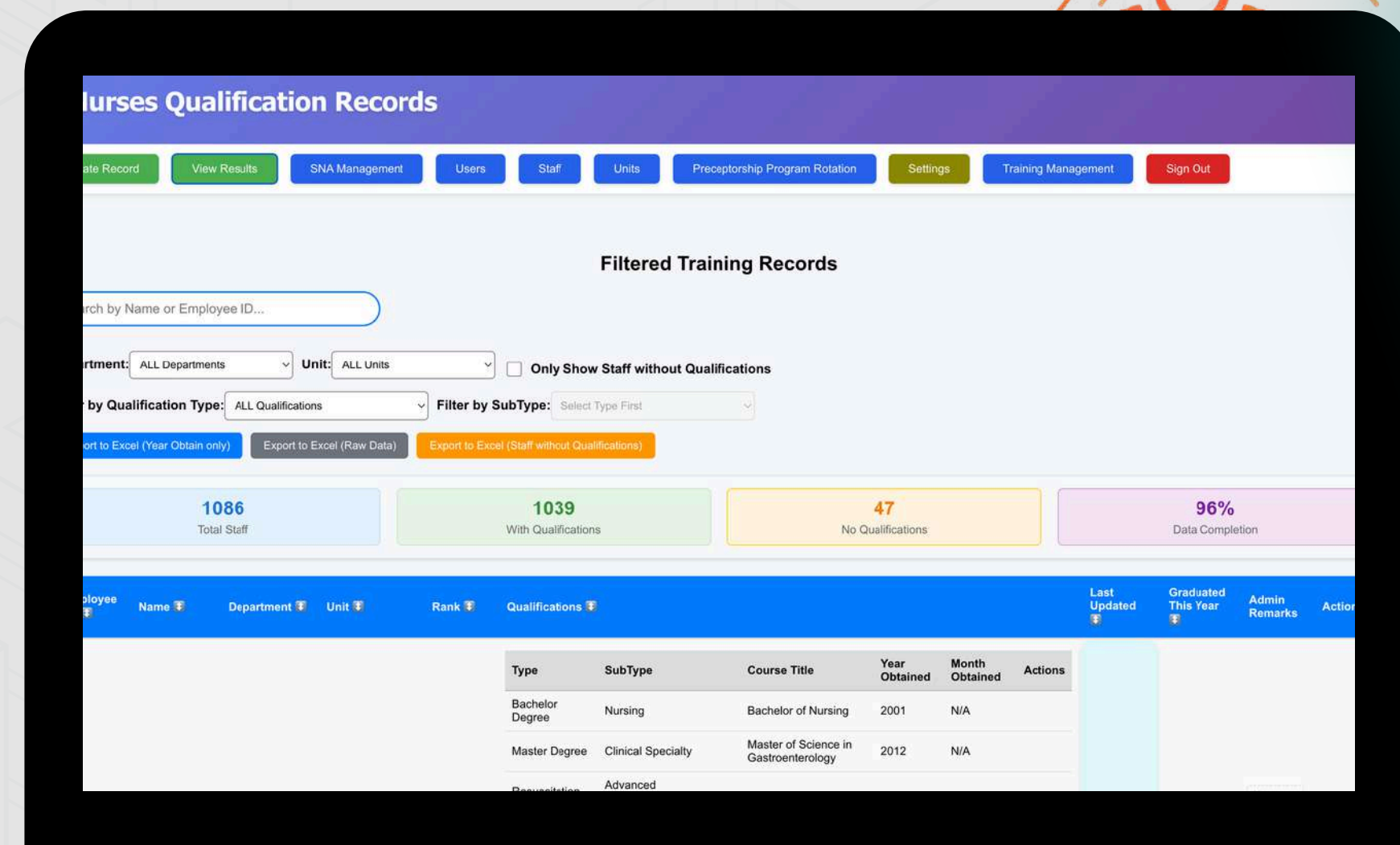
Role-based control: Admin, Department, Unit, Staff, Clerical levels.

## 4. KEY DESIGN FEATURES

Staff self-update, advanced search, one-click Excel export.

## 5. DATA INTEGRITY

Standardised data entry with validation rules to reduce errors.



## Results, Impact and Measurable Benefits

### Measurable Benefits Achieved

- In the past : ~5 min per record, 90+ staff-hours per cycle
- New practice: Self-update + one-click review
- Save about **90 hours admin time every year**

### Key Impact Areas

- Administrative Efficiency
- Hospital-wide Visibility
- Improved Data Integrity
- Enhanced Self-development



### Implementation Scale

- Around 1,100 nursing staff
- 12 departments, 54 units
- 8 major qualification categories
- 50+ subcategories

## New Feature: Post Nurses Preceptee Survey

### Purpose

Collect preceptee information in a **structured and timely manner**. Support rotation planning and interview arrangement.

### Functions

Preceptee indicates preferred working location. Preceptee selects interview timeslot for rotation. **Centralised online data collection.**

### Outcomes



Around 30 preceptees this year. Saves up to 10 minutes admin time per preceptee. **Total saving: around 5 staff-hours. More accurate data collection.**



## Conclusion

The Nursing Qualification Record System in TKOH has **centralised nursing qualification** and training records, improved hospital-wide visibility for managers and NSD, and **reduced administrative workload and manual Excel handling.**



-  **Staff Development Support**  
Enabled self-development and career planning
-  **Resource Planning**  
Improved budget and quota arrangement
-  **Continuous enhancement**  
Now supports preceptee surveys and more

THANK YOU  
FOR YOUR TIME

