

DIGISTAT[®] Stock Management

DIGISTAT[®] Version 5.1



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1. Stock Management

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For general and detailed information about the DIGISTAT[®] environment and the instruction for use of the Control Bar software see the document "DIG UD CBR IU 0006 ENG V01 - Digistat Control Bar User Manual". Reading and understanding this document is necessary for a correct and safe use of the Stock Management module.

1.1. Introduction

The DIGISTAT[®] "Stock Management" system offers a set of tools dedicated to the management of stockrooms and pharmacies of a clinical structure.

The system, composed by several different modules, covers all the tasks and necessities relating to this specific environment.

Specifically, the "Stock Management" system covers the following work-areas:

- stock monitoring;
- materials transfer management;
- expired resources management;
- administrative discharge management;
- resource picking process management;
- returned resources (returns) management;
- picked resources and returns attribution to the correct cost center or operation;
- resources allocation management;
- order sheets creation and print;
- waste management;
- materials requests management;
- resources inventory management;
- operating kit creation, use and return management;
- generic kits creation, use and return management;
- quick retrieval and printing of the resources list for urgent operations;

1.2. The system modules

The system, in the configuration described in this manual, is formed of the following modules:

• **Stock** - Stock monitoring.

The corresponding icon on the lateral bar is $\underbrace{\mathbb{M}}_{\mathbb{M}}$. This module is described in paragraph 2 of this manual.

• Material transfer - Resources transferral from one stockroom to another.

The corresponding icon is $\mathbb{S}_{-}^{\mathbb{N}}$. This module is described in paragraph 3.

• **Expirations** - Management of resources either expired or near-to-expiration.

The corresponding icon is $\underbrace{SM}_{\blacksquare}$. This module is described in paragraph 4.

• Other pickings - Administrative discharge management.

The corresponding icon is . This module is described in paragraph 5.

• Movements - Summary of all the movements of resources.

The corresponding icon is \square . This module is described in paragraph 6.

• Cost center picking - Cost center attribution for resources picking.

The corresponding icon is $\stackrel{\text{SM}}{\boxtimes}$. This module is described in paragraph 7.

• **Resources picking** - Management of the resources picking procedures.

This screen can be accessed from the "Cost center picking" module (paragraph 7), after the relevant cost center has been selected. The procedures relating to the resources picking are described in paragraph 8.

• Cost center return - Cost center attribution for the resources returned.

The corresponding icon is $\overset{\text{SM}}{\boxtimes}$. This module is described in paragraph 9.

• **Resources allocation** - Recording of the changes in the resources allocation.

The corresponding icon is $\overset{\text{SM}}{\square}$. This module is described in paragraph 10.

Orders - this module makes it possible to create and print the orders sheet The corresponding icon is $\boxed{12}$. This module is described in paragraph 11.

Returns - Returned resources management.

The corresponding icon is . This module is described in paragraph 12.

Waste - Wasted resources management.

The corresponding icon is $\underbrace{\text{SM}}_{\text{M}}$. This module is described in paragraph 13.

Kit setup - Aid in the kit preparation procedure. ٠

The corresponding icon is $\overset{\text{SM}}{\square}$. This module is described in paragraph 14.

Returned resources from kit - Recording of the unused resources returned from the operating kits.

The corresponding icon is *is*. This module is described in paragraph 15.

Generic kits - Generic kits creation and management procedures.

The corresponding icon is $\stackrel{\text{SM}}{\blacksquare}$. This module is described in paragraph 16.

- Generic kit link This procedure makes it possible to link a generic kit to a specific • operation (described in paragraph 17).
- Generic kits for emergencies This procedure makes it possible to link a generic kit to an . emergency operation.

The corresponding icon is . This module is described in paragraph 18.

Requests - Materials requests procedures management.

The corresponding icon is $\overset{\text{SM}}{\not\in \boxdot}$. This module is described in paragraph 19.

Emergencies - Quick creation and print of the resources list for the emergency operations.

The corresponding icon is $\frac{SM}{E}$. This module is described in paragraph 20.

• Inventory - Inventory management.

The corresponding icon is $\underbrace{\text{SM}}_{\mathbb{E}}$. This module is described in paragraph 21.

• Search - Resources and materials search functionalities.

The corresponding icon is $\overset{\text{SM}}{\smile}$. This module is described in paragraph 22.

1.3. How to select a module

To select one of the modules

> click the corresponding icon on the lateral bar.

The icon is this way highlighted. The main page of the selected module is displayed.

1.4. Screen structure

The screens of the different modules of the system have different appearances and functionalities but always maintain the same structure.

This paragraph shows, using a sample screen, the items forming the screen structure.

These items are:

- the header (Fig 1 A);
- the selection filters (Fig 1 **B**);
- the data area (Fig 1 C);
- the command bar (Fig 1 **D**).

			header				
RESOURCES INVE	NTORY		neader A	_			Below stock
STOCKROOM -ALL-			B I	ABINET -ALL-	*	OCATION -ALL-	RESET
Position	^ Code	Filters	esource			Exp	iration Stock Oty
▶ BLO.GI.A.LI.PI	600R7790104		ARZA PIEG.IODOF. 10% MT.1	=DT.12/8	DEL.61/10		1
BLO.GI.A.LI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEX	A (DCOD. 0351027000	D DEL 99/08		8
BLO.GI.A.LI.PI	602RC001100	206	BENDA ORL MT5X2CM CD.12056	105027(DDEL N. 99/08			28
BLO.GI.A.LI.PI	602RC001102	206	BENDA ORLMT5X10CM CD.12056	105107(DDEL N. 99/08			26
BLO.GI.A.LI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4M	IT. (DCOD.00230050000	DEL 99/08		15
BLO.GI.A.LI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4	MT. (DCOD.00230020000	DEL 99/08		14
BLO.GI.A.LI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD 10X20	(DCOD. NWSP1020	DELN. 99/08		65
BLO.GI.A.LI.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-14	40.)DCF:10PZX20BUSTE=	=200PZ DET. 549/09		II
BLO.GI.A.LI.PI	616RS000083	2618	SET X TUR COD. 77885	(D	DEL 941/08		105
BLO.GI.A.LI.PI	900R7505269	493	SET GARZA IOXIO I6STR.S.FILO	CF.5)DCD.23481 12/8 32/	40 DEL 972/09		396
BLO.GI.A.LI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 8 <u>str</u>	CF.3)DFD3D0560F8SNN	03 X 3(5X20) D.972/09		22
BLO.GI.A.LI.PI	900R7505917	498	SET GARZA ZAFFI MT5X7CM		XCF D.972/09		55
BLO.GI.A.LI.PI	900R7770208	498	***SET GARZA 7X9 I6STR. R	Data area	20 D.972/09		909
BLO.GI.A.LI.PI	900R7770211	493	SET GARZA IOX60 8STR. S.FI	CI	.972/09		322
BLO.GI.A.LI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RX12ST				55
BLO.GI.A.LI.PI	900RC000467	498	SET GARZA IOX60 8STRATI RX	CF.5)DID23D1020F055 P.	X 3(10X20) D.972/09		492
BLO.GI.A.LI.PI	900RC000470	498	SET GARZA 5X25 4STRX CUCITE	CF3PZ1DID13D0525F035 1	2/8 32/40 D.972/09		17
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/F	B.CF.5)DCD.1560430041A	12/8 20/20 D.972/09		321
BLO.GI.A.LI.PI	900RL000289	206	SET TAMP, GARZA MM.8 RX C	F.5)DCOD, 157033008	T.12/12 D.972/09		116
BLO.GI.A.LI.PI	900RL000290	206	SET TAMP. GARZA MM.10 RX C	F.5 DCOD, 157030010	T.12/12 D.972/09		133
BLO.GLA.LI.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR	/			49
BLO.GI.A.LI.PI	900RS000039	498	SET GARZA LAPAR.80X80 RX 4ST				10
BLO.GI.A.LI.PI	915R1000000	5672	INTERVENTI MINORI SU ADDOME	/D	DEL 525/07		4620
BLO.GI.A.LI.PI	915R1000001	5672	STRISCIA ADESIVA COD.258347	/D	DEL 525/07		3079
BLO.GI.A.LI.PI	915R1000002	5672	TELO CM.75X90 COD.250491	/D	DEL 525/07		3850
BLO.GI.A.LI.PI	915R1000003	5672	TELO ADES. CM.75X90 COD.2523		DEL 525/07		3880
PLOCIALLE	01501000004	\$473	INTERVEN MACCIORI TORACE/ADD		061 \$35/07		4409
Resource				Ner	w Exp.	S	tock 🛎 Real Qty
► GARZA PIEG.IODOF. I	0% MT.I =DT.I	2/8 DEL6	51/10				1 1 🗙
			Command ba				
1 2	3 4	5 6 7			+/-	C	NEXT
$\overline{\nabla}$	\land	SEARCH		REFILL	PRINT	_	
			T2				

Fig 1

1.4.1. Header

A blue bar is on top of every screen. On the left of the bar a header specifies the function and contents of the screen currently displayed (Fig 2 A). On the right three icons are displayed, if enabled by configuration, providing information on the state of the resources in stock (Fig 2 B).

A	ES INVENTORY Below stock
	Fig 2 - Header
The 🕐	icon indicates that there are resources expired still in stock.
The 🕖	icon indicates that there are resources close to expiration in stock.
The 🕑	icon indicates that there are resources under stock (i.e. less resource units than required).
	Some configurations do not manage the resouces expiration dates. In these cases the first two icons cannot appear.

1.4.2. Filters

Under the header bar there are various filters making it possible to select the items displayed on screen.



The number and kind of filters change on the different screens according to the functionalities of the specific module currently selected.

STOCKROOM -ALL-	CABINETGROUPS -ALL-	CABINET -ALL-	-ALL-	RESET
		Fig 3		

To use the filters

 \succ click the \square button placed near the filter.

A menu containing the available options opens.

-ALL-	•
-ALL-	
MICRO	
TEST	
T	•- 4

Click the wanted option.

The name of the selected filter appears in the field. The list of items displayed on screen changes accordingly.

The **Reset** button on the right (Fig 3 A) clears all the filters and displays the items full list.

1.4.2.1. Date filter

A date filter is available in various contexts. Fig 5 shows an example.



To set a date

 \succ click the \checkmark button placed near the date (Fig 5 A).

A calendar-window opens (Fig 6).



- Use the solution and buttons to select the month (Fig 6). Click the solution to select the preceding month. Click the button to select the following month.
- > Click the number corresponding to the day that must be selected.

The date this way selected is displayed in the field.

1.4.3. Data area

The data area (Fig 1 C) displays the contents of the different screens. These contents will be described contextually, with the relating module.

1.4.4. Command bar

The command bar (Fig 1 **D**) contains the buttons making it possible to perform the procedures relating to the module selected. The different command bars will be described contextually, with the different modules.

1.5. Resources' optimistic management

In the "Stock Management" system the phrase "Resources optimistic management" indicates that the resources expiration date editing is enabled.

The "Optimistic management" can be enabled by configuration.

This procedure makes it possible to manage the expiration date of certain resources. For instance, it can be applied to resources that are used often and in large amounts, for which the lot, serial number and expiration date specification is not strictly necessary. A generic expiration date is indicated for these resources, that is the nearest among all the existing expiration dates. This guarantees that no expired resources will be used, but it is this way possible for a resource to be labelled as expired or near-to-expiration when it is not. In these cases a new expiration date can be specified by the user.

2. Stock monitoring

The functionalities relating to stock monitoring are performed on the "Stock" module. To access this module

click the button on the lateral bar.

The following screen opens.

OCKROON)		CABINETS (GROUP	<u>ŝ</u> l		- CAB	NET ALL				•	RESET
our	Position	Code	Producer code	Descrip	ition		Min	ldeal q	Stock q	Cabinet	Kit	Refill	Expiration
	U.LI .PI	609R1130011	683	SONDA	PROST.DUFOUR CD.11331	330 =D3VIE CH18			0	0		Ū	
	U.LI.PI	609RCI 32080	683	SONDA I	PROST.DUFOUR CD.11332	D80 =DIOPZXCF 3V	. ((0	0	0	0	
05/2010 15.16	U.LI .PI	609R1130009	2821	SONDA	PROSTATICA DUFOUR AB	318 N+/DBECCO FLA	((0	0	0	0	
	U.LI .PI	609RCI 30005	2821	SONDA L	IRETERALE NELATON ACS3	03 =D	((0	0	0	0	
	ALI.PI	602RC100010	771	BENDA J	AUTOFIX 4X4 S.LATTICE	*** (DCOD. 0212154	((9	9	0	0	
	ALI.PI	602RC100011	771	BENDA J	NUTOFIX 8X4 S. LATTICE	••• (DCOD. 0212154	(ι (12	12	0	0	
	ALI.PI	602RC001100	206	BENDA (DRL. MT5X2CM_CD.12056	05027(DDEL. N. 99/08	((23	23	0	0	
	ALI.PI	602RC001102	206	BENDA (DRLIMTSXI OCM CD. I 2056	05107(DDEL. N. 99/08	(ı (25	25	0	0	
	ALI.PI	915R1000020	2618	COPRI C	AVI	/D	((4967	4967	0	0	
	ALI.PI	915R1000037	2618	COPRICA	/I (MATERIALE X UROLOG	A)/D	1	(3936	3936	0	0	
	A.LI.PI	603RC229001	3757	COTONIN	I SOFT BSXIOPZ. 80-1	107)DCF:10PZX20BUS	. ((67	66	I	0	
	ALI.PI	915R1000007	5672	CUFFIA 3	K FLUOROSCOPIO 21305	052 /D	0		4908	4908	0	0	
	A.LI.PI	915R1000019	2618	CUFFIA 3	K FLUOROSCOPIO CM 80	X90 /D	(4718	4718	0	0	
	ALI.PI	915R1000053	5672	GAMBALE	CM. 75X110 CD. 21313	104 /D	0		4962	4962	0	0	
	ALI.PI	600R7770208	498	GARZA 7	X9 16STR.FOLDREADY RO	N+ (DTITOLO 12/8	. ((5	5	0	0	30-set 00.00
	ALI.PI	600R7790104	498	garza p	IEG.IODOF. 10% MT.I	=DT.12/8	((22	22	0	0	10-nov 00.
	ALI.PI	915RS000786	5672	GUAINA	COPRITELEC. I 3X250 2135	1103)D	((4239	4239	0	0	
	ALI.PI	915R1000023	2618	INTERV.P	ROTESI GINOCCHIO I N60	55 /D	(4953	4953	0	0	
	ALI.PI	915R1000044	3192	INTERVE	N.ATROFIA MASC.AB935/CI	/DC/ PRELCREST	((4973	4973	0	0	
	ALI.PI	915R1000045	5672	INTERVE	n.laparotomia trasversa	LE /D	1		5000	5000	0	0	
	ALI.PI	915R1000004	5672	INTERVE	N.MAGGIORI TORACE/ADDO	ME /D	(3772	3772	0	0	
	ALI.PI	915R1000100	2618	INTERVE	NTI CHIR.MAGGIORI IN60		(4965	4965	0	0	
	A11 N	01501000037	ТҮРЕ		UTL 2000 MINADE 111 (070	OUNT DESCRIPTION	FIL	TER			Γ.	-	
∇		RESOU	RCES KIT		ALL	BELOW MIN	BELOW	IDEAL	NEAR TO	EXP	DEFAU	LT	REPORTS

2.1. Stock monitoring: screen structure

The stock monitoring screen is structured according to the general description offered in paragraph 1.4. See paragraph 1.4 for a description of the screen general features. The present paragraph describes the screen specific features.

2.1.1. Filters

STOCKROOM BLO	CABINETS GROUP GI	CABINET ALL	RESET
	Fig 8 - "Stock monito	ring" screen filters	

These are the filters available on this screen:

- "Stockroom" Makes it possible to display only the resources that are in a specific stock • room.
- "Cabinet group" Makes it possible to display only the resources that are in a specific cabinet group.
- "Cabinet" Makes it possible to display the resources that are in a specific cabinet. •

See paragraph 1.4.2 for a general description of the filters used within the "Stock Management" system.

2.1.2. Data area

The data area of the "Stock Monitoring" screen makes it possible to display the list of all the resources uploaded in the system.

Each row corresponds to a resource (Fig 9).

Hour	Position	Code	Producer code	Description	Min	ldeal q	Stock q	Cabinet	Kit	Refill	Expiration	
	U.LI.PI	616RC000104	3796	SET MALECOT CD.410-103 24 FR.35 =DPOST NEFROS	0	0	0	0	0	0		
	U.LI .PI	609R1130011	683	SONDA PROST.DUFOUR CD.11331830 =D3VIE CH18	0	0	0	0	0	0		
	U.LI .PI	609RCI 32080	683	SONDA PROST.DUFOUR CD.11332080 =DIOPZXCF 3V	. 0	0	0	0	0	0		Ī
10/05/2010 15.16	U.LI .PI	609R1130009	2821	SONDA PROSTATICA DUFOUR AB6318 N+/DBECCO FLA	0	0	0	0	0	0		
	U.LI.PI	609RCI 30005	2821	SONDA URETERALE NELATON ACS303 =D	0	0	0	0	0	0		
	A.LI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE *** (DCOD. 0212154	0	0	9	9	0	0		
	A.LI.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 0212154	0	0	12	12	0	0		
	A.LI.PI	602RC001100	206	BENDA ORL. MTSX2CM CD.12056105027(DDEL. N. 99/08	0	0	23	23	0	0		
	A.LI.PI	602RC001102	206	BENDA ORL.MTSXIOCM CD.12056105107(DDEL. N. 99/08	0	0	25	25	0	0		
	A.LI.PI	915R1000020	2618	COPRI CAVI /D	0	0	4967	4967	0	0		
	ALLPI	915R1000037	2618	Coppicant (materials X Jirologia) 40	م ب م	J	3936	3936	.	~~~		J.
				Fig 9 - Stock monitoring	r							

Fig 9 - Stock monitoring

For each resource the following information is displayed:

- Hour Time of the latest "under stock" alarm generated by the resource.
- **Position** Resource position. Indication of the resource location.
- Code Resource code. •
- Producer Manufacturer code. ٠
- **Description** Resource description. ٠

- **Min** Minimum suggested quantity, set by configuration, of resources of a kind that should be in stock.
- **Ideal quantity** Ideal suggested quantity, set by configuration, of resources of a kind that should be in stock.
- **Stock quantity** Quantity in stock. If the quantity in stock is below the minimum quantity, the cell is highlighted pink. If the quantity in stock is below the ideal quantity the cell is highlighted yellow.
- **Cabinet** amount of resources located in the cabinets.
- Kit amount of resources located in the generic kits already prepared.
- **Refill** Suggested quantity of resource that must be acquired.
- **Expiration** Expiration date. If the expiration date is near (proximity is defined by configuration) the cell is highlighted yellow. If the resource is expired the cell is highlighted pink.



Some "Stock Management" configurations do not manage the resources expiration. In these cases no information is displayed in the "expiration" field.

i

For each resource can be specified either all or part of the possible information, depending on the resources configuration.

2.1.3. Command bar

The command bar (Fig 10) contains the buttons making it possible to change the way the items on screen are displayed.



Use the arrows and to scroll the screen content up and down.

The buttons placed under the blue bar named "TYPE" (Fig 11) can be used to select the kind of items displayed on screen.



If the **Resources** button is selected the screen displays the list of all the resources configured in the system.

If the Kit button is selected the screen displays the list of all the possible generic kits (Fig 12).

STOCKROON		GI GI	CABINET G	IET GKITI						
Position	Code	Description	Min	ldeal q	Stock q	Refill	Expiration			
I.PI	297.ANESTESIA	ANESTESIA PER ADDOMINOPLASTICA		3 7	0	7				
.I.PI	272.ANESTESIA	ANESTESIA PER BURCH	II	25	0	25				
.IPI	251 ANESTESIA	ANESTESIA PER FESS		5 10	0	10				
1.PI	314.ANESTESIA	ANESTESIA PER IATA + BURCH) 0	0	0				
I.PI	31 3.ANESTESIA	ANESTESIA PER IATA + BURCH + COLPOSACROPESSIA) 0	0	0				
I.PI	297.PRINCIPALE	PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE) 0	0	0				
I.PI	352.PRINCIPALE	PRINCIPALE PER ADDOMINOPLASTICA - MINORE) 0	0	0				
I.PI	272.PRINCIPALE	PRINCIPALE PER BURCH		5 10	0	10				
I.PI	251.PRINCIPALE	PRINCIPALE PER FESS	:	2 5	0	5				
I.PI	314.PRINCIPALE	PRINCIPALE PER IATA + BURCH) 0	0	0				
.IPI	31 3. PRINCIPALE	PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA) 0	0	0				

Fig 12

The buttons placed under the blue bar named "FILTERS" (Fig 13) are filters making it possible to select the subset of items displayed on screen.



The All button, when selected, displays all the items.

The **Below Min.** button displays only those items having a lower stock quantity than that indicated as minimum in the "Min" column.

The **Below Ideal** button displays only those items having a lower stock quantity than that indicated as ideal in the "Max" column.

The button displays the items that are close to expiration (expiration proximity is defined by configuration).

The **DEFAULT** button displays a default modality, chosen by configuration.

The **REPORTS** button makes it possible to access the module's print functionalities. See paragraph 2.1.4 for a description of these functionalities.

2.1.4. Print documentation

To access the system's print functionalities

 \succ click the **REPORTS** button on the command bar.

A selection menu opens, making it possible to choose the kind of document to be printed (Fig 14).

MAI	N STORE
PR	ODUCER
PRIN	T SCREEN
REF	ILL LIST
PICK	ING LIST
REPORTS	
	ssible repor

It is possible to print:

- the main stockroom resources list,
- the manufacturers list,
- the complete list of the items displayed,
- the "picked resources" list,
- the "refill" list.



When the kits list is displayed only the "Print Screen" and "Refill list" screens options are enabled.

> Click the button corresponding to the wanted option.

A print preview is displayed.

3. Materials transfer

The "Materials transfer" module makes it possible to record the transfer of materials and resources from one stockroom to another.

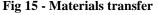
To select the module

click the corresponding icon



The following screen opens (Fig 15):

MATERIAL TRANS	FER								Below stock
SOURCE STOCKROOM					•	DESTINATION STOCKROOM	1		~
Source	_	Code	Producer code	Description		Destination		Stock Qty Cabinet	Kit Qty
			Please s	can barcode or		ng search button.			
1 2	3 4	5	6 7	8 9	0	+/-	С	NEXT	
	, , ,	SEARCH					L.	NEAT	
		SEARCH			Materials t				



3.1. Materials transfer - screen structure

The "Materials transfer" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

3.1.1. Source and destination stockroom selection



The filters available on the "Materials transfer" screen (Fig 16) are:

- "Source stockroom" It makes it possible to select the stockroom from which the resources that must be transferred come.
- "Destination stockroom" It makes it possible to select the stockroom to which the resources are transferred.

See paragraph 1.4.2 for instructions on how the filters work.



Both filters must be specified in order to perform the materials transfer.

3.1.2. Data area

The data area of the "Materials transfer" screen contains, once selected, the list of materials to be transferred (Fig 17 A).

SOURCE STOCKROOM	BLO		·	DESTINATION STOCKROOM RBL				
Source	Code	Producer code	Description	Destination	Stock Qty	Cabinet	Kit Qt	ty
BLO.GI.A.LI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X90 /D	RBL.GI.Nuovi Materiali.LI.PI	471	8 4718	0	0
BLO.GLA.LLPI	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	RBL.GT.Nuovi Materiali.LT.PT	423	9 4239	0	0
BLO.GLA.LI.PI	915R1000013	2618	INTERVENTI SULLA SPALLA IN6068 /D	RBL.GI.Nuovi Materiali.LI.PI	490	2 4902	0	0
BLO.GLA.LI.PI	915R1000004		INTERVEN.MAGGIORI TORACE/ADDOME /D	RBL.GI.Nuovi Materiali.LI.PI	377	2 3772	0	0
BLO.GLA.LLPI	602R7770016		BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD.			0 0	0	0
BLO.GI.ALI.PI	915R1000008	5672	SACCO MAYO COD. 258300 /D	RBL.GT.Nuovi Materiali.LT.PT	477	0 4770	0	0

Fig 17 - Materials transfer

Each row corresponds to a type of resource. For each resource, in this area, the following information is displayed:

- the "source" stockroom (not editable);
- the resource code (not editable);
- the manufacturer code (not editable);
- the resource description (not editable);
- the destination stockroom (user selectable if numerous destinations are possible)
- the resource stock quantity (not editable);
- the amount of resource located in the cabinets (not editable);
- the amount of resource located in the generic kits already prepared (not editable);
- the quantity of resource that must be transferred (editable).

For each resource either all or part of the possible information can be specified, depending on the resources configuration.

The *row* possibly appearing at the beginning of a row indicates the selected resource.

The \bowtie icon appearing at the end of each row makes it possible to cancel the resource. The cancelled resource appears as in Fig 18 **A**.

	Source	Code	Producer code	Description	Destination	Stock Qty	Cabinet	Kit	Qty	
	BL0.GT.A.LT.PT	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X90 /D	RBL.GT.Nuovi Materiali.LT.PT	4718	4718	0	0	×
	BL0.GT.A.LT.PT	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	RBL.GT.Nuovi Materiali.LT.PT	4239	4239	0	0	×
	BLO.GT.A.LT.PT	915R1000013	2618	INTERVENTI SULLA SPALLA I N6068 /D	RBL.GT.Nuovi Materiali.LT.PT	4902	4902	0	0	×
	BLO.GT.A.LT.PT	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOME /D	RBL.GT.Nuovi Materiali.LT.PT	3772	3772	0	0	×
>>										1
	BLO.GI.A.LI.PI	915R1000008	5672	SACCO MAYO COD. 258300 /D	RBL.GT.Nuovi Materiali.LT.PT	4770	4770	0	0	×

Fig 18 - Cancelled resource

The resources corresponding to the rows cancelled this way disappear when the screen is updated.

The icon appearing at the end of each row makes it possible to annul the outcomes of the actions recently performed on the corresponding resource; it brings the resource to its original state back (it is an "Undo" button).

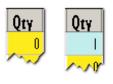
The fields highlighted yellow are mandatory. If a user tries to record a resource transfer without specifying one of the mandatory fields, the system stops the procedure and warns the user with a specific pop-up window (Fig 19).



Fig 19

Click the Close button to hide the pop-up.

The nature and kind of mandatory information depend on the resource configuration. When a mandatory field is specified it is highlighted light-blue (Fig 20).





3.1.3. The command bar of the "Materials transfer" screen

The command bar of the materials transfer screen (Fig 21) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, referring to successive paragraphs when more detailed instructions on a specific functionality are necessary.

I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	\checkmark		7	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT				

Fig 21 - Command bar

The upper line contains buttons making it possible to manage the numeric data specification.

I	2	3	4	5	6	7	8	9	0
			Fig 22	2 - Nun	ieric bu	ttons			

Use the numeric buttons (Fig 22) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field.

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "**C**" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

Use the **Search** button to access the system's search functionalities (described in paragraph 22). Click this button to open the screen shown in Fig 28.

Use the **Lock Scan** button to lock the workstation while reading numerous barcodes that will be recorded all together afterwards. See paragraph 3.4.1 for a description of the related procedures.

Use the **Start Scan** button to begin the reading of numerous barcodes that will be recorded later, all at the same time. See paragraph 3.4.2 for the instructions relating to this procedure.

Use the **Import** button to import the selected items using a wireless barcode reader having internal memory. See paragraph 3.4.3 for the instructions relating to this option.

When editing the screen contents the **Update** and **Cancel** buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

3.2. Editing the resource data

The information regarding a resource can, in certain cases, be edited by the user.

The nature and kind of editable information depend on the way the resource is configured. Editable information is highlighted either yellow or light-blue on the row corresponding to the resource.

To edit the resource data

click the field containing the information you wish to change.

The button appears in the field (Fig 23 A).

 \succ Click the button.

A menu containing the possible options opens (Fig 23 **B**).



Click the wanted option.

The option is displayed in the field. The available options on the different menus depend on the context. For example: the "position" field will display all and only the positions in which the resource can be found. Selecting an option affects the available choices in the other fields.

i

On the "Materials Transfer" screen described in this paragraph, the destination stockroom selection is available if the selected resource can be located in more than one stockroom.

3.2.1. Specifying the resource quantity

To specify the quantity of resource that must be transferred

 \succ select the row corresponding to the resource.

The selected row is indicated by the \blacktriangleright arrow (Fig 24 A).
--

•



Specify the new quantity using the numeric buttons on the command bar (Fig 25)



Otherwise you can

click the cell indicating the "Quantity" (Fig 24 B).

The quantity is highlighted.

Set the new quantity using either the workstation keyboard or the numeric buttons on the command bar.

3.3. How to record the materials transfer

The materials transfer can be recorded either manually or using a barcode reader. The different procedures are described in the following paragraphs.



Barcode technology is recommended when selecting an item. Scanning the item's barcode, instead of selecting it manually, helps the user to diminish selection errors.

3.3.1. Manual recording

To record the material transfer manually

- ➤ select the "source" stockroom (Fig 26 A).
- Select the "destination" stockroom (Fig 26 **B**)

	Ø		B	
SOURCE STOCKROOM	BLO	~	DESTINATION STOCKROOM	•
Source	Code Producer	code Description	Destination	Stock Qty Qty
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	- A.	and the state of t	and a start and a start and a start a s	and the fart of the fart for the



click the Search button on the command bar (Fig 27).

1	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/		7	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT		_		

Fig 27 - Command bar

The "Search" screen opens (Fig 28). This screen is described in paragraph 22.

	SEARC	H RESOUR	<b>A</b> -										Below stock
	Descripti	on	teli								]		
	Code				Lo	it		S	erial		1		
	Producer	code			Category						-		
	Posit	tion	Code	Producer code	Resource					- Category			
(	BLO.C	GI.A.LI.PI	915R1000059	2618	MONOTELI FORC	ELASTICO 200X320	CM /D		DEL.525/07				
	BLO.C	GI.A.LI.PI	915R1000071	3192	TELI CM 75X90	CON ADESIVO CD30	4 /D		DEL.525/07				
	BLO.0	GI.A.LI.PI	915R1000087	3192	TELI CM 75X90	CON ADESIVO CD45	4 /D		DEL.525/07				
	BLO.0	GI.A.LI.PI	915R1000074	3192	TELI CM 75X90	S/ADESIVO B304	/D		DEL.525/07				
	BLO.0	GI.A.LI.PI	915R1000088	3192	TELI CM 75X90	S/ADESIVO B454	/DIDROREPELLE	NTI	DEL.525/07				
	BLO.0	GI.A.LI.PI	915R1000075	3192	TELI CMISOXI8	O CON ADESIVO CD3	08 /D		DEL.525/07				
	BLO.0	GI.A.LI.PI	915R1000078	3192	TELI CM150X18	D S/ ADESIVO CD308	/D		DEL.525/07				
U U	BLO.0	GI.A.LI.PI	915R1000079	3192	TELI CM240X27	DOPP.ASS.CD200/C	N /D		DEL.525/07				
							SEARCH FC	R:		(	3		
				KEYBOAF	D	N	AME	POSITION	LABE	L SE/	IRCH	SELECT	CLOSE
						Fig 28 ·	Search	1 reso	urces				

- > Insert the available information on the resource in the search fields (Fig 28 A).
- Click the **Search** button on the command bar (Fig 28 **B**).

The list of resources corresponding to the information specified is displayed on screen (Fig 28 C).

SEARCH RESOU	RCE - BLO	_	_	_	_			_	_	 _		Below
Description	teli											
Code			Lot			1	Serial					
Producer code			Category				_					
Position	Code	Producer code	Resource					r Cat	egory	 		
BLO.GI.A.LI.PI	915R1000059	2618	MONOTELI FORO EL	ASTICO 200X320	CM /D		DEL.525	/07				
M BLO.GI.A.LI.PI	915R1000071	3192	TELI CM 75X90 CON	ADESIVO CD304	/D		DEL.525/	/07				
BLO.GI.A.LI.PI	915R1000087	3192	TELI CM 75X90 CON	ADESIVO CD454	/D		DEL.525/	/07				
M BLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/AI	DESIVO B304	/D		DEL.525/0	)7				
BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/AD	ESIVO B454	/DIDROREP	ELLENTI	DEL.525/0	07				
BLO.GI.A.LI.PI	915R1000075	3192	TELI CMISOXI80 CO	N ADESIVO CD30	)8 /D		DEL.525/	/07				
BLO.GI.A.LI.PI	915R1000078	3192	TELI CM150X180 S/	ADESIVO CD308	/D		DEL.525/0	07				
BLO.GI.A.LI.PI	915R1000079	3192	TELI CM240X270 DC	PP.ASS.CD200/CN	I /D		DEL.525/0	)7				
					SEARCI	1 F0R:					3	

> Click the relevant item/s on the list. Multiple selection can be enabled by configuration.

The corresponding line/s is/are highlighted (Fig 29 A).

Click the **Select** button on the command bar (Fig 29 **B**).

The resource/s this way selected appears in the "materials transfer" screen (Fig 30 A).

*i* Double click an item to display it directly.

SOURCE STOCKROOM	BLO		*	D	ESTINATION STOCKROOM R	BL		
Source	Code	Producer code	Description		Destination	Stoc	Qty Cabinet	Kit Qty
BLO.GI.A.LI.PI	915R1000088		TELI CM ISOXI80 C/ADESIVO	C458 /DID		-		0 0 <mark>0</mark>
BLO.GI.A.LI.PI			TELI CM 75X90 CON ADESIVO					o o <mark> o</mark>
BLO.GI ALI.PI	915R1000078	3192	TELI CMISOXI80 S/ ADESIVO I	3308 /D			0	0 0 <mark>0</mark>
	4 5 6	7 8	9 0		+/-	C	NEXT	
1 2 3								

- Set, if necessary, the resource values (destination, quantity, etc... see for instructions paragraph 3.2).
- > Repeat, if necessary, the procedure to add other resources.
- > Click the **Update** button on the command bar.

The resources transfer is this way recorded.

## 3.4. Materials transfer - barcode procedure

The resource selection can be performed using a barcode reader. This paragraph describes the procedures related to this functionality.

To record the transfer of materials and resources using barcode reading, when the "Materials transfer" screen is displayed (Fig 15, Fig 30),

> read the barcode of the resource that must be transferred

The rows corresponding to the resources appear on screen.

If a scanned barcode belongs to a resource that is not in the stockroom selected as "source", a pink row is created to inform the user (Fig 31).

#### Fig 31 - Resource is not in the stockroom

Specific buttons on the command bar make it possible to launch specific barcode reading procedures. These are described in the following paragraphs.

### 3.4.1. Lock scan

The **Lock Scan** button on the command bar (Fig 32) makes it possible to lock the workstation while the user reads numerous barcodes that will be read later, all at the same time.

_ I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
	/		7	SEA	RCH 🤇	LOCK	SCAN	START	SCAN	IMPORT				

Fig 32 -	Command	bar
----------	---------	-----

This functionality is used when it is necessary to leave the workstation alone to personally scan the barcodes of several items that are in a different place. This functionality is performed using a wireless barcode reader.

This is the procedure:

click the Lock Scan button.

The button appears selected. The button remains this way while the workstation is locked.

The following window appears on screen (Fig 33).

This workstation has been locked by the u	iser AA
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	B CONTINUE
	Advanced options 🐺

> Read the barcodes. The workstation is locked to other users.

When barcodes reading is complete,

- ▶ insert your password in the field indicated in Fig 33 A.
- Click the Continue button (Fig 33 B).

The workstation is this way unlocked. The rows corresponding to all the barcodes read appear on screen.

The **Keyboard** button on the window opens a virtual keyboard that can be used to insert the password (Fig 34).

Q	W	E		R		T		Y	1	J	1		0		P		"		Ba	ckspace	7	8	9
A	S		D		F		G		H	J		K		L		(		)		Enter	4	5	6
Tab	1	X		C		V		B		N	M		,		:		?			Enter	I	2	3
Lo	<b>c</b> k													+		-		=		Del	0		•
																						CLOSE	

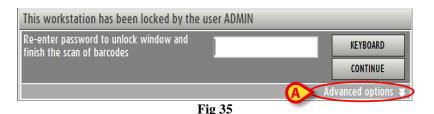
Fig 34 - Virtual keyboard

#### 3.4.1.1. How to force the workstation unlocking

The workstation can be unlocked by another user if his/her permissions level enables him/her to do it.

To force the workstation unlocking

click the option "Advanced options" on the window that requests password (Fig 35).



The window changes in the following way (Fig 36).

This workstation has been locked by the us	er ADMIN
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	CONTINUE
Enter username and passweed of user with	Advanced options <b></b>

Fig 36 - Advanced options

- ▶ Insert the username of the new user in the "Username" field (Fig 36 A).
- ▶ Insert the password of the new user in the "Password" field (Fig 36 B).
- Click the Unlock button (Fig 36 C).

If the new user has the appropriate permissions the workstation is unlocked.

The barcodes read by the original user will <u>**not**</u> be recorded.

### 3.4.2. Start scan

The **Start Scan** button on the command bar (Fig 37) makes it possible to read numerous barcodes that will be recorded later all at the same time.

1	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/		7	SEA	RCH	LOCK	SCAN 🤇	START	SCAN	IMPORT				

Fig 37 - Command bar

This is the procedure:

click the Start Scan button.

The button changes. It appears as: Stop Scan.

A pop-up window informs the user that barcode reading can start.

The user is logged out. This happens because the user now probably moves away from the workstation to read the barcodes.

 $\blacktriangleright$  Read the barcodes.

After barcode reading, to import the data of the scanned resources into the system,

#### DIG STK IU 0007 ENG V01

- $\triangleright$  log in again.
- Click the icon on the lateral bar to select the module "Materials transfer" again.
- Click the Stop Scan button.

The rows corresponding to the scanned resources barcodes appear on screen.

While scanning the blue bar on top of the screen displays the following advice "Press STOP SCAN to import the scanned products" (Fig 38).

MATERIAL TRANSFER - Press STOP SCAN to import scanned products Fig 38

### 3.4.3. Import

The **Import** button on the command bar (Fig 39) makes it possible to import into the system the data read with a wireless barcode reader having internal memory.

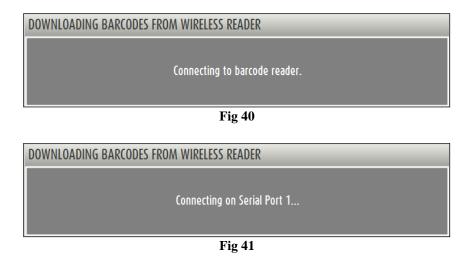
I	2	3	4	5	6	7	8	9	0	·	+/-	C	NEXT	
7	/		7	SEA	RCH	LOCK	SCAN	START	SCAN 🤇	IMPORT				

Fig 39 - Command bar

This is the procedure:

- > read the barcodes using the appropriate devices, configured to connect to the system.
- Click the **Import** button.

the following windows is displayed, informing the user on the import procedure state.



If the procedure succeeds the data are imported. The rows corresponding to the resources scanned appear on screen.

## 4. Expired resources management

The "Expired" module makes it possible to display and manage the resources either expired or closet o expiration.

To select the module

> click the corresponding icon  $\mathbb{B}^{\mathbb{A}}$ .



The following screen opens (Fig 42).

RESOURCES EXPIRED OR NEAR-TO-I	EXPIRE	_	_	_	_		🕀 Belov	v stock
STOCKROOM BLO	CABINETS GROUP GI	- CA	BINET ALL	- LO	CATION		<b>*</b>	RESET
Posizione BLO.GI XTRA a	Codice X_SCADENZA	Codice produttore	Risorsa X_SCADENZA		-		Scadenza 30/09/2010	Giac.
DEA.GI.Nuovi Materiali.LI.PI	607RCI 30018	5167		CH.22 221500 /DRUSCH -	0122		02/11/2010	1
DEA.GI.Nuovi Materiali.LI.PI	916RC777022	2618	CERA X OSSA - CD.			ET. 1070/08	02/11/2010	1
DEA.GI.Nuovi Materiali.LI.PI	916R2090029	5023		M30 CD2010-0406/DDIAM.0		D. 510/07	08/11/2010	
BLO.GI XTRA.a	X_LOTTO_SERIALE_SCAD		X_LOTTO_SERIALE_S				10/11/2010	
Risorsa			Scadenza		Nuova Scadenz	a	Q.tà	
CAT.VESC.COUVELAIRE CH.22 221500 /DRUSCH	H - CH22		02/11/2010		02/11/2010			0 🗙
I 2 3 4	5 6 7 8			+/-	C	NEXT		
	NEA	R TO EXPIRE		PRINT				

Fig 42 - Expired	resources	management
------------------	-----------	------------

## 4.1. Expired resources management - screen structure

The expired resources management screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

STOCKROOM BLO	CABINETS GROUP GI	CABINET ALL	LOCATION	RESET
	Fig 43 - Filters	on the "Expired resou	rces" screen	

The available filters on the "Expired resources" screen (Fig 43) are:

- "Stockroom" It makes it possible to display all the resources in a specific stockroom.
- "Cabinets group" It makes it possible to display all the resources in a specific cabinets group.
- "Cabinet" It makes it possible to display all the resources in a specific cabinet.
- "Location" It makes it possible to display all the resources in a specific location.

See paragraph 1.4.2 for a general description of the filters in use in the DIGISTAT[®] "Stock Management" system.

#### 4.1.2. Data area

The data area of the "Expired resources" area is formed of two parts (Fig 44).

	R-TO-EXPIRE					- 🕑 Belov	N STO
STOCKROOM BLO	CABINETS GROUP GI	۸۵ –	BINET ALL	- LOCATION ALL		*	RESET
Posizione	Codice	Codice produttore	Risorsa			Scadenza	Gia
BLO.GI.XTR.A.a	X_SCADENZA		X_SCADENZA			30/09/2010	
DEA.GI.Nuovi Materiali.LI.PI	607RCI 30018	5167	CAT.YESC.COUVELAIRE CH.22 221	500 /DRUSCH - CH22		02/11/2010	
DEA.GI.Nuovi Materiali.LI.PI	916RC777022	2618	CERA X OSSA - CD. 1029754	(D	DET. 1070/08	02/11/2010	
DEA.GI.Nuovi Materiali.LI.PI	916R2090029	5023	DREN.CAP.PENROSE CM30 CD201	D-0406/DDIAM.06_MM	D. 510/07	08/11/2010	
BLO.GI XTRA:a	X_LOTTO_SERIALE_SCAD		X_LOTTO_SERIALE_SCAD			10/11/2010	
Risorsa.			Scadenza 02/11/2010	Nuova Sc 02/11/2011		Q.tå	0 3

The upper area displays a list of resources (Fig 44 A).

The kind of list actually displayed depends on an option selected on the command bar. This procedure is described in the next paragraph "How to select the type of resources display". The available options are:

- the expired resources;
- the expired and near to expiration resources;
- all the resources.

The current option is indicated on the button shown in Fig 44 C.

Each row in the list corresponds to a resource type. For each resource type, on the upper area (Fig 44 A), are displayed:

- the resource position (not editable);
- the resource code (not editable);
- the manufacturer code (not editable);
- the resource name (not editable);
- the expiration date (not editable);
- the quantities in stock (both in the cabinets and in the kits not editable).

The lower area (Fig 44 B) displays detailed information on the resource selected in the upper area.

In this area each row corresponds either to a single resource or to a lot of resources, depending on the resource configuration.

For each row the following information is specified:

- the name of the resource (not editable);
- the lot to which it belongs (not editable);
- the serial number (not editable);
- the expiration date (not editable);
- the new expiration date;
- the quantity in stock (both in the cabinets and in the kits not editable).

## i

For each resource either all or part of the possible information is displayed, depending on the configuration specification.

The row at the beginning of a row indicates the selected resource.

The selection of a row in the upper area displays the resources details in the lower area. I.e. in the upper area the type of resource is displayed for the specified position, while in the lower area are displayed all the items existing for that kind (these can be items belonging to different lots, single resources having a different expiration date, or groups of items having different expiration dates). The items displayed in the lower area are those indicated by the button shown in Fig 44 C. I.e. these are either "expired", "near to axpiration" or "all" the resources depending on the option selected on the command bar.

When the quantity in stock for a resource is less than the minimum quantity (indicated by configuration) the corresponding cell is highlighted red; when the quantity in stock for a resource is less than the ideal quantity (indicated by configuration) the corresponding cell is highlighted yellow.



If there are 0 items in stock for a resource, the selection of the corresponding row in the upper part of the screen does not display any item in the lower part of the screen.

If the expiration date is highlighted red it means that the resource is expired. If the expiration date is highlighted yellow it means that the resource is close to expiration (Fig 45).

CERA X OSSA - CD. 1029754 (D	DET. 1070/08	02/11/2010	15
DREN.CAP.PENROSE CM30 CD2010-0406/DDIAM.06 MM	D. 510/07	08/11/2010	3
Fig 45 - expired and closet	o expiration	resource	s

The icon on the right cancels the corresponding row. The procedure is described in paragraph 4.2.2.

The icon placed at the end of the row is an "Undo" button bringing back the row to its original state.

#### How to select the type of resources displayed on screen

The button on the command bar shown in Fig 44 C makes it possible to select the set of items displayed on screen.

To change the set of items displayed,

 $\triangleright$  click the button.

The following options appear

ALL	
NEAR TO EXPIRE	_
EXPIRED	_
NEAR TO EXPIRE	*
Fig 46	

The **Expired** option displays only the expired items (the expiration date is highlighted red). The **Near to Expire** option displays both the expired and the "near to expiration" items (the expiration dates can be highlighted either red or yellow. The **All** option displays all the configured items.

> Click the wanted option.

The button indicates the selected option. the list of items displayed changes accordingly.

#### 4.1.3. The command bar of the "Expired" screen

The command bar of the "Expired" screen (Fig 47) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, referring to successive paragraphs when more detailed instructions on a specific functionality are necessary.

I	2	3	4	5	6	7	8	9	0	+/-	C	NEXT	
7	7		7				NEAR TO	EXPIRE	*	PRINT			

#### Fig 47 - Command bar

The upper line contains the buttons making it possible to manage the numeric data specification.

1	2	3	4	5	6	7	8	9	0
			Fig 4	8 - Nun	neric bu	ittons	2	2 2	

Use the numeric buttons (Fig 47) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field, if editable.

The " $\cdot$ " button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

The **Near to Expire** button makes it possible the list of items displayed. See the previous paragraph "How to select the type of resources displayed on screen" for instructions.

Use the **Print** button to print the list of resources currently displayed. When editing the screen contents the **Update** and **Cancel** buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

## 4.2. Editing the screen contents

The "Expired resources" module makes it possible to manage some of the values of the resources displayed. I.e. it is possible to change the expiration dates if necessary. It is moreover possible to delete a resource from the list.

For each resource the values that can be changed are highlighted light blue.

## 4.2.1. How to change the expiration date



The expiration date can only be changed to the "optimistic management" resources. See paragraph 1.5 for a description of this kind of resources management.

To specify a new expiration date for a resource it is necessary, in the upper area,

click the row corresponding to the kind of resource for which the expiration date must be changed.

The kind of resources is selected; the  $\blacktriangleright$  icon appears on the left (Fig A).

Optizione         Codice         Produttore         Risers         Scadeona         Gia           TST.TEST G2.TEST 04.TEST01 a         513.101008         0         ABDOTT TAPPI X REAGENTI (401901)         25/02/2007           MIGRO. QMERE_REDDE 05_4.02.4         510.32588         20000         BIO MERIEUX 041 (00.2007) XMI CMMP**         24/03/2007           MIGRO. QMERE_REDDE 05_8.02.4         510.11534         30214         BIO MERIEUX 001 (00.2008) XMI CMMP**         24/03/2007           MIGRO. MAREL_REDDE 05_8.02.4         510.11534         30214         BIO MERIEUX (00.30214) "MORS ROSOLIA M**         08/04/2007           MIGRO. MAREL_REDDE 05_8.02.4         510.011534         30214         BIO MERIEUX (00.30214) "MORS ROSOLIA M**         08/04/2007           MIGRO. MAREL_REDDE 05_8.01.4         510.0044         0         ABBOTT RAX.MITRIE RGI (6/02.75) 100T         08/04/2007           MIGRO. MAREL_REDDE 05_8.01.4         510.572210         INI/45901         DID (INI-145001) "Parasep doppio filtro formalinal 0%+*Tritoen-X** 40test         07/04/2007	TEST G22 TEST G2 TEST G4. TEST01.a         S13.101.008         0         ABBOTT TAPPI X REAGENTI (401.001.)         25/02/2009           MIGRO. GMERE_PREDIDE G_AD.2.4         S13.25288         2000         BIOI MERICUX 647 (G0.2000) "API CAMP"         20/04/2009           MIGRO. GMERE_PREDIDE G_B.0.2.4         S13.101.008         0         ABBOTT TAPPI X REAGENTI (401.001.)         20/04/2009           MIGRO. GMERE_PREDIDE G_B.0.2.4         S13.101.008         0         BIOI MERICUX 647 (G0.2000.) "API CAMP"         20/04/2009           MIGRO. GMERE_FREDDE G_B.0.2.4         S13.01.008         0         ABBOTT ARC ANTIHBE RET (401.901.)         25/04/2009           MIGRO. MAG.05.5         S10.572110         INI 45801         DID (INI 45801) "Parzesp doppio filtro formalinal 0/6+Tritone.X" 40test         87/04/2009           MIGRO. MAG.05.5         S10.572110         INI 45801         DID (INI 45801) "Parzesp doppio filtro formalinal 0/6+Tritone.X" 40test         87/04/2009	STOCKROO	BLO	CABINETS GROUP	GI	CABINET ALL	- LOCATION ALL	*	RESET
Instructs         Construct Scatters         State         State	IDITITET G2.TEST 0.4.TEST01.a         S13.01008         0         ABBOTT TAPPI X REAGENTI ( 401901 )         25.022/091           MIGO CARERE_FREDE G7_A0.2.4         S10.32508         20000         BIO MERILIX API (2009)         2019.35/2009           MIGO CARERE_FREDE G7_B0.2.4         S10.1556         302/14         BIO MERILIX API (2009)         2019.22/2009           MIGO CARERE_FREDE G7_B0.2.4         S10.40046         0         ABBOTT ARC ANTHREE NGT ( 4G243 ) 100T         25.7047/2009           MIGO CARERE_FREDE G7_B0.4.         S10.60046         0         ABBOTT ARC ANTHREE NGT ( 4G342 ) 100T         25.7047/2009           MIGO MARE_FREDE G7_B0.4.         S10.60046         0         ABBOTT ARC ANTHREE NGT ( 4G342 ) 100T         25.7047/2009           MIGO MARE_FREDE G7_B0.4.         S10.572110         IN145001         DID (IN-145801) "Parasep doppio fibro formalina10%+Tritone-X" 40test         87.7047/2009	Post	tione	Codice	Produttore	Risorsa		Scadenza	Giac.
MICRO CAMERE_IREDDE.GT_B.02.4         S10.11536         30214         BIO MERIEUX (00.30214) "MIDAS ROSOLIA M"         D4/36/2009           MICRO CAMERE_IREDDE.GT_B.04.4         S10.40046         0         ABBOTT ARC ANTIHBE RGT (-6/3425-) 100T         05/36/2009	MICRO CAMERE_FREDDE G_B.02.4         S10.11536         30214         BIO MERIEUX (CD.30214) "MIDS ROSOLLA M"         DAR/DAC2009           MICRO CAMERE_FREDDE G_B.04.4         S10.40046         0         ABBOTT ARC ANTHRE RGT (sC3A25 ) 100T         BS/04/2009           MICRO CAMERE_FREDDE G_B.04.4         S10.40046         0         ABBOTT ARC ANTHRE RGT (sC3A25 ) 100T         BS/04/2009           MICRO MAGAZZINO MAG 05.6         S10.572110         INI45801         DID (IN-145801) "Parzer doppio filtro formalinal 054+ Tritono-X" 40test         B7/04/2809           MICRO MAGAZZINO MAG 05.6         S10.572110         INI45801         DID (IN-145801) "Parzer doppio filtro formalinal 054+ Tritono-X" 40test         B7/04/2809	🕨 ाका.	TEST (G2.TEST (A.TESTOL.a	\$13.101008	0	ABBOTT TAPPI X REAGENTI	4D1901)		9
MICRO.CMHERE_FREDDE.GE_B.04.# \$10.60046 0 ABBOTT ARC.ANTIHEE RGT ( 6/3425 ) 100T 05/04/2009	MICRO CMRERE_FREDEC CS_B 04 +     S10.40046     0     ABBOTT ARC ANTIHEE RGT ( 4C3425 ) 100T     US/04/2009       MICRO MAGAZZINO MAG.05.5     S10.572110     IN145801     DID (IN-145801) "Parasep doppio filtro formalina10%+Tritone-X" 40test     07/04/2009	MICRO	.CAMERE_FREDDE.CF_A.02.d	\$10.32588	20800	BIO MERIEUX API (COD.2080	) "API (AMPY"	28/03/2009	9
	Niora     Lotto     Serial:     Dit (N-145001)     "Parzeep doppio filtro formalina10%+ Tritono-X" 40test     C/7/04/2001	MICRO	.CAMERE_FREDDE.CF_8.02.d	\$10.11536	30214	BIO MERIEUX (CD.30214) "V	idas rosolia m''	04/04/2009	9
MICRO.MAGAZZINO.MAG.05.6         S10.572110         INI 45801         DID (IN-145901) "Parazep doppio filtro formalinal 0%+*Tritonn-X" 40test         07/04/280P	Niorm Lotto Seriale Dan Sadenz Nuova Sader Q.43	MICRO	.CAMERE_FREDDE.CF_B.04.e	510.60046	0	ABBOTT ARC ANTIHBE RGT (	6C3425 ) 100T	05/04/2009	9
		MICRO	.MAGAZZINO.MAG.05.b	\$10.572110	IN145801	DID (IN-145801) ''Parasep d	oppio filtro formalinal 0%+Tritonn-X'' 40	ltest 07/04/2009	9
						Seriale			×
I 2 3 4 5 6 7 8 9 0 . +/- C NEXT	I 2 3 4 5 6 7 8 9 0 . +/- C NEXT		TT TAPPI X REAGENTI ( 4D1901 )		7 8 9 0		257	02/2009 32	x

The details of the clicked resource are displayed in the lower area (Fig **B**).

In the lower part of the screen, on the row corresponding to the resource whos values must be changed,

click the cell indicating the resources' "new expiration date" (Fig 49).

The corresponding row is selected; the  $\blacktriangleright$  icon appears at the beginning of the row. The  $\frown$  button appears in the cell. The current date is automatically displayed.

Risors	rsa	Lotto	Seriale	Scadenza 🖌	Nuova Scadenza	Q.	i	
🕨 ABBOTT	TT TAPPI X REAGENTI ( 4D1901 )			25/02/2009	27/03/2009	▼ 30	×	5
		<b>Fig 49</b>						

 $\succ$  Click the  $\frown$  button.

A calendar-window appears (Fig 50).

	•	1					Þ		
	lun	mar	mer	gio	ven	sab	dom		
	23	24	25	26	27	28	1		
	2	3	4	5	6	7	8		
	9	10	П	12	13	14	15		
	16	17	18	19	20	21	22		
	23	24	25	26	С	28	29		
	30	31	Т	2	3	4	5		
Scadenza	5	)0g	gi: 🗄	27/0	3/2	009			
25/02/2009	27/0	3/20	09		-	30		×	\$
		Fi	g :	50					

Select the date on the calendar (day and month).

The new date appears in the "New expiration date" cell (Fig 51)

Risorsa	Lotto	Seriale	Scadenza 🧹	Nuova Scadenza	Qıra	
🕨 ABBOTT TAPPI X REAGENTI ( 4D1901 )			25/02/2009	17/04/2009 🔹 💌	30	× 5
	F	Fig 51				
➢ Click the UPDA	button on the comm	nand bar.				

The expiration date is updated according to the new values (Fig 52).

Psizioae         Codice         Productore         Risora         Cadena         Gia           MICRO CMERE_FREDDE CF_8.02.d         \$10.1536         30214         Bio MERIELIX API (COD 2080) "API CMPP"         20/03/2007         84/84/2007           MICRO CMERE_FREDDE CF_8.02.d         \$10.1536         30214         Bio MERIELIX API (COD 2080) "API CMPP"         84/84/2007         84/84/2007           MICRO CMERE_FREDDE CF_8.04.e         \$10.40044         0         ABEOTT ARC MITHEE RGT (aC325.5) 100T         85/04/2007         85/04/2007           MICRO MAG.05.b         \$10.572110         IN145801         DD (II-145801) "Parasep doppio filtro formalinal 0%+ Tritom-X" 40test         07/04/2007	MICRO.CAMERE_FREDDE.CO MICRO.CAMERE_FREDDE.CO		GI GI	*	CABINET ALL	- LOCATION ALL	~	RESET
► MICRO CAMERE_FREDDE CF_A02.d \$10.32588 20800 BIO MENELIX API (COD 2080) "API CAMPY" 24/03/2007 MICRO CAMERE_FREDDE CF_B.02.d \$10.11536 30214 BIO MENELIX (CD 30214) "VIDX ROSOUX M" 84/04/2007 MICRO CAMERE_FREDDE CF_B.04.e \$10.40046 0 ABBOTT ARC ANTIHDE RGT ( 4/3425 ) 100T 85/04/2007	MICRO.CAMERE_FREDDE.CI MICRO.CAMERE_FREDDE.CI		Cadica	Produttore			Scadenza	Giac
MICRO CAMERE_FREDDE.CF_B.02.4         S10.11536         30214         BIO MENELIX (CD.30214)         YUDK ROSOLIA M"         BA/JA/2007           MICRO.CAMERE_FREDDE.CF_B.04.e         S10.40046         0         ABBOTT ARC ANTIHDE RGT ( 403425 ) 100T         B5/JB/2007	MICRO.CAMERE_FREDDE.C	F A.02 d				D.2080) "APL CAMPY"		
MICRO.CM/ERE_FREDDE.CF_B.04.e S10.60046 0 ABBOTT ARC ANTIHBE RGT ( 6C3425 ) 100T 05/04/2009								
	MICRO.CAMERE_FREDDE.C							
				IN145801				

The 🔄 icon makes it possible to annul the changes made ("Undo" button).

## 4.2.2. How to delete an item from the list

To delete an item, in the upper area,

click the row corresponding to the kind of resource that must be deleted.

The kind of resource is selected; the  $\triangleright$  icon appears at the beginning of the row (Fig A).

RESOURCES EXPIRED OR								
STOCKROON BLO	- CAB	INETS GROUP GI	-	ABINET ALL	- LOCATION	ALL	-	RESE
Posizione		Codice	Codice produttore	Risorsa			Scadenza	Gia
BLO.GI.XTR.A.a		X_SCADENZA		X_SCADENZA			30/09/2010	
🕨 🕨 DEA.GI.Nuovi Materiali.LI.PI		607RCI 30018	5167		22 221500 /DRUSCH - CH22		02/11/2010	
DEA.GI.Nuovi Materiali.LI.PI		916RC777022	2618	CERA X OSSA - CD. 1029		DET. 1070/08	02/11/2010	
DEA.GT.Nuovi Materiali.LT.PT		916R2090029	5023		CD2010-0406/DDIAM.06 MM	D. 510/07	08/11/2010	
BLO.GI XTRA.a		X_LOTTO_SERIALE_S	OND	X_LOTTO_SERIALE_SCAD			<mark>10/11/2010</mark>	_
								6
Dimen				Endore	Manage	Sectors	0.0	Ç
Risorsa De catvece conversione de 22 2	1500 //DBIKCH - CH22			Scadenza 0/11/000		Scadenza	Q.tå	
Risoffa orty vesc couvelaire critic 2: 2:	1500 /DRUSCH - CH22			Scadenza 02/11/2010	Nuova 02/11/2		Q.tà	
	1500 /DRUSCH - CH22						Qıta	
	1500 /DRUSCH - CH22						Q.1å	
	1500 /DRUSCH - CH22						Q.tá	
	1500 /DRUSCH - CH22 4 5	6 7	8 9 0			010	0.14	
CATVESC COUVELAIRE CH 22 2	4 5		8 9 0 NEAR TO EXPIRE	02/11/2010	02/11/3	010	0.14	

The details of the clicked resource are displayed in the lower area (Fig **B**).

In the lower area, on the row corresponding to the resource that must be deleted,

 $\succ$  click the **i** button at the end of the row (Fig **C**).

The row appears in strike-through characters (Fig 53).

Risorsa		Scadenza	Nuova Scadenza	Q.tà	
				μ.	5
	]	Fig 53			

Click the Update button on the command bar.

The row disappears.

The icon makes it possible to annul the changes made ("Undo" button).

## 5. Administrative discharge

The administrative discharge screen makes it possible to manage those pickings that are not covered by the other picking procedures described in this manual (cost center picking, picking for operation, materials transfer etc...).

The various reasons for picking materials are defined by configuration and depend on the actual procedures in use.

To access the administrative discharge screen

click the second on the lateral bar.

The following screen opens (Fig 54).

ADMINISTRATIV												_	Be	low stock
	duct expiring before	16/11/2	010	*										
STOCKROOM			~	CABINETS		31			CABINET				•	RESET
Position	_	Code	Pre	oduce	Resource	_	_	_	Qty	Cabinet	Kit Di	sc Reason	_	Notes
I 2	3 4	5	6	7	8	9	0		+/-		С	NEXT	T	
$\neg$	Ā										SEARCH			

Fig 54 - Administrative discharge screen

This screen makes it possible to manage the material's administrative discharge.

## 5.1. "Administrative discharge" - screen structure

The administrative discharge management screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

## 5.1.1. Filters

Show only product expiring before	16/11/2010							
STOCKROOM BLO	CABINETS GROUP GI	CABINET ALL	- RESET					
Fig 55 - Filters on the "Administrative discharge" screen								

The available filters on the "Administrative discharge" screen (Fig 55) are:

- "Stockroom" It makes it possible to specify the stockroom in which the items on screen are located.
- "Cabinets group" It makes it possible to specify the cabinets group in which the items on screen are located.
- "Cabinet" It makes it possible to specify the cabinet in which the items on screen are located.

The checkbox enlarged in Fig 56, if checked, makes it possible to display only those materials expiring before a specified date. A configuration parameter either enables or disabile the data specification possibility. If selection is disabled this filter is not active.



See paragraph 1.4.2 for general instructions on how the filters work.

## 5.1.2. Data area

The data area of the "Administrative discharge" screen displays the list of the materials having the features specified in the filters (Fig 57 A).

Show only product expiring before	16/11/2010	Y						
STOCKROOM BLO		CABINET	G GROUP G	CABINET	ALL			▼ R
Position	Code	Produce	Resource	Oty	Cabinet Kit	Disc.	Reason	Not
BLO.GI.S.LI.PI	906RC001236	3757	SUTURA VICRYL CD. Y247H °D(EX COD. Y321H)	142	142	0	0	
BL0.GL.C.LL.PI	616RC000334	154	KIT CATETERISMO VESCICALE (DCOD.MTK1076/SCC	102	102	0	0	
BL0.GLS.LLPI	906RC001301	5449	SUTURA RESOQUICK 3/0 PR30205 17MM/DRESORBA	130	130	0	0	
BL0.GLD.LL.PL	916RC010103	5896	ENDOCATCH CO.173049 15 MM (D	9	9	0	0	
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.1560430041A 1.	294	293	1	0	
BLO.GI.A.LI.PI	915R1000043	3192	INTERVENTI SU COLLO AB937/CN /D	4944	4944	0	0	
BLO.GI.T.LI.PI	916RC309101	3757	CLIP EMOSTASI GRANDE 6PZ LT400 (DMM 8.0 X 12.0	19	19	0	0	
BLO.GI.P.LI.PI	616RC000145	5570	CURETTA DERMAT.PICCOLA 26952-4MM )DBOX 10X20PZ	200	200	0	0	
BLO.GI.A.LI.PI	900R7770211	493	SET GARZA 10X60 8STR. S.FILO CF.5)D12/8 FILATO 32/40 B	312	312	0	0	
BL0.GT.M.LT.PT	711 4	3546	GUANTI ANTI-X 0.30 MM MIS.8,5 )DPRORR2-85 PROGUA	14	14	0	0	
BLO.GLS.LLPI	906RC000453	3757	SUTURA VICRYL CD. Y311H °D	123	123	0	0	
BLO.GI.S.LI.PI	906RC011385	5449	SUTURA MOPYLEN 3/0 24MM CD.71416 =DRESORBA	108	108	0	0	
BLO.GLS.LLPI	906RC001095	5896	SUTURA TICRON 0 CD.320561 AGO 30°DO	64	64	0	0	
BLO.GLA.LI.PI	915R7800270	895	TELO C/FORO TRI.50X60 3.376.18 /D300 PZXCF	I	I.	0	0	
BL0.GLS.LLPI	906RC001012	5896	SUTURA SURGIPRO CD. YP977 NON + °DSINT.NON ASS. M.	58	58	0	0	
BLO.GLS.LLPI	906RC000319	463	SUTURA LINO CD. LN6809 °D	48	48	0	0	
BLO.GI.T.LI.PI	906RC001030	3757	SUTURATRICE ENDOSC.RETTE TSB35 )D	6	6	0	0	
BLO.GI.A.LI.PI	915R1000023	2618	INTERV.PROTESI GINOCCHIO I N6065 /D	4953	4953	0	0	
BL0.GL.G.LL.PI	616R7709153	5167	TUBO DREN.PYC COD.20027508 CH 8 /DPZ 50 LUNG.50CM	266	266	0	0	
BLO.GI.H.LI.PI	609R7709125	597	SONDA GASTR. SIL. C2316-16 )DCH 16	13	13	0	0	
BLO.GI.A.LI.PI	900R7505269	493	SET GARZA 10X10 16STR.S.FIL0 CF.5)DCD.23481 12/8 32/40	302	302	0	0	
BLO.GLS.LL.PI	906RC000461	3757	SUTURA VICRYL CD. V242H °DCAL.3/0	80	80	0	0	
BLO.GI.T.LI.PI	906RC002266	5896	CARICATORE GIA GIA8048L )D	32	32	0	0	
BLO.GI.E.LI.PI	605R7790119	22	LAMA STER.N.II CD 03443000011 )DX BISTURI	143	143	0	0	
BLO.GI.A.LI.PI	915R1000045	5672	INTERVEN.LAPAROTOMIA TRASVERSALE /D	5000	5000	0	0	
BL0.GL0.LLPI	616R8000105	3757	SET TUBI IRRIG. COD.284503 FMS4 =DX POMPA	11	П	0	0	
BLO.GI.K.LI.PI	612RL000702	748	SIR.ST.60ML ECC.PENTAFERTE /DCOD. 002022960	270	270	0	0	
BLO.GI.U.LI.PI	61 6RI 300000	819	SET TUBI POMPA KSTORZ 03112810 (D	28	28	0	0	
BLO.GI.T.LI.PI	906RC000401	5896	SUTURATRICE CUTANEA ROYAL 054887 (D35W	235	235	0	0	
BLO.GI.H.LI.PI	609R9090002	4892	SONDA ASPIRAZ.CH 10 LUNGH.50 CM ()DCOD. 01931031	20	20	0	0	
BL0.GL.G.LL.PI	916R2090001	5546	DRENAGGIO SILIC.CH 15 CD.24603 /DSPIRAL DRAIN	42	42	0	0	
RIGGLOTER	K008C003004	1673	тимерлие сомогелию меросет терми лосор окоолоод			0	0	5
	5	6 7	8 9 0	+/-		C	NEXT	

Fig 57 - Administrative discharge

Each row corresponds to a resource. For each resource the following information can be displayed:

- position;
- resource code;
- producer code;
- resource name;
- lot (if enabled by configuration);
- expiration date (if enabled by configuration);
- serial number (if enabled by configuration);
- the total quantity in stock;
- the quantity of resource located in the cabinets;
- the quantity of resource located in the generic kits already prepared.
- the resource quantity to be discharged;
- the discharge reason;
- possible notes.

The quantity to be discharged, the discharge reason and the notes must be specified by the user.

The  $\blacktriangleright$  icon on the left indicates the selected resource.

When the quantity in stock for a resource is less than the minimum quantity (indicated by configuration) the corresponding cell is highlighted pink; when the quantity in stock for a resource is less than the ideal quantity (indicated by configuration) the corresponding cell is highlighted yellow.

The rows highlighted green indicate resources that are not anymore in use for the current healthcare needs and procedures, but still there is a ceratin amount of resource in stock.

RBL.GT.Nuovi Materiali.LT.PT	609R7800240 597	SONDA GASTR. SIL. C2316-18 N+ /DCH 18	5	50	0	
		Fig 58				

#### 5.1.3. The "Administrative discharge" screen command bar

The command bar of the "Administrative discharge" screen (Fig 59) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, referring to successive paragraphs when more detailed instructions on a specific functionality are necessary.

I	2	3	4	5	6	7	8	9	0	1.*.)	+/-	C	NEXT	
7	<b>V</b>		7									SEARCH		

#### Fig 59 - Command bar

The upper line contains the buttons making it possible to manage the numeric data specification.

I	2	3	4	5	6	7	8	9	0
Fig 60 - Numeric buttons									

Use the numeric buttons (Fig 60) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field, if editable.

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

Use the **Search** button to display the list of resources whose features match those specified in the filters. See paragraph 5.2 for instructions.

## 5.2. How to record the resource discharge

To record the discharge of a resource

- insert the resource data in the selection filters (Fig 61 A if no filter is specified the search result is the full list of all the resources configured in the system).
- Click the **Search** button on the command bar (Fig 61 **B**).

SOCKANDIN         11.0         Cold         Province         Resurce         Ory         Cabinet         Resurce         Disc         Resurce         Notes           E 10.015.L1 P1         #04601120         577         SUTUR MORE (D. 172A)         142         142         182         0         152           B 10.015.L1 P1         #04601120         5449         SUTUR MESORIAL P1 (PL) (PL)         142         142         0         0         152           B 10.015.L1 P1         #0460110130         5449         SUTUR MESORIAL P1 (PL) (PL)         142         142         0         0         152           B 10.015.L1 P1         #0460110130         5449         SUTUR MESORIAL P1 (PL) (PL)         9         0         0         152           B 10.011.L1 P1         #04601101377         CUP EMORE (SWRE 622 L1000 (PH1 162 X12.0		Show only product expiring before	16/11/2010	¥								
P         BLG GI SLI PI         9444C001226         375         SUIDAR VIGAL CD. 747H         90(200 H1807065C1         142         142         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 <th< th=""><th></th><th>STOCKROON BLO</th><th></th><th>GABINET</th><th>S GROUP GI</th><th></th><th>CABINE</th><th>ALL</th><th></th><th></th><th>-</th><th>RESET</th></th<>		STOCKROON BLO		GABINET	S GROUP GI		CABINE	ALL			-	RESET
Elo GI CLI PI         414600034         154         NT ONETERSON VESIONE         (0000 MIN0765001         102         102         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 </th <th></th> <th>Position</th> <th>Code</th> <th>Produce</th> <th>Resource</th> <th></th> <th>Qty</th> <th>Cabinet Kit</th> <th>Disc</th> <th>. Reason</th> <th></th> <th>Notes</th>		Position	Code	Produce	Resource		Qty	Cabinet Kit	Disc	. Reason		Notes
BL0 GI SLI PI         944C01 301         5449         SUTUR RESOLUCX 30         PR30205 1794V0RESOR8         130         0         0         S3           BL0 GI SLI PI         914C011015         594         P0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0	(	BLO.GI.S.LI.PI	906RC001236	3757	SUTURA VICRYL CD. V247H	°D(EX COD. ¥321H)	142	142	0	0		
ELO.GI.D.LI.PI         91.46CU18103         5896         ENDODICH C0 17384P 15 MM         (0         9         9         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0		BL0.GL.C.LL.PI	616RC000334	154	KIT CATETERISMO VESCICALE	(DCOD.MTK1076/SCC	102	102	0	0		
ELO.GI.ALI.PI         9980.000288         266         SET TMPONE G&QA MP40         OFER (5.)0CD 1560430041A         1         294         293         1         0         83           BLO.GI.ALI.PI         9150.100043         312         INTERVENT SU COLLO A8937044         0         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10         10		BLO.GLS.LLPI	906RC001301	5449	SUTURA RESOQUICK 3/0 PR30205	I 7MM/DRESORBA	130	130	0	0		
BLO GI ALI PI         915R1000043         3192         INTERFENTI SU COLLO AB937/CN         70         4944         4944         0         0         63           BLO GI TLI PI         916KC309101         377         CLIP EMOSTRI GRANG 422 (1400)         CURE TO ENTRY FLOOD         200         200         0         63           BLO GI TLI PI         616KC00115         557         CLIP EMOSTRI GRANG 422 (2004)         200         0         63           BLO GI ALI PI         906K770211         493         SET GMAX 10X40         851R 5FLO CF.5/D12/8 FLAID 32/40 B         312         312         0         63           BLO GI ALI PI         906K70135         575         STUTUR NUMCO CV 931H         90         123         123         0         63           BLO GI SLI PI         906K701855         544         SUTURN TOWN 0.0 20408 K03 9*00         44         44         0         63         64         0         63         63         63         63         64         0         63         64         0         63         64         0         63         64         0         63         64         0         63         64         0         63         64         0         63         64         0         6		BLO.GI.D.LI.PI	916RC010103	5896	ENDOCATCH CO.173049 15 MM	(D	9	9	0	0		
BLO GI TLI PI         914RC399101         3757         CLIP EMOSTIGI GRANDE 472 LT400         (DHM 8.0 X 12.0 19         19         19         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0		BL0.GLA.LL.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/F	B.CF.5)DCD.1560430041A 1	294	293	1	0		
BLO GI PLI PI         616RC00145         \$570         CURETIA DERMAT PICCOLA 24952-4MM (DEOX 100:02PZ		BLO.GLA.LL.PI	915R1000043	3192	INTERVENTI SU COLLO AB937/CN	/D	4944	4944	0	0		
BL0.G1.ALI.PI         90087770211         493         SET         GAV2A         ICK40         STR. S.FL0         G2.S12/0         FLAT         312         312         312         0         0         E3           BL0.G1.ALI.PI         711         4         3546         GUANTI MTX: 0.20 MIM to 75, 50         10708 MIM to 75, 50         1123         123         0         0         83           BL0.G1.SLI.PI         9046C001385         377         SUTUAN HOPLEN 3/0 24MM CO.71416         =DPESOREA         108         108         0         0         83           BL0.G1.SLI.PI         9046C001055         5844         SUTUAN HOPLEN 3/0 24MM CO.71416         =DPESOREA         1         1         0         0         83           BL0.G1.SLI.PI         9046C001012         5864         SUTUAN SUBGFRO CO. VP377         NON + *0501N NA MS. M.         58         8         0         0         83           BL0.G1.SLI.PI         9046C001012         5875         SUTUAN SUBGFRO CO. VP377         NON + *0501N NA MS. M.         58         8         0         0         6         0         0         6         0         0         6         0         0         6         0         0         0         0         0         0		BL0.GLT.LLPI	916RC309101	3757	CLIP EMOSTASI GRANDE 6PZ LT400	(DMM 8.0 X 12.0	19	19	0	0		
BLO GI. HLI PI         711         4         3546         GUANTI ANTEX 0.30 MM MIS.8,5         JOFRORR2-85         FROGUA         14         14         14         0         0         ES           BLO GI. SLI PI         99460014353         3757         SUTURA MOPLEA         70         123         123         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         0         6         6         6         6         6         6         6         6         <		BLO.GI.P.LI.PI	616RC000145	5570	CURETTA DERMAT.PICCOLA 26952-4	MM )DBOX TOX20PZ	200	200	0	0		
BL0 GI SLIPI         996RC000453         3757         SUTURA VICRU CD, V311H         0         123         123         0         0         E3           BL0 GI SLIPI         996RC010455         5449         SUTURA HOP/LIN 3/D 24HH CD.7414         005300         64         64         0         63           BL0 GI SLIPI         996RC010495         5696         SUTURA HOP/LIN 3/D 24HH CD.7414         0.0300 P2XCF         1         1         0         0         63           BL0 GI SLIPI         996RC010101         5696         SUTURA TICHNO TH SXN61 337518         //3010 P2XCF         1         1         0         0         63           BL0 GI SLIPI         996RC010101         5696         SUTURA NICHNO 1300 P2XCF         1         1         0         0         63           BL0 GI SLIPI         996RC010101         577         SUTURA TICHNO 14505         0         6         0         0         63           BL0 GI SLIPI         916RC010103         3757         SUTURA TICHNO 14609         0         4         4         0         0         63         0         6         0         63         0         63         0         63         0         63         64         0         63         63		BLO.GI.A.LI.PI	900R7770211	493	SET GARZA LOX60 8STR. S.FILO (	F.5)D12/8 FILATO 32/40 B	. 312	312	0	0		
BL0 GI SLI PI         996RC011385         5449         SUTURA MOPPLEN 3/0 24MM CD.71416         EDRESOREA         108         108         0         0         ES           BL0 GI SLI PI         996RC011385         5866         SUTURA TICKIN (CD.2356/ A60 30*Do)         64         64         0         65           BL0 GI SLI PI         915R700270         895         TEUC OFF00 TR_SDX60 33757         7030 P2CF         1         1         0         0         65           BL0 GI SLI PI         996RC001012         5896         SUTURA SUBGIPRO CD. YP977         NON + *05INTNON ASS. M         58         58         0         0         65           BL0 GI SLI PI         996RC001030         3757         SUTURA SUBGIPRO CD. YP977         NON + *05INTNON ASS. M         58         58         0         0         65           BL0 GI SLI PI         996RC001030         3757         SUTURA TINCE ENDOSCRETTE TSB35         D          4953         4953         0         0         65           BL0 GI SLI PI         996RC0004GI 3757         SUTURA TINCE ENDOSC23461         DCH 14         13         13         0         0         65           BL0 GI SLI PI         996RC0004GI 3757         SUTURA TINCE OLO 23241 / 12/0 23/0         80		BLO.GI.M.LI.PI	711 4	3546	GUANTI ANTI-X: 0.30 MM MIS.8,5	)DPRORR2-85 PROGUA	. 14	14	0	0		
BLO GI SLI PI         9966C001095         5896         SUTURA TICKON 0 CD 320561 AG0 30°D0         64         64         60         53           BLO GI SLI PI         91587800270         895         TELO CFORD TRISKING 3761         7/300 P2CF         1         1         0         63           BLO GI SLI PI         9066C001012         5896         SUTURA TICKON 0. VP77 NON + *0501NTNON KSS. M         58         58         0         0         63           BLO GI SLI PI         9066C001031         463         SUTURA LINO CD. LINGROP         0         48         48         0         0         63           BLO GI SLI PI         9066C00103         3757         SUTURA TIRCE ENDOSCAPTER TESSS         0          4         6         0         63           BLO GI SLI PI         9066C00103         3757         SUTURA TIRCE ENDOSCAPTER TESSS         0          4953         4953         0         65         6         0         63         6         0         65         6         0         65         6         0         65         65         0         65         6         0         65         65         0         65         65         0         65         65         0		BLO.GLS.LLPI	906RC000453	3757	SUTURA VICRYL CD. V311H	°D	123	123	0	0		
BLO GI ALL PI         915R780270         895         TELO CFORD TRUSUKAU 3376.18         //300 F2XCF         1         1         0         0         E3           BLO GI SLIPI         906AC001012         5866         SUTURA SUBGIFRO CD. VP977         NON + "05011NON AGS. M		BLO.GI.S.LI.PI	906RC011385	5449	SUTURA MOPYLEN 3/0 24MM CD.7	1416 =DRESORBA	108	108	0	0		
BLO GI ALL PI         915R780270         895         TELO CFORD TRUSUKAU 3376.18         //300 F2XCF         1         1         0         0         E3           BLO GI SLIPI         906AC001012         5866         SUTURA SUBGIFRO CD. VP977         NON + "05011NON AGS. M		BLO.GLS.LLPI	906RC001095	5896	SUTURA TICRON 0 CD.320561 AGO	30°D0	64	64	0	0		
BLO GI SLI PI         996RC001012         586         SUTURA SURGIPRO CO. YP977         NON + °DSINTNON ASS. M         58         58         0         0         E3           BLO GI SLI PI         996RC001012         443         SUTURA TINC CO. LNA090         °D         46         48         0         0         63           BLO GI SLI PI         996RC001030         3757         SUTURATINCE ENDOSCRETTE T5835         D          6         6         0         0         63           BLO GI SLI PI         996RC001032         2618         INTERF MODESI GMOCCHIO 104065 / D          455         4953         0         0         63           BLO GI SLI PI         616R7709153         5167         TUBO DERLPYC COD.20027580 CH 8         /PZ 50 LING 50C/         13         13         0         0         63           BLO GI SLI PI         609R7709125         597         SONDA GKT SLI C.216-10         DDH 61         13         13         0         0         63           BLO GI SLI PI         909RC002461         3757         SUTURA NICRU LO Y42H         °DOL3/01         80         80         0         0         63           BLO GI SLI PI         908RC002266         5966         CANIOTORE GK GR008112		BLO.GI.A.LI.PI	915R7800270	895	TELO C/FORO TRI.50X60 3.376.18	/D300 PZXCF	1	1	0	0		
BLO.GI.S.LI.PI         9966C00319         463         SUTURA LINO CD. LIN6009         °D         46         48         0         0         ES           BLO.GI.T.LI.PI         9966C00319         3757         SUTURATINCE ENDOCATE         0         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C         C		BLO.GI.S.LI.PI	906RC001012	5896	SUTURA SURGIPRO CD. YP977 M	ON + °DSINT.NON ASS. M	58	58	0	0		
BLO.GI.T.LI.PI         996RC001030         3757         SUTURNTINCE ENDOSC.RETTE TSB35         j0         6         6         0         ES           BLO.GI.ALL.PI         915R1000023         2418         INTERN PAOTESI GROCOL 104065         //         4953         4953         0         ES           BLO.GI.ALL.PI         915R1000023         2418         INTERN PAOTESI GROCOL 20027800 (H # 7/025 0) LUNG.50CH          4953         4953         0         ES           BLO.GI.ALL.PI         616R7709135         577         SONDA GROTE SIL (22)16-16         (DCH 16         13         13         0         0         ES           BLO.GI.ALL.PI         908R750125         577         SONDA GROTE SIL (22)16-16         (DCH 16         13         13         0         0         ES           BLO.GI.SLL.PI         908R500266         5876         CORXA 10X10         157X 57         STUDA VICNL CL V3241         "DOL 2301"         80         0         0         ES           BLO.GI.SLL.PI         908R500266         5876         CORXA 10X10         157X 57         STUDA VICNL CL V3241         "DOL 2301"         143         143         0         0         ES           BLO.GI.SLL.PI         908RC002266         5866         CORX		BLO.GI.S.LI.PI	906RC000319	463	SUTURA LINO CD. LN6809	°D	48	48	0	0		
BLO GI ALI PI         915R1000023         2418         INTERV PROTESI GINOCCHO 1N6045         /// // // // // // // // // // // // //		BL0.GI.T.LI.PI	906RC001030	3757	SUTURATRICE ENDOSC.RETTE TSB35	)D	6	6	0	0		
BLO.GI.GLI.PI         616R7709153         5167         TUBO DREN P/C C0D.20027508 CH 8         70PZ 50         LUNG 50CH         266         266         0         0         E3           BLO.GI.GLI.PI         60987709153         517         SNNA GKTR.SIL.C.2014.6         DOCH 16         13         13         0         0         63           BLO.GI.GLI.PI         90087709125         597         SNNA GKTR.SIL.C.2014.6         DOCH 16         302         302         0         63           BLO.GI.SLI.PI         90087001266         493         STE GAUZA INVIO IGSTRS.FILO GESJCOC 23401         12/0 32/40         302         302         0         63           BLO.GI.SLI.PI         900870002266         5964         CANIOTORE GIG GRADANIL         0         63         64         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66         66						/	4953	4953	0	0		
BLO.GI.H.LI.PI         609R7709125         597         SONDA G&TR. SLL C216-16         JDCH 16         13         13         0         0         E3           BLO.GI.ALI.PI         900R7505249         493         SET GAR2A ILIXID 16/TRS.FLIC C5:D/DC.2481         302         302         0         0         E3           BLO.GI.ALI.PI         900R5002469         493         SET GAR2A ILIXID 16/TRS.FLIC C5:D/DC.2481         274.0          302         302         0         0         E3           BLO.GI.TLI.PI         906RC00246         375.7         SUTURA VICRIL C0, V242H         *DOLL3/0          80         0         0         E3           BLO.GI.LI.PI         906RC00246         576.7         CANATORE GA GARADOLI         37.3         2         0         0         E3           BLO.GI.ALI.PI         915R1000045         567.2         INTERVER LIPRADOTONIL TRAVERSKE // 0          143         143         0         0         E3           BLO.GI.ALI.PI         915R1000045         577.2         INTERVER LIPRADOTONIL TRAVERESKE // 0          5000         5000         0         6         6           BLO.GI.LI.PI         61688000105         375.7         SET TUBI INRIC COLEVENTARE         700.0							266	266	0	1		
BLO.GI.ALI.PI         9087505269         493         SET GAR2A 10X10         ISTR.SFILO CF.Sp0cD.22461         12/8 32/40         302         302         0         0         E3           BLO.GI.SLI.PI         99640004264         3757         SUTURA VICNIL CO. YA2/H         *DOLL3/0         80         0         0         E3           BLO.GI.SLI.PI         99640002266         5896         CORRISTORE GIA GIA046L         D          32         32         0         0         E3           BLO.GI.LI.PI         695770117         22         LVAN STER.FILI CO 03443000011         DX BSTURI          32         32         0         0         E3           BLO.GI.LI.PI         69570017         22         LVAN STER.FILI CO 0344300011         DX BSTURI          143         143         0         0         E3           BLO.GI.LI.PI         6168000105         3757         SET TUBI INNO. COO.24603 FINS 4= COV POMPA          11         1         0         E3           BLO.GI.LI.PI         61648000105         3757         SET TUBI INNO. COO.240030228400          20         0         0         E3           BLO.GI.LI.PI         61648000105         3757         SET TUBI INNO. COO.24030 INS64									0			
BLO GI SLI PI         996RC00046I         3757         SUTURA VICRU CD. Y242H         °DCAL3/0         80         80         0         0         ES           BLO GI TLI PI         996RC00046I         3757         SUTURA VICRU CD. Y242H         °DCAL3/0         32         32         0         0         ES           BLO GI TLI PI         996RC000226         5964         CANIOTORE GIG GRANGALE         DD         32         32         0         0         ES           BLO GI TLI PI         6158770119         22         LAWA STERNI ICO 0343000011         DX BSTURI         143         143         0         0         ES           BLO GI ALI PI         9158100045         5672         INTERVEN LAPADOTMA TRASVERSALE //D         5000         5000         0         0         ES           BLO GI ALI PI         61648000195         3757         SET TUBI IRINO. CO 204593 FPS4 = DX POMPA         11         11         0         0         ES           BLO GI ALI PI         61648000195         3757         SET TUBI IRINO. CO 204593 FPS4 = DX POMPA         210         0         0         ES           BLO GI ALI PI         6164800000         819         SET TUBI POMPA KSTOR2 0311201 (D          208         20         0						,			0			
BLO.GI.T.LI.PI         906RC002266         586 /r         CARICATORE GIA GIABO46L         jD         32         32         0         0         E3           BLO.GI.T.LI.PI         605R7790119         22         LANA STER.N.I.I.CO.03443000011         JDX. BSTURI         143         143         0         0         63           BLO.GI.ALI.PI         915R100045         5672         INTERVEN LAPAGOTINA         700         5000         0         0         65           BLO.GI.ALI.PI         616R8000105         3757         SET TUBI IRGOREGA FMA         700         11         11         0         0         65           BLO.GI.KLI.PI         612R4000702         748         SISST-GONL ECCPENTMERTER         7000.00228600         270         270         0         0         65           BLO.GI.KLI.PI         612R400702         748         SISST-GONL ECCPENTMERTER         7000.00228600         270         270         0         0         65           BLO.GI.KLI.PI         616R300006         596         SUTURATINGE CUTAREE ROYAL 054837         7035W         235         0         65           BLO.GI.GI.LI.PI         906RC000401         5866         SUTURATINGE CUTAREE ROYAL 054837         7035W         20         9         0						/						
BLO.GI.ELI.PI         605R7790119         22         LAMA STER.N.II.CD 03443000011         JOX BISTURI         143         143         0         0         E3           BLO.GI.ALI.PI         915R1000045         5672         INTERVEN LAPAROTOMIL TRAVERSALE /0         5000         5000         0         0         E3           BLO.GI.ALI.PI         915R1000047         5472         INTERVEN LAPAROTOMIL TRAVERSALE /0         11         11         0         0         E3           BLO.GI.KLI PI         616R000105         3757         SET TUBI INRIG. COLORADO FMA STORY         11         11         0         0         E3           BLO.GI.KLI PI         616R000105         3757         SET TUBI INRIG. COLORADO FMA STORY         270         0         0         E3           BLO.GI.KLI PI         616R100000         819         SET TUBI INRIG. COLORADO 5112810         0												
BLO.GI.ALI.PI         915R1000045         5672         INTERVEN.LIAPROTOMIN TRACYERSALE /D         5000         5000         0         0         6         6         6           BLO.GI.O.LI.PI         6168000105         3757         SET TUBI IRNO. COJ.24803         FPS4 = DX P0MPA         11         11         0         0         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6         6						,						
BLOG I JL PI         61 680000 IS 3757         SET TUBI IRRIG COD.284503 FH54         = OX POMPA         II         II         0         0         ES           BLOG I JL PI         61 280000 IS 3757         SET TUBI IRRIG COD.284503 FH54         = OX POMPA         270         270         0         0         ES           BLOG I JL IPI         61 280000 IB         SIST SOFT         LOCOD DUDZA SOFT         270         270         0         0         ES           BLOG I JL IPI         61 480000 IS SOFT         STT UBE I POMPA KSTORZ 0311200 (D          28         28         0         0         ES           BLOG I JL IPI         94 68000002         S896         SUTURATIVICE CUTANEA ROYAL 054807 JOSSW          235         235         0         ES           BLOG I JL IPI         94 682000002         4892         SONDA KERIAZ CH JOCOD URSI 1031          20         0         0         ES           BLOG I JL IPI         91 682000001 5546         DRENAGGIO SILIC CH IS CD 24603         JOSTHAU DRAIN         42         42         B         0         ES           BLOG I JL IPI         4082070001         5546         DRENAGGIO SILIC CH IS CD 24603         JOSTHAU DRAIN         42         42         B         0 <td< td=""><td></td><td></td><td></td><td></td><td></td><td>,</td><td></td><td></td><td></td><td></td><td></td><td></td></td<>						,						
BLO.GI.KLI.PI         612RL000702         748         SIRST.60/IL ECCFEMTAFERTE         /DCOD.00202960         270         270         0         0         Ell           BLO.GI.KLI.PI         616A130000         819         SET TUBI POMPA KSTORZ 03112810         (D         28         28         0         0         Ell           BLO.GI.KLI.PI         616A130000         819         SET TUBI POMPA KSTORZ 03112810         (D         28         28         0         0         Ell           BLO.GI.RI.I.PI         906A00002         5896         SUTURATICE CUTAREA RAPAL 054807 1035W         225         23         0         Ell         609780950002         4892         SINDA KSTRIZ CHI DI UNIGHSIO CHI DICON 01931031         20         20         0         Ell         60         El												
BLO.GI.ULI.PI         61 6R1300000         819         SET TUBI POMPA KSTORZ 0311/2010         28         28         0         0         E3           BLO.GI.TLI.PI         9066000401         5696         SUTURITICE CUTREER ROYAL 054887 J035W         235         235         0         0         E3           BLO.GI.TLI.PI         9066000401         5696         SUTURITICE CUTREER ROYAL 054887 J035W         20         20         0         E3           BLO.GI.BLI.PI         6087600002         4892         SONDA KEPIAZ-CH I UNGH50 CM J0C00. 01931031         20         20         0         E3           BLO.GI.GI.LI.PI         9166200001         5547         DEBURGI SULCCH I S CD 24081         7057HML DRVN         42         42         0         E3           BLO.GI.GI.LI.PI         40887087001         5473         THRENKE CHVILE/MIL MERGICE 1520HM /// DEBURGING         42         42         0         E3												
BLO.G.I.T.LI.PI         996RC000401         5896         SUTURATIVE CUTANEA ROYAL 054887 j035W         235         235         0         0         E3           BLO.G.I.T.LI.PI         699R090002         4892         SONDA KEPRAZ CHI 0 UNIKH 50 CM j0COD. 01931031         20         20         0         0         E3           BLO.G.I.T.LI.PI         916R2090002         4892         SONDA KEPRAZ CHI 0 UNIKH 50 CM j0COD. 01931031         20         20         0         0         E3           BLO.G.I.LI.PI         916R2090001         5564         DRENAGGIO SULC H 15 CD 24603         //SEPRAU DRVIN         42         42         0         E3           BLO.G.I.L.LI         4000000000000000000000000000000000000												
BLD. G.I. H.I. PI         609R0000002         4892         SONDA. KEPINZ. CH. I OLUNGH.50. CM. (DCOD. 01931031         20         20         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 <td></td>												
BLO.GI.G.LI.PI 916R2090001 5546 DRENAGGIO SILIC.CH 15 CD.24603 /DSPIAL DRAIN 42 42 🛛 0 🔛 RICELE STANDARD RAIN 42 42						,						
						,						
	- L						42	42	в) —	0		
							+/-			NEXT		662
							-					_

Fig 61

The list of resources matching the specified values appears on screen (Fig 61 C).

> Click the row corresponding to the resource that must be discharged.

The resource is this way selected. The  $\triangleright$  icon appears on the left.

> Specify the resource quantity using the numeric buttons on the command bar.

Otherwise, click the "Discharge" cell on the row corresponding to the resource to be discharged and then use the workstation keyboard to specify the quantity.

The specified quantity appears in the "Discharge" cell (Fig 62 A).

Position	Code	Produce	Resource		Qty	Cabinet Kit		Disc	Reason	Notes	<b>_</b>
BLO.GT.S.LT.PT	906RC001236	3757	SUTURA VICRYL CD. V247H	°D(EX COD. V321H)	142	142	0	0			
BL0.G1.C.L1.P1	616RC000334	154	KIT CATETERISMO VESCICALE	(DCOD.MTK1076/SCC	102	102					
BLO.GT.S.LT.PT	906RC001301	5449	SUTURA RESOQUICK 3/0 PR30205 1	7MM/DRESORBA	130	130	<b>(</b> A)	2 2	<b>,</b>		5
BL0.G1.D.L1.P1	916RC010103	5896	ENDOCATCH CO.173049 15 MM	(D	9	9	U			20	
BL0.GLA.LL.PL	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.	CF.5)DCD.1560430041A 1	294	293	1	0			
BL0.GLA.LL.PL	915R1000043	3192	INTERVENTI SU COLLO AB937/CN	/D	4944	4944	0	0	Scaduto	B)	
BL0.G1.T.L1.P1	916RC309101	3757	CLIP EMOSTASI GRANDE 6PZ LT400	(DMM 8.0 X 12.0	19	19	0	(B)	Trasferito in altro ma	B)	
BL0.G1.P.L1.PI	616RC000145	5570	CURETTA DERMAT.PICCOLA 26952-4MI	M )DBOX TOX20PZ	200	200	0		Reso al fornitore	E I	
BL0.GLA.LL.PL	900R7770211	493	SET GARZA LOX60 8STR. S.FILO CF.	5)D12/8 FILATO 32/40 B	312	312	0	0	Rottura	E I	
BL0.GT.M.LT.PT	711 4	3546	GUANTI ANTI-X 0.30 MM MIS.8,5	)DPRORR2-85 PROGUA	14	14	0	0			
BL0.GLS.LLPI	906RC000453	3757	SUTURA VICRYL CD. V311H	°D	123	123	0	0	Altro (note)	11	
BL0.GLS.LL.PL	906RC011385	5449	SUTURA MOPYLEN 3/0 24MM CD.714	16 =DRESORBA	108	108	0	0			
PROBALIRE MANAMAN	volgeroundz'	×896, var	SUTURA FICEON ALCE 328561- AGO 3	n ne man and	~~~~~64	~~~	ہمہ	~~~~	mann	v Blue	~~

Fig 62

Click the "Reason" cell to specify the discahrge reason. The reason specification is mandatory.

A drop down menu appears, offering various options (Fig 62  $\mathbf{B}$  - the options are defined by configuration).

> Click the wanted option.

The selected reason appears in the "Reason" cell.

The icon makes on the right it possible to annul the changes made ("Undo" button).

Click the **Update** button on the command bar.

#### 5.2.1. How to insert a note

To insert a note, after the resource discharge is recorded,

> click the "Note" cell on the row corresponding to the resource (

The window shown in Fig 63 appears.

NOTES										
Notes, notes, notes										
CLOSE OK										
Fig 63										

 $\succ$  Insert the note (free text).

Click the **Ok** button.

The note is this way recorded. The corresponding icon changes in the following way: (Fig 64).

Disc	Reason	Notes							
0		125							
0									
2	Trasferito in altro ma.		•						
0		12E)							
0		17.1							
Fig 64									

To read the note again

click the icon (Fig 64).

The window shown in Fig 63 is displayed again.

## 6. Movements summary

The "Movements summary" module makes it possible to display all the resources movements in a specific period. riepilogo

To access this module

 $\triangleright$  click the icon on the lateral bar.

The following screen opens (Fig 65).

MOVEMENTS		_				_	_		Below stock
START DATE	17/11/2010	<b>•</b>	END DATE	17/11/2010	•				
CODE			DESCRIPTION						
STOCKROOM	BLO		- CABINETS GROU	JP GI		- CABINET ALL			- RESET
Position	Destination	Code	Producer code	Description		Cost center		Date Ac	tion Qty
$\neg$					PRINT				SEARCH

Fig 65

## 6.1. "Movements summary" - screen structure

The "Movements summary" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

## 6.1.1. Filters

START DATE	16/11/2010	•	END DATE 17/11/2010	▼	
CODE			DESCRIPTION		
STOCKROOM	BLO		CABINETS GROUP GI	CABINET ALL	RESET
-			Fig 66 - Filters in the "	Movements" screen	

Fig 66 - Filters in the "Movements" screen

The available filters on the "Movements summary" screen (Fig 65) are:

- "Start date" and "End date" these filters make it possible to display the list of movements • recorde in the time span defined by the two dates.
- "Code" it makes it possible to display the code of the resource whose movements will be • displayed.
- "Description" it makes it possible to display the name of the resource whose movements • will be displayed.
- "Stockroom" it displays only the movements of the resources located in a specific • stockroom.
- "Cabinets group" it displays only the movements of the resources located in a specific • cabinets group.
- "Cabinet" it displays only the movements of the resources located in a specific cabinet.

See paragraph 1.4.2 for general instructions on the filters in the "Stock Management" system.

## 6.1.2. Data area

The data area of the "Movements" screen displays the list of all the movements whose features match with those specified in the filters and that were recorded during the time period comprised between the specified "Start" and "End" date (Fig 67 A).

START DATE	02/11/2010	•	END	DATE 17/11/2010 💌				
CODE			DESCRI	PTION				
STOCKROOM	BLO		- CABINET	S GROUP GI	- CABINET ALL		•	R
Position	Destination	Code	Producer code	Description	Cost center	Oper. Date	Action	
🕨 F.LI.PI		604R7811113	22	AGO SPINALE 22G PIC /DCOD. 034	1036 SALA OPERATOR		0 Use	
F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	03/11/201	0 Use	
F.LI.PI		604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	03/11/201	0 Use	
H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10	LUN SALA OPERATOR	03/11/201	0 Use	
ALLI.PI		603RC229001	3757	COTONINI SOFT BSXLOPZ. 80-1407 )DCF:LOPZX20	IBUS SALA OPERATOR		0 Use	
K.LI.PI		612RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 00202	271 SALA OPERATOR	03/11/201	0 Use	
S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	03/11/201	0 Use	
ALLI.PI		900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 ()DCOD. 1570	1300 SALA OPERATOR	03/11/201	0 Use	
K.LI.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	03/11/201	0 Use	
ALL PI		915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D	SALA OPERATOR	03/11/201	0 Use	
D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001	SALA OPERATOR		0 Use	
ALLI.PI		900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.15604	3004 SALA OPERATOR	03/11/201	0 Use	
H.LI.PI		616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D	SALA OPERATOR		O Use	
ALLI.PI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B070	9FO SALA OPERATOR	03/11/201	0 Use	
N.LL.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08		. 03/11/201	0 Use	
N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08	004 SALA OPERATOR	03/11/201	0 Use	
S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR		0 Use	
K.U.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR		0 Use	
F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR		0 Use	
ALI.PI		900R7770208	498	SET GARZA 7X9 L6STR. RX CF.5 )DC.ID43B070	9FO SALA OPERATOR	. 03/11/201	0 Use	
H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F CODJSPY710300 DMM 7X10				
ALLPI		603RC229001	3757	COTONINI SOFT BSX10PZ 80-1407 )DCF:10PZX20				
D.LI.PI		615RS000785	1136	GUAINA, COPRITELECAM, 13, 5X250 (DCOD.00001		. 03/11/201		
ALLPI		900RL000290	206	, ,	I300 SALA OPERATOR	03/11/201		
K.LI.PI		612RL000700	748	/	271 SALA OPERATOR			
E.LI.PI		604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	03/11/201		
F.LI.PI		604R7811113	22			03/11/201		
K.LI.PI		612RL000302	748	SIRLL 60ML PENTAFERTE 002022970 /D		03/11/201		
KLI PI		61 2RL000700	748			03/11/201		
S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D				
F.LI.PI		604R7805110	2121					
P.U.PI		0040/000110	11	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	03/11/201	0 058	

Fig 67 - Movements

Each row corresponds to the movement of a resource. Each single action is displayed separately, even thoug the resource is the same. For each movement the following information is displayed:

- the position;
- the destination (indicated in case of resource transfer from a position to another);
- the resource code;
- the producer code;
- the name of the resource;
- the lot (if enabled by configuration);
- the expiration date (if enabled by configuration);
- the serial number (if enabled by configuration);
- the relevant cost center (it is indicated if the movemente is attributed to a cost center, for instance a cost center picking);
- the relevant operation (it is indicated if the movemente is attributed to a cost center, for instance a picking for operation);
- the date in which the movement was recorded;
- the specific action performed (for example: use of the resource, change of quantity, resource transfer etc...);
- the quantity of resource moved.

This is a read-only screen. None of the values can be edited.

## 6.1.3. The command bar of the "Movements" screen

The command bar of the "Movements summary" screen (Fig 68) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, referring to successive paragraphs when more detailed instructions on a specific functionality are necessary.

$\overline{\nabla}$	$\Delta$				PRINT				SEARCH
			]	Fig 68 - Co	mmand ba	r			
Use the arrow l						up and do	own the sc	creen cont	ents in case
the items are to	o man	y to be dis	splayed a	ll together					

Use the **Print** button to print the list of movements currently displayed.

Use the **Search** button to display the list of movements after the values in the selection filters are set.

## 6.2. How to display the list of movements

To display the list of movements,

➢ insert the values in the search fields (Fig 69 A).

	START DATE	02/11/2010	•	END	DATE 17/11/2010 💌					
	CODE			DESCRI	PTION					
	STOCKROOM	BLO		- CABINETS	GROUP GI	V CABINET ALI	L		•	RE
	Position	Destination	Code	Producer code	Description	Cost center	Oper.	Date	Action	
Λ	🕨 F.LI.PI		604R7811113	22	AGO SPINALE 22G PIC /DCOD. 034403	6 SALA OPERATOR	. 1997), 1997),	03/11/2010	Use	
	F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	1000 ALC: NO. 10	03/11/2010	Use	
	F.LI.PI		604R7805110	22	AGHI STER.21GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	, hells, said.	03/11/2010	Use	
	H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 LU	N SALA OPERATOR	10075. 10020	03/11/2010	Use	
	ALL.PI		603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BU	S SALA OPERATOR	. 1997), 1893).	03/11/2010	Use	
	K.LI.PI		612RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 00202271	SALA OPERATOR	1000 august	03/11/2010	Use	
	S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	. HARRY, MARCH.	03/11/2010	Use	
L 1	ALLI.PI		900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 1570301	) SALA OPERATOR	halfs, said.	03/11/2010	Use	
	K.LIPI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	AND ADDRESS	03/11/2010	Use	
	A.LI.PI		915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D	SALA OPERATOR	INTELLECT	03/11/2010	Use	
	D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001	SALA OPERATOR	there, same	03/11/2010	Use	
	A.LI.PI		900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.15604300	4 SALA OPERATOR	1000, 1000	03/11/2010	Use	
	H.LI.PI		616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D	SALA OPERATOR	, built, said.	03/11/2010	Use	
	A.LI.PI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F0	I SALA OPERATOR	term, term	03/11/2010	Use	
	N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08004	SALA OPERATOR	. INC. MART.	03/11/2010	Use	
	N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08004	SALA OPERATOR	terms, second	03/11/2010	Use	
	S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	INC. MARK	03/11/2010	Use	
	K.LI.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	built, sails	03/11/2010	Use	
	F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	1007.000	03/11/2010	Use	
	A.LI.PI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F0	SALA OPERATOR	DOM: NOT	03/11/2010	Use	
	H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 LU	N SALA OPERATOR	. 100% . 100%	03/11/2010	Use	
	A.LI.PI		603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BU	S SALA OPERATOR	International Contract	03/11/2010	Use	
	D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001	. SALA OPERATOR	, built, many	03/11/2010	Use	
	A.LI.PI		900RL000290	206	. ,	SALA OPERATOR	THEY, SHOW	03/11/2010	Use	
	K.LIPI		612RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 00202271	SALA OPERATOR	INC. MARK	03/11/2010	Use	
	F.LI.PI		604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	1000, 0000	03/11/2010	Use	
	F.LI.PI		604R7811113	22	AGO SPINALE 22G PIC /DCOD. 034403	6 SALA OPERATOR	ALCOHOLD IN	03/11/2010	Use	
	K.LI.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	Automatica da	03/11/2010	Use	
	K.LI.PI		612RL000700	748		SALA OPERATOR	ALCOHOL: N.	03/11/2010		-
۱.	S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR				(
M	F.LI.PI		604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	Automa in	03/11/2010	Use	- <b>\</b> '

Fig 69 - Movements summary

Click the **Search** button on the command bar (Fig 69 **B**).

The list of movements corresponding to the values specified in the search fields is displayed (Fig 69 C).

## 7. Cost center for resource picking

It is possible to record the picking of a resource and attribute it to a cost center.

To do that it is necessary, first of all, to select the cost center.

To select the cost center

> click the  $\overset{\text{SM}}{\boxtimes}$  icon on the lateral bar.

The "Cost center selection" module opens (Fig 70).

OST CENTER	SELECTION FOR PIC	KING							Below stock
PITAL UNIT				•		COST CENTER TYPE			
T CENTER COD	E					COST CENTER NAME			
			_		_		_		
Code	Name	_	_	_	Hospital unit	_	_	_	Туре
$\neg$	$\triangle$					resource p	SEARCH	SELECT	

Fig 70 - Cost center attibution for resource picking

Paragraph 7.1 describes the screen shown in Fig 70. Paragraph 7.2 describes the cost center attibution procedure.

## 7.1. Cost center: screen structure

The "Cost center" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features.

An additional button bar is here available, displaying the recent selections and making it possible to quick select the cost center previously selected (Fig 77). The present paragraph describes the screen specific features.

## 7.1.1. Filters



Fig 71 - Filters on the "Cost center" screen

The available filters on the "Cost center" screen (Fig 71) are:

- "Hospital Unit" Specifies the hospital unit that is referent for the cost center that will be selected.
- "Cost center type" Specifies the cost center type.
- "Cost center code" Specifies the cost center code.
- "Cost center name" Specifies the cost center name.

See paragraph 1.4.2 for instructions on how the filters work in the "Stock Management" system. In this specific case the filters "Hospital Unit" and "Type" are selected on a menu containing a list of pre-defined options, while the filters "Code" and "Name" are specified typing the name/code on the workstation keyboard.

## 7.1.2. Data area

The data area contains the list of all the cost centers having the features specified in the filters (In Fig 72 A the "Ortopedia and Traumatologia" Hospital Unit is specified).

NRT30         ORTOPEDIA ANBULATONIO (1530)         ORTOPEDIA E TRAUNATOLOGIA         CCC           OR120         ORTOPEDIA DAY-HOSPITAL (1520)         ORTOPEDIA E TRAUNATOLOGIA         CCC           ORT10         ORTOPEDIA REPARTO (1510)         ORTOPEDIA E TRAUNATOLOGIA         CCC	- (	OST CENTER S	ELECTION FOR PIC	KING						Below sto
Code         Name         IH oppital unit         T           04120         08109E0A AFBUILATODO (\$30)         08109E0A (150)         08100A (150) <th>HOS</th> <th>PITAL UNIT</th> <th></th> <th>ORTOPEDIA E</th> <th>TRAUMATOLOGIA</th> <th>•</th> <th></th> <th>COST CENTER TYPE</th> <th></th> <th></th>	HOS	PITAL UNIT		ORTOPEDIA E	TRAUMATOLOGIA	•		COST CENTER TYPE		
ORTOP COM AFBUILADRAD (1520)     ORTOPEDIA E TAMINATOLOGIA CC ORTOP COM DE TAMINATOLOGIA CC ORTOP COM A DE ADVINATIONA (1520) ORTOPEDIA E TAMINATOLOGIA CC ORTOP COM A DE ADVINATIONA (1520) ORTOPEDIA SULA OPERTORIA (1540) ORTOPEDIA E TAMINATOLOGIA CC	C051	CENTER CODE						COST CENTER NAME		
ORTOP COM AFBUILADRAD (1520)     ORTOPEDIA E TAMINATOLOGIA CC ORTOP COM DE TAMINATOLOGIA CC ORTOP COM A DE ADVINATIONA (1520) ORTOPEDIA E TAMINATOLOGIA CC ORTOP COM A DE ADVINATIONA (1520) ORTOPEDIA SULA OPERTORIA (1540) ORTOPEDIA E TAMINATOLOGIA CC										-
										Туре
ORTIO ORTOPEDA EPARTO (ISIO) ORTOPEDA E TRAUNATOLOGIA CO ORTOO ORTOPEDA SALA OPERTORIA (ISAO) ORTOPEDA E TRAUNATOLOGIA CO										CC.HOSP
ORTOPEDIA SALA OPERTORIA (IS40) ORTOPEDIA E TRAUHATOLOGIA CO										CC.HOSP
										CC.HOSP
	_	OR190	ORTOPEDIA SALA OPERT	ORIA (1540)			ORTOPEDIA E TRAUM	ATOLOGIA		CC.HOSP

Fig 72 - Cost centers for resource picking

Each row corresponds to a cost center. For each cost center the following information can be displayed:

- cost center code;
- cost center name;
- the referent hospital unit;
- the cost center type. •

None of the above information is editable.



For each cost center either all or part of the possible information can be present, depending on the way the cost center is configured.

The *icon*, possibly appearing at the beginning of a row, indicates the selected cost center.

### 7.1.3. The command bar of the "Cost center selection for picking" screen

 Image: Constraint of the second se

This paragraph describes the buttons on the command bar (Fig 73) of the screen.

Use the **Search** button to search and display the list of items having the features specified in the filters described in paragraph 7.1.1.

Use the **Select** button to select the cost center to which the picking must be attributed. The detailed procedure is described in paragraph 7.2.

## 7.2. Cost center for picking selection procedure

This paragraph describes the procedure that must be performed to select the cost center to which the resource/s picking will be attributed.

Click the icon on the lateral bar to access the cost center selection screen (Fig 74).

OSPITAL UNIT	$\sim$	ORTOPEDIA E TRAUMATOLOGIA	•D		COST CENTER TYPE		
OST CENTER CODE					COST CENTER NAME		
Code	Name		Hos	spital unit			 Туре
						R	

Fig 74 - Cost centers attribution for resource picking

- Specify, in the filters, the available data of the wanted cost center. In Fig 74 A the Hospital Unit "Ortopedia e Traumatologia" is specified.
- Click the **Search** button on the command bar (Fig 74 **B**).

The list of cost centers having the features specified will be displayed on screen (Fig 75 A).

HOSPITAL UNIT	ORTOPEDIA E TRAUN	MATOLOGIA -	COST CENTER TYPE	
COST CENTER CODE			COST CENTER NAME	
Code	Name		pital unit	Тур
🕨 ORT30	ORTOPEDIA AMBULATORIO (1530)		OPEDIA E TRAUMATOLOGIA	CC.H
ORT20	ORTOPEDIA DAY-HOSPITAL (1520)		OPEDIA E TRAUMATOLOGIA	CC.H
ORTIO	ORTOPEDIA REPARTO (1510)	ORT	OPEDIA E TRAUMATOLOGIA	CC.H
ORT90	ORTOPEDIA SALA OPERTORIA (1540)	ORT	OPEDIA E TRAUMATOLOGIA	CC.H
_				
				ß
				B

Fig 75 - Search results

Click the row corresponding to the wanted cost center.

The  $\triangleright$  arrow appears at the beginning of the clicked row.

Click the **Select** button on the command bar (Fig 75 **B**).

The screen making it possible to record the picking of materials will open ("Picking"), described in paragraph 8. On this screen, the name of the cost center selected appears under the screen header (Fig 76).

See paragraph 8 for the screen description on the materials picking procedure.

STOCKROOM -ALL-		DSPITAL UNIT: ORTOPEDIA E TRAUMATOLO	- CABINET -ALL-	- <b>-</b>
Position		Code Producer code	Description	Used Qty
1 2 3	4 5 6		ources using search button.	C NEXT

Fig 76 - "Picking" screen with cost center specification

#### 7.2.1. "Recent" cost centers

The bar indicated in Fig 77 is formed of five buttons displaying the five most recent cost center selections.

	COST CENTER SELECTION FOR PIC	KING		🕀 Below stock
	HOSPITAL UNIT	<b>_</b>	COST CENTER TYPE	-
	COST CENTER CODE		COST CENTER NAME	
<	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia		ULATORIO (1530) Iraumatologia	
	Code Name		Hospital unit	Туре
	And some sources and the second	and and the set of the	a server a server s	
$\checkmark$		Fi	g 77	

To select one of those cost centers again

click the corresponding button.

The "Picking" module screen, described in paragraph 8, will open, displaying under the header the name of the chosen cost center (Fig 76).

## 8. Resource picking

The "Picking" module can be used every time the picking of a resource must be recorded. The picking can be attributed to a cost center, to an operation or to any other relevant entity, depending on the procedures in use and the configuration chosen.

The configuration here described attributes the resource picking to a cost center.

In this configuration the resource picking is enabled only after cost center selection. Therefore the procedure described in paragraph 8.3 and subsequent (resource selection) follows the procedure described in paragraph 7.2 (cost center for picking selection).

COST CENTER PICKING Cost centre: ORTOPEDIA REPARTO	(1510) - Hospit	tal unit: ORTOPE	DIA E TRAUMATO	LOGIA				Below stock
STOCKROOM -ALL-		CABINETGROUPS			-A	LL-		RESET
Position		^ Coo		Description			Used	Qty
		Please scan ba		sources using s	earch button.			
I 2 3 4	5 6	7 8	9 0		+/-	C	NEXT	
$\Delta$ $\nabla$	SEARCH	LOCK SCAN	START SCAN	IMPORT			CLO	DSE

Fig 78 - Picking screen with cost center specification

The screen shown in Fig 78 is described in paragraph 8.1.

The related procedures are described in paragraph 8.2 (data editing), 8.3 (picking recording) and 8.4 (barcode picking recording).

## 8.1. "Picking" screen description

### 8.1.1. Filters

STOCKROOM -ALL-	CABINETGROUPS -	-ALL-	- CABINET -ALL-	▼ RESET
	Fig 79 - Filters	s on the "Reso	ources picking" screen	

The filters available on the "Resources picking" screen (Fig 79) are:

- "Stockroom" Displays only the resources of a specific stockroom.
- "Cabinet group" Displays only the resources of a specific cabinet group.
- "Cabinet" Displays only the resources of a specific cabinet.

See paragraph 1.4.2 for a general description of the filters in the "Stock Management" system.

#### 8.1.2. Data area

The different resources are listed on screen in the way shown in Fig 80.

Position	Code	Producer code	Description		ι	Jsed	Qty	
BLO.GI.A.LI.PI	915R1000054	5672	INTERVENTO MASTECTOMIA	/D	DEL.52	0	1	X
BLO.GI.A.LI.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOME	/D	DEL.5	0	1	×
BLO.GI.A.LI.PI	915R1000080	3192	PIASTRE PORTATUBI A 6 COD. F050	/D	DEL.52	0	1	X
BLO.GI.A.LI.PI	915R1000043	3192	INTERVENTI SU COLLO AB937/CN	/D	DEL.52	0	1	×
BLO.GI.A.LI.PI	915R1000073	3192	INTERVENTI VARICI CD.AC 208/TC	/D	DEL.525/07	0	1	X



For each resource the following data can be displayed:

- resource position;
- resource code (not editable);
- manufacturer code (not editable);
- description (not editable);
- the lot (if enabled by configuration);
- the expiration date (if enabled by configuration);
- the serial number (if enabled by configuration);
- used resource quantity;
- quantity of resources to be picked.

# i

Not all the information is always specified. The kind of information available (or mandatory) depends on the configuration chosen and the procedures in use.

The information highlighted yellow is mandatory. In case of missing mandatory information the system stops the picking procedure and warns the user with a specific pop-up message (Fig 81).

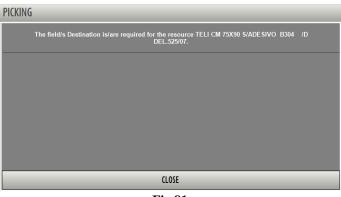


Fig 81

Click **Close** to hide the pop-up window.

The kind and number of mandatory information for a resource depends on the resource configuration. When one of the mandatory information is specified the cell colour turns from yellow to light-blue

The row appearing at the beginning of a row indicates the selected resource.

The icon at the end of the row makes it possible to cancel the resource.

When the icon is clicked the row changes in the way shown in Fig 82.

Fig 82 - Cancelled resource

When the screen is updated the rows cancelled this way are not considered as picked resources. This functionality makes it possible to rapidly cancel and possibly insert again the items of the picked resources list.

The icon is an "Undo" button. Click the icon to annul the editing performed since and to bring back the row to its original state.

•

#### 8.1.3. The "resource picking" screen command bar

The command bar of the "resource picking" screen (Fig 83) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, referring to successive paragraphs when more detailed instructions on a specific functionality are necessary.

ļ	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/	/	7	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT			CLO	JSE
							1	Tia 82	Co	mmand ha	•			



The upper line contains buttons making it possible to manage the numeric data specification.



Use the numeric buttons (Fig 84) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field.

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

In the lower line:

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

Use the **Search** button to access the system's search functionalities (described in paragraph 22). Click this button to open the screen shown in Fig 89.

Use the **Lock Scan** button to lock the workstation while reading numerous barcodes that will be recorded all together afterwards. See paragraph 8.4.1 for a description of the related procedures.

Use the **Start Scan** button to begin the reading of numerous barcodes that will be recorded all together afterwards. See paragraph 8.4.2 for the instructions relating to this procedure.

Use the **Import** button to import the selected items using a wireless barcode reader having internal memory. See paragraph 8.4.3 for the instructions relating to this option.

Use the **Close** button to close the current screen.

When editing the screen contents the **Update** and **Cancel** buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

## 8.2. Resource data editing

The information regarding a resource can, in certain cases, be edited by the user.

To edit the resource data

click the field containing the information you wish to change.

The button appears in the field (Fig 85 A).

 $\succ$  Click the  $\Box$  button.

A menu containing the possible options opens (Fig 85 B).



Click the wanted option.

The option appears in the field.

The available options on the different menus depend on the context. For example: for the "position" field will display all and only the positions in which the resource can be found.

Selecting an option affects the available choices in the other fields. In the "lot" field, for example, only those lots corresponding to the resource and the position selected before will be available for selection.

## 8.2.1. Specifying the resource quantity

To specify the quantity of resource that must be transferred

 $\blacktriangleright$  select the row corresponding to the resource.

The selected row is indicated by the $[A]$	▶ arre	ow (Fig 8	86 <b>A</b> ).			B	
Position Code Producer code Description Used Interventi Sulla SPALLA IN6068 /D DEL525		90					
LO.GI.ALI.PI	915R1000013	2618	INTERVENTI SULLA SPALLA IN6068	/D	DEL.525	1	×
9		Fig 80	6			$\smile$	

Specify the new quantity using the numeric buttons on the command bar (Fig 87)

I	2	3	4	5	6	7	8	9	0
		14 A	Fig 8	7 - Nun	neric bu	ittons			-

Otherwise you can

click the cell indicating the "Quantity" (Fig 87 B).

The quantity will be highlighted.

Set the new quantity using either the workstation keyboard or the numeric buttons on the command bar.

## 8.3. How to record the resource picking

The materials transfer can be recorded both manually, using the buttons on screen, and using a barcode reader.

The different procedures are described in the following paragraphs.



Barcode technology is recommended when selecting an item. Scanning the item's barcode, instead of selecting it manually, helps the user to diminish selection errors.

## 8.3.1. Manual procedure

To record the resource picking using a manual procedure

click the Search button on the command bar (Fig 88).

I	2	3	4	5	6	7	8	9	0		+/-	С	NEXT	
7	/	/	7	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT			CLO	JSE
							]	Fig 88	- Co	mmand bai	r		•	

The "Search" screen opens (Fig 89). The screen is described in paragraph 22.

	SEARCH RESOU					🕕 Below stock
_	Description	teli				
_	Code			Lot	Serial	
_	Producer code			Category		
	Position	Code	Producer code	Resource	∽ Category	
	BLO.GI.A.LI.PI	915R1000059	2618	MONOTELI FORO ELASTICO 200X320CM /D	DEL.525/07	
	BLO.GI.A.LI.PI	915R1000071	3192	TELI CM 75X90 CON ADESIVO CD304 /D	DEL.525/07	
	BLO.GI.A.LI.PI	915R1000087	3192	TELI CM 75X90 CON ADESIVO CD454 /D	DEL.525/07	
	BLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/ADESIVO B304 /D	DEL.525/07	
	BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/ADESIVO B454 /DIDROREPELLENTI	DEL.525/07	
	BLO.GI.A.LI.PI	915R1000075	3192	TELI CM150X180 CON ADESIVO CD308 /D	DEL.525/07	
	BLO.GI.A.LI.PI	915R1000078	3192	TELI CM150X180 S/ ADESIVO CD308 /D	DEL.525/07	
U	BLO.GI.A.LI.PI	915R1000079	3192	TELI CM240X270 DOPP.ASS.CD200/CN /D	DEL.525/07	
				SEARCH FOR:	₿	
			KEYBOAF			SELECT CLOSE

- > Insert the available information on the resource in the search fields (Fig 89 A).
- Click the **Search** button on the command bar (Fig 89 **B**).

The list of resources corresponding to the information specified is displayed on screen (Fig 89 C).

SEARCH RESOU	_								-	6	Belov
Description	teli						-				
Code			Lot			Serial					
Producer code			Category								
Position	Code	Producer code	Resource				- Ca	itegory			
BLO.GI.A.LI.PI	915R1000059	2618	MONOTELI FORO ELA	STICO 200X32	OCM /D	DE	L.525/07				
BLO.GI.A.LI.PI	915R1000071	3192	TELI CM 75X90 CON	ADESIVO CD30	04 /D	DEL	525/07				
BLO.GI.A.LI.PI	915R1000087	3192	TELI CM 75X90 CON	ADESIVO CD45	54 /D	DEL	525/07				
M BLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/AC	ESIVO B304	/D	DEL.	525/07				
BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/AD	ESIVO B454	/DIDROREPEL	.ENTI DEL.	525/07				
BLO.GI.A.LI.PI	915R1000075	3192	TELI CMISOXI80 CO	N ADESIVO CD3	308 /D	DEI	525/07				
M BLO.GI.A.LI.PI	915R1000078	3192	TELI CM150X180 S/	ADESIVO CD30	8 /D	DEL.	525/07				
BLO.GI.A.LI.PI	915R1000079	3192	TELI CM240X270 DO	PP.ASS.CD200/C	IN /D	DEL.	525/07				
										~	
										B	
		KENDOLD	D		SEARCH I			(510)			
		KEYBOAR	U I		NAME	POSITION	LABEL	SEARC		SELECT	

> Click the relevant item/s on the list. Multiple selection is enabled.

The corresponding line/s is/are highlighted (Fig 90 A).

➤ Click the **Select** button on the command bar (Fig 90 **B**).

The resource/s this way selected is displayed in the "materials transfer" screen (Fig 90 A).

*i* Double click an item to display it directly.

COST CENTER PICKING Cost centre: ORTOPEDIA REPARTO	) (1510) - Hospital unit: ORTOPEDIA E	TRAUMATOLOGIA			Below
STOCKROOM -ALL-	CABINETGROUPS -ALL-		<b>CABINET</b> -ALL-		*
Position	Code	Producer code Description		Used	Qty
BLO.GI.A.LI.PI	915R1000059		ELASTICO 200X320CM /D	DEL.5 0	I
BLO.GI.A.LI.PI	915R1000087		ON ADESIVO CD454 /D	DEL.52 0	1
▶ BLO.GI.A.LI.PI	915R1000075	ST92 TEEL CHISOX180	CON ADESIVO CD308 /D	DEL5 0	I
	5 6 7 8 9	0.	+/- C	NEXT	
	SEARCH LOCK SCAN S	TART SCAN IMPORT	CANCEL	UPDA	_

- Set, if necessary, the values of the inserted resource (lot, quantity, etc... see paragraph 8.2 for the data editing procedures).
- > Click the **Update** button on the command bar.

The resource picking is this way recorded. The picking is attributed to the cost center indicated on top of the screen.

# 8.4. Barcode picking procedure

The resource selection can be performed using a barcode reader. This paragraph describes the procedures related to this functionality.

To record the resource picking using barcode reader, when the "Resource picking" screen is displayed (Fig 91),

> read the barcode of the resource that must be picked.

A row corresponding to the resource appears on screen.

A pink row is created to inform the user when the read barcode belongs to a resource that is not in the cabinets selected as "source" (Fig 92).

Fig 92

Specific buttons on the command bar make it possible to launch specific barcode reading procedures. These are described in the following paragraphs.

### 8.4.1. Lock scan

The **Lock Scan** button on the command bar (Fig 93) makes it possible to lock the workstation while the user reads numerous barcodes that will be read later, all together.

ļ	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/	/	7	SEA	RCH 🤇	LOCK	SCAN	START	SCAN	IMPORT			CL	DSE

Fig 93 -	Command	bar
----------	---------	-----

This functionality is used when it is necessary to leave the workstation alone to personally scan the barcodes of several items that are in a different place. This function is performed using a wireless barcode reader.

This is the procedure:

click the Lock Scan button.

The button appears selected: LOCK SCAN. The button remains selected while the workstation is locked.

The following window is displayed on screen (Fig 94).

This workstation has been locked by th	e us 🔊 MI	lin
Re-enter password to unlock window and finish the scan of barcodes		K B RD CONTINUE
		Advanced options 🔻
u	Fig 94	

> Read the barcodes. The workstation is locked to other users.

When barcodes reading is complete,

- ▶ insert your password in the field indicated in Fig 94 A.
- Click the Continue button (Fig 94 B).

The workstation is this way unlocked. The rows corresponding to all the barcodes read appear on screen.

The **Keyboard** button on the window opens a virtual keyboard that can be used to insert the password (Fig 95).

Q		W		E		R	Ī	T		Y	1	U		I	1	0		P		"		Ba	ckspace	7	8	9
	A		S		D		F		G		H		J		K		L		(		)		Enter	4	5	6
Tab		2		X		C		۷		B		N		M		,		:		?			r Enter	I	2	3
	L٥	ck	_											_			+		-		=		Del	0		
																									CLOSE	

Fig 95 - Virtual keyboard

#### 8.4.1.1. How to force the workstation unlocking

The workstation can be unlocked by another user if his/her permissions level enables him/her to do it.

To force the workstation unlocking

click the option "Advanced options" on the window that requests password (Fig 96 A).

This workstation has been locked by the	user ADMIN		
Re-enter password to unlock window and finish the scan of barcodes			KEYBOARD
			CONTINUE
		A	dvanced options 🔻
	<b>F!</b> 04		

Fig 96

The window changes in the following way (Fig 97).

This workstation has been locked by the u	iser ADMIN
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	CONTINUE
	Advanced options 🚖
Enter username and password of user with	permission to unlock forcibly the workstation
(A)	,
Username (A)	KEYOSD
Username Password	

Fig 97 - Advanced options

- ▶ Insert the username of the new user in the "Username" field (Fig 97 A).
- ▶ Insert the password of the new user in the "Password" field (Fig 97 B).
- Click the Unlock button (Fig 97 C).

If the new user has the appropriate permissions the workstation is unlocked.

The barcodes read by the original user will <u>**not**</u> be recorded.

## 8.4.2. Start scan

The **Start Scan** button on the command bar (Fig 98) makes it possible to read numerous barcodes that will be recorded later all at the same time.

ļ	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/		7	SEA	RCH	LOCK	SCAN 🤇	START	SCAN	IMPORT			CLO	OSE

Fig 98 - Command bar

This is the procedure:

click the Start Scan button.

The button changes to **Stop Scan**.

A pop-up window informs the user that barcode reading can start.

The user is logged out. This happens because the user now probably moves away from the workstation to read the barcodes.

 $\blacktriangleright$  Read the barcodes.

After barcode reading, to import the data of the scanned resources into the system,

- $\triangleright$  log in again.
- Click the icon on the lateral bar to select the "Cost Center for picking" module again.
- Click the **Stop Scan** button.

The rows corresponding to the scanned resources barcodes appear on screen.

While scanning the blue bar on top of the screen displays the following advice "Press STOP SCAN to import scanned products" (Fig 99).

COST CENTER PICKING - Press STOP SCAN to import scanned products

# 8.4.3. Import

The **Import** button on the command bar (Fig 100) makes it possible to import into the system the data read with a wireless barcode reader having internal memory.

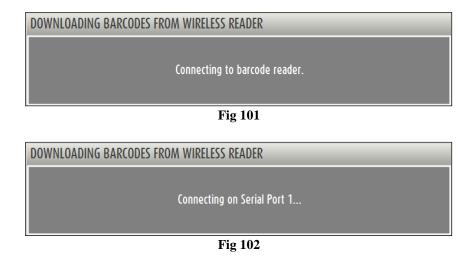
I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/		7	SEA	RCH	LOCK	SCAN	START	SCAN (	IMPORT			CLO	OSE



This is the procedure:

- > read the barcodes using the appropriate devices, configured to connect to the system.
- Click the **Import** button.

the following windows appear, informing the user on the import procedure state.



If the procedure succeeds the data are imported. The rows corresponding to the resources scanned appear on screen.

# 9. Cost center selection for return

The system makes it possible to record the returned resources and to attribute these "Returns " to the appropriate cost center. To do that, firstly, it is necessary to select the appropriate cost center.

To select the "Cost Center for Returns" module

 $\blacktriangleright$  click the correponding icon  $\stackrel{\mathsf{SM}}{\boxtimes \hookrightarrow}$  on the lateral bar.

The following screen opens (Fig 103).

COST CENTER SELECTION FOR R	RETURN			Below stock
HOSPITAL UNIT		•	COST CENTER TYPE	•
COST CENTER CODE			COST CENTER NAME	
ORTOPEDIA REPARTO (1510) ORTOPEDIA E TRAUMATOLOGIA	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia	ORTOPEDIA AMBULATORIO (1530) ORTOPEDIA E TRAUMATOLOGIA		
Code Name		Hospital unit		Туре
	۵	6		
$\Delta$ $\nabla$			SEARCH	SELECT
	$E_{102}^{102}$	Cost conton for		

Fig 103 - Cost center for returns

Paragraph 9.1 describes the screen shown in Fig 103.

Paragraph 9.2 describes the cost center selection procedure.

# 9.1. Cost Center - screen structure

The "Cost center" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features.

An additional button bar is here available, displaying the recent selections and making it possible to quick select the cost center previously selected (Fig 110).

This paragraph describes the screen's specific features.

# 9.1.1. Filters



Fig 104 - Filters on the "Cost center selection" screen

The available filters on the "Cost center for returns" screen (Fig 104) are:

- "Hospital Unit" Specifies the hospital unit that is referent for the cost center that will be selected.
- "Type" Specifies the cost center type.
- "Code" Specifies the cost center code.
- "Name" Specifies the cost center name.

See paragraph 1.4.2 for instructions on how the filters work within the "Stock Management" system. In this specific case the filters "Hospital Unit" and "Type" are selected on a menu containing a list of pre-defined options, while the filters "Code" and "Name" are specified typing the name/code on the workstation keyboard.

# 9.1.2. Data area

The data area contains the list of all the cost centers having the features specified in the filters (In Fig 105 the "Ortopedia e Traumatologia" Hospital Unit is specified).

HOSPITAL UNIT		ORTOPEDIA E TRAUMATOLOGIA	-	COST CENTER TYPE		
COST CENTER C	DDE			COST CENTER NAME		
ORTOPED	A REPARTO (1510) A E TRAUMATOLOGIA	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia	ORTOPEDIA AMBULATORIO (1530) ORTOPEDIA E TRAUMATOLOGIA			_
Code	Name			•		Тур
ORT30	ORTOPEDIA AMBULATOR		ORTOPEDIA E TRAUM	IATOLOGIA		CC.H
ORT20	ORTOPEDIA DAY-HOSPITA		ORTOPEDIA E TRAUM			CC.H
ORTIO	ORTOPEDIA REPARTO (I		ORTOPEDIA E TRAUM			CC.H
ORT90	ORTOPEDIA SALA OPERT	ORIA (1540)	ORTOPEDIA E TRAUM	IATOLOGIA		CC.H
					K	

Fig 105 - Cost centers for returns

Each row corresponds to a cost center. For each cost center the following information can be displayed:

- cost center code;
- cost center name;
- the referent hospital unit;
- the cost center type.

None of the above information is editable.



For each cost center either all or part of the possible information can be present, depending on the way the cost center is configured.

The > arrow, possibly appearing at the beginning of a row, indicates the cost center selected.

# 9.1.3. The command bar of the "Cost center for returns" screen

This paragraph describes the buttons on the command bar (Fig 106) of the screen.

$\neg$	Δ						SEARCH	SELECT	
			F	Fig 106 - Co	mmand ba	r			
Use the arr	row buttons	s V	and		to scroll	up and de	own the so	creen cont	ents in cas

the items are too many to be displayed all together.

Use the **Search** button to search and display the list of items having the features specified in the filters described in paragraph 9.1.1.

Use the **Select** button to select the cost center to which the picking must be attributed. The detailed procedure is described in paragraph 9.4.

# 9.2. Cost center for returns selection procedure

This paragraph describes the procedure that must be performed to select the cost center to which the resource/s return will be attributed.

Click the icon on the lateral bar to access the cost center selection screen (Fig 107).



Fig 107 - Cost center for return attribution

- Specify in the filters the available cost center data. In Fig 107 A the "Allergologia" Hospital Unit is specified.
- Click the **Search** button on the command bar (Fig 107 **B**).

The list of cost centers having the features specified is displayed on screen (Fig 108 A).

COST CENTER	SELECTION FOR RE	TURN						Below stoc
HOSPITAL UNIT		ALLERGOLOGIA		•	CO	OST CENTER TYPE		
COST CENTER CODE					00	ST CENTER NAME		
ORTOPEDIA R	EPARTO (1510) TRAUMATOLOGIA	CENTRO DEL DOLORE: DAY-HO Algologia	SPITAL (1702) OI	RTOPEDIA AMBULATORIO ORTOPEDIA E TRAUMATO	0 (1530) DLOGIA	_		_
Code	Name ALLERGOLOGIA AMBUL/	ITOBIO (2021)			ital unit GOLOGIA			Type CC.HOSP
							ß	

Fig 108 - Search result

Click the row corresponding to the relevant cost center.

The  $\triangleright$  arrow appears at the beginning of the row.

Click the **Select** button on the command bar (Fig 108 **B**).

The screen making it possible to record the resources return will open ("Cost center for returns" - Fig 109). The screen is described in detail in paragraph 9.3. Paragraph 9.4 describes the procedure to perform to select the resources that must be returned.

JTART DATE	15 <mark>/07/2010</mark>	•	END DAT	C 15/07/2010	¥				
STOCKROOM	-ALL-			_	-ALL-		- CABINET	-ALL-	Ŧ
Position				^ Code	le Producer	Description		1	Used

Fig 109 - Cost center for returns screen

# 9.2.1. "Recent" cost centers

The bar indicated in Fig 110 is formed of five buttons displaying the five most recent cost center selections.

	COST CENTER SELECTION FOR RET	TURN					🕀 Below stock
	HOSPITAL UNIT		•		COST CENTER TYPE		-
	COST CENTER CODE				COST CENTER NAME		
<	ALLERGOLOGIA AMBULATORIO (3031) ALLERGOLOGIA	ORTOPEDIA REPARTO (1510) ORTOPEDIA E TRAUMATOLOGIA	CENTRO DEL DOLORE: Algo	DAY-HOSPITAL (1702) Logia	ORTOPEDIA AMBULA ORTOPEDIA E TRAL		
	Code Name			Hospitai unit			Туре
	Maddeed and the second	<u> </u>		gelt frageriegt	LAJ DATE STAAL	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	Carl Contract of South
			Fig	110			

To select one of those cost centers again

click the corresponding button.

The "Cost center for returns" module screen (Fig 109) will open, displaying under the header the name of the chosen cost center.

# 9.3. "Cost center for returns" screen description

The "Cost center for returns" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

# 9.3.1. Filters

Cost centre: A	LLERGOLOGIA AMBU	ILATORIO (30	131) - Hospital unit: ALI	ERGOLOGIA				
START DATE	<mark>15</mark> /07/2010	•	END DATE 15/07/2010	•				
STOCKROOM	-ALL-			-ALL-		- CABINET -ALL-	Y	RESET
aa.a.a.a.	A	2.1.2.2.2.A	A. A		,	<u> </u>		

Fig 111 - Filters on the "Cost center for returns" screen

The available filters on this screen are:

- "Start date" and "End date" make it possible to display only the resources picked during the specified period.
- "Stockroom" displays only the resources picked ina specific stockroom.
- "Cabinet group" displays only the resources picked ina specific cabinet group.
- "Cabinet" displays only the resources picked in a specific cabinet.

See paragraph 1.4.2 for instructions on how the filters work in the "Stock Management" system.

## 9.3.2. Data area

The "Cost center for returns" screen displays all the resources picked for the cost center previously selected during the period specified by the "Start date" and "End date" filters (Fig 112).

TOCKROOM	-ALL-	CABINETGROUPS -ALL-		CABINET -ALL-		▼ RESET
Position		Code	Producer Description			Used Recurn
BLO.GI.A.LI.PI		915R1000059	2618 MONOTELI FORO	ELASTICO 200X320CM /D	DEL 525/07	
BLO.GI.A.LI.PI		915R1000071	3192 TELI CM 75X90 C	ON ADESIVO CD304 /D	DEL 525/07	1 0
BLO.GI.A.LI.PI		915R1000078	3192 TELI CM150X180	S/ ADESIVO CD308 /D	DEL 525/07	
BLO.GI.A.LI.PI		915R1000079	3192 TELI CM240X270	DOPP.ASS.CD200/CN /D	DEL.525/07	
BLO.GI.A.LI.PI		915R1000087	3192 TELI CM 75X90 C	ON ADESIVO CD454 /D	DEL 525/07	1 0
BLO.GI.A.LI.PI		915R1000088	3192 TELI CM 75X90 S	ADESIVO B454 /DIDROREPELLENTI	DEL 525/07	1 0

Fig 112

Each row corresponds to a resource. For each resource the following data can be displayed:

- resource position (not editable);
- resource code (not editable);
- manufacturer code (not editable);
- description (not editable);

- picked quantity (not editable);
- quantity to be returned.

i

Not all the information is always specified. The kind of information available depends on the configuration chosen and the procedures in use.

The row appearing at the beginning of a row indicates the selected resource. The only editable item on this screen is the quantity of items that must be returned. the corresponding cell is highlighted yellow if no value is displayed (Fig 112 A). When a value is specified, before clicking the **Update** button on the command bar, the cell is highlighted light blue (Fig 113).

Used	Return		
1		T	5
	Fig 113		

The icon is an "Undo" button. Click the icon to annul the editing performed since and to bring back the row to its original state.

See paragraph 9.4 for the "Returns" specification procedure.

# 9.3.3. The "Cost center for returns" screen command bar

The command bar of the "Cost center for returns" screen (Fig 114) makes it possible to manage the screen contents.

	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	/	/	7			LOCK	SCAN	START	SCAN	IMPORT			CLO	DSE

Fig 114

The numeric buttons make it possible to specify the quantities to be returned (Fig 115).

I	2	3	4	5	6	7	8	9	0
			Fig 11	5 - Nur	neric b	uttons			

Click one of the numbers to write the number in the "Return" field (Fig 112 A).

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The **Succ.** button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

The other buttons are not active on this screen.

Use the **Close** button to close the current screen.

When editing the screen contents the Update and Cancel buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

# 9.4. How to record a "Return"

To record a returned resource, on the "Cost center for return" screen (Fig 109).

> Click the row corresponding to the resource to be returned.

The row will be selected, the  $\triangleright$  icon appears at the beginning of the row.

- > Use the numeric buttons on the command bar to specify the resource quantity.
- > Click the **Update** button on the command bar.
- Or
- Click the "Return" cell on the row corresponding to the resource to be returned.

The corresponding row is selected, the  $\blacktriangleright$  icon appears at the beginning of the row.

The quantity inside the cell is highlighted.

- > Use the workstation keyboard to set the quantities.
- > Click the **Update** button on the command bar.

After clicking on **Update** the quantities specified in the "Used" cell are updated according to the new values. I.e.: if 5 items are picked of a certain resource and 2 items are returned, the "Used" cell, after updating, specifies "3".

If the quantity of items returned is equal to or bigger than the quantity of picked items, the row corresponding to the resource disappears from the list displayed on screen.

# 9.4.1. Barcode reading for the "Return" procedure

When the "Cost center for returns" screen is displayed the barcode reader can be used as search and selection tool.

Reading the barcode of the resource that must be returned brings the corresponding row to the first place in the list of resources displayed on screen. The quantity is increased (one unit).

To use this procedure

> read the barcode of the resource that must be returned.

The corresponding row is displayed on top of the resources list, the quantity displayed in the "Return" cell is increased of one unit.

Click the Update button on the command bar.

# 10. Resources allocation

The "Resources al location" module makes it possible to record those changes in the cabinet configuration regarding the allocation of resources.

In the Stock Management system each cabinet is configured to contain only specific resources (and not others). That means that a certain resource can be allocated, by configuration, in certain cabinets and not in others. The "Resources alloctaion" module makes it possible to specify that a certain resource is not allocated anymore in a cabinet selected as "source" and is allocated from now on in a specified "destination" cabinet.

I.e. the module records that the possibility itself, for a resource, to be in a certain cabinet, is moved to another cabinet. Cabinet configuration this way changes.

Riallocating a resource with this module moves all the units of the resource specified that are in the source cabinet to the destination cabinet.

i

The "Resources allocation" module cannot be used to record the movement of a certain quantity of resource from a cabinet to another. For this purpose use the "Materials transfer" module described in paragraph 3.

To select the module

click the icon
 on the lateral bar.

The following screen opens (Fig 116):

ALLOCATE RESO	URCE						🕑 Be	low stock
SOURCE								-
DESTINATION								7
Code	Producer code	Resource			Expiration Dat	e Qty	Cabinet	Kit
$\forall$	Δ	SEL. ALL	DESEL. ALL					
			16 Deser					

Fig 116 - Resources allocation

# 10.1. Resources allocation - screen structure

The "Resources allocation" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

# 10.1.1. Source and destination specification

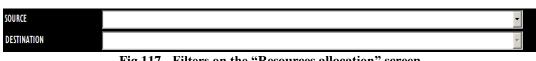


Fig 117 - Filters on the "Resources allocation" screen

The filters available on the "Resources allocation" screen (Fig 117) are:

- "Source" Selects the source cabinet.
- "Destination" Selects the destination cabinet.

See paragraph 1.4.2 for instructions on how the filters work.

# 10.1.2. Data area

After the "Source" and "Destination" cabinet are selected, the data area displays the list of resources that can be reallocated from the selected source to the selected destination (Fig 118 A).

DESTINATION         PLOGIELLIPI           Code         Producer code         Resource         Expiration Date         Ory         Cabinet         Kit           407h7910005         5167         CAT TIEMAN CHI4 TMSCP C0.221000         =050P2XCF         DEL597/10         60         60           607h7940027         5167         CAT TIEMAN CHI4 TMSCP C0.221000         =050P2XCF         DEL597/10         60         60           607h7940027         5167         CAT TIEMAN CHI4 TMSCP C0.221000         =050P2XCF         DEL597/10         24         24           607h7940027         5167         CAT VESCJ.P.2YOH18         (DC00.180205 - DEL 1033/08)         40         40           607h709007         5167         CAT VESCJ.P.2YOH18         (DC00.170405 (DET 1033/08)         50         50           608h770030         505         UR06ADD SACCA URMA STER.2000HL DCS         DEC00 170405 (DET 1033/08)         72         72           608h770033         154         SACCA URMA STER.2000HL DCS         (DC00.183/08)         15         15         15           6146R000334         154         SACCA URMA STER.2000HL DCS         (DC00.183/08)         15         15         15           6146R000334         154         MEYO CATYESC. C00.84073023         (D         DEL		BLO.GI.C.LI.PI				
▶ 607R/3910005         5167         OAT TEENM CHI 1 TMER CD 221800         = 505/02CF         DEL 597/10         60         60           607R/3910005         5167         OAT TEENM CHI 1 TMER CD 221800         = 505/02CF         DEL 597/10         24         24           607R/3940027         5167         OAT TEENM CHI 1 TMER CD 221800         DEL 1033/08         24         24           607R/39007         5167         OAT TEESCU 2/CHI 6 FOLEY         (DCOD. 189/02 - DEL 1033/08)         40         40           607R/39008         5167         OAT TEESCU 2/CHI 8         (DCOD. 170/045 (DET. 1033/08)         50         50           608877/0193         4266         UNOMETER SOULD 1000 - 170/045 (DET. 1033/08)         15         15           60887779036         505         UROGAD SOCA URINA STER. 2000HL (DCOD UD6231 2P01         DEL 69/10         24         24           6087779038         154         SACCA URINA STER. 2000HL (DCOD UD6231 2P01         DEL 1033/08         15         15           61687790038         154         SACCA URINA STER. 2000HL (DCOD UD6231 2P01         DEL 1033/08         30         30           61687790033         154         SACCA URINA STER. 2000HL (DCOD M040/2023         D         DEL 1033/08         30         30         30           616877900	DESTINATION	BLO.GI.E.LI.PI				
607h7840027         5167         CAT YESCSIL ZYCHI 6 FOLEY         (DCOD. 189205 - DEL 1033/08         24         24           607h7840027         5167         CAT VESCSIL ZYCHI 6 FOLEY         (DCOD. 189205 - DEL 1033/08)         40         40           607h7840067         5167         CAT VESCS/P.2YCHI 8         (DCOD. 178605 (DET. 1033/08)         50         50           607h7909007         5167         CAT VESCS/P.2YCHI 8         (DCOD. 178605 (DET. 1033/08)         51         51           607h77909008         5167         CAT VESCS/P.2YCHI 8         (DCOD. 178605 (DET. 1033/08)         15         15           608h7770193         4286         UNOMETER 500ML CD.1581013019         =DCON TUBO 150 ML -         DEL 699/10         24         24           608h7790036         505         UROGAD SACX URINA STER. 2001ML (DCOD UDES112P01         DEL 1033/08         72         72           608h7790037         154         SACCA URINA STER. 2001ML (DCOD UDES112P01         DEL 1033/08         15         15           616h77900467         4286         DEPO OXIVESC. COD. 60070323         D         DEL 1033/08         30         30           616h709034         154         KIT CATETERISMO VESCICULE         (DCOD MTK1076/SCC         DEL 1033/08         102         102         102	Code	^ Producer code	Resource	Expiration Date	Qty (	Cabinet Kit
60787840067         5167         CAT.NELATION DONNA CH 14CM         (DCOD. 080182XX - DEL. 1033/08)         40         40           60787840067         5167         CAT.NELATION DONNA CH 14CM         (DCOD. 170/05 (DET. 1033/08)         50         50           60787099007         5167         CAT.VESCS/P.XYCH18         (DCOD. 170/05 (DET. 1033/08)         50         50           60787099008         5167         CAT.VESCS/P.XYCH18         (DCOD. 170/05 (DET. 1033/08)         15         15           60887770173         4286         UNOMETER SOUML CD.15810131019         =DOCH. 1003/08         24         24           60887790038         505         UR06APD SACCA URINA STER. 2000ML (DCOD UD0E3112P01         DEL 1033/08         72         72           61867790038         154         SACCA URINA STER. 2000ML (DCOD NS22         DEL 1033/08         15         15           6146709067         4286         DRPPO (AT WESC.COP. 94073023         (D         DEL 1033/08         30         30           6146RC000334         154         KIT CATERENTO VESCICLE         (DCOD. MTX1076/SC         DEL 1033/08         1102         1102	▶ 607R7810005	5167	CAT TIEMAN CHI4 TRASP CD.221800 =D50PZXCF DEL.597/10		60	60
607Rc199007         5167         CAT VESC.5/P_XYCH18         (Dc0D. 170605 (DE1. 1033/06)         50         50           607Rc199008         5167         CAT VESC.5/P_XYCH18         (Dc0D. 170605 (DE1. 1033/06)         15         15           607Rc199009         5167         CAT VESC.5/P_XYCH28         (Dc0D. 170605 (DE1. 1033/06)         15         15           60807770193         4286         UNMORTER SIGNIC 0.1 51011109         =Dcott Million 15109         DcDL 1033/06)         24         24           60807790036         505         UR06ARD SACX URINA STER. 2000HL (DCO UD0E3112P01         DEL 1033/08         72         72           60807790038         154         SACX URINA STER. 2000HL (DCO UD0E3112P01         DEL 1033/08         15         15           616R7090037         4286         TXPPO OKT VESC. COD 86322         DE L 1033/08         30         30           616R000334         154         KT COTTERERNO VESC/02E         (C000 MTK1076/SC         DEL 1033/08         110         1102	607R7840027	5167	CRT YESC.SIL.2VCH16 FOLEY (DCOD. 189205 - DEL. 1033/08		24	24
607Rc999008         \$167         CRT YESCS/P.2YCH20         (DCOD. 178/085 (DET. 1033/08)         15         15           608R7770193         4286         UNOMETER S00ML CD.158101310199         DECON TUBO 150 ML -         DEL. 690/10         24         24           608R7790036         S05         UROAMD SACX URINA STER, 2000ML (DCD.00 UDE5312P20)         DEL. 1033/08         72         72           608R7790038         154         SACCA URINA STER, 2000ML (DC DD. K322)         DEL. 1033/08         15         15           616R7790047         4286         TXPPO OXTREC, COD. 84073023         (D C DD. K322)         DEL. 1033/08         30         30           616R70047         4286         TXPE OXTREC, COD. 84073023         (D C DD. MTK1076/SCC         DEL 1033/08         102         102	607R7840067				40	40
60087770193         4286         UNOMETER S00ML CD.150 IDI 310190         =DCON TUBO 150 ML -         DEL. 690/10         24         24           60087790036         505         UROAMD SACX URINA STER. 2008HL (DODO UDGE31 2P01         DEL. 1032/08         72         72           60087790037         154         SACCA URINA STER. 2008HL (DOD X522         DEL. 1033/08         15         15           61687790047         4286         TNPPO OLTREC. COD. 84073023         D         DEL. 1033/08         30         30           6168709047         4286         TNPPO OLTREC. COD. 84073023         D         DEL. 1033/08         102         102           6168709047         4286         TNPPO OLTREC. COD. 84073023         D         DEL. 1033/08         102         102						50
60887790036         505         UROGADD SACCA URINA STER. 2000HL (0COD UDBE3112P01         DEL 1033/08         72         72           60887790038         154         SACCA URINA STER. 2000HL (0COD UDBE3112P01         DEL 1033/08         15         15           61687790038         154         SACCA URINA STER. 2000HL (0COD X522         DEL 1033/08         15         15           61687790037         4286         TXPPO OXTYEC. COD. 94073023         (D         DEL 1033/08         30         30           61667000334         154         KIT COLTERKINO VESCIOLE         (0C00) MTK1076/SCC         DEL 1033/08         102         102			CAT YESC.S/P.2YCH20 (DCOD. 170605 (DET. 1033/08)		15	15
608R7790038         154         SACCA URINA STER.2000HL DAS         (DC0D AS322         DEL 1033/08         15         15           616R7790067         4286         TAPPO CAT.YESC. COD. 84073023         (D         DEL 1033/08         30         30           616RC000334         154         KIT CATEFERSMO YESCICALE         (DC0D.HTK1076/SCC         DEL 1033/08         102         102						
61687790067         4286         TAPPO DKT.YESC. COD: 84073023         D         D EL 1033708         30         30           616RC000334         154         KIT CRETERSMO YESCICALE         (DCOD.MTK1076/SCC         DEL 1033708         102         102	608R7790036					
616RC000334 154 KIT CATETERISMO VESCICALE (DCOD.HTK1076/SCC DEL 1033/08 102 102						
			,			
9 9 665000310 1767 TAPPO LL X CATETERE VENOSO (DCOD 380000988800-YYGON DET 393/08 97 97						
	71010000510	1707				

Fig 118 - Resources allocation

Each row corresponds to a resource. For each resource the following data can be displayed:

- resource code (not editable);
- manufacturer code (not editable);
- resource description (not editable);
- total quantity in stock (not editable);
- quantity located in the cabinets (not editable);
- quantity located in the generic kits already prepared (not editable).



Not all the information is always specified. The kind of information available depends on the configuration chosen and the procedures in use.

The checkboxes on the right (Fig 119 A) indicate, when selected -  $\checkmark$  - , that the corresponding resource will be reallocated.

#### DIG STK IU 0007 ENG V01

Code	Producer code	Resource	Expiration Date	Qty Ca	binet Kit	$\int$
▶ 607R7810005	5167	CAT TIEMAN CH14 TRASP CD.221800 =D50PZXCF DEL.597/10		60	60	
607R7840027	5167	CAT VESC.SIL.2VCH16 FOLEY (DCOD. 189205 - DEL. 1033/08		24	24	0
607R7840067	5167	CAT.NELATON DONNA CH., 14CM (DCOD, OB0182XX - DEL, 1033/08		40	40	0
607RC909007	5167	CAT VESC.S/P.2VCH18 (DCOD. 170605 (DET. 1033/08)		50		0
607RC909008	5167	CAT VESC.S/P.2VCH20 (DCOD. 170605 (DET. 1033/08)		15	6	0
608R7770193	4286	UNOMETER 500ML CD.158101310190 =DCON TUBO 150 ML - DEL. 690/10		24	24	0
608R7790036	505	UROGARD SACCA URINA STER. 2000ML (DCOD.UDBE3112P01 DEL. 1033/08		72	72	0
608R7790038	154	SACCA URINA STER.2000ML DAS (DCOD AS322 DEL. 1033/08		15	15	
, ALGP 2790P67	Mr. Marken Marken	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	and and and a second	min	Jun Henry	ma Jer

#### Fig 119

The  $\triangleright$  arrow appearing at the beginning of a row indicates that the corresponding resource is selected.

When the quantity in stock for a resource is less than the minimum quantity (indicated by configuration) the corresponding cell is highlighted red; when the quantity in stock for a resource is less than the ideal quantity (indicated by configuration) the corresponding cell is highlighted yellow.

# 10.1.3. The command bar of the "Resources allocation" screen

The command bar (Fig 120), formed of several buttons, makes it possible to manage the screen contents.

$\bigtriangledown$	Δ	SEL. ALL	DESEL. ALL				
			Fig 120 - Co	ommand ba	r		

The numeric buttons on the upper line are not used on this screen ("Resources allocation").

Use the arrow-buttons, when active, to scroll the screen contents up and down.

The **Sel. All** button selects all the items displayed on screen.

The **Desel. All** button deselects all the selected items.

When editing the screen contents the **Update** and **Cancel** buttons are displayed on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes. The **Cancel** button annuls all the changes made.

The command bar of the "Cost center for returns" screen (Fig 114) makes it possible to manage the screen contents.

# 10.2. How to change the resource allocation

To change the resource allocation

click the icon on the lateral bar to display the "Resources allocation" screen (Fig 121).

i

Please remember that the "Resources allocation" module cannot be used to record the movement of a certain quantity of resource from a cabinet to another. For this purpose use the "Materials transfer" module described in paragraph 3.

The following screen opens.

ALLOCATE RESO	DURCE		_	_	_	_	_	Belo	ow stock
SOURCE									•
DESTINATION									<b>*</b>
Code	Producer code	Resource				Expiration Da	te Qty	Cabinet	Kit
$\neg$	Δ	SEL. ALL	DESEL. ALL						
		E'a l							

Fig 121 - Resources allocation

- Select the source cabinet (specify the "Source" field Fig 122 A).
- Select the destination cabinet (specify the "Destination" field Fig 122 B).

The data area displays the list of resources that can be reallocated (Fig 122 C).

SOURCE         FLO.G I.C.           DESTINATION         ELO.G I.E. I.I.I.           Cole         Producer code         Resource         Elo.G 1000         Flo.G I.E. I.I.I.           Cole         Producer code         Resource         Elo.G 1000         Flo.G I.E. I.I.I.           Cole         Producer code         Resource         Elo.G 1000         Flo.G I.E. I.I.I.           Cole         Producer code         Resource         DEL.G 021000         =050F2XCF         DEL.G 97/10         60         60           007/77810007         5167         CAT TIEMON CHIA TROUP 0.221000         =050F2XCF         DEL.1033/08         24         24           007/7810007         5167         CAT TIEMON CHIA TROUP 0.221000         (DCOD.000107045)         DEL.1033/08         24         24           007/7810007         5167         CAT YESCS/P 2VCH18         (DCOD.170d5)         DEL.1033/08         15         15           007/709008         5167         CAT YESCS/P 2VCH18         (DCOD.170d5)         DEL.033/08         15         15           007/709008         5167         CAT YESCS/P 2VCH18         (DCOD.170d5)         DEL.033/08         15         15           007/70907         4286         Unoncipicon Max STER.2000HL (DCOD MS22)         DEL.1033/	DESTINATION         BLO.GI.E.LI.PT           Code         Producer code         Resource         Expiration         Qry         Cabinet         Kit           607R7910005         5167         OAT TERMAN CHI 4 TRASP CD.221800         =D50P2XCF         DEL597/10         60         60           607R7940027         5167         OAT TERMAN CHI 4 TRASP CD.221800         =D50P2XCF         DEL597/10         60         60           607R7940027         5167         OAT NELMON CHI 4 TRASP CD.221800         =D50P2XCF         DEL597/10         60         60           607R7940027         5167         OAT NELSCH, 2YCH 4         (DC00. 190/05 C+ DEL 1033/08)         40         40           607R799007         5167         OAT VESCS/P.2YCH 8         (DC00. 170/05 (DET. 1033/08)         15         15           608R7770133         4286         UNOMERS SUMEL 0.15101011019         =D0001.170/05 (DET. 1033/08)         15         15           608R7790036         505         UB06APD SACX UBINA STER. 2000HL (DC00 UD8ES112P01         DEL 1033/08         72         72           608R7790038         154         SACXA UBINA STER.2000HL LAS         (DC00 K322         DEL 1033/08         15         15           6168R7900037         4266         DREPO AVYESC. COD. AV73023         (D	ALLOCATE RESOL	JRCE			6	Below	st
Code         Producer code         Resource         Expiration Date         Qry         Cabinet         Kir           6078/7810005         5167         CAT TIERMA CHI4 TASEP CD.221800         =D59E2XCF         DEL597/10         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60         60	Code         Producer code         Resource         Expiration Date         Qty         Cabinet.         Kit           6078/7810005         5167         CAT TIERAM CHI4 TRASP CD.221800         =D50P2XCF         DEL597/10         60         60         60           6078/7840027         5167         CAT VESCSIL ZYCHI & FOLEY         (DC00. 189205 - DEL 1033/08         24         24           6078/7840027         5167         CAT NELATION DOWNA CH. 14CM         (DC00. 080182XK - DEL 1033/08)         40         40           6078/7940067         5167         CAT NELATION DOWNA CH. 14CM         (DC00. 178/05 (DEL 1033/08)         50         50           6078/790080         5167         CAT VESCS/P.2YCHI8         (DC00. 178/05 (DEL 1033/08)         15         15           6088/7770193         4286         UNOMETER SOUML CD.158101310190         =DCON TUBO 150 ML - DEL 690/10         24         24           6088/7790036         505         UR06A0D SACCA URINA STER. 2000ML DCOD UDES312P01         DEL 1033/08         72         72           6088/7790037         154         SACCA URINA STER. 2000ML DK5         (DC00 K322         DEL 1033/08         15         15           6168/790087         4286         DRPO OATVESC. COD. 84072032         D         DEL 1033/08         15         15 <th>SOURCE</th> <th>BLO.GI.C.</th> <th></th> <th></th> <th></th> <th></th> <th></th>	SOURCE	BLO.GI.C.					
6078/7810005         5147         OXT TREMM CHI I TMAF (D.221800         =D50P2XCF         DELS97/10         60         60           6078/7810005         5147         OXT TYESCSIL 2/CHI & FOLEY         (OCO. 189205 - DEL 1033/08         24         24           6078/7810007         5147         OXT YESCSIL 2/CHI & FOLEY         (OCO. 189205 - DEL 1033/08         40         40           6078/7810007         5147         OXT VESCSIL 2/CHI & FOLEY         (DCO. 170405 (DET. 1833/08)         50         59           6078/790008         5147         OXT VESCS/P. 2/CHI & (DCO.D. 170405 (DET. 1833/08)         50         59           6078/790034         5147         OXT VESCS/P. 2/CHI & (DCO.D. 170405 (DET. 1833/08)         15         15           608777013         4246         UNOMETER SOMEL DISTIDITION ON TWE IS IN HILLION         24         24           6087790036         505         UROGRD SACCA URINA STER. 2000HL (DCO.D. UD625112P01         DEL 1033/08         72         72           6087770038         154         SACCA URINA STER. 2000HL (DCO.D. M07302)         DEL 1033/08         15         15           61687790037         4266         TMPPO OXTYESC. COD. M073023         0         DEL 1033/08         30         30           61687790034         154         KIT CYTEREMTO YESC. COD. M07030	607R7810005         5167         OXT TERMA CHI H TAKEP CD.221800         =050F2XCF         DEL.597/10         60         60           607R7810005         5167         OXT TESNS CHI H TAKEP CD.221800         =050F2XCF         DEL.597/10         24         24           607R78100057         5167         OXT TESSUE X/CHI & FOLEY         (0C00. 189/205 - DEL.1033/08)         40         40           607R7640027         5167         OXT VESCS/P.2VCH8         (DC00. 178/65 (DET. 1033/08)         50         50           607RC490008         5167         OXT VESCS/P.2VCH8         (DC00. 178/65 (DET. 1033/08)         15         15           607RC490008         5167         OXT VESCS/P.2VCH8         (DC00. 178/65 (DET. 1033/08)         15         15           607RC490008         5167         OXT VESCS/P.2VCH8         (DC00. 178/65 (DET. 1033/08)         15         15           607RC490008         5167         OXT VESCS/P.2VCH8         (DC00. 178/65 (DET. 1033/08)         12         24           607R770036         505         UNOMENE SIGNITIO         TONE ISIN INL         DEL.1033/08         72         72           607R7790036         154         SACXA UNINA STER. 2000HL (DC00 UD6E3112P01         DEL.1033/08         15         15           616R7790037         4266	DESTINATION	BLO.GI.E.LI.PI					_
6078/7840027         5167         CXT YESCSIL 2VCH16 FOLEY         (DCOD. 189205 - DEL 1033/08         24         24           6078/7840027         5167         CXT KESCSIL 2VCH16 FOLEY         (DCOD. 189205 - DEL 1033/08)         40         40           6078/7800067         5167         CXT KESCSIL 2VCH18         (DCOD. 080182XX - DEL 1033/08)         50         50           6078/509007         5167         CXT VESCS/P.2VCH18         (DCOD. 170605 (DET 1033/08)         50         50           6078/509008         5167         CXT VESCS/P.2VCH18         (DCOD. 170605 (DET 1033/08)         15         15           6088/779193         4286         UNOMETER SOMML CD. 1501013/01/90         =DCON TUBO 150 ML -         DEL 690/10         24         24           6088/7790036         505         LIBOGARD SACXA URINA STER. 2000ML (DCOD UDEES112P01         DEL 1033/08         72         72           6088/7790036         154         SACXA URINA STER. 2000ML DKS         (DCOD K522)         DEL 1033/08         15         15           6168/790067         4286         TDRPO AV17502         DE         DE3/04         15         15           6168/790067         4286         TDRPO AV17502         DE         DE3/04         15         15           6168/790067         428	6078/7840027         5167         CXT YESCSIL 2YCH1 6 FOLEY         (DCOD. 189205 - DEL. 1033/08         24         24           6078/7840027         5167         CXT KESCSIL 2YCH1 6 FOLEY         (DCOD. 189205 - DEL. 1033/08         40         40           6078/7840067         5167         CXT KESCSIL 2YCH1 8         (DCOD. 199205 - DEL. 1033/08)         50         50           6078/290007         5167         CXT YESCSIL 2YCH1 8         (DCOD. 170685 (DET. 1033/08)         50         50           6078/290008         5167         CXT YESCSIL 2YCH1 8         (DCOD. 170685 (DET. 1033/08)         15         15           6088/779193         4286         UNOMETER SOM LCD. 1501013/0190         =DCON TUBO 150 ML - DEL 690/10         24         24           6088/7790036         505         UROGKID SACX URINA STER. 200ML (DCOD UDEES112P0)         DEL 1033/08         72         72           6087790037         154         SACX URINA STER. 200ML DXS         (DCOD X522)         DEL 1033/08         15         15           6168779067         4286         TIPPO AVYSQL 20         DEL 1033/08         15         15           61687790637         154         KIT CXTETERMO VESCICIDLE         (DCOD MTKI 07/65CC DEL 1033/08)         100         102         102           61687790634 <t< th=""><th>Code</th><th>^ Producer code</th><th></th><th>Expiration Date</th><th>Qty C</th><th>abinet Kit</th><th></th></t<>	Code	^ Producer code		Expiration Date	Qty C	abinet Kit	
607R7940867         5167         CATINELATION DONNA CH. 14CM         (DCOD. 0801820C - DEL 1033/08)         40         40           607RC990007         5167         CATINELATION DONNA CH. 14CM         (DCOD. 170405 (DET. 1033/08)         50         50           607RC990007         5167         CATIVESCS/P.2YCH3         (DCOD. 170405 (DET. 1033/08)         15         15           607RC99008         5167         CATIVESCS/P.2YCH3         (DCOD. 170405 (DET. 1033/08)         15         15           608R7770133         4266         UNOMETER SOUNT (DIS10131019         =DCON TIBO 150 HL - DEL 690/10         24         24           608R779036         505         UROGRAD SACCA URINA STER. 2000HL (DCOD UDEES112P0)         DEL 1033/08         72         72           608R779038         154         SACCA URINA STER. 2000HL (DCOD UDEES112P0)         DEL 1033/08         30         30           616R7790047         4286         TRAPO CATIVESC.000. 80073023         (D         DEL 1033/08         30         30           616R7790034         154         KIT CATTERANTO VESC.10E         (DCOD MTK1076/SCC         DEL 1033/08         102         102	607R7940867         5167         CRT.NELITON DONNA. CH14CM         (DCOD. 0801820X - DEL 1033708)         40         40           607RC990007         5167         CRT.NELITON DONNA. CH14CM         (DCOD. 170405 (DEL 1033708)         50         50           607RC990007         5167         CRT.VELSCYP.YVCH8         (DCOD. 170405 (DEL 1033708)         15         15           607RC99008         5167         CRT.VELSCYP.YVCH20         (DCOD. 170405 (DEL 1033708)         15         15           608R7770133         4266         UNOMENTE SOUNT (DIS10131019         =DCON TIBO 155 HL -         DEL 690/10         24         24           608R779036         505         UR06MD SACCA URINA STER. 2000HL (DCOD UBES112P0)         DEL 1033708         72         72           608R779038         154         SACCA URINA STER. 2000HL (DCOD UBES112P0)         DEL 1033708         15         15           616R770037         4266         TRAPO CAT.YESC.000. A0473023         (D         DEL 1033708         30         30           616R700334         154         KIT CATTERKH0 VESCULE         (DCOD MTK1076/SCC         DEL 1033708         102         102							
607Rc099007         5167         Cxt YESCS/P_2YCH10         (Dc.00. 178605 (DET. 1833/08)         50         50           607Rc099008         5167         Cxt YESCS/P_2YCH20         (Dc.00. 178605 (DET. 1833/08)         15         15           60R7C099008         5167         Cxt YESCS/P_2YCH20         (Dc.00. 178605 (DET. 1833/08)         15         15           60R7279103         4266         UNOHERE SOML. (D.15810131019         DC.00. 178605 (DET. 1833/08)         24         24           60R7790036         505         UROGARD SACCA URINA STER. 2000HL (DC.00. UDEES11 2P01         DEL 1033/08         72         72           60R7790038         154         SACCA URINA STER. 2000HL (DC.00. UDEES11 2P01         DEL 1033/08         15         15           616R7790037         4286         TAPPO QXTYESC. COD. 84073023         (D         DEL 1033/08         30         30           616RC00334         154         KIT CXTERKINO VESC.COLL         (DC.00. HK1076/SCC         DEL 1033/08         102         102	607Rc999007         5167         CAT YESCS/P_2YCH18         (DC0D. 170405 (DET. 1033/08)         50         50           607Rc999008         5167         CAT YESCS/P_2YCH18         (DC0D. 170405 (DET. 1033/08)         15         15           607Rc999008         5167         CAT YESCS/P_2YCH20         (DC0D. 170405 (DET. 1033/08)         15         15           608R7791013         4246         UN0HETER SOMEL.01 S101131019         DECON TWE0 158 ML - DEL 690/10         24         24           608R779036         505         UR064RD SACCA URINA STER. 2009HL (DC0D UD8E31 2P01 DEL 1033/08)         72         72           608R7790038         154         SACCA URINA STER. 2009HL (DC0D UD8E31 2P01 DEL 1033/08)         15         15           616R7790047         4266         TMPPO CATYESC.000. 540/73023         (D 200 K522 DEL 1033/08)         30         30           616RC00344         154         KIT CATTERKHO VESC.002LE         (DC0D HTK1076/SCC DEL 1033/08)         102         102					24		
607RC909008         5167         CRT YESCS/P.2VCH20         (DCOD. 170405         (DEI. 1033/08)         15         15           608R7770133         4286         UNOMETER 500HL CD.158101310.90         =DCON.TUBO 150 ML -         DEL. 690/10         24         24           608R7790036         505         UR0GARD SOCX URINA STER.2000HL (DCOU.UD6E3112P01         DEL. 1033/08         72         72           608R7790038         154         SACCA URINA STER.2000HL DKS         (DCOD. K322         DEL. 1033/08         15         15           616R7790047         4286         TXPEYO CY02023         0         DEL. 1033/08         30         30           616RC000334         154         KIT CATETERISMO VESCICOLE         (DCOD. MTK1076/SCC         DEL. 1033/08         102         102	607RC909000         5167         CAT YESC.S/P.2YCH.20         (DCOD. 170.605 (DET. 1033/08)         15         15           608R7770193         4286         UNOMETER 500HL CD.158101310190         =DCON TUBO 150 ML -         DEL 690/10         24         24           608R7790036         505         UROGADD SOCCA URINA STER 2000HL (DCOD UD6E312P01         DEL 1033/08         72         72           608R790038         154         SACCA URINA STER 2000HL DAS         (DCOD A5322         DEL 1033/08         15         15           616R7790047         4286         DRP60 OXTYSC: 00.2 MOVTSC:         DEL 1033/08         30         30           616RC000334         154         NIT CATETERISMO VESCICALE         (DCOD M552C         DEL 1033/08         102         102							
608R7770193         4286         UNOMETER 500ML CD.158.101310190         =DCON TUBO 150 ML -         DEL 690/10         24         24           408R7790036         505         UB0GARD SACOL URINA STER 200ML (DCOD UD0E31 J2P0)         DEL 1033/08         72         72           608R7790036         154         SACQ URINA STER 200ML (DCOD UD0E31 J2P0)         DEL 1033/08         15         15           616R779007         4286         TXPPO 074 VESC. COD. B073023         D         DEL 1033/08         30         30           616R709037         154         KIT CATETERKIN VESCICULE         (DCOD MTK1076/SCC         DEL 1033/08         102         102	6088/770193         4286         UNOMETER 500ML CD.159101310190         =DCON TUBO 150 ML -         DEL 690/10         24         24           6088/790036         505         URAGARD SACCA URINA STER 2000HL [DCOD UDEE31 [2P01         DEL 1033/08         72         72           6088/790036         154         SACCA URINA STER 2000HL [DCOD UDEE31 [2P01         DEL 1033/08         15         15           6168/790037         4286         TXPPO 07/VESC. COD. 80/3023 [D         D DEL 1033/08         30         30           6168/700074         154         KIT CATEFERISMO VESCICULE         (DCOD MTK1076/SCC         DEL 1033/08         102         102							
600877970036         505         UR0GAND SACCA URINA STER. 2000HL (0COD.UDBES112P0)         DEL. 1033/08         72         72           000877970038         154         SACCA URINA STER. 2000HL (0COD.UDBES112P0)         DEL. 1033/08         15         15           610877970037         4266         TXPPO CMTYESC. 000.940/73023         (D         DEL. 1033/08         30         30           61087090034         154         KIT CMTERKHO YESCULE         (OCOD MTK1076/SCC         DEL. 1033/08         102         102	60087790036         505         UROGAND SACCA URINA STER. 2000HL (DCOD UDBES)12P01         DEL 1033/08         72         72           00087790036         154         SACCA URINA STER. 2000HL (DCOD UDBES)12P01         DEL 1033/08         15         15           61087790037         4266         TMPPO ON TYSC. 000. 64073023         (D         DEL 1033/08         30         30           6108700034         154         KTC CUTERKINO VSCLUEL         (DCOD MTK1076/SCC         DEL 1033/08         102         102							
600R7790038         154         SACCA URINA STER 2000ML DAS         (DCOD AS322         DEL 1033/08         15         15           616R7790067         4286         TAPPO CRTYESC. COD. 84073023         (D         DEL 1033/08         30         30           616R0200334         154         KIT CRTETERISMO VESCICALE         (DCOD MTK1076/SCC         DEL 1033/08         102         102	600R7790038         154         SACCA URINA STER 2000/LLDAS         (DCOD. K322         DEL 1033/08         15         15           616R7790067         4286         TAPPO CKT.YESC. COD. 84073023         (D         DEL 1033/08         30         30           616R0200334         154         KIT CKTETERISMO VESCICALE         (DCOD.MIX1076/SCC         DEL 1033/08         102         102		4286					
61687790067         4286         TMPPO CNT/MESC. COD. 84073023         D         DEL         1033/08         30         30           616RC000334         154         KIT CATETENISMO VESCICALE         (DCOD.MTK1076/SCC         DEL         1033/08         102         102	61 (87.79006/7         4286         TMPPO CNT.VESC. COD. 84073023         (D         DEL         1033/08         30         30           61 (67.000334         154         KIT CATETERISMO VESCICALE         (DCOD.MTK1076/SCC         DEL         1033/08         102         102							
616RC000334 154 KIT CATETERISMO VESCICALE (DCOD.HTK1076/SCC DEL 1033/08 102 102	616RC000334 154 KIT CATETERISMO VESCICALE (DCOD.MTK1076/SCC DEL 1033/08 102 102							
91 / 6/50/0031 0 1767 TAPPO LL X CATETERE YENGS (DCCD 38000098880-YYGON DET 393/08 97 97 97	916/5000310 1737 DAPPO LL X CATETERE VENOSO (DCOD.380000988800-YYGON DET.393/08 97 97							
				х. Х				a

Click, on the right of the data area, the boxes corresponding to the resources that must be reallocated (Fig 123 A). The clicked boxes is selected -

SOURCE	BLO.GI.C.LI.PI					
DESTINATION	BLO.GI.E.LI.PI					-(
Code	^ Producer code	Resource	Expiration Date		Cabinet Kit	
607R7810005	5167	CAT TIEMAN CHI4 TRASP CD.221800 =D50PZXCF DEL.597/10		60	60	0
607R7840027	5167	CAT YESC.SIL 2VCH16 FOLEY (DCOD. 189205 - DEL. 1033/08		24	24	0
607R7840067	5167	CAT.NELATON DONNA CH., 14CM (DCOD, OB0182XX - DEL, 1033/08		40	40	0
607RC909007	5167	CAT YESC.S/P.2YCH18 (DCOD. 170605 (DET. 1033/08)		50	50	0
607RC909008	5167	CAT YESC.S/P.2YCH20 (DCOD. 170605 (DET. 1033/08)		15	15	0
608R7770193	4286	UNOMETER 500ML CD.158101310190 =DCON TUBO 150 ML - DEL. 690/10		24	24	0
608R7790036	505	UROGARD SACCA URINA STER. 2000ML (DCOD.UDBE3112P01 DEL. 1033/08		72	72	0
608R7790038	154	SACCA URINA STER.2000ML DAS (DCOD AS322 DEL. 1033/08		15	15	0
► 616R7790067	4286	TAPPO CAT.YESC. COD. 84073023 (D DEL. 1033/08		30	30	0
616RC000334	154	KIT CATETERISMO VESCICALE (DCOD.MTK1076/SCC DEL. 1033/08		102	102	0
916RS000310	1767	TAPPO LL X CATETERE VENOSO (DCOD.380000988800-VYGON DET.393/08		97	97	0
					(	3

Fig 123➢ Click the Update button on the command bar (Fig 123 B).

The reallocation is this way completed.

A print report is automatically created. A print preview is displayed (Fig 124).

		ALL	OCATE RESO	URCE				
Source	BLO.G1.C.L1.P1		Destination	BLO.G	1.H.L1.P1			
Code	Producer code	Description		Lot	SERIAL	Expiration	Qty	
607R7810005	5167	CAT TIEMAN CH14 TRASP	CD.221800 /D				85	
607RC909007	5167	CAT VESC.S/P.2VCH18	(DCOD. 170605				52	
607RC909008	5167	CAT VESC.S/P.2VCH20	(DCOD. 170605				45	
Oranu ^{ne} Stock Management -	Dopyright & 2008 by UMS on - High Henry un	9291.I				Page	-	

Fig 124 - Print preview

The Close button (Fig 124 A) closes the "Print preview" screen.

# 11. Orders sheet print

The "Orders" module makes it possible to create a document that can be used to order the materials.

To activate the "Orders" module,

click the second control of the lateral bar.

The following screen opens,

ORDERS									Below stock	$\sim$
START DATE	17/11/2010	•	END DATE 17/11/2	010 🗾						
STOCKROOM	BLO		CABINETS GROU	GI		CABINET AL			RESET	
Position		Code Producer c	ode Description	_	_	Expirat	on Used Min M	1ax In stock	Cabinet Kit Sugg.	
▼					_		SEARCH		REPORTS	*
				Fig 125	- Orders					

# 11.1. "Orders" - screen structure

The "Orders" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

# 11.1.1. Filters

START DATE	16/11/2010	•	END DATE 17/11/2010		
STOCKROOM	BLO		CABINETS GROUP GI	CABINET ALL -	RESET
			Fig 126 Filton	an the "Orders" sereen	

Fig 126 - Filters on the "Orders" screen

The available filters on the "Orders" screen (Fig 126) are:

- "Start date End date" these fields make it possible to specify the time period to which the items displayed in the data area refer.
- "Stockroom" it displays only the resources located in a specific stockroom.
- "Cabinets group" it displays only the resources located in a specific cabinets group.
- "Cabinet" it displays only the resources located in a specific cabinet.

See paragraph 1.4.2 for general instructions on how the filters work.

# 11.1.2. Data area

The data area of the "Orders" screen displays the list of resources used during the specified period and whose values correspond to those possibly specified in the other filters.

START DATE	02/11/2010 🔹	END	DATE 17/11/2010 🔹						
STOCKROOM	BLO	*	CABINETS GROUP GI	- CABINET AL	L			•	
Position	^ Code	Producer code	Description	Expiration	Used M	lin Ma	x In stock	Cabinet	Kit
BL0.GL.F.LL.PI	604R7805110	22	AGHI STER.21GXI 1/2 PIC INDOLOR +D		5	0	0 78	77	1
BLO.GI.F.LI.PI	604R7805111	22	AGHI STER.23GXI 1/4 PIC INDOLOR +D		1	0	0 124	0	(
BLO.GI.F.LI.PI	604R7811113	22	AGO SPINALE 22G PIC /DCOD. 0344	0364000 D	4	0	0 37	36	1
BL0.GL.F.LL.PL	616RC770013	154	SPUGNIX PULIZIA BISTURI CD.AL.40 (D		- I	0	0 100	0	
BLO.GI.F.LI.PI	908RC000321	2821	SACCHE X COLOSTOMIA COD. 12808 )D		1	0	0 79	0	
BL0.GL.F.LL.PL	916RC209004	5896	CONTENT.CONTA AGHI CD.31181467 (D	D	1	0	0 78	0	
BLO.GI.F.LI.PI	916RC209010	154	MATITA DERMOGRAF. COD.RQ.01 (D		2	0	0 144	0	
BL0.GL.G.LL.PI	616R2090011	5546	DREN.PIATTO MIS.4X10MM 24130 /D		2	0	0 40	0	
BLO.GL.G.LL.PI	916R7805056	3308	DREN.SOFFIETTO DRG/500/A/UNIV /DS/DREN.E TR	DCAR- 500ML	2	0	0 125	0	
BLO.GI.GKITI.LI.P	1 251.PRINCIPALE		PRINCIPALE PER FESS		1	2	5 0	0	
BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.4SPY710300 )DMM 7X10 LI	INGH.MT.3	16	0	0 191	190	
BLO.GI.H.LI.PI	616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D	DET	4	0	0 138	137	
BLO.GI.H.LI.PI	61 6RS000762	2452	CANN.YANKAUER STANDARD SP3800 /DD.149/07		1	0	0 122	0	
BLO.GI.I.LI.PI	616R7790204	154	RUBINETTO 3 VIE COD.PRC0999005 (D(EX M06285	0	1	0	0 63	0	
BLO.GI.K.LI.PI	612R7820007	505	SIRSTER I OML TERUMO LATEX FREE /D20/21/22 G	CD.SS10S2138	3	0	0 195	0	
BL0.GLK.LLPI	612RL000029	748	SIR.LL.CC.S/AGO_3ML_PENTA_LATEX/DCOD. 0020224	20 - D.7	6	0	0 21	0	
BLO.GI.K.LI.PI	61 2RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	D	11	0	0 97	96	
BLO.GI.K.LI.PI	61 2RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 0020227	10	18	0	0 163	162	
BLO.GI.K.LI.PI	61 2RL000701	748	SIRST.30ML ECC.PENTAFERTE /DCOD. 002022	BIO D.7	1	0	0 125	0	
BLO.GI.K.LI.PI	61 2RL820003	22	SIR.CONO_CAT.50/60ML_S/AGO =DCOD.030790	03090500	4	0	0 170	0	
BLO.GL.K.LL.PI	612RS000033	748	SIR.LL.CC.S/AGO_LOML_002022620 /DCONF.MULTIP	1000 PZ D.73	10	0	0 118	0	
BLO.GI.L.LI.PI	601RC003012	154	CER.MED.CHIR. CM9XI 0CM COSMOROE (DCOD. 9008	3	8	0	0 130	0	
BL0.GI.L.LI.PI	601RC003013	154	CER.MED.CHIR. CM9XI 5CM COSMOROE (DCOD. 9008	4	4	0	0 113	0	
BLO.GI.L.LI.PI	601RC003014	154	CER.MED.CHIR. CM9X20CM COSMOROE (DCOD. 9008	5	2	0	0 80	0	
BLO.GI.N.LI.PI	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08004	00402N0	10	0	0 32	30	
BLO.GI.S.LI.PI	601R1003016	154	NASTRO OMNSTRIP 12X100 6PZ.540685(D		8	0	0 64	0	
BLO.GI.S.LI.PI	906RC000017	3757	SUTURA SETA CD. K834H NON + °D		5	0	0 13	12	
BLO.GI.S.LI.PI	906RC000220	3757	SUTURA PDS II CD. Z443E \$D		4	0	0 27	, O	
BL0.GLS.LLPI	906RC000221	3757	SUTURA PDS II CD. Z423E \$D		4	0	0 32	0	
BLO.GI.S.LI.PI	906RC002013	2618	SUTURA PREMILENE CO090213 NON + °D		3	0	0 1	0	
BLO.GI.S.LI.PI	906RC011367	5449	SUTURA SETA 0 75CM CD.41428 =DRESORBA		6	0	0 299	0	
BLO.GI.U.LI.PI	609R1130012	683		20   OPZXCF 30X4	i.	0	0 30		
BLO.GI.U.LI.PI	61 6RCI 30900	51.67	GLISSEN GEL COD. 400176 =DX CATET.VE	SC./ENDOSC.	5	0	0 381	0	

Fig 127 - Data area

Each row corresponds to a resource. For each resource the following information can be displayed:

• the resource position;

- the resource code;
- the producer code;
- the resource description;
- the quantity of resources used in the relevant period;
- the minimum quantity;
- the suggested quantity;
- the total quantity in stock;
- the quantity located in the cabinets;
- the quantity located in the generic kits already prepared;
- the suggested order quantity (this is the difference between the suggested quantity and the quantity in stock).

None of the values displayed can be modified by the user.

# 11.1.3. The command bar of the "Orders" screen

The command bar (Fig 128), formed of several buttons, makes it possible to manage the screen contents.



Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

Use the **Search** button to search and display the list of items having the features specified in the filters described in paragraph 11.1.1.

The **Reports** button makes it possible to print the screen contents.

# 11.2. How to display and print the orders sheet

To display the list of resources,

➢ specify the search filters values (Fig 129 A).

	ORDERS									•	Below	stock
$\sim$	START DATE	02/11/2010 🔹	END	DATE 17/11/2010 -								
	STOCKROOM	BLO	~	CABINETS GROUP GI		- CABINET ALL				•	RE	SET
	Position	^ Code	Producer code	Description		Expiration	Used N	1in Max	d In stock	Cabinet	Kit Sug	ιg▲
	BLO.GL.F.LL.PI	604R7805110	22	AGHI STER.21GXI 1/2 PIC INDOLOR	+D		5	0	0 7	8 7	7	0
	BLO.GI.F.LI.PI	604R7805111	22	AGHI STER.23GXI 1/4 PIC INDOLOR	+ D		1	0	0 12	4 I	1 0	0
	BLO.GL.F.LL.PI	604R7811113	22	AGO SPINALE 22G PIC	/DCOD. 03440364000	D	4	0	0 3	7 3	i I -	0
	BLO.GL.F.LL.PI	616RC770013	154	SPUGNIX PULIZIA BISTURI CD.AL.40 (C	)		1	0	0 10	0 1	0	0
	BLO.GI.F.LI.PI	908RC000321	2821	SACCHE X COLOSTOMIA COD. 12808	)D		1	0	0 7	9 1	0	0
	BLO.GL.F.LL.PI	916RC209004	5896	CONTENT.CONTA AGHI CD.31181467	(0	D	1	0	0 7	8 1	0	0
	BLO.GI.F.LI.PI	916RC209010	154	MATITA DERMOGRAF. COD.RQ.01	(D		2	0	0 14	4 1	0	0
	BLO.GL.G.LL.PI	616R2090011	5546	DREN.PIATTO MIS.4X10MM 24130	/D		2	0	0 4	0 1	0	0
	BLO.GL.G.LL.PI	916R7805056	3308	DREN.SOFFIETTO DRG/500/A/UNIV	/DS/DREN.E TROCAR- 500ML		2	0	0 12	5 1	0	0
	BLO.GI.GKITI.LI.PI	251.PRINCIPALE		PRINCIPALE PER FESS			1	2	5	0	0	5
	BLO.GL.H.LL.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -		16	0	0 19	1 191	I I -	0
	BLO.GI.H.LI.PI	616RC000762	2698	CANN.YANKAUER ORL CD.1218014065	)D	DET	4	0	0 13	8 13	7 1	0
	BLO.GL.H.LL.PL	616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07		1	0	0 12	2 1	0	0
	BLO.GI.I.LI.PI	616R7790204	154	RUBINETTO 3 VIE COD.PRC0999005	(D(EX M062851)		1	0	0 ά	3 1	0	0
	BL0.GL.K.LL.PI	612R7820007	505	SIRSTER.IOML TERUMO LATEX FREE	/D20/21/22 G CD.SS1052138	3	3	0	0 19	5 1	1 0	0
	BLO.GL.K.LL.PL	612RL000029	748	SIR.LL.CC.S/AGO_3ML_PENTA_LATEX	/DCOD. 002022420 -	D.7	6	0	0 2	1 1	0	0
	BLO.GI.K.LI.PI	612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970	/D	D	11	0	0 9	7 9	i I	0
	BLO.GL.K.LL.PL	612RL000700	748	SIRST.20ML ECC.PENTAFERTE	/DCOD. 002022710		18	0	0 16	3 16	1	0
	BLO.GL.K.LL.PL	612RL000701	748	SIR.ST.30ML ECC.PENTAFERTE	/DCOD. 002022810	D.7	1	0	0 12	5 1	0	0
	BL0.GL.K.LL.PI	612RL820003	22	SIR.CONO CAT.50/60ML S/AGO	=DC0D.03079003090500		4	0	0 17	0 1	1 0	0
	BLO.GL.K.LL.PL	612RS000033	748	SIR.LL.CC.S/AGO_LOML_002022620	/DCONF.MULTIP.1000 PZ	D.73	10	0	0 11	8 1	0	0
	BLO.GI.L.LI.PI	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE	(DCOD. 900873		8	0	0 13	0 1	1 0	0
	BLO.GI.L.LI.PI	601RC003013	154	CER.MED.CHIR. CM9XI 5CM COSMOROE	(DCOD. 900874		4	0	0 11	3 1	0	0
	BLO.GI.L.LI.PI	601RC003014	154	CER.MED.CHIR. CM9X20CM COSMOROE	(DCOD. 900875		2	0	0 8	0 1	1 0	0
	BL0.GL.N.LL.PI	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5	(DCOD. 0800400402N0 .		10	0	0 3	2 31	12	0
	BLO.GLS.LLPI	601R1003016	154	NASTRO OMINISTRIP 12X100 6PZ 54068	35(D		8	0	0 6	4 1	0	0
	BLO.GI.S.LI.PI	906RC000017	3757	SUTURA SETA CD. K834H NON +	⊦ °D		5	0	0 1	3 13	1	0
	BLO.GI.S.LI.PI	906RC000220	3757	SUTURA PDS II CD. Z443E	\$D		4	0	0 2	7 I	1 0	0
	BLO.GLS.LL.PI	906RC000221	3757	SUTURA PDS II CD. Z423E	\$D		4	0	0 3	2 1	0	0
	BLO.GI.S.LI.PI	906RC002013	2618	SUTURA PREMILENE CO090213 NON	+ °D		3	0	0	1	0	0
	BLO.GLS.LL.PI	906RC011367	5449	SUTURA SETA 0.75CM CD.41428	=DRESORBA		6	0	0 29	9	0	0
1	BLO.GI.U.LI.PI	609R1130012	683	SONDA PROST.DUFOUR CD.11332030	=D3VIE CH20 I 0PZXCF	30X4	- (P	0	0 3	0 V	0	0
	BLO.GI.U.LI.PI	61 6RCI 30900	5167	GLISSEN GEL COD. 400176	=DX_CATET.VESC./ENDOSC.			0	0 38		Û	0 -
	$\nabla$						SEAR	.CH	DC	REPO	RTS	

Fig 129 - "Orders" module

Click the **Search** button on the command bar (Fig 129 **B**).

The list of resources whose features match with those specified in the filters is displayed (Fig 129 C).

Click the **Reports** button on the command bar (Fig 129 **D**). The "Orders" option activates (Fig 130).

ORDERS	
REPORTS	Ŧ
 Fig 130	

Click the "Orders" option.

The print report is created. A print preview is displayed (Fig 131).

Γ			ORDER	s							
StackRoom	BLO		Time	interval 02	/11/2010	-	17/11/	2010			
Cabinets Group	G1										
Cabinet	ALL										(A)
Code	Producer code	Description	Expiration	Used	Oty	Cabir t	ie Kit	Min	Max	Sugg.	$\mathbf{N}$
251.PRINCIPALE		PRINCIPALE PER FESS	Logitation	1	0	ò	0	2	5	5	
602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA		1	0	0	0	0	0	0	
906RC002013	2618	SUTURA PREMILENE C0090213 NON + °D		з	1	0	0	0	0	0	
915R7800270	895	TELO C/FORO TRI.50X60 3.376.18 /D300		255	1	0	0	0	0	0	
604R0000015	1694	AGO X ASP.CITOLOG.CHIBA CCH.NON+		1	4	0	0	0	0	0	
906RC000017	3757	SUTURA SETA CD. K834H NON + °D		5	13	12	1	0	0	0	
612RL000029	748	SIR.LL.CC.S/AGO 3ML PENTA		6	21	0	0	0	0	0	
615RS000785	1136	GUAINA COPRITELECAM.13,5X250		5	22	21	1	0	0	0	
906RC000220	3757	SUTURA PDS II CD. Z443E \$D		4	27	0	0	0	0	0	
609R1130012	683	SONDA PROST.DUFOUR CD.11332030		1	30	0	0	0	0	0	
900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5		10	32	30	2	0	0	0	
906RC000221	3757	SUTURA PDS II CD. Z423E \$D		4	32	0	0	0	0	0	
604R7811113	22	AGO SPINALE 22G PIC /DCOD.		4	37	36	1	0	0	0	
915R7790070	754	TELO CHIR.CM 25X38 COD.2037 /D		1	38	0	0	0	0	0	
616R2090011	5546	DREN.PIATTO MIS.4X10MM 24130 /D		2	40	0	0	0	0	0	
605RS000462	22	BISTURI N.11 STER. CD03443010011 )D		1	49	0	0	0	0	0	
616R7790204	154	RUBINETTO 3 VIE COD.PRC0999005 (D(EX		1	63	0	0	0	0	0	
601R1003016	154	NASTRO OMNSTRIP 12X100 6PZ.540685(D		8	64	0	0	0	0	0	
603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407		5	67	66	1	0	0	0	
608R7790036	505	UROGARD SACCA URINA STER. 2000ML		1	72	0	0	0	0	0	
604R7805110	22	AGHI STER.21GX1 1/2 PIC INDOLOR +D		5	78	77	1	0	0	0	
916RC209004	5896	CONTENT.CONTA AGHI CD.31181467 (D		1	78	0	0	0	0	0	
908RC000321	2821	SACCHE X COLOSTOMIA COD. 12808 )D		1	79	0	0	0	0	0	
rasJ ^{we} Slock Masagemen	t - Copyrig It 🛛 1997 - 2010 I	by UNES 611 - 110000000000000000000000000000000								Page	
1/1		ADDONS FIND	100	0/0	PRI	NT	P	RINT.		A E)	PORT

The last column on the right can be used to specify the quantities to be ordered (Fig 131 A).

# 12. Operation attribution of returned resources

The "Returns for operation" module makes it possible to record the returned resources ("Returns" from now on) and attribute them automatically to a specific operation.

To select the module

> click the corresponding icon  $\overset{\text{SM}}{\models \boxtimes}$ .

The following screen opens (Fig 132).

RETURN - OPE	RATION LIST AREA	_	_	_	_	_		Below stock
ALL		_	OPERA	TIONS	_	_		
BLO I	PLANNED		READY		RUNNING		TERMINA	TED
		1 NORTH O BLO TESE	HICAGO, SERIATE	1 CHIC BLO ALC	AGO, GLORENZA			
BLO 2		UROLOGI			OPEDIA E TRAUMATOLI			
BLO 3		BLO Microlari	FIELD, BORGAROTORINESE ngoscopia diretta .CERVICO-FACCIALE					
BLO 4		BLO Emorroid	l ESTATE, SORRENTO lectomia sec. Milligan Morgan					
BLO 5		08.00 ORLECH	CERVICO-FACCIALE					
BLO 6								
BLO 7								
BLO 8								
BLO 9								
BLO IO								
			UNKNOWN		ALL			
		Fi	g 132 - Opera	tion l	ist			

# 12.1. Operation list - Screen description

The "Operation list" screen displays all the operations scheduled for the current day in the block (or blocks) covered by the system and for which there are picked resources recorded. The operations are represented as rectangles (Fig 133).



Fig 133 - Operation rectangle

On the left of the rectangles the planned room, block and time are displayed (Fig 133 A).

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The room, block and time can be unspecified. Inthese cases the operation is a "Reserve". "Reserves" are described in detail in the user manuals of the DIGISTAT[®] Smart Scheduler and OranJ systems. See these documents for more details.

*The number and kind of information displayed in the operation rectangle do not affect the DIGISTAT*[®] *Stock Management procedures.* 

The patient name, the planned operation and the requesting hospital unit are displayed on the right of the operation rectangle (Fig 133 B).

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The type of information displayed on the operation rectangle can be changed by configuration. refer to your system administrator for more information.

The colour of the operation-rectangle indicates the state of the operation:

- light grey characterizes "planned" operations;
- green characterizes "ready" operations;
- cyan characterizes "in progress" operations;
- dark grey characterizes "completed" operations.

The rectangles corresponding to emergencies are characyerized by a red border (Fig 134).

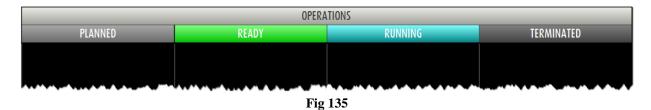


It is not possible to attribute a "return" to a completed operation. The operation state does not affect in any other way the DIGISTAT[®] Stock Management procedures.



The operation states are described in detail in the DIGISTAT[®] Smart Scheduler and DIGISTAT[®] OranJ systems user manuals.

The operation rectangles are divided into four columns. Each of them contains the operations having the same state. The state is specified in the column header (Fig 135).



On the left of the screen a list of buttons makes it possible to filter the operations displayed (Fig 136).

ALL	$ \rightarrow $
BLO I	F
BLO 2	
BLO 3	
BLO 4	
BLO 5	F
BLO 6	B
BLO 7	E
BLO 8	E
BLO 9	
BLO IO	
	÷

Fig 136 - Filter buttons

Each button corresponds to a room.

Click a button to display only the operations of the corresponding room.

The selected button appears highlighted.

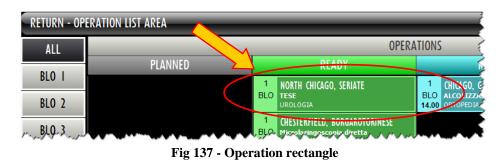
The **All** button displays the complete list again.

The **Unknown** button on the command bar activates the "unknown operation return" procedure, described in paragraph 12.5.

# 12.2. Operation selection

To select the operation to which the "return" will be attributed

click the corresponding rectangle (Fig 137).



The screen making it possible to record the "returns" will open (Fig 138).

Position         Code         Producer         Description         Used R           B&LGI Nuovi HaterialLLP         6401K003012         154         CEXHED.KHW.COSH00AC         0.990873         D.97008         2.           B&LGI Nuovi HaterialLLP         6605K00462         22         BETURN N.1 STER. CO0343010021 (p)         D.87009         1.           B&LGI Nuovi HaterialLLP         6605K00469         22         BETURN N.1 STER. CO0343010021 (p)         D.87009         1.           B&LGI Nuovi HaterialLLP         612X72007         55         SIRSTER.0HT HENNO LATE FREE / D2021/22 G CD.5102130         D.734077         1.           B&LGI Nuovi HaterialLLP         616K770013         154         SPVGKX FVILZA BSTUNK CO.4.040 (p)         2.           B&LGI Nuovi HaterialLLP         9008C004774280         88         ***STG GARAZ TOR0578 X 310020 (p) 97209         2.           B&LGI Nuovi HaterialLLP         9008C004774780         STG GARZ TOR0578 X 310020 (p) 97209         2.           B&LGI Nuovi HaterialLLP         9008C004753         375         STURA XCRI CO. 7304 M*L0 KX C5.         32700 D.97209         2.           B&LGI Nuovi HaterialLLP         9008C004754         480         STITURA XCRI CO. 7304 M*L0 KX C5.         32700 D.97209         2.           B&LGI Nuovi HaterialLLP         9008C00455         3
BRLG1 Nuovi HaterialLLI PI         601RC003012         154         CER.HED.CHB.C. CH9X10CH         COS00004         2           RBLG1.Nuovi HaterialLLI PI         605S000462         22         BETURN X1 STRC. 00543010011 JD         0.957:09         1           RBLG1.Nuovi HaterialLLI PI         605S000462         22         BETURN X1 STRC. 005430100011 JD         0.957:09         1           RBLG1.Nuovi HaterialLLI PI         605S000467         22         BSTURN X125 STRC. 003430100033 JD         0.895:09         1           RBLG1.Nuovi HaterialLLI PI         612R720007         565         SIR.STER.10HL TER.UNO LATEX FREE         /////22 G CD.S51052138         D.734/07         2           RBLG1.Nuovi HaterialLLI PI         612R720007         748         SRT.220HL ECC.PENTAFERTE         /////200 0.072210         D.734/07         2           RBLG1.Nuovi HaterialLLI PI         616R770013         154         SPUGNX PUULIA BSTURI CO.4.40 (0         2           RBLG1.Nuovi HaterialLLI PI         900R770208         48         ***STE GARAZ 70 ISTR. KK CF.5         J0C.104380709F055 12/8 20/20 D.972/09         2           RBLG1.Nuovi HaterialLLI PI         900RC000467         498         SET GARAZ 70 ISTR.20010 ST.278 20/20 D.972/09         2           RBLG1.Nuovi HaterialLLI PI         900RC000453         3757         SUTURA VCRK (CD. V310H
RBLG1.Nuovi         HaterialL1.P1         665X5000462         22         BISTURI N.11 STER. CD0343010011 j0         D.895/09         1           RBLG1.Nuovi         HaterialL1.P1         605X5000469         22         BISTURI N.23 STER. CD0343010023 j0         D. 895/09         1           RBLG1.Nuovi         HaterialL1.P1         605X5000469         22         BISTURI N.23 STER. CD0343010023 j0         D. 895/09         1           RBLG1.Nuovi         HaterialL1.P1         612X722007         565         SIKSTER.INHL TERUHOL IATEK FREE         ////222 G CD.5S102138         D.734/07         2           RBLG1.Nuovi         HaterialL1.P1         616RC770013         IS4         SFUGNX PULIDA BISTURI CD.4L40 (0         2           RBLG1.Nuovi         HaterialL1.P1         900RC000467         498         ***ET GARJA 779 IGSTR. KX (F5 )0C01.030202705 12/2 20/20 D.972/09         2           RBLG1.Nuovi         HaterialL1.P1         900RC000467         498         ***ET GARJA 779 IGSTR. KX (F5 )0C020.15703010 T.12/12 20/20 D.972/09         2           RBLG1.Nuovi         HaterialL1.P1         900RC000453         3757         SUTURA NITK (C) 730410 T.12/12 D.972/09         1           RBLG1.Nuovi         HaterialL1.P1         900RC000454         3757         SUTURA NITK (C) 730410 T.12/12 D.972/09         1           RBLG1.Nuov
RBLG1.Nuovi HaterialL1.P1         665X5000469         22         BISTURI N.23 STER. CD03443010023 )D         D. 895/09         1           RBLG1.Nuovi HaterialL1.P1         612X022007         505         SIRSTER.10HL FEMITO LITEX FREE         //D021/22 G CDSS105213 D         D.734/07         1           RBLG1.Nuovi HaterialL1.P1         612X02200700         748         SIRSTEQUEL CC PENTAFERTE         //DC00. 002022710         D.734/07         2           RBLG1.Nuovi HaterialL1.P1         616X77001         154         SPUCAX PULLAB ESTURI CD.444 0 (0         2           RBLG1.Nuovi HaterialL1.P1         906X777028         498         ***SET GARA 779 16STR. RX (F.5 ) DIDD3D1020F05S 12/2 020 D 972/09         4           RBLG1.Nuovi HaterialL1.P1         9006X000020         206         SET TAIP. GARA 10K0 8 STRATI RX (F.5 ) DIDD3D1020F05S 7.X 3(10X20) D.972/09         1           RBLG1.Nuovi HaterialL1.P1         9006X000020         206         SET TAIP. GARA 10K0 8 STRATI RX (F.5 ) DICD0.15703010 T12/12 D.972/09         1           RBLG1.Nuovi HaterialL1.P1         9064X000020         206         SET TAIP. GARA 10K0 8 STRATI RX (F.5 ) DICD0.15703010 T12/12 D.972/09         1           RBLG1.Nuovi HaterialL1.P1         9064X000020         357         SUTURA VICKTL CD. V31H         *0 DEL14/06         2           RBLG1.Nuovi HaterialL1.P1         9064X00033         3549
RBLG1.Nuovi HaterialL1.P1         612RL000700         748         SIR.ST.20HL ECC.PENTAFERIE         //DCOD. 002022710         D.734/07         2           RBLG1.Nuovi HaterialL1.P1         6166(770013         154         SPUOLAX. PULZA BUSULA COLL40 (0         2           RBLG1.Nuovi HaterialL1.P1         900R7770208         498         ***SET GAR2A TX9 16STR. KX CF.5         jDC103480709F055 12/8 20/20. D72/09         4           RBLG1.Nuovi HaterialL1.P1         900R7070208         498         ***SET GAR2A TX9 16STR. KX CF.5         jDC2104380709F055 12/8 20/20. D72/09         2           RBLG1.Nuovi HaterialL1.P1         900RL000290         266         SET TARAF. ANGE STRATIK AX CF.5         jDC201. S703010 T.12/12         D.972/09         1           RBLG1.Nuovi HaterialL1.P1         906RC000453         3757         SUTURA VICKT. CD. V31H         °D         DEL14/06         2           RBLG1.Nuovi HaterialL1.P1         906RC000454         3757         SUTURA VICKT. CD. V31H         °D         DEL14/06         2           RBLG1.Nuovi HaterialL1.P1         906RC00133         449         SUTURA VICKT. CD. V31H         °D         DEL14/06         1           RBLG1.Nuovi HaterialL1.P1         906RC001324         596         SUTURA VICKT. CD. V31H         °D         DEL14/06         1           RBLG1.Nuovi HaterialL1.P
RBLG1.Nuovi HaterialLLIPI         616RC770013         154         SPUGKX PULLIA BISTURI CDAL40 (D         2           RBLG1.Nuovi HaterialLLIPI         900R777028         498         ***EST GARA 7X9 16STR, RX (F.S. )0C1043B0709F055 12/8 20/20 D.972/09         4           RBLG1.Nuovi HaterialLLIPI         900RC00467         498         ***EST GARA 7X9 16STR, RX (F.S. )0C1043B0709F055 12/8 20/20 D.972/09         2           RBLG1.Nuovi HaterialLLIPI         900RC000467         498         SET TAIP. GARA 110.080 (F.S. )0C00.15703010 T.12/12 D.972/09         1           RBLG1.Nuovi HaterialLLIPI         900RC000453         3757         SUTURA HILI 0X (F.C. )0C00.15703010 T.12/12 D.972/09         1           RBLG1.Nuovi HaterialLLIPI         900RC000252         266         SET TAIP. GARA HILI 0X (F.C. )0C00.15703010 T.12/12 D.972/09         1           RBLG1.Nuovi HaterialLLIPI         906RC000453         3757         SUTURA WICKT CD. V31H         °D         DEL14/06         2           RBLG1.Nuovi HaterialLLIPI         906RC00133         549         SUTURA NIST. RECOUVICK P31422         ′D         DEL14/06         1           RBLG1.Nuovi HaterialLLIPI         906RC00132         5496         SUTURA NIST. RECOUVICK P31422         ′D         DEL14/06         1           RBLG1.Nuovi HaterialLLIPI         905RC00132         5496         SUTURA NIST. RECOVICKS 20/0
RBLG1.Nuovi         HaterialL1.P1         900R7770208         498         ***SET GARZA         7X9         16STR. RX         CF.5         DDC.104380709F05S         12/8         20/20         0.972/09         4           RBLG1.Nuovi         HaterialL1.P1         900RC00047         498         SET GARZA         7X9         16STR. RX         CF.5         DDC.104380709F05S         12/8         20/20         0.972/09         2           RBLG1.Nuovi         HaterialL1.P1         900RC000470         266         SET TAHP. GARZA         1MAX         CF.5         DDC.201020*05S         PX 7/209         1           RBLG1.Nuovi         HaterialL1.P1         900RC000453         3757         SUTURA         NERU.CD. 7/30H         ***         DEL14/06         2           RBLG1.Nuovi         HaterialL1.P1         906RC00133         5549         SUTURA         NEXURA         VEXURA         DEL14/06         1           RBLG1.Nuovi         HaterialL1.P1         906RC00133         5549         SUTURA         VEXURA         VEXURA         DEL14/06         1           RBLG1.Nuovi         HaterialL1.P1         906RC00132         5596         SUTURA         VEXURA         DEL14/06         1           RBLG1.Nuovi         HaterialL1.P1         915R100002
RBLG1.Nuovi         HaterialL1.P1         900R7770208         498         ***SET GARZA         TXR         CF.5         DDC.104380709F05S         12/8         20/20         D.972/09         4           RBLG1.Nuovi         HaterialL1.P1         900RC00407         498         SET GARZA         TXR GARZA
RBLG1.Nuovi HaterialL1.P1         900RL000290         206         SET TAHP. GAR2A MH.10 RX CF.5         [DCOD. 157030010 T.12/12 D.972/09         1           RBLG1.Nuovi HaterialL1.P1         906RC000453         3757         SUTURA VICRT. CD. V311H         °D         DEL14/06         2           RBLG1.Nuovi HaterialL1.P1         906RC000453         3757         SUTURA VICRT. CD. V311H         °D         DEL14/06         2           RBLG1.Nuovi HaterialL1.P1         906RC000454         3757         SUTURA VICRT. CD. V311H         °D         DEL14/06         3           RBLG1.Nuovi HaterialL1.P1         906RC001303         544         SUTURA VICRT. RESQUICT. RP31422         /D         DET.1032/07         3           RBLG1.Nuovi HaterialL1.P1         906RC001324         5896         SUTURA VICRT. RESQUICT. RP31422         °DCALIBRO 3/0         DEL 14/06         1           RBLG1.Nuovi HaterialL1.P1         91581000024         2618         TEL0 SENXA ADESIVO CI/175500         /D         DEL525/07         1           RBLG1.Nuovi HaterialL1.P1         91581000028         2618         TEL0 SENXA         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         91581000029         2618         STRSCHA ADESIVO (H75500         /D         DEL525/07         2           RBLG1.Nuovi Hater
RBLG1.Nuovi HaterialL1.P1         9968C000453         3757         SUTURA VICKTL CD. V311H         °D         DEL14/06         2           RBLG1.Nuovi HaterialL1.P1         9968C000453         3757         SUTURA VICKTL CD. V304H         °OCAUBR0 USP 4/0         33           RBLG1.Nuovi HaterialL1.P1         9968C000134         3577         SUTURA VICKTL CD. V304H         °OCAUBR0 USP 4/0         33           RBLG1.Nuovi HaterialL1.P1         9968C00134         5896         SUTURA SUTX RESORUCE CD. 1222         °DCAUBR0 3/0         DEL 14/06         1           RBLG1.Nuovi HaterialL1.P1         91581000024         2618         TEL0 SENZA ADESIVO CH75X90         /D         DEL525/07         1           RBLG1.Nuovi HaterialL1.P1         91581000028         2618         STRSCIA ADESIVO CH75X90         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         91581000029         2618         STRSCIA ADESIVO CH75X90         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         91581000022         2618         NTERSENA         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         91581000022         2618         NTERSENA         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         91581000022         2618
RBLG1.Nuovi         HaterialL1.P1         906RC000454         3757         SUTURA VICKYL CD. V304H         °DCALIBRO USP 4/0         3           RBLG1.Nuovi         HaterialL1.P1         906RC001303         5449         SUTURA SINT. RESOQUICK PR31422         /D         DET.1032/07         3           RBLG1.Nuovi         HaterialL1.P1         906RC001324         5896         SUTURA SINT. RESOQUICK PR31422         /D         DET.14706         1           RBLG1.Nuovi         HaterialL1.P1         906RC001324         5896         SUTURA POLYSORE CD. L222         °DCALIBRO 3/0         DEL.14706         1           RBLG1.Nuovi         HaterialL1.P1         915R1000224         2618         TELO CON ADESINO CN75X90         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000028         2618         STRSCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         STRSCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000022         2618         STRSCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R10000023         2618         NITENVENTI D1 FH051 IN
RBLG1.Nuovi         HaterialL1.P1         906RC001303         5449         SUTURA SINT. RESOQUICK PR31422         //D         DET.1032/07         3           RBLG1.Nuovi         HaterialL1.P1         906RC001303         5499         SUTURA POLYSORE CO. L1222         °DCALIBRO 3/0         DEL.14/06         1           RBLG1.Nuovi         HaterialL1.P1         915R1000024         2618         TELO SENZA ADESIVO (T/JSX90         /D         DEL525/07         1           RBLG1.Nuovi         HaterialL1.P1         915R1000028         2618         TELO SENZA ADESIVO (T/JSX90         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         STRCICA ADESIVO (T/JSX90         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         STRCICA ADESIVO (T/JSX90         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         STRCICA ADESIVA         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000023         2618         INTERVENTI DI FM051         M6070         /D         DEL525/07         1
RBLGI.Nuovi HaterialLI.PI         9966C001324         589.6         SUTURA POLYSORE CD.         L1222         °DCALIBRO 3/0         DEL         14/06         1           RBLGI.Nuovi HaterialLI.PI         9158100024         2618         TELO SENZA ADESIVO (T/TSX90         /D         DELS25/07         1           RBLGI.Nuovi HaterialLI.PI         9158100028         2618         TELO CON ADESIVO (T/TSX90         /D         DELS25/07         2           RBLGI.Nuovi HaterialLI.PI         9158100029         2618         STRSCIA ADESIVO (T/TSX90         /D         DELS25/07         2           RBLGI.Nuovi HaterialLI.PI         9158100029         2618         STRSCIA ADESIVO (T/TSX90         /D         DELS25/07         2           RBLGI.Nuovi HaterialLI.PI         91581000023         2618         INTERVENTI DI FHIOSI IN6070         /D         DEL525/07         1
RBLG1.Nuovi         MaterialL1.P1         915R1000024         2618         TELO SENZA ADESIYO (1175X90         /D         DEL525/07         1           RBLG1.Nuovi         MaterialL1.P1         915R1000028         2618         TELO CON ADESIYO (1175X90         /D         DEL525/07         2           RBLG1.Nuovi         MaterialL1.P1         915R1000029         2618         STRISCIA ADESIYO         /D         DEL525/07         2           RBLG1.Nuovi         MaterialL1.P1         915R1000029         2618         STRISCIA ADESIYO         /D         DEL525/07         2           RBLG1.Nuovi         MaterialL1.P1         915R1000032         2618         INTERVENTI DI FHIOSI IN6070         /D         DEL525/07         1
RBLG1.Nuovi HaterialL1.P1         915R1000028         2618         TELO CON ADESIYO (H75X90         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         915R1000029         2618         STRSCIA ADESIYA         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         915R1000029         2618         STRSCIA ADESIYA         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         915R1000032         2618         INTERVENTI DI FH05I         M6070         /D         DEL525/07         1
RBLG1.Nuovi Hateriali.LI.PI         915R1000029         2618         STRSCIA ADESIVA         /D         DEL525/07         2           RBLG1.Nuovi Hateriali.LI.PI         915R1000032         2618         INTERVENTI DI FINOSI IN6070         /D         DEL525/07         1
RBLGI.Nuovi HaterialiLI.PI 915R1000032 2618 INTERVENTI DI FIMOSI IN6070 /D DEL525/07 I
RBLGI.Nuovi Hateriali.LI.PI 9168C209004 5896 CONTENT.CONTA AGHI CD.31181467 (D DEL 619/08 2

Fig 138 - "Returns from operation" screen

On the top-left corner of the screen are displayed the data of the operation to which the "return" will be attributed (Fig 138 A).

The data area displays the list of all the resources picked for the selected operation (Fig 138 B).

# 12.3. "Returns from operation": screen structure

The "Returns from operation" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

# 12.3.1. Filters

STOCKROOM -ALL-	CABINETGROUPS -ALL-	CABINET -ALL-	➡ RESET				
Fig 139 - Filters on the "Returns from operation" screen							

The filters available on this screen are:

- "Stockroom" displays only the resources picked from a specific stockroom.
- "Cabinet group" displays only the resources picked from a specific cabinet group.
- "Cabinet" displays only the resources picked from a specific cabinet.

See paragraph 1.4.2 for instructions on the filters in the "Stock Management" system.

# 12.3.2. Data area

The data area, if no filter is specified, displays the list of all the resources picked for the selected operation (Fig 140).

Position	1 Code	Producer	Description		Used	Return	$\mathbf{i}$
RBLGI.Nuovi Materiali.LI.PI	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873	D.99/08	2		0
RBLG1.Nuovi Materiali.L1.P1	605RS000462	22	BISTURI N.11 STER. CD03443010011 )D	D.895/09	1		0
RBLG1.Nuovi Materiali.L1.P1	605RS000469	22	BISTURI N.23 STER. CD03443010023 )D	D. 895/09	1		0
RBLGI.Nuovi Materiali.LI.PI	612R7820007	505	SIR.STER.IOML TERUMO LATEX FREE /D20/21/22 G CD.SSI0S2138	D.734/07	1		0
RBLG1.Nuovi Materiali.L1.P1	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710	D.734/07	2		0
RBL.GT.Nuovi Materiali.LT.PT	616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D		2		0
Josh Ghunger Monoright De Survey Survey Survey	Marterapor Vana	198	፝ <del>፠</del> ፟፟፝፝፝፝፝፝፝ኇቒኯኯ፝ዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀዀ	~ 20/2~ D.972/09~	m. 1-4	A.	10

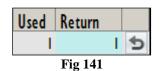
Fig 140

Each row corresponds to a resource. For each resource the following data can be displayed:

- resource position (not editable);
- resource code (not editable);
- manufacturer code (not editable);
- description (not editable);
- the lot (if enabled by configuration not editable);
- the expiration date (if enabled by configuration not editable);
- the serial number (if enabled by configuration not editable);
- used quantity (not editable);
- quantity to be returned.

Not all the information is always specified. The kind of information available depends on the configuration chosen and the procedures in use.

The row appearing at the beginning of a row indicates the selected resource. The only editable item on this screen is the quantity of items that must be returned. the corresponding cell is highlighted yellow if no value is displayed (Fig 140 A). When a value is specified, before clicking the **Update** button on the command bar, the cell is highlighted light blue (Fig 141).



The icon is an "Undo" button. Click the icon to annul the editing performed since and to bring back the row to its original state.

See paragraph 12.4 for the "Returns" specification procedure.

# 12.3.3. The command bar of the "Returns from operation" screen

The command bar on the "Returns from operation" screen (Fig 142) contains the buttons making it possible to manage the screen contents.

	1	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
		/	/				LOCK	SCAN	START	SCAN	IMPORT			CLO	DSE
<b>E</b> ia 142															

Fig 14	42	
--------	----	--

The numeric buttons on the upper line of the command bar (Fig 143) can be used to insert the resource quantities.

J	2	3	4	5	6	7	8	9	0
Fig 143 - Numeric buttons									

Click one of the numbers to write it in the "Return" field (Fig 140 A).

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

DIG STK IU 0007 ENG V01

The other buttons are not active on this screen.

Use the **Close** button to close the current screen.

When editing the screen contents the **Update** and **Cancel** buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

# 12.4. How to record the returned resources

To record a returned resource, on the "Returns from operation" screen (Fig 138).

Click the row corresponding to the resource to be returned.

The row is selected, the  $\blacktriangleright$  icon appears at the beginning of the row.

- > Use the numeric buttons on the command bar to specify the resource quantity.
- > Click the **Update** button on the command bar.

Otherwise you can

click the "Return" cell on the row corresponding to the resource to be returned.

The corresponding row is this way selected, the  $\triangleright$  icon appears at the beginning of the row.

- > Use either the numeric buttons or the workstation keyboard to set the quantities.
- > Click the **Update** button on the command bar.

After clicking the **Update** button, the quantities specified in the "Used" cell are updated according to the new values. I.e.: if 5 items are picked of a certain resource and 2 items are returned, the "Used" cell, after updating, specifies "3".

If the quantity of items returned is equal or bigger than the quantity of picked items, the row corresponding to the resource disappears from the list displayed on screen.

# 12.4.1. Barcode reading in the "Return" procedure

When the "Returns from operation" screen is displayed the barcode reader can be used as search and selection tool. Reading the barcode of the resource that must be returned brings the

corresponding row to the first place in the list of resources displayed on screen. The quantity is increased (one unit).

To perform this procedure

scan the barcode of the resource that must be returned.

The corresponding row is displayed on top of the resources list, the quantity displayed in the "Returne" cell is increased of one unit.

> Click the **Update** button on the command bar.

# 12.5. Returned resources from unknown operation

When returning a resource picked for unknown operation:

> select the "Returns from operation" module by clicking the  $\boxed{100}$  icon on the lateral bar.

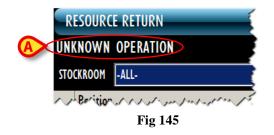
The "Operation list" screen opens (Fig 144):

RETURN - OPERATION LIST AREA 🕘 Below stock											
ALL	OPERATIONS										
BLO I	PLANNED	READY	RUNNING	TERMINATED							
		NORTH CHICAGO, SERIATE	1 CHICAGO, GLORENZA BLO ALCOLIZZAZIONE CISTI RENALE								
BLO 2		UROLOGIA	14.00 ORTOPEDIA E TRAUMATOLOGIA								
BLO 3		1 CHESTERFIELD, BORGAROTORINESE BLO Microlaringoscopia diretta 12.28 ORL E CH.CERVICO-FACCIALE									
BLO 4		5 HOFFMAN ESTATE, SORRENTO BLO Emorroidectomia sec. Milligan Morgan	-								
BLO 5		08.00 ORL E CH.CERVICO-FACCIALE									
BLO 6											
BLO 7											
BLO 8											
BLO 9											
BLO IO											
		A									
		UNKNOWN	ALL								
		Fig 144 - Opera	tion list								

- Fig 144 Operation list
- Click the **Unknown** button on the command bar (Fig 144 A).

The "Returns from operation" screen will open (Fig 145). The indication "unknown operation" appears on top of the screen instead of the indication of the selected operation (Fig 145 A).

The screen displays the list of all the resources picked for unknown operation.



To record the "Returns" use the procedures described in paragraphs 12.4 and 12.4.1.

# 12.6. Display all the picked resources

The **All** button on the command bar (Fig 146 **A**) displays the list of all the resources picked in the selected period. All the pickings are displayed: those associated to the operations, those associated to the cost centers, those associated to any other possible relevant entity.



To display the list of all pickings

click the All button on the command bar (Fig 146 A).

The following screen opens (Fig 147)

STOCKADOM         ALL         CABINET GADUPS         ALL         CABINET GALL         CABINET GALL         CABINET GALL         Used Return           Position         0.61,ALLPI         915,81000071         3192         TEU (11,5303 ON ADESINO CD38) /0         DEL325/07         1           E10.61,ALLPI         915,81000073         3192         TEU (11,5303 ON ADESINO CD38) /0         DEL325/07         1           E10.61,ALLPI         915,81000073         3192         TEU (11,5303 ON ADESINO CD38) /0         DEL325/07         1           E10.61,ALLPI         915,81000073         3192         TEU (11,5309 ON ADESINO CD58) /0         DEL325/07         1           E10.61,ALLPI         915,81000083         3192         TEU (11,7339 S/ADESINO B454         /0DIR0REFELLENTI         DEL325/07         1           B10.61,ALLPI         915,81000088         3192         TEU (11,7339 S/ADESINO B454         /0DIR0REFELLENTI         DEL325/07         1	15/07/20	10	•		END DATE 15/07/	2010	-						
BLO.GI.ALI.PI         915R1000071         3192         TELI CH 75X90 CON ADESWO CD304 /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000071         3192         TELI CH 75X90 CON ADESWO CD304 /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000073         3192         TELI CH2402720 D0PASS.CD300CW /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000073         3192         TELI CH2402720 D0PASS.CD300CW /D         DEL525/07         I	-ALL-				- CABINETGRO	UPS -ALL-			~ CABINE	T -ALL-		*	
BLO.GI.A.LI.PI         9158.1000078         3192         TELI CH150X180         S/ ADESWO CD308         /D         DEL525/07         I           BLO.GI.A.LI.PI         9158.1000079         3192         TELI CH240X270         DOPESSCD200/CN         D         DEL525/07         I           BLO.GI.A.LI.PI         9158.1000079         3192         TELI CH240X270         DOPESSCD200/CN         D         DEL525/07         I           BLO.GI.A.LI.PI         9158.1000087         3192         TELI CH 75X90         CON ADESINO CD454         D         DEL525/07         I					<b>^</b>	Code	Producer	Description				Used	Retu
BLO.GI.A.LI.PI         91581000079         3192         TELI CH240X270         DOP ASS.CD200/CN /D         DEL525/07         I           BLO.GI.A.LI.PI         91581000087         3192         TELI CH 75X90         COM ADESNO CD454 /D         DEL525/07         I								TELI CM 75X90 CON AD	DESIVO CD304	/D		1	
BL0.GLA.LI.PI 915R1000087 3192 TELI CH 75X90 CON ADESIYO CD454 /D DEL525/07 I													
BLO.GI.ALI PI 915RIDOOOBB 3192 TELI CH 75X00 S/ADESINO B454 /DDRAOREPELLENTI DEL525/07 I													
	l i					915R1000088	3192	TELI CM 75X90 S/ADESI	IVO B454	/DIDROREPELLENTI	DEL.525/07	1	
		-ALL-	-ALL- 191 191 191 191	-ALL-	-ALL-		ALL- CABINE(G):00/PS -ALL- Code 1 9151100078 9151100078 9151100078 9151100078 1 9151100078	ALL-         CdBINETGROUPS         -ALL-           Code         Producer         9158/100071         3192           P1         9158/100078         3192         9158/100078         3192           P1         9158/100079         3192         9158/100079         3192           P1         9158/100079         3192         9158/100079         3192	CALL         CABINETGROUPS         -ALL-           Code         Producer         Description           91581000071         3192         TELI CH 75X90 CON AI           91         91581000073         3192         TELI CH 75X90 CON AI	CALL         CABINETGROUPS         -ALL         CABINE           * Code         Producer         Description           *1         915R1000071         3192         TELL CH 75X90 CON ADESINO CD304           *1         915R1000073         3192         TELL CH 75X90 CON ADESINO CD304           *1         915R1000079         3192         TELL CH 75X90 CON ADESINO CD304           *1         915R1000079         3192         TELL CH 75X90 CON ADESINO CD454	CALL         CABINETGROUPS         -ALL-         CABINET         -ALL-           Code         Producer         Description         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -	Color         Producer         Description           *1         91581000078         3192         TELI CH 75X90 CON ADESWO CD304         /D         DEL525/07           *1         91581000078         3192         TELI CH 75X90 CON ADESWO CD304         /D         DEL525/07           *1         91581000079         3192         TELI CH 75X80 CON ADESWO CD304         /D         DEL525/07           *1         91581000079         3192         TELI CH 75X90 CON ADESWO CD304         D         DEL525/07           *1         91581000079         3192         TELI CH 75X90 CON ADESWO CD344         D         DEL525/07           *1         91581000073         3192         TELI CH 75X90 CON ADESWO CD444         D         DEL525/07	ALL-         CABINETGROUPS         ALL-         CABINET         -ALL-         Used           Code         Producer         Description         Used         <

Fig 147 - All the picked resources

Use the "Start date" and "End date" filters (Fig 147 A) to select the relevant period of time. Only the resources picked in the period indicated are displayed. Use the other filters (Fig 147 B) to display the pickings relating to a specific stockroom, cabinets group or cabinet.

Use the procedures described in paragraphs 12.4 and 12.4.1.

# 13. Waste management

The "Waste" module makes it possible to record the waste of picked materials that are not used and that, at the same time, cannot be returned (for example: broken materials). The wasted resources are automatically associated to a specific operation.

To select the module

SM click the corresponding icon

The following screen opens (Fig 148 - List of operation).

WASTE - OPE	RATION LIST AREA			🕕 Below stock
ALL		OPERA	ATIONS	
BLO I	PLANNED	READY	RUNNING	TERMINATED
BL0 2	1 MANSFIELD, MAGLIE BLO Ort mano - dito a scatto - tenolisi 08.00 ORTOPEDIA E TRAUMATOLOGIA	1 CHESTERFIELD, BORGAROTORINESE BLO Microlaringoscopia diretta 12.28 ORL E CH.CERVICO-FACCIALE	2 MADERA, SULMONA BLO Ernioplastica inguinale monolaterale 08.00 CHIRURGIA GENERALE	3 HALDEN, TRAVAGLIATO BLO Emicolectomia sinistra laparoscopica 08.00 CHIRURGIA GENERALE
BLO 3	3 BISHARCK, CLUSONE BLO Settoplastica Funzionale 08.00 ORL E CH.CERVICO-FACCIALE	3 WEST ALLIS, ALZANOLOMBARDO BLO FESS: 70 minuti 10.05 ORTOPEDIA E TRALMATOLOGIA	4 BISMARCK, ARZIGNANO BLO PROTEST PENIENA 08.00 UROLOGIA	
BLO 4	0.00 ORE CIRCUMOTACIAL	4 PENSACOLA, WBOWALENTIA BLO Colecistectomia laparotomica + CIO +	5 MALDEN, PORDENONE BLO Adenotonsillectomia bambini	
BLO 5		16.50 Casa di Cura UROLOGIA 5 HOFFMAN ESTATE, SORRENTO BLO Emorroidectomia sec. Milligan Morgan	09.11 ORL E CH.CERVICO-FACCIALE	
BLO 6	-	08.00 ORL E CH.CERVICO-FACCIALE		
BLO 7				
BLO 8				
BLO 9				
BL0 10				
BLO II				
BL0 12				
BLO PI				
CCH I				
CCH 2				
CCH 3				
DEA I				
		UNKNOWN	ALL	

Fig 148 - List of operations

# 13.1. List of operations - Screen description

The "Operation list" screen displays all the operations scheduled for the current day in the block (or blocks) covered by the system and for which there are picked resources recorded. The operations are represented as rectangles (Fig 149).



On the left of the rectangles the planned room, block and time are displayed (Fig 149 A).

i

The room, block and time can be unspecified. In these cases the operation is a "Reserve". "Reserves" are described in detail in the user manuals of the DIGISTAT[®] Smart Scheduler and OranJ systems. See these documents for more details.

The number and kind of information displayed in the operation rectangle do not affect the DIGISTAT[®] Stock Management procedures.

The patient name, the planned operation and the requesting hospital unit are displayed on the right of the operation rectangle (Fig 149 B).

i

The type of information displayed on the operation rectangle can be changed by configuration. refer to your system administrator for more information.

The colour of the operation-rectangle indicates the state of the operation:

- light grey characterizes "planned" operations;
- green characterizes "ready" operations;
- cyan characterizes "in progress" operations;
- dark grey characterizes "completed" operations.

The rectangles corresponding to emergencies are characyerized by a red border (Fig 150).

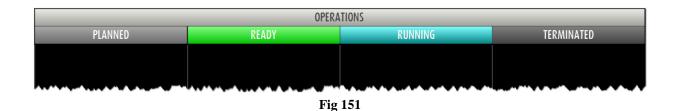


It is not possible to attribute a "return" to a completed operation. The operation state does not affect in any other way the DIGISTAT[®] Stock Management procedures.



*The operation states are described in detail in the DIGISTAT[®] Smart Scheduler and DIGISTAT[®] OranJ systems user manuals.* 

The operation rectangles are divided into four columns. Each of them contains the operations having the same state. The state is specified in the column header (Fig 151).



On the left of the screen a list of buttons makes it possible to filter the operations displayed (Fig 152).

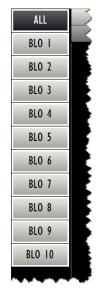


Fig 152 - Filter buttons

Each button corresponds to a room.

Click a button to display only the operations of the corresponding room.

The selected button appears highlighted.

The **All** button displays the complete list again.

The **Unknown** button on the command bar activates the "unknown operation return" procedure, described in paragraph 13.5.

# 13.2. Operation selection

To select the operation to which the "waste" is attributed

click the box corresponding to the operation (Fig 153).



Fig 153 - Operation-rectangle

The "Resource waste" screen opens (Fig 154).

STOCKROOM BLO		CABINETS GROUP	GI		CABINET ALL	•	
Position			Code -	Producer .	Description	Used	Wa
🕨 Nuovi Materiali.LI.	PI		601RC003013	154	CER.MED.CHIR. CM9XI5CM COSMOROE (DCOD. 900874 D.9	9/08	
A.LI.PI			603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BUSTE=200PZ DET. 549	/09	2
F.LI.PI			604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D		2
F.LI.PI			604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D		2
F.LI.PI			604R7811113	22	AGO SPINALE 22G PIC /DCOD. 03440364000 D.734/0	7	
Nuovi Materiali.LI.	PI		607RCI 30953	2941	CATLA 2 LUMI C/PALL.CD.UD.CPRI 21 /D DET. 759/	07	
H.LI.PI			609RC505976		TUBO CONNESS.F/F COD.//SPY710300 )DMM 7X10 LUNGH.MT.3 - DET.34		
K.LI.PI			612RL000302		SIR.LL.60ML PENTAFERTE 002022970 /D D.734/07		
K.LI.PI			612RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/	07 II	
D.LI.PI			615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001 DET.34	/09	2
H.LI.PI			616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D DET.927/09		
Nuovi Materiali.LI.	PI			3796	DRENAGGIO FLEXIMA APDL REG 10X25 (D27-135 IDROF. RENALE	D718	
A.LI.PI			900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05S 12/8 20/20 D.972/0	)9 I I	5
N.LI.PI			900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 0800400402N0 DEL 99/	08 4	1
A.LI.PI			900RL000288		SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.1560430041A 12/8 20/20 D.972.		
A.LI.PI			900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 157030010 T.12/12 D.972/09		
S.LI.PI			906RC000017	3757	SUTURA SETA CD. K834H NON + °D		2
Nuovi Materiali.LI.	PI		906RC001099		SUTURA_SINT.SAFILQUIKCI 046247NON + °D(DEL.14/06)		
Nuovi Materiali.LI.	PI		910RC209000	699	PROTESI PTFE DULEX MESH 0118242 )D18X24 CM - DEL.58	12/09	
A.LI.PI			915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D DEL.525	5/07	
Nuovi Materiali.LI.	PI		916RC060608	3757	TROCAR ISXIOO CEL B/LESS BISLT (D		
Nuovi Materiali.LI.	PI		916RC090910	5522	APPL.CLIP M/L IM 530 NON ORD.+ /DROTANTE LAPAROSCOPIO DEL.18	3/07	

Fig 154 - Resource waste management

On the top-left corner of the screen are displayed the main data of the operation to which the wasted materials will be associated (Fig 154 A).

The data area displays the list of all the resources picked for the selected operation (Fig 154 B).

# 13.3. Wasted materials management: screen structure

The "Wasted materials management" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

### 13.3.1. Filters

STOCKROOM -ALL-	CABINETGROUPS -ALL-	CABINET -ALL-	- RESET
	Fig 155 Filters on the "W	acted materials management " corean	

Fig 155 - Filters on the "Wasted materials management " screen

The filters available on this screen are:

- "Stockroom" displays only the resources picked from a specific stockroom.
- "Cabinet group" displays only the resources picked from a specific cabinet group.
- "Cabinet" displays only the resources picked from a specific cabinet.

See paragraph 1.4.2 for instructions on the filters in the "Stock Management" system.

### 13.3.2. Data area

The "Resource waste" screen, if no filter is active, displays all the resources picked for the selected operation (Fig 156).

Position	Code 🔶 F	Producer	. Description	Used	Waste
Nuovi Materiali.LI.PI	601RC003013 1	54	CER.MED.CHIR. CM9XI 5CM COSMOROE (DCOD. 900874 D.99/08		
A.LI.PI	603RC229001 3	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BUSTE=200PZ DET. 549/09	1	
F.LI.PI	604R7805109 2	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D		1
F.LI.PI	604R7805110 2	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	7	1
F.LI.PI	604R7811113 2	22	AGO SPINALE 22G PIC /DCOD. 03440364000 D.734/07	1	
Nuovi Materiali.LI.PI	607RC130953 2	2941	CAT.A 2 LUMI C/PALL.CD.UD.CPRI 21 /D DET. 759/07	1	
H.LI.PI	609RC505976 3	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 LUNGH.MT.3 - DET.34/09	7	9
K.LI.PI	612RL000302 7	748	SIR.LL.60ML PENTAFERTE 002022970 /D D.734/07	2	1
K.LI.PI	612RL000700 7	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/07	11	
D.LI.PI	615RS000785 I	136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001 DET.34/09	2	1
H.LI.PI	616RC000762 2	2698	CANN.YANKAUER ORL CD.1218014065 )D DET.927/09	1	
Nuovi Materiali.LI.PI	713 9 3	3796	DRENAGGIO FLEXIMA APDL REG 10X25 (D27-135 IDROF. RENALE D718	I	
A.LI.PI	900R7770208 4	198	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F055 12/8 20/20 D.972/09	6	i 👘
N.LI.PI	900RC003001 2	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 0800400402N0 DEL. 99/08		
A.LI.PI	900RL000288 2	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.1560430041A 12/8 20/20 D.972/09		
ALL PI	900RL000290 2	206	SET TAMP. GARZA MM.10 RX CF.5 \DCOD. 157030010 T.12/12 D.972/09	4	

Fig 156

Each row corresponds to a resource.

For each resource the following information can be displayed:

- the resource position (not editable);
- the resource code (not editable);
- the producer code (not editable);
- the resource description (not editable);

- the lot (if enabled by configuration not editable);
- the expiration date (if enabled by configuration not editable);
- the serial number (if enabled by configuration not editable);
- the used resources quantity (not editable);
- the wasted resources quantity.

The ▶ icon at the beginning of a row indicates the selected item.

The only editable value on this screen is the number of wasted items; the corresponding cell is highlighted yellow if no value is here specified (Fig 156 A). Afyer value specification, and before clicking the **Update** button on the command bar, the cell is highlighted light blue (Fig 157).



The icon appearing alongside the cell makes it possible, when clicked, to bring the row back to its original values ("Undo" button).

See paragraph 13.4 ro the wasted resources recording procedure.

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Not all the information is always specified. The kind of information available depends on the configuration chosen and the procedures in use.

### 13.3.3. The command bar of the "Waste" screen

The command bar on the "Waste" screen (Fig 158) contains the buttons making it possible to manage the screen contents.

2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
/	/	7			LOCK	SCAN	START	SCAN	IMPORT			CL	OSE
								Et.	150				

Fig 158

The numeric buttons on the upper line of the command bar (Fig 159) can be used to insert the resource quantities.



Click one of the numbers to write it in the "Waste" field (Fig 156 A).

The " $\cdot$ " button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

DIG STK IU 0007 ENG V01

The "C" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

The other buttons are not active on this screen.

Use the **Close** button to close the current screen.

When editing the screen contents the Update and Cancel buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

# 13.4. How to record a "waste"

To record the fact that a resource was wasted, on the "Waste" screen (Fig 154).

Click the row corresponding to the resource to be returned.

The row is selected, the  $\blacktriangleright$  icon appears at the beginning of the row.

- > Use the numeric buttons on the command bar to specify the resource quantity.
- > Click the **Update** button on the command bar.

Otherwise you can

> click the "Waste" cell on the row corresponding to the resource to be wasted.

The corresponding row is this way selected, the  $\triangleright$  icon appears at the beginning of the row.

- > Use either the numeric buttons or the workstation keyboard to set the quantities.
- > Click the **Update** button on the command bar.

After clicking the **Update** button, the quantities specified in the "Used" cell are updated according to the new values. I.e.: if 5 items are picked of a certain resource and 2 items are wasted, the "Used" cell, after updating, specifies "3".

If the quantity of items returned is equal or bigger than the quantity of picked items, the row corresponding to the resource disappears from the list displayed on screen.

## 13.4.1. Use of barcode reader in the "Waste" recording procedure

When the "Waste" screen is displayed the barcode reader can be used as search and selection tool.

Reading the barcode of the resource that must be wasted brings the corresponding row to the first place in the list of resources displayed on screen. The quantity is increased (one unit).

To perform this procedure

➤ scan the barcode of the resource that must be wasted.

The corresponding row is displayed on top of the resources list, the quantity displayed in the "Wasted" cell is increased of one unit.

> Click the **Update** button on the command bar.

# 13.5. Waste for unknown operation

When recording a waste for a resource picked for unknown operation:

> select the "Returns from operation" module by clicking the  $\lim_{n \to \infty} 1$  icon on the lateral bar.

The "Operation list" screen opens (Fig 160):

WASTE - OPE	RATION LIST AREA			🕀 Below stock
ALL		OPERA	TIONS	
BLO I	PLANNED	READY	RUNNING	TERMINATED
BLO 2	1 MANSFIELD, MAGLIE BLO Ort mano - dito a scatto - tenolisi 08.00 ORTOPEDIA E TRALMATOLOGIA	1 CHESTERFIELD, BORGAROTORINESE BLO Microlaringoscopia diretta 12.28 ORL E CH.CERVICO-FACCIALE	2 HADERA, SULMONA BLO Ernioplastica inguinale monolaterale 08.00 CHIRURGIA GENERALE	3 HALDEN, TRAVAGLIATO BLO Emicolectomia sinistra laparoscopica 08.00 CHIRURGIA GENERALE
BLO 3	3 BISMARCK, CLUSONE BLO Settoplastica Funzionale 08.00 ORL E CH.CERVICO-FACCIALE	3 WEST ALLIS, ALZANOLOMBARDO BLO FESS: 70 minuti 10.05 ORTOPEDIA E TRAUMATOLOGIA	4 BISMARCK, ARZIGHANO PROTESI PENIENA 08.00 UROLOGIA	
BLO 4		4 PENSACOLA, WBOWALENTIA BLO Colecistectomia laparotomica + CIO + 16.50 Casa di Cura UROLOGIA	5 MALDEN, PORDENONE BLO Adenotonsillectomia bambini 09.11 ORLE CH.CERVICO-FACCIALE	
BLO 5		5 HOFFMAN ESTATE, SORRENTO	09.11 ORE CONCENTION INCLINE	
BLO 6		BLO Emorroidectomia sec. Milligan Morgan 08.00 ORL E CH.CERVICO-FACCIALE		
BLO 7				
BLO 8				
BLO 9				
BLO IO				
BLO II				
BL0 12				
BLO PI				
CCH I				
CCH 2				
CCH 3				
DEA I				
		A		
		UNKNOWN	ALL	
		Fig 160 - Operat	tion list	

Click the **Unknown** button on the command bar (Fig 160 A).

The "Resource waste" screen opens (Fig 162). The indication "Unknown operation" appears on top of the screen instead of the indication of the selected operation (Fig 161, Fig 162 **A**).

The screen displays the list of all the resources picked for unknown operation.



Position         Code         Producer         Description         Used         Warm           Num         MatrialLLP         6414003013         154         CERMED.add.CMXXSH: COSMORD (200. 9087A         D.99788         I           ALLP         64347005109         257         COTIONIN 157F ESTING         D.97789         2           FLLP         64477005109         22         AdH STER.190X1 1/2 PIC INDUGA +D         2         2           FLLP         64477005109         22         AdH STER.190X1 1/2 PIC INDUGA +D         2         2           FLLP         64477005109         22         AdH STER.190X1 1/2 PIC INDUGA +D         2         2           FLLP         6447701110         22         AdH STER.190X1 1/2 PIC INDUGA +D         2         2           HUP         6447701309533         241         OTA 2 UHI ("PALLCDUD.CPR121 /D         DET.757/07         1           HULP         6478003032         748         SIRL LAMI, FENTESTER /COX.0802270 /D         D.734/07         1           HUP         6478003032         748         SIRL LAMI, FENTESTER         DODO.0804324000         D.734/07         1           HUP         6478003076         713         9         374         DECAND202570         D.0734/07         1 <th>STOCKROOM</th> <th>BLO</th> <th></th> <th></th> <th></th> <th>-</th> <th>CABINETS</th> <th>GROUP</th> <th>GI</th> <th></th> <th></th> <th>- CABINET</th> <th>ALL</th> <th></th> <th>•</th> <th>RES</th>	STOCKROOM	BLO				-	CABINETS	GROUP	GI			- CABINET	ALL		•	RES
ALL PI         6438/C229001         3757         COTONINI SOFT BSXID72         60-1407         OCF_IBF22/0BUSTE=200PZ         DET. 549/U9         2           F.LI.PI         64447805110         22         AGHI STR.1 /SXI 1/2 PIC INDOLOR         +D         2           F.LI.PI         64447805110         22         AGHI STR.1 /SXI 1/2 PIC INDOLOR         +D         2           F.LI.PI         64447801113         22         AGO STRALE ZG PIC         ////////////////////////////////////	Position						2	0	Code ^	Producer	. Description				Used	Wast
FLLPI         60447805109         22         AGH STER. J9GXL 1/2 PIC INDOLOR         * D         2           FLLPI         60447805109         22         AGH STER. J9GXL 1/2 PIC INDOLOR         * D         2           FLLPI         6044780510         22         AGH STER. J9GXL 1/2 PIC INDOLOR         * D         2           FLLPI         60447805110         22         AGH STER. J2GXL 1/2 PIC INDOLOR         * D         2           Numi MaterialLLPI         60467805109         24         GXL 2         IUN COLOR         * D         2           HLLPI         6096710932         241         GXL 2         UNI CPALLCOU CPAL21 //D         DET. 59/07         1           HLLPI         6096205976         3308         TUBO CONRESS F/F COD JGKP7/10300 JOHM 7X10 LUNGH MT 3 - DET34/09         2           KLLPI         6126000302         748         SIR5120HL CPENTRERE 00202970 / D         D.734/07         1           DLLPI         6126000752         136         GUANA COPRTELCOM 13,5X250         DCOD 000022710         D.734/07         1           Nuovi MaterialLPI         713         9         376         DERMAGEN PERSTER 200200         DET 592/09         1           ALLPI         90067000208         267         SET GARA 709 ISTR RX CF 5	🕨 Nuovi Mai	teriali.LI.PI						6	501 RC00301 3	154	CER.MED.CHIR. CM	9XI5CM COSMOR	DE (DCOD. 900874	D.99/08	1	
FLI PI         60447805110         22         AGH STER ZIGXI 1/2 PIC INDOLOR +D         2           FLI PI         60447805110         32         AGB STRALE 226 PIC         7/000.084000         D.734/07         1           Nuovi MaterialiLLPI         60470511013         22         AGB STRALE 226 PIC         7/000.084034000         D.734/07         1           HLI PI         6070513053         2941         CATA 2 LUNI (724LC DUD.CR121 /D         DET. 757/07         1           KLI PI         60705130027         748         SIR.LGMIL PENDERGE 00202707         D         D.734/07         2           KLI PI         6125000700         748         SIR.LGMIL PENDERGE 00202707         D         D.734/07         2           DLI PI         6125000700         748         SIR.LGMIL PENDERGE 00202707         D         D.734/07         1           Nuovi MaterialiLI PI         6146000762         2690         CMN YNKKUER ORL CO.21801465 30         DOE1527/09         1           Nuovi MaterialiLI PI         713         9         3760         DEEMAGIO FLEX/M XPL REG IOX5 (277.155 URDR STLAVE DV/20 UP 07.70/09         16           NLI PI         9000000289         266         SET TMPONE GAZA MHA0 CFE CF 5 (DC00.015003401412/20 UD 127.70/9         16           ALI PI         90	A.LI.PI							6	503RC229001	3757	COTONINI SOFT BS	XIOPZ. 80-1407	)DCF:10PZX20BUSTE = 200PZ	DET. 549/09	2	
F.LI.PI         60447701113         22         KGO SPINALE 22G PIC         / DCOD. 0344034000         D.734/07         1           Nwowi MaterialLLPI         6076/C130/53         2441         Ott A 2 LUINI (PMLLC DUD CPR12) / D         DET. 759/07         1           HLI PI         6096/C5976         3308         TOBO CONKESS F/F COD ASM7/10300 JOMM 7X10 LUNGH MT 3 - DET.34/09         2           KLI PI         6128/L00302         748         SELL.GOMI PENTFEKTE DOD CONKESS F/F COD ASM7/10300 JOMM 7X10 LUNGH MT 3 - DET.34/09         2           KLI PI         6128/L00370         748         SELL.GOMI PENTFEKTE DOD CONKEST J/ DOD 0.002822710         D.734/07         1           D LI PI         6128/L00370         748         SELL.GOMI ECC.PENTAFERTE         DOD 0.002022710         D.734/07         1           D LI PI         6128/L003705         748         SELL.FORM MARINE REST         DOD 0.002022710         D.734/07         1           Nuovi MaterialLI PI         713         93796         DEELMAN ADIN REST         DOD 0.0001         DET.327/09         1           ALI PI         908/C70208         498         SET GAR2A 7X9 165TR. RX CF.5         DOC 0.003044042240         DEL 99/08         4           ALI PI         908/L002092         266         SET TMAPONE GARAM M10 CFG.5 (DOC 0.1504300141 12/2 0.727/09 </td <td>F.LI.PI</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>6</td> <td>504R7805109</td> <td>22</td> <td>AGHI STER.19GXI</td> <td>1/2 PIC INDOLOR</td> <td>+D</td> <td></td> <td>2</td> <td></td>	F.LI.PI							6	504R7805109	22	AGHI STER.19GXI	1/2 PIC INDOLOR	+D		2	
Nuovi Materiali.LI PI         407RC130953         2941         CATA 2 LUMI O'PALLCO UD CPR121 /0         DET. 759/07         1           HLI PI         4009RC505976         3308         TUBO CONREST.F.F. COD. KFV710300         DDT. 759/07         1           KLI PI         4012R03002         748         SIRLAGML PENTFERTE 00202970         D         D.734/07         2           KLI PI         4012R00302         748         SIRLAGML PENTFERTE 00202970         D         D.734/07         2           LLI PI         4012R00302         748         SIRLAGML PENTFERTE 00202970         D.734/07         2           LI PI         4012R00302         748         SIRLAGML PENTFERTE 00202970         D.734/07         2           Muovi Materiali.LI PI         4015R000785         1136         GUANA COPRIEZCAM13,5X250         D.000.00001         DET.379/07         1           Nuovi Materiali.LI PI         4016R00072         2698         CANIX WAXQUER 0RL CD.1210140455         D.0120327010         D.724/07         1           ALI PI         9008777020         498         SET 6462A         TOR STR.RS CF.5         D.0120327010         D.721/09         16           NLI PI         9008R000280         263         SET TAPPORE 6462A         TM4 OFE 65.5 DC10.50434041421N0         DEL 99/08 <td>F.LI.PI</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>6</td> <td>504R7805110</td> <td>22</td> <td>AGHI STER.21 GXI</td> <td>1/2 PIC INDOLOR</td> <td>+D</td> <td></td> <td>2</td> <td></td>	F.LI.PI							6	504R7805110	22	AGHI STER.21 GXI	1/2 PIC INDOLOR	+D		2	
HLI PI         6098505976         3300         TUBO CONKESS F/F COD ASFY710300         DOM 7X10 LUNCH MT 3 -         DET 34/U9         2           KLI PI         6128L000302         748         SIRLL 60HL PENTERETE         0/202270         D         D.734/07         2           KLI PI         6128L000302         748         SIRLL 60HL PENTERETE         0/202270         D         D.734/07         2           KLI PI         613EN00700         748         SIRL 20HL ECCPENTAFERTE         0/2020         0/2020         D.734/07         11           DLI PI         615EN00785         1/36         GUANA CORTELECAN 13,5259         0/000         DET 34/09         2           HLI PI         616E000762         2690         CMN YANKAUER ORL CO.1210014045 JD         DET 5927/09         1           Nuori Material:LI PI         713         9         374         DET 5927/09         1           ALI PI         90087070208         980         SET 6467A. YOF 16ST 1/28 20/20         0/72/09         1           ALI PI         9008700209         266         SET TMPONE KARA MT40 CPE 65 (DCID 156043041A 12/2         0/72/09         1           ALI PI         9008100029         266         SET TMPONE KARA MT40 CPE 65 (DCID 1560430401A 12/2         0/72/09         1	F.LI.PI							6	504R7811113	22	AGO SPINALE 22G	PIC	/DCOD. 03440364000	D.734/07	1	
KLI PI         612RL00302         748         SIRLL60HL PENTREERTE 002022770         D.734/07         2           KLI PI         612RL00700         748         SIRST20HL ECC FENTREERTE         ///// /// /// /// /// /// ///         11           DLI PI         615R000700         748         SIRST20HL ECC FENTREERTE         //// /// /// /// /// /// /// /// /// /	Nuovi Mat	teriali.LI.PI						6	507RCI 30953	2941	CAT.A 2 LUMI C/PA	LL.CD.UD.CPRI 21	/D	DET. 759/07	1	
KLI.PI         612R.000302         248         SIR.LL60HL PENTAFERTE 00.2022770 /0         D.734/07         2           KLI.PI         612R.000300         748         SIR.L60HL PENTAFERTE 01.2022770 /0         D.734/07         11           D.L.PI         612R.000700         748         SIR.L60HL PENTAFERTE //JCCO.00.00202710         D.734/07         11           D.L.PI         6158.000785         136         GLUMAN CONFECTANT 15, 2005         D/00.0001         DET3/09         2           H.L.PI         6168.000762         2698         CMNN YANKAUEK ORL CD.1218014465 )D         DET5/27/09         1           Nuwi MaterialiLIPI         713         9         3796         DERMAGIO FLEXIM APOL REG 10X5 (D27.155 IDR0F. RENUE         D/18         1           ALLPI         90087770208         498         SET GAVZA 791 IdSTR RX CF.5         D/00.14380709F058 12/9 20/20 J.972/09         16           NLI.PI         9008700209         266         SET TMPFONE GAVZA MH40 CFE.CS JDC0.15043801414.12/8 20/20         D.972/09         1           ALLPI         9008100028         266         SET TMPFONE GAVZA MH40 CFE.CS JDC0.1504390141.12/8 20/20         D.972/09         1           ALLPI         90081000279         268         SUTURA SINTSAFLQUIKCI.04247NON + °0.0EL 97/08         2           Nuwi Mate	H.LI.PI							6	509RC505976	3308	TUBO CONNESS.F/	F COD.ASPY71030	0 )DMM 7X10 LUNGH.MT.3 -	DET.34/09	2	
KLI PI         612RL000700         748         SIRST.20ML ECC/PENTAFERTE         //DCOD. 002022710         D.734/07         11           D.LI PI         615F000755         1136         GUMAN COPRITELECATI IS,X250         DOCOD. 00010         DET34/07         11           D.LI PI         616F000755         1136         GUMAN COPRITELECATI IS,X250         DOCOD. 00010         DET34/07         11           HLI PI         616F000762         2698         CONNYMANKUER, ORL CO.1218014465 JD         DET527/09         1           Newin Materiali,LI PI         713         93796         DEEMAGGIO FLEXTMA KPDL REG. 10052 (D27-135 IDROF. RENULE         D718         D           ALL PI         90087770208         498         SET GARZA 799 IGSTM. KRX EFE IDOSCI.0052 (D27-135 IDROF. RENULE         D718         D           NLI PI         9008770208         498         SET GARZA 799 IGSTM. KRX EFE IDOSCI.0052 (D27-135 IDROF. RENULE         D719         16           NLI PI         90087002082         266         SET TMPONE NKALE PERCEL 8XX15 5         IDC00.08040141200         DEL 97/08         4           ALL PI         90087L002028         266         SET TMPONE NKALE PERCEL 8XX15 5         IDC00.08040141200         DEL 97/09         1           ALL PI         90087L002028         266         SET TMPONE GARZA	K.LL.PI							6	51 2RL000302	748			1		2	
DLI.PI         615K5000785         1136         GUNNA COPRITELECMT 13,5X259         DOCOL 00001         DET 34/09         2           H.LI.PI         616K00072         2698         COMINDWAGER OBL CD 1218014065         D         DET 327/09         1           Nuwi MaterialLI PI         713         9         376         DRINNGKORE RUL CD 1218014065         D         DET 327/09         1           ALLPI         9008777020         95         DEG AVAGO P572/09         16         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D         D	K.LI.PI							6	51 2RL000700	748	SIR.ST.20ML ECC.PE	ENTAFERTE	/DCOD. 002022710	D.734/07	П	
Nuvol         Materiali.LI.PI         713         9         37%         DREWaGGIO FLEXIMA APOL REG 10X25 (027-135 IDROF. REWALE         D718         1           A.LI.PI         900R7770208         498         SET GAR2A 7X9 IGSTR. RX CF.5         D/CID4380709F0S5 12/8 20/20         D.972/09         16           N.LI.PI         900R000001         267.3         TMMYONE NASLE FMERCEL 8X2X1,5         (ncc0.0.80840404200)         DEL 99/08         4           A.LI.PI         900R0000028         266         SET TAMPONE NASLE FMERCEL 8X2X1,5         (ncc0.0.80840404200)         DEL 99/08         4           A.LI.PI         900R0000082         266         SET TAMPONE GAR2A MM 40 C/FE.CF.5D/CD.156043041A 12/8 20/20         D.972/09         1           A.LI.PI         906R000007         3757         SUTURA SETA CD. 8834H         NON + *0         2           Nuovi Materiali.LI.PI         906R000007         3757         SUTURA SETA CD. 8834H         NON + *0         2           Nuovi Materiali.LI.PI         906R0000007         3757         SUTURA SETA CD. 8834H         NON + *0         2           Nuovi Materiali.LI.PI         916RC200000         69         PROTESI PTFE DULEX MESH 01103242 2018024 CM - DEL592/09         1           Nuovi Materiali.LI.PI         916RC000000         699         PROTESI PTFE DULEX M	D.LI.PI							6	515RS000785	1136			\DCOD.00001	DET.34/09	2	
Nuvvi MaterialLI PI         713         9         37%         DRENAGGIO FLEXIMA APOL REG 10X25 (027-135 10R0F. RENALE         D718         1           ALL PI         900R770208         498         SET GAR2A XP0 1STR RX CF.5         D0C.10438070FEBS 12/8 20/20 0.972/09         16           N.I.I.PI         900R003001         267.37         TMPHONE NGSLE MEROCEL 8X2X1,5         (DC0.00.0004004200.00 D.972/09         16           A.LI.PI         900R000208         266         SET TAMPONE NGSLE MEROCEL 8X2X1,5         (DC0.00.0004004200.00 D.972/09         1           A.LI.PI         900R000208         266         SET TAMPONE NGSLE MEROCEL 8X2X1,5         (DC0.01.560430041 A 12/8 20/20 D.972/09         4           A.LI.PI         900R000202         266         SET TAMPONE NGSLE MEROCEL 8X2X1,5         (DC0.01.560430041 A 12/8 20/20 D.972/09         4           S.LI.PI         900R0000007         3757         SUTURA SETA CD. 8834H         NON + "0         2           Nowi MaterialLI PI         906R000007         3757         SUTURA SITSAFLQUICLG4247NON + "0DEL147/06)         1           Nuveri MaterialLI PI         910RC200000         69         PROTESI PTFE DULEX MESH 0118242 2018X24 CM - DEL582/09         1           Nuveri MaterialLI PI         910RC200000         3192         INTERFRTM INSK0/00RCH24 A/90R/CM / D         DEL582/09	H.LI.PI							6	516RC000762	2698	CANN.YANKAUER OF	RL CD.121801406	ร้าย	DET.927/09	1	
ALL PI         900R7770208         498         SET GAR2A         7X9 16STR. RX CF.5         10C104380709F055         12/8 20/20         0.77/09         16           NLI PI         900RC003001         2473         TMPTONE MASLE MERCEL 8X2X1,5         (fcc0.0. 8004404/20M)         DEL 99/08         4           ALL PI         900RC003002         266         SET TMPTONE GAR2A MM 40         CFB.6 5/0CD.1560430041         12/8 20/20         0.972/09         1           ALL PI         900RC003028         266         SET TMPTONE GAR2A MM 40         CFB.6 5/0CD.1560430041         12/8 20/20         0.972/09         4           SLI PI         900RC000017         3757         SUTURA SET ACD. K834H         NON + "D         2           Nuewi Materiali LI PI         906RC000107         3757         SUTURA SET ACD. K834H         NON + "D         2           Nuewi Materiali LI PI         910RC20000         699         SUTURA SIT SET[URCK 104/24700A * DEL51/27/09         1           ALI PI         910RC200000         699         SUTURA SIT SET ACD. K85/MCS1 / MS         DEL58/209         1           ALI PI         916RC000017         3192         INTERFYRT MRS/040CH HS40 / MS0/20CH / DEL52/207         1           Nuewi Materiali LI PI         916RC000000         699         SUTURA SET ACD. K85/040/	Nuovi Mat	teriali.LI.PI						7	713 9	3796	DRENAGGIO FLEXIN	1A APOL REG 10)	(25 (D27-135 IDROF, RENALE	D718	1	
NLI PI         9006C00300         2473         TMMPONE NKSALE MEROCEL 8X2X1,5         (DC.00. 000409402N0         DEL 99/08         4           ALI PI         9006C00300         2647         SET TMMPONE KGAZA MM 40         CPE CF_SDC.01.56043004.12.20         Dx72/09         1           ALI PI         9006L000200         266         SET TMMP: GKAZA MM 10         RX CFS. CF_SDC.01.56043004.12.20         Dx72/09         1           ALI PI         9006L000200         266         SET TMMP: GKAZA MM 10         RX CFS. CF_SDC.01.56043004.12.20         Dx72/09         4           SLI PI         9006C0001079         2510         SUTURA SIMTSAFLQUIKCI 04.624700.N + °D         2         2           Nuovi Material.LI.PI         9166C0001079         2618         SUTURA SIMTSAFLQUIKCI 04.624700.N + °D(DEL14/0.6)         1           Nuovi Material.LI.PI         9166C0001079         218         SUTURA SIMTSAFLQUIKCI 04.624700.N + °D(DEL14/0.6)         1           ALI PI         916RC00000         690         PDTESI PTEF ULEX MESH 0118242         D18C42 GYOL         1           ALI PI         916RC00000         912         INTERFITM NESO/OPCC/1 //D         DEL582/09         1           ALI PI         916RC000000         972         TROCKA TSK100 CEL B/LESS BISLT         DEL52/07         1	ALL PL							9	00R7770208	498				0/20 D.972/09	16	
A.LI.PI         900R.000288         206         SET TMMPONE GARZA MM 40 C/FB CF.SjDc.0.1560430041A 12/8 20/20         0.972/09         1           A.LI.PI         900R.000290         206         SET TAMP.ONE GARZA MM 10 RX         CF.5         DC:00.157030010 T.12/12         D.972/09         4           S.LI.PI         900R.000290         206         SET TAMP. GARZA MM 10 RX         CF.5         DC:00.157030010 T.12/12         D.972/09         4           S.LI.PI         900R.000090         2018         SUTURA SETA CD. R834H         NON + *D         2           Nuovi Material.LI.PI         900R.C000900         2018         SUTURA SITISAFILQUIKCI.04624 7NON +*D(DEL.14/06)         1           Nuovi Material.LI.PI         910RC209000         699         PROTESI PTFE DULEX MISH         DEL.582/09         1           A.LI.PI         910RC209000         3192         INTERVENT INSC/ORCICI.04294 7018/24 (D18/24 COL 46/25/107         1           A.LI.PI         910RC040608         3757         TROCKA ISX100 CEL B/LESS B15LT         (D         1															4	
A.LI.PI         900R.000290         206         SET TAMP. GARZA MM.10 RX CF.5         DC0D. 157030010 T.12/12         D.972/09         4           S.LI.PI         906RC00007         3757         SUTURA SETA CD. K8384H         NON + *D         2           Nowi MaterialLI.PI         906RC00007         3757         SUTURA SETA CD. K8384H         NON + *D(DEL147/06)         1           Nuwi MaterialLI.PI         906RC00006         90         PROTESI PTFE DULEX MESH 0118242         DEL582/09         1           A.LI.PI         916RC040608         3757         TROCKM.TOX/PCOL.MBX/70 // D         DEL525/07         1           Nuwi MaterialLI.PI         916RC040608         3757         TROCKM.ESK100.CEL B/LESS B15LT         (D         1	ALL PL							9	200RL000288	206				0/20 D.972/09	1	
S.LI.PI         90&6C000017         3757         SUTURA SETA CD. K834H         NON +         *D         2           Norvi MaterialLI.PI         90&6C00109         26.18         SUTURA SETA CD. K834H         NON +         *D         2           Norvi MaterialLI.PI         90&6C00109         26.18         SUTURA SETA CD. K834H         NON +         *D         1           Norvi MaterialLI.PI         910         910         POTESI PTEF DULEX MESH 0118242 (D18242 CH -         DEL582/09         1           ALI.PI         910         910         NUTRY SETA NOVCOVCH.08/00470CH // D         DEL525/07         1           Nurvi MaterialLI.PI         910         8757         TROCKI.FSK100.CEL B/LESS B15LT (D         1															4	
Nuovi MaterialLI PI         906RC001099         2618         SUTURA SINTSAFLQUIKC1046247NON+°D(DEL14/06)         I           Nuovi MaterialLI PI         910RC20900         69         PADESI PTE DULEX MESH         0118242 D18242 CM -         DEL592/09         I           ALL PI         9158100003         912         INTERVENT INSOVORECON IA8907/CM //D         DEL525/07         I           Nuovi MaterialLI PI         9158100003         3757         TROCR 15X100 CEL B/LESS B15LT         0         I	S.LI.PI														2	
Nuovi MaterialLI PI         910RC209000         699         PROTESI PTFE DULEX MESH         0118242         Dil 8X24         OF         DEL582/09         I           A.LI.PI         915R1000039         3192         INTERVENTI N850/ORECOHI A8907/ON /D         DEL525/07         I           Nuovi MaterialLI PI         916R060608         3757         TROCAR ISX100         CEL B22/09         I	Nuovi Mat	teriali.LI.PI													- i	
A.LI. PI         915R1000039         3192         INTERVENTI NASO/ORECCHI J&S907/CN /D         DEL.525/07         I           Nuovi Materiali LI PI         916R0506068         3757         TROCIR ISX100 CEL B/LESS B15LT         (D         I	Nuovi Mat	teriali.LI.PI						9	710RC209000	699				DEL.582/09	1	
Nuovi MattrialLLPI 916RC060608 3757 TROCAR ISX100 CEL B/LESS B15LT (D I	ALL PL													DEL 525/07	1	
		teriali I I Pl														
													,	DEL 183/07	1	
	1	2	3	4	5	6	7	8	9	0		+/-	С	NEXT		

Fig 162 - Resource waste for unknown operation

To record the "Waste" use the procedures described in paragraphs 13.4 and 13.4.1.

# 13.6. Display all pickings

The All button on the command bar (Fig 163 A) displays the list of all the resources picked in the selected period. All the pickings are displayed: those associated to the operations, those associated to the cost centers, those associated to any other possible relevant entity.





To display the list of all pickings

click the All button on the command bar (Fig 163 A).  $\triangleright$ 

The following screen opens (Fig 164)

START DATE	02/11/2010		•		END DA	JE 18/11/20	D I O	•						
STOCKROOM	BLO				- CAB	INETS GROU	GI			– CABIN	IET ALL		•	RE
Position						Cod	e	Producer .	. Description				Used	Waste
🕨 L.LI .PI						6011	RC003012	154	CER.MED.CHIR. CM9	XIOCM COSMORO	DE (DCOD. 900873	D.99/08	8	
S.LI.PI						906	RC000220	3757	SUTURA PDS II CD.	Z443E	\$D		4	
C.LI.PI						608	R7790036	505	UROGARD SACCA UP	RINA STER. 20001	1L (DCOD.UDBE3112PO	DEL. 1033/08	1	
ALL PI						900	R7770208	498	SET GARZA 7X9 165	STR. RX: CF.5	)DC.ID43B0709F055	2/8 20/20 D.972/09	61	
F.LI.PI						916	RC209004	5896	CONTENT.CONTA AG	HI CD.31181467	(D	DEL. 619/08	1	
F.LI.PI						616	RC770013	154	SPUGN.X PULIZIA B	ISTURI CD.AL.40	(D		1	
C.LI.PI						916	RS000310	1767	TAPPO LL X CATETE	RE VENOSO	(DCOD.3800009888)	00-VYGON DET.393/08	10	
ALL PI						900	RL000290	206	SET TAMP. GARZA M	1M.TO RX CE.5	)DCOD. 157030010	E.12/12 D.972/09	8	
S.LI.PI						6011	RI 003016	154	NASTRO OMINSTRIP	12X100_6PZ.5400	585(D	D. 99/08	8	
S.LI.PI						906	RC000017	3757	SUTURA SETA CD. K	(834H NON	+ °D		5	
H.LI.PI						616	RC000762	2698	CANN.YANKAUER OR	L CD.121801406	5 )D	DET.927/09	4	
H.LI.PI						616	RS000762	2452	CANN.YANKAUER STA	NDARD SP3800	/DD.149/07		1	
U.LI.PI						616	RCI 30900	5167	GLISSEN GEL COD.	400176	=DX_CATET.VESC./E	NDOSC. DET.780/10	5	
G.LI.PI						616	R2090011	5546	DREN.PIATTO MIS.4)	(LOMM 24130	/D	D.510/07	2	
G.LI.PI						916	R7805056	3308	DREN SOFFIETTO DR	RG/500/A/UNIV	/DS/DREN.E TROCAR-	500ML - D.510/07	2	
K.LI.PI						612	RL000029	748	SIR.LL.CC.S/AGO_3M	l penta latex	/DCOD. 002022420 -	D.734/07	6	
K.LI.PI						612	RL000302	748	SIR.LL.60ML PENTAF	ERTE 002022970	I/D	D.734/07	11	
ALLI.PI						915	RI 000036	2618	INTERVENTI CISTOSO	COPIA I N6071	/D	DEL 525/07	1	
K.LI.PI						612	RL000701	748	SIR.ST.30ML ECC.PE	NTAFERTE	/DCOD. 002022810	D.734/07	1	
ALL.PL						603	RC229001	3757	COTONINI SOFT BS)	KLOPZ. 80-1407	)DCF:10PZX20BUSTE=	=200PZ DET. 549/09	5	
S.LI.PI						906	RC011367	5449	SUTURA SETA 0 750	CM CD.41428	=DRESORBA	DEL.771/10	6	
D.LI.PI						915	R7790070	754	TELO CHIR.CM 25X3	38 COD.2037	/D	DEL.750/07	1	
K.LI.PI						612	R7820007	505	SIRSTER I OML TERU	JMO LATEX FREE	/D20/21/22 G CD.SS	1052138 D.734/07	3	
ALL.PI						915	RI 000037	2618	COPRICAVI (MATERIA	LE X UROLOGIA)	/D	DEL.525/07	1	
ALLI.PI						915	RI 000013	2618	INTERVENTI SULLA S			DEL 525/07	1	
K.LI.PI						612	RS000033	748	SIR.LL.CC.S/AGO_101	ML 002022620	/DCONF.MULTIP.1000	PZ D.734/07	10	
E.LI.PI						605	RS000462	22	BISTURI N.I.I. STER.	CD03443010011	)D	D.895/09	1	
F.LI.PI						908	RC000321	2821	SACCHE X COLOSTO	MIA COD. 12808	)D	DET.240/09	1	
F.LI.PI						604	R7805111	22	AGHI STER.23GXI I		,		1	
ALL.PI							RI 000044				/DC/ PRELCRESTA ILI	ACA DEL.525/07	I	
F.LI.PI						604	R7805109	22	AGHI STER.19GXI I	/2 PIC INDOLOR	+D		6	
1 2	3	4	5	6	7	8	9	0		+/-	C C	NEXT	ľ	

Fig 164 - Display all pickings

Use the "Start date" and "End date" filters (Fig 164 A) to select the relevant period of time. Only the resources picked in the period indicated are displayed. Use the other filters (Fig 164 B) to display the pickings relating to a specific stockroom, cabinets group or cabinet.

Use the procedures described in paragraphs 13.4 and 13.4.1.

# 14. Operation kit setup procedure

The DIGISTAT[®] "Stock Management" system makes it possible to fully manage all the procedures relating to the operation kits.

The operation kit setup is performed on the "Kit setup" module. To access this module

click the corresponding icon
 on the lateral bar.

The following screen opens (Fig 165).

OPERATION SELECT	ION FOR KIT SETUP								Below stock
PLANNED DATE	14/07/20	110	•			MAIN OPERATION			
OPERATING BLOCK	Blocco O	peratorio		~		OPERATING ROOM			•
HOSPITAL UNIT				•					
STOCKROOM	BLO			•					
Block Room	Patient Name	Operation	1	_	_	H.U.	Planned Date	Status	
	VI VI	EW ALL		LABEL	DETAILS		SEARCH	VALIDATE	SELECT
				Fig	165				

This screen makes it possible to find and select the operation for which the kit is prepared.

# 14.1. "Kit setup" - Screen structure

The "Kit setup" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

### 14.1.1. Filters

PLANNED DATE	14/07/2010	MAIN OPERATION	
OPERATING BLOCK	Blocco Operatorio	V OPERATING ROOM	•
HOSPITAL UNIT		*	
STOCKROOM	BLO	·	

Fig 166 - Filters on the "Kit setup" screen

The filters available on the "Kit setup" screen (Fig 166) are:

- "Planned date" Makes it possible to specify the planned date of the operation for which the kit is prepared. The operations listed on this screen (see paragraph 14.1.2) are all planned for the date here specified.
- "Operating block" Displays the operations of a specific block.
- "Hospital unit" Displays the operations of a specific hospital unit.
- "Stockroom" This field makes it possible to select the stockroom in which the user is going to pick the kit's resources. This is not properly a filter: its specification is necessary to indicate the relevant stockroom.
- "Main operation" Displays only the specified main operation.
- "Operating room" Displays the operations of a specific room.

See paragraph 1.4.2 for a general description of the filters in the "Stock Management" system.

### 14.1.2. Data area

The data area lists the operations corresponding to the features specified in the filters.

To display the list of operations,

- $\blacktriangleright$  set the filters values (Fig 167 A).
- Click the **Search** button on the command bar (Fig 167 **B**).

The list of operations will be displayed, as a table, in the data area (Fig 167 C).

PLANNED DATE		14/07/2010	<b>•</b>	MAIN OPERATION		
OPERATING BLOCK		Blocco Operatorio	<b>~</b>	OPERATING ROOM		
HOSPITAL UNIT			•			
STOCKROOM		BLO	•			
Block		Patient Name	Operation	H.U.	Planned Date	Status
		STREAMWOOD CORB		ORL E CH.CER		In preparation
Blocco Operatorio			Colecistectomia Iaparoscopica	CHIRURGIA GE.		To be prepared
Blocco Operatorio			Ort piede - alluce valgo - correzione Bosch		. 14/07/2010 08.00	To be prepared
Blocco Operatorio		SCHENECTADY VIBOV			. 14/07/2010 08.00	In preparation
Blocco Operatorio		TAMARAC PESCHIERA		UROLOGIA	14/07/2010	To be prepared validated
Blocco Operatorio		TAMARAC REGGIOCAL		CHIRURGIA PL	. 14/07/2010 08.00	To be prepared
Blocco Operatorio	Sala 3	UPLAND BOVOLONE	VARICOCELE-LEGATURA INGUINALE	UROLOGIA	14/07/2010 10.05	To be prepared
					₿	

Fig 167 - List of operations

Each row on the table corresponds to an operation. For each operation the following information can be displayed:

- the operating block;
- the operating room;
- the patient name;
- the planned operation name;
- the hospital unit;
- the planned date and time;
- the operation kit status.

There are 7 possible statuses for an operation kit. These are:

- to be prepared meaning that the kit has not been prepared yet;
- to be prepared validated meaning that the kit has not been prepared yet but it was reviewed, possibly modified and validated by the person in charge for this purpose (i.e. the pharmacy staff);
- in preparation someone is managing the kit (either for validation or for preparation);
- prepared the kit has been prepared;
- prepared no more valid the kit has been prepared but something changed after preparation (i.e. the operation data, the kit structure, the resouces quantities in the kit etc.);
- partial return some of the kit resources have been returned;

• total return - all of the kit resources have been returned.

The *icon*, when displayed on the left of a row, indicates the selected operation.

The icon, when displayed at the end of a row indicates that the operation is not "locked". The operation can be locked only on the DIGISTAT[®] Smart Scheduler system. See the Smart Scheduler documentation for instructions on the operation lock/unlock procedures (see Fig 168 A).

The icon does not affect the procedure described in this paragraph.

i

The standard kit preparation procedure requires that the operation is locked on DIGISTAT[®] Smart Scheduler before the kit is prepared.

See the Smart Scheduler documentation for instructions on the operation lock/unlock procedures.

The icon appears on the right on the rows corresponding to "prepared" kits. The icon can be clicked to display a pdf file containing the kit resources detailed list (see Fig 168 A).

Block	Room	Patient Name	Operation	H.U.	Planned Date	Status	X
		STREAMWOOD CORB	FESS: 40 minuti	ORL E CH.CER	14/07/2010	In preparation	
Blocco Operatorio		VALLEY STREAM BES	Colecistectomia Iaparoscopica	CHIRURGIA GE	14/07/2010	To be prepared	
Blocco Operatorio	Sala I	SAN RAMON BRUGH	Ort piede - alluce valgo - correzione Bosch	ORTOPEDIA E	14/07/2010 08.00	To be prepared	
Blocco Operatorio	Sala 2	SCHENECTADY VIBOV	Addominoplastica	CHIRURGIA PL	14/07/2010 08.00	Prepared	-
Blocco Operatorio	Sala 3	TAMARAC PESCHIERA	FINOSI	UROLOGIA	14/07/2010	To be prepared validated	
word Antin	KN2A_A	THIND WERE AND	magen of the the the second of	MUN CUL M	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	with an orthow	<u>V</u>

Fig 168

# 14.1.3. Command bar

This paragraph explains the functionalities of the buttons on the command bar (Fig 169).



Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all at the same time.

The **View All** button makes it possible to manage the way the operations are displayed. Click it to open a menu containing the available options (Fig 170).

RESERVE
PLANNED
VIEW ALL
Fig 170

The **View All** option displays all the operations.

The **Planned** option displays only the planned operations (and not the reserves).

The **Reserve** option displays only the reserves. See the DIGISTAT[®] Smart Scheduler and OranJ documentation for an explanation of the meaning of "Reserve".

Use the **Label** button to print again the selected kit's sticker label. This button is only active for prepared kits. See paragraph 14.8 for the complete procedure.

Use the **Details** button to display the selected kit details in a print report. A print preview is displayed.

Use the **Search** button to display on screen the list of operations having the features specified in the search filters (see paragraph 14.1.2).

Use the **Validate** button to access the kit validation functionalities. See paragraph 14.2 for the complete procedure.

Use the **Select** button to select the operation for which the kit is being prepared and proceed with the kit preparation. After clicking **Select** the kit preparation sheet is created and displayed in a print preview.

# 14.2. Kit validation procedure

The kit composition for a selected operation can be reviewed and, if necessary, edited by a person having the appropriate permissions. This procedure is named "kit validation procedure". To validate a kit

click the row corresponding to the relevant operation.

The row is this way selected, the  $\blacktriangleright$  icon appears on the left of the row.

> Click the **Validate** button on the command bar.

The following screen opens

A	VALLEY STREAM B	ESANAINBRIANZA - C	olecistectomia Iaparoscopica - Planned Date: 14/07/2010 - Block: Blocco Operatorio - Room:			
(	V PRINCIPA	LE PER COLECISTEC	TOMIA LAPAROSCOPICA			
	Code	Producer code	Description	^ Planned Qty	Selected Qty	
	▶ 900R7770208	498	***SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05S 12/8 20/20 D.972/09	2	2	×
	605RS000462	22	BISTURI N.11 STER. CD03443010011 )D D.895/09	I	1	×
	916RC000512	2618	CARICATORE CLIP CHALLENGER (DCOD. PL579T DEL.930/08	I	1	×
	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873 D.99/08		1	×
	916RC209004	5896	CONTENT.CONTA AGHI CD.31181467 (D DEL 619/08	1	1	×
	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D DET.34/09	1	1	×
	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D DEL 525/07	1	I.	×
	916RC909001	905	PROLRUB.3VIE CM 25 COD.IN041632 (DDIAM.3X4,1MM DEL282/08	1	1	×
	916RC040303	3757	SACCHETTO RIMOZ.REPER.COD.POUCH (D DEL.930/08	1	1	×
	900R7505269	493	SET GARZA 10X10 16STR.S.FILO CF.5)DCD.23481 12/8 32/40 DEL.972/09	2	2	×
	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X 3(10X20) D.972/09	1	1	×
	916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG299101*)DX LAPARO 2 VIE - DEL 140/07+309/09	1	1	×
	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/07	1	1	×
	616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D	1	1	×
	915R1000001	5672	STRISCIA ADESIVA COD.258347 /D DEL.525/07	2	2	×
	906RC001453	3757	SUTURA VICRYL CD. V603H °D DEL 14/06	2	2	×
	906RC000401	5896	SUTURATRICE CUTANEA ROYAL 054887 )D35W DEL410/09	1	1	×
	915R1000003	5672	TELO ADES. CM.75X90 COD.252312 /D DEL.525/07	1	1	×
	915R1000002	5672	TELO CM.75X90 COD.250491 /D DEL.525/07	l I	1	×
$\left( \right)$		ONE PER COLECIST	ECTOMIA LAPAROSCOPICA			
	Code	Producer code	Description	^ Planned Oty	Selected Qty	
	605RS000468	22	BISTURI N.22 STER. CD03443010022 )D D. 895/09	Flanned Qty	Selected Qty	×
	616RS000762	2452	CANN, YANKAUER, STANDARD, SP3800 /DD,149/07			×
	916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604 /DSPIRAL DRAIN D. 510/07			X
	616R7709154	2298	SIST.REDON 400HL CD.24732 =D DET.103/10			×
	906RC000303	5896	SUTURA POLYSORB CD. LL223 °DCALIBRO 2/0 DEL 14/06	1		×
	906RC000309	5896	SUTURA POLYSORB CD. LL224 °D DEL 14/06			X
	906RC000309 906RC000003	3757			-	
						X
	906RC001010	5896	SUTURA SURGIPRO II CD.VP935X °DSINT.NON ASS.MON.POLIP. DEL 14/06	1	1	X
	906RC010451	3757	SUTURA VICRYL CD, V346H °D DEL 14/06	C (	NEXT	X
	1 2	7 T	<b>5 0 1 0 7 0 . .</b>	L L		
	1	$\nabla$	SEARCH	VALIDATE CO	NTINUE	CLO

Fig 171 - Kit validation screen

The screen displays on top the main operation data (patient name, operation, planned date and location - Fig 171 A).

All the resources that are part of the kit are listed on screen, divided in groups corresponding to subkits (Fig 171 A).

The name of every group is indicated on the top-left corner of each group (Fig 172).

Code	Producer code	Description			<ul> <li>Planned Qty</li> </ul>	Selected Qty	
▶ 605RS000468	22	BISTURI N.22 STER. CD03443010022	)D	D. 895/09	I	L. L.	2
616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07		I	1	>
916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604	/DSPIRAL DRAIN	D. 510/07	1	I.	>
616R7709154	2298	SIST.REDON 400ML CD.24732	=D	DET.103/10	1	1	>
906RC000303	5896	SUTURA POLYSORB CD. LL223	°DCALIBRO 2/0	DEL 14/06		I. I.	2
906RC000309	5896	SUTURA POLYSORB CD. LL224	°D	DEL 14/06	I	1	>
906RC000003	3757	SUTURA SETA CD. 680H	°D	DEL 14/06	1	I.	2
906RC001010	5896	SUTURA SURGIPRO II CD.VP935X	°DSINT.NON ASS.MON.POLIP.	DEL 14/06	I	1	>
906RC010451	3757	SUTURA VICRYL CD. V346H	°D	DEL 14/06	2	2	>
906RC000458	3757	SUTURA VICRYL CD. V371H	°DCALIBRO USP I EP 4	DEL 14/06	3	3	>
609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -	DET.34/09		1	2

Fig 172 - Resources group

The checkbox placed before the name of the group makes it possible, if clicked, to deselect the whole group. I.e. the checkbox deselection indicates that no resource belonging to that group is required for the kit preparation. After deselection the list disappears (Fig 173).



#### Fig 173

Each row on the list corresponds to a resource. For each resource the following information can be specified:

- resource code;
- manufacturer code;
- resource description;
- required quantity according to kit configuration;
- new required quantity according to user specification.

The user can edit the kit composition. The editing procedures are described in paragraph 14.2.1.

After kit editing there are two possibilities.

either click the Validate button on the command bar to complete the validation procedure and go back to the "Operation selection for kit setup" screen (Fig 174 - the kit status is now "To be prepared validated");

INNED DATE		14/07/2010	•	١	1AIN OPERATION			
ERATING BLOCK		Blocco Operatorio	-	o	PERATING ROOM			
SPITAL UNIT			•					
CKROOM		BLO	•					
Block	Room	Patient Name	Operation		H.U.	Planned Date	Status	
		STREAMWOOD CORB				R 14/07/2010	In preparation	
Blocco Operatorio			Colecistectomia Iaparoscopica			GE 14/07/2010	To be prepared validated	
Blocco Operatorio			Ort piede - alluce valgo - correzione Bosch			E 14/07/2010 08.00		
Blocco Operatorio		SCHENECTADY VIBOV				PL 14/07/2010 08.00		
Blocco Operatorio		SCHENECTADY VIBOV				PL 14/07/2010 08.00		•
Blocco Operatorio		TAMARAC PESCHIERA			UROLOGIA	14/07/2010	To be prepared validated	
Blocco Operatorio Blocco Operatorio		TAMARAC REGGIOCAL UPLAND BOVOLONE	Lipofilling VARICOCELE-LEGATURA INGUINALE		CHIRURGIA F Urologia	PL 14/07/2010 08.00 14/07/2010 10.05		

Fig 174 - Operation selection for kit setup

or click the Continue button on the command bar to proceed with the kit preparation procedure.

After clicking the **Continue** button the kit creation sheet is created and displayed in a print preview. See paragraph 14.3

## 14.2.1. Kit editing

The user can edit the kit contents in the following ways:

- 1) changing the indicated quantity;
- 2) deleting a resource if not needed;
- 3) adding a resource to the kit.

#### 14.2.1.1. Changing the resource quantity

To change the indicated quantity

click the row corresponding to the relevant resource

The row is selected. The  $\blacktriangleright$  icon appears on the left.

▶ Use the numeric buttons on the command bar to specify the new quantity.

Or

click the cell displaying the configured quantity.

The row is selected. The *licon* appears on the left. The quantity appears as highlighted.

> Use the workstation keyboard to specify the new quantity.

After resource editing the icon appears on the right (Fig 175). That is an "Undo" button. Click it to bring back the resource to the original quantity.

▶ 616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D	I	2	× 5
		Fig 175 - Quantity has been changed			

#### 14.2.1.2. Deleting a resource

Use the 💌 button displayed on each row to delete the corresponding resource from the kit. After deletion the row appears as in Fig 176.

#### Fig 176 - Deleted resource

Э

#### 14.2.1.3. Adding a resource

To add a resource to the kit.

> Click the **Search** button on the command bar.

The system's search functionalities activate. The following screen opens.

SEARCH RESOURCE - B	LO							Below stock
Description								
Code		Lot		Seria				
Producer code		Category						
Position		Code	Producer code	Resource			Cat	egory
	KEYBOARD		SEARCH FOR: NAME PO	SITION	LABEL	SEARCH	SELECT	CLOSE

Fig 177 - Search screen

Search for the wanted resource using the functionalities described in paragraph 22.

The resource will be added to the list (Fig 178). The planned quantity is 0. The new required quantity (editable) is 1.

004K/811115	11	AGO SPINALE 22G PIC	Tig 178 Do	D.734/07	V		× 9
604R7811113	22	AGO SPINALE 22G PIC	/DCOD. 03440364000	D.734/07	0	1	× 5

# 14.3. The "Kit creation" sheet

After selection of the operation for which the kit is being prepared

> click the **Select** button on the command bar to proceed with the kit preparation.

The kit preparation sheet is created and displayed in a print preview. See the example shown in Fig 179.

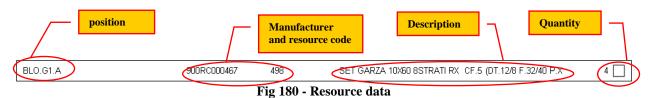
This document lists all the resources that are part of the kit that will be used in the selected operation.

			KIT SETUP	
Operation Barcode				
VALLEY STREAM BESANAIN	BRIANZA - Colecistectomia la	paroscores - P	lanned Date: 14/07/2010 - Block: Blocco Operatorio - Room:	
Print date 13	8/07/2010 12.40			
	PER COLECISTECTOMIA LAP	AROSCOPICA		
BLO G1 A L1 P1	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X	1
BLO G1A L1 P1	915R1000003	5672	TELO ADES. CM.75X90 COD.252312 /D	1
BLO.G1.A.L1.P1	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D	1
BLO.G1 A L1 P1	915R1000001	5672	STRISCIA ADESIVA COD.258347 /D	2
BLO.G1.A.L1.P1	900R7770208	498	***SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05S	2
BLO.G1.A.L1.P1	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	1
BLO.G1.A.L1.P1	900R7505269	493	SET GARZA 10X10 16STR S.FILO CF 5)DCD 23481 12/8 32/40	2
BLO.G1.A.L1.P1	915R1000002	5672	TELO CM 75X90 COD 250491 /D	1
BLO.G1.D.L1.P1	916RC040303	3757	SACCHETTO RIMOZ.REPER.COD.POUCH (D	1
BLO G1 E L1 P1 BLO G1 H L1 P1	605RS000462	22	BISTURI N.11 STER. CD03443010011 )D	1
BLO.G1.F.L1.P1	616RC770013	154	SPUGN X PULIZIA BISTURI CD.AL.40 (D	1
BLO.G1.F.L1.P1	916RC209004	5896	CONTENT.CONTA AGHI CD.31181467 (D DEL	1
BLO.G1.H.L1.P1	916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG299101*)DX LAPARO 2 VIE -	1
BLO.G1.I.L1.P1	916RC909001	905	PROL.RUB.3VIE CM 25 COD.IN041632 (DDIAM.3X4,1MM	1
BLO.G1.K.L1.P1	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710	1
BLO.G1.L.L1.P1	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873	1
oranu ** Stock Management - Copyright © 2009 by U	UMB srl - http://www.unitedma.it		Page	10.0

The resources are ordered by group. At the beginning a header (indicated in Fig 179 **A**), displays the operation barcode, the operation data (patient name, name of the operation, date, time, planned block and room) and the document date of creation.

The resources of the same operation are divided in groups. The group is indicated by the dark grey stripe shown in Fig 179 **C**.

The area indicated in Fig 179 **B** displays the list of resources. For each resource are indicated the position, the resource code, the manufacturer code, the description and the needed quantity (Fig 180).



Use the **Print** button (Fig 179 **D**) on the command bar to print the document.

The print sheet is to be used as a checklist when the resources are actually picked from the cabinets and the kit is prepared. The checkboxes on the right can be used for this purpose.

Click the **Close** button to proceed with the kit preparation procedure. After closing the print preview the "Kit creation screen" is displayed.

# 14.4. Kit creation for an operation

The "Kit creation" screen (Fig 181) can be used to record the actual picking of the kit resources and to verify their quantities.

-			OPERATIO Rianza - C		mia lapa	roscopica -	Planned	Date: 14	/07/2010	- Block: Blocco Op	eratorio - Room:		•	Below stock
Kit	Posit		Code			Description				•			Selected Qty Q	ty
							scan ba		r add re	sources using s	earch button			
										sources using s				
- 1	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
	7		/	SEAR		VIEW			SCAN	START SCAN	IMPORT			CLOSE

Fig 181 - Kit creation for an operation

The recording can be performed either manually (the procedure is described in paragraph 0) or using a barcode reader (the procedure is described in paragraph 14.6.2).

!

Barcode technology is recommended when selecting an item. Scanning the item's barcode, instead of selecting it manually, helps the user to diminish selection errors.

# 14.5. Kit creation screen description

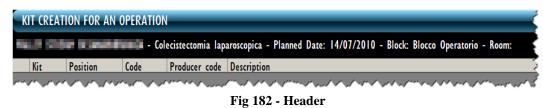
The screen shown in Fig 181 is formed of three main areas:

- the header;
- the data area;
- the command bar.

These areas are described in the following paragraphs.

### 14.5.1. Header

The header displays the data of the operation for which the kit is being prepared.



These data are:

- the patient name;
- the operation;
- the operation planned date and time;
- the planned block and room.

# 14.5.2. Data area

The data area displays the list of resources that are progressively recorded and entered into the kit. The resources are listed in a table (Fig 183 A).

	KII (KEAII	ON FOR A	N OPERATION	_	_					🕒 Belo
	er Re	194	- Cole	cistectomia lapa	roscopica - Planned	Date: 14/07/2010 - Block: B	Blocco Operatorio - Room:			
	Kit		Position	Code	Producer code				Selected Qty	Qty
			BLO.GI.A.LI.PI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA		DEL 525/07	1.00	1
			BLO.GI.A.LI.PI	900RC000467	498	SET GARZA IOX60 8STRATI RX CF.			<u> </u>	1
			BLO.GI.A.LI.PI	915R1000003	5672	TELO ADES. CM.75X90 COD.252312		DEL 525/07	I.	1
_			BLO.GI.K.LI.PI	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE	/DCOD. 002022710	D.734/07	1	1
_	PRINCIPALE	PER COLECI	BLO.GI.H.LI.PI	605RS000462	22	BISTURI N.11 STER. CD0344301001	1 )D	D.895/09	1	1
1										
									urv	
	1 2	3	4	5 6	7 8	9 0	. +/-	¢	NEXT	

Fig 183 - Recorded resources

The list "grows" as the resources are entered (either manually or by barcode scan). Each row corresponds to a resource (Fig 184).

Kit	Position	Code	Producer code	Description			Selected Qty	Qty	
PRINCIPALE PER COLECI	BLO.GI.A.LI.PI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA	/D	DEL.525/07	I.	1	
				Fig 184 - Reso	urce				

The information that can be displayed for each resource is:

- Name of the kit
- Position from which the resource is picked
- Resource code
- Manufacturer code
- Resource description
- Needed quantity
- Recorded quantity

The ▶ icon on the left indicates the selected row. The mandatory fields are highlighted light-blue. The possible yellow fields must be filled by the user (Fig 185).

PRINCIPALE PER COLEC	605RS000462	22	BISTURI N.11 STER. CD03443010011 )D	D.895/09	I	1	
			Fig 185				

To insert information in a field click the field and type the information. When multiple choice is possible, a drop down offers the admissible multiple values (Fig 186).

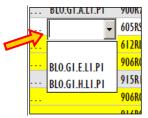


Fig 186 - Information selection

Numeric values can be inserted using either the numeric keyboard on the command bar or the workstation keyboard.

### 14.5.3. The command bar

The command bar (Fig 187) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, indicating successive paragraphs when more detailed instructions on a specific functionality are necessary.

I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
	7		/	SEA	RCH	VIEW	ALL	LOCK	SCAN	START SCAN	IMPORT			CLOSE
		S.	3	C.	2		T	• 10/		11			9	

Fig 187 - Command bar

The buttons in the upper line make it possible to manage the numeric data specification.

I	2	3	4	5	6	7	8	9	0
0	0.:	6 S	Fig 18	88 - Nui	neric b	uttons	0		1

Use the numeric buttons (Fig 188) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field.

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The Next button selects the item following the one currently selected.

The lower line of the command bar contains the following buttons.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all at the same time.

DIG STK IU 0007 ENG V01

Use the **Search** button to access the system's search functionalities (described in paragraph 22). Click this button to open the screen shown in Fig 190.

Use the **View All** button to display the complete list of resources needed for the selected kit. See paragraph 14.6.6 for a description of this functionality.

Use the **Lock Scan** button to lock the workstation while reading numerous barcodes that will be recorded all together afterwards. See paragraph 14.6.3 for a description of the related procedures.

Use the **Start Scan** button to begin the reading of numerous barcodes that will be recorded all together afterwards. See paragraph 0 for the instructions relating to this procedure.

Use the **Import** button to import the selected items using a wireless barcode reader having internal memory. See paragraph 14.6.5 for the instructions relating to this option.

Use the **Close** button to close the current screen.

When editing the screen contents the **Update** and **Cancel** buttons are displayed on the command bar.

Use the **Update** button to save the changes made. After every editing it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

# 14.6. How to record the resource picking for kit composition

The resource picking for the composition of a kit can be recorded either manually or using a barcode reader.

The different procedures are described in the following paragraphs.

!

Barcode technology is recommended when selecting an item. Scanning the item's barcode, instead of selecting it manually, helps the user to diminish selection errors.

### 14.6.1. Manual procedure

To manually record the resource picking

click the Search button on the command bar (Fig 189).



the search screen opens (Fig 190). The screen is described in paragraph 22.

SEARCH RESOURCE - BLO							Below stock
Description							
Code	Lot		Serial				
Producer code	Category						
Position	Code	Producer code	Resource			Ca	tegory
KEYBOAR	D	SEARCH FOR: NAME PO	SITION	LABEL	SEARCH	SELECT	CLOSE
	Fig	190 - Search	resou	rce			

- Search the wanted resource using the functionalities described in paragraph 22.
- > Double click the row corresponding to the resource that will be inserted in the kit.

A row will be added to the table on the "Kit creation screen", corresponding to the selected resource (Fig 191 A).

				OPERATIO		tomia lanar	osconica -	Planned	Date: 14	/07/2010	- Block: Blocco	Operatorio - Room:			Below stock
	Kit			Position BLO.GI.A.LI	(	Code 200RC000467			Descripti	on		8D1020F055 P.X 3(10X2)		Selected Qty	Qty
4	PRINC	IFALE FEN		BLU.GI.A.LI.	.ri 3	006000407	470		JET GANDA	10400 0316	ATT KK CP.3 JUID2	JU1020F033 F.X 3(10X2	1 0.912/09	1	
	I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
	/			7		ARCH		ALL	LOCK		START SCAN	IMPORT		CANCEL	UPDATE
										Fig	191				

- Specify the resource quantity in the "Quantity" field (Fig 191 **B**).
- > Click the **Update** button on the command bar.

This procedure records the fact that the specified quantity of the selected resource has been inserted in the kit.

### 14.6.2. Barcode procedure

The resources can also be recorded using a barcode reader and scanning the resource barcode. This paragraph describes the procedures relating to this functionality.

Access the "Kit creation" screen (Fig 191),

 $\succ$  scan the resource barcode.

A row corresponding to the resource will be displayed on screen.

When the barcodes of resources of the same kind are scanned the resource quantity increases.

### 14.6.3. Lock scan

The **Lock Scan** button on the command bar (Fig 192) makes it possible to lock the workstation while the user reads numerous barcodes that will be recorded later, all together.

	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
/	7	2	/	SEA	RCH	VIEW	ALL	LOCK S	ICAN	START SCAN	IMPORT			CLOSE
							F	ig 192	- Co	mmand ba	r		•	

This functionality is used when it is necessary to leave the workstation alone to personally scan the barcodes of several items that are in a different place. This procedure is performed using a wireless barcode reader.

This is the procedure:

click the Lock Scan button.

The button appears as selected. The button remains this way while the workstation is locked.

The following window is displayed (Fig 193).



Fig 193

> Read the barcodes. The workstation is locked to other users.

After barcodes reading,

- ➢ insert your password in the field indicated in Fig 193 A.
- Click the Continue button (Fig 193 B).

The workstation is this way unlocked. The rows corresponding to all the barcodes read appear on screen.

The **Keyboard** button on the window opens a virtual keyboard that can be used to insert the password (Fig 194).

Q	W	E		R		T		Y		U		L		0		P		"		Ba	ckspace		7	8	9
A		5	D		F		G		H		J		K		L		(		)		Enter		4	5	6
Tab	2	X		C		V		B		N		M		,		:		?		_	Enter		I	2	3
Lo	ck	•													+		-		=		Del		0		•
																						Ì		CLOSE	

Fig 194 - Virtual keyboard

#### 14.6.3.1. How to force the workstation unlocking

The workstation can be unlocked by another user if his/her permissions level enables him/her to do it.

To force the workstation unlocking

click the option "Advanced options" on the window requesting password (Fig 195).

This workstation has been locked by the	user ADMIN	
Re-enter password to unlock window and finish the scan of barcodes		KEYBOARD
F	Fig 195	A Advanced options 😎

The window changes in the following way (Fig 196).

This workstation has been locked by the user ADMIN	
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	CONTINUE
Enter username and password of user with permission to unlock forcibly the sername B	Ivanced options 🛧 he workstation
Password	UNLOCK

Fig 196 - Advanced options

- ▶ Insert the username of the new user in the "Username" field (Fig 196 A).
- ▶ Insert the password of the new user in the "Password" field (Fig 196 **B**).
- Click the Unlock button (Fig 196 C).

If the new user has the appropriate permissions the workstation is unlocked.

!

The barcodes read by the original user will <u>**not**</u> be recorded.

### 14.6.4. Start scan

The **Start Scan** button on the command bar (Fig 197) makes it possible to read numerous barcodes that will be recorded later, all at the same time.

I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
- /	7	1	/	SEA	RCH	VIEW	ALL	LOCK	SCAN (	START SCAN	IMPORT			CLOSE
							F	'ig 19'	7 - Co	mmand ba	r			

This is the procedure:

click the Start Scan button.

The button changes to **Stop Scan**.

A pop-up window informs the user that barcode reading can start.

The user is logged out. This happens because the user now probably moves away from the workstation to read the barcodes.

 $\triangleright$  Read the barcodes.

After barcode reading, to import the data of the scanned resources into the system,

- $\triangleright$  log in again.
- Click the second screen again.
- > Click the **Stop Scan** button.

The rows corresponding to the scanned resources barcodes appear on screen.

While scanning, the blue bar on top of the screen displays the following advice "Press STOP SCAN to import the scanned products" (Fig 198).

KIT CREATION FOR AN OPERATION - Press STOP SCAN to import scanned products Fig 198

### 14.6.5. Import

The **Import** button on the command bar (Fig 199) makes it possible to import into the system the data read with a wireless barcode reader having internal memory.

I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
/	7	/	/	SEA	RCH	VIEW	ALL	LOCK	SCAN	START SCAN	IMPORT			CLOSE
		10		6			-	. 10	<u> </u>		$\sim$			~

Fig 199 - Command bar

This is the procedure:

- $\blacktriangleright$  read the barcodes using the appropriate devices, configured to connect to the system.
- Click the **Import** button.

the following windows appear, informing the user on the import procedure state.

DOWNLOADING BARCODES FROM WIRELESS READER
Connecting to barcode reader.
Fig 200
DOWNLOADING BARCODES FROM WIRELESS READER
Connecting on Serial Port 1
Fig 201

If the procedure succeeds the data are imported. The rows corresponding to the resources scanned appear on screen.

## 14.6.6. The "View all" option

The **View All** button on the command bar displays the complete list of resources needed for the selected operation (Fig 202).

Kit principale per colec	Position	Code	Producer code	Description	Selected Qty	Qty
		915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D DET.34/09		0
PRINCIPALE PER COLEC		906RC001453	3757	SUTURA VICRYL CD. V603H °D DEL 14/06	2	0
PRINCIPALE PER COLEC		616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D	1	0
PRINCIPALE PER COLEC		915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D DEL 525/07	1	0
PRINCIPALE PER COLEC	l	915R1000002	5672	TELO CM.75X90 COD.250491 /D DEL525/07	1	0
RINCIPALE PER COLEC		900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X 3(10X20) D.972/09	l I	0
RINCIPALE PER COLEC		915R1000001	5672	STRISCIA ADESIVA COD.258347 /D DEL525/07	2	0
RINCIPALE PER COLEC		915R1000003	5672	TELO ADES. CM.75X90 COD.252312 /D DEL.525/07	l I	0
PRINCIPALE PER COLEC		916RC909001	905	PROLRUB.3VIE CM 25 COD.IN041632 (DDIAM.3X4,1MM DEL282/08	l I	0
PRINCIPALE PER COLEC		916RC040303	3757	SACCHETTO RIMOZ.REPER.COD.POUCH (D DEL.930/08	l. I	0
PRINCIPALE PER COLEC		900R7770208	498	***SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05S 12/8 20/20 D.972/09	2	0
PRINCIPALE PER COLEC		612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/07		0
RINCIPALE PER COLEC		916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG299101*)DX LAPARO 2 VIE - DEL 140/07+309/09		0
PRINCIPALE PER COLEC		916RC000512	2618	CARICATORE CLIP CHALLENGER (DCOD. PL579T DEL.930/08		0
RINCIPALE PER COLEC		601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873 D.99/08		0
PRINCIPALE PER COLEC		916RC209004	5896	CONTENT.CONTA AGHI CD.31181467 (D DEL 619/08		0
RINCIPALE PER COLEC		605RS000462	22	BISTURI N.II STER. CD03443010011 )D D.895/09	1	0
PRINCIPALE PER COLEC		900R7505269	493	SET GARZA 10X10 16STR.S.FILO CF.5)DCD.23481 12/8 32/40 DEL.972/09	2	0
RINCIPALE PER COLEC		906RC000401	5896	SUTURATRICE CUTANEA ROYAL 054887 )D35W DEL410/09	1	0
CONVERSIONE PER COL		916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604 /DSPIRAL DRAIN D. 510/07	1	0
CONVERSIONE PER COL		906RC010451	3757	SUTURA VICRYL CD. V346H °D DEL 14/06	2	0
CONVERSIONE PER COL		906RC000309	5896	SUTURA POLYSORB CD. LL224 °D DEL 14/06	I	0
CONVERSIONE PER COL		906RC001010	5896	SUTURA SURGIPRO II CD.VP935X °DSINT.NON ASS.MON.POLIP. DEL.14/06		0
CONVERSIONE PER COL		616RS000762	2452	CANN.YANKAUER STANDARD SP3800 /DD.149/07	1	0
CONVERSIONE PER COL		609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 LUNGH.MT.3 - DET.34/09	I	0
CONVERSIONE PER COL		616R7709154	2298	SIST.REDON 400ML CD.24732 =D DET.103/10	I	0
ONVERSIONE PER COL		906RC000303	5896	SUTURA POLYSORB CD. LL223 °DCALIBRO 2/0 DEL 14/06	I	0
ONVERSIONE PER COL		906RC000003	3757	SUTURA SETA CD. 680H °D DEL14/06	<u> </u>	0
CONVERSIONE PER COL		906RC000458	3757	SUTURA VICRYL CD. V371H °DCALIBRO USP I EP 4 DEL 14/06	3	0
ONVERSIONE PER COL		605RS000468	22	BISTURI N.22 STER. CD03443010022 )D D. 895/09	l. I	0

Fig 202 - Display all

When the "View all" mode is activated the button appears as selected.

The resources are highlighted yellow until they are correctly recorded and indicated as "picked" and inserted into the kit in the appropriate quantities. After recording the row becomes white. The procedures relating to the resources recording are those described in the preceding paragraphs.

### 14.6.7. Quick resource quantity recording

To quickly record the quantity of resource needed

> click the cell indicating the "Needed quantity" of the relevant resource.

See Fig 203 A for an example.

Kit	Position	Code	Producer code	Description		Sele A ty	Qty	
PRINCIPALE PER COLECI		915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	DET.34/09		0	
PRINCIPALE PER COLECI		906RC001453	3757	SUTURA VICRYL CD. V603H °D	DEL.14/06	( ² )	0	
PRINCIPALE PER COLECI		616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D		$\smile$	0	
PRINCIPALE PER COLECI		915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D	DEL.525/07	l. I	0	
PRINCIPALE PER COLECI		915R1000002	5672	TELO CM.75X90 COD.250491 /D	DEL.525/07	1	0	
PRINCIPALE PER COLECI		900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X 3(10X20)	D.972/09	L. L.	0	

The quantity of resource indicated as necessary will be automatically inserted in the "Used quantity" cell (Fig 204 A).

Kit Pos	sition	Code	Producer code	Description			Selected Qty		
PRINCIPALE PER COLECI		915RS000786	5672	GUAINA COPRITELEC. 13X250 2135110	13)D	DET.34/09	- I - )	X	
PRINCIPALE PER COLECI BLO.	).GI.S.LI.PI	906RC001453	3757	SUTURA VICRYL CD. V603H	°D	DEL 14/06	2	2	)
PRINCIPALE PER COLECI		616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (	D		1	-	
PRINCIPALE PER COLECI		915R1000006	5672	INTERVENTI DI LAPAROSCOPIA	/D	DEL.525/07	l I	0	
				Fig 204					

# 14.7. Possible exceptions

There are cases in which the recorded quantity of a resource does not correspond to the quantity requested by the kit. These cases are signalled with a specific procedure.

There are three possible cases:

- 1) a resource is recorded that was not in the list of resources needed for the kit;
- 2) the resource quantity is higher than that needed;
- 3) the resource quantity is lower than that needed.

The exceptions, in all cases, are signalled by the pink colour highlighting the relevant row (Fig 205 A).

	Kit Position	Code	Producer code	Description		Selected Qty	Qty	
	PRINCIPALE PER COLECI	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	DET.34/09	l I	0	
	PRINCIPALE PER COLECI BLO.GI.S.LI.F	1 906RC001453	3757	SUTURA VICRYL CD. V603H °D	DEL 14/06	2	2	
	PRINCIPALE PER COLECI	616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D		l I	0	
	PRINCIPALE PER COLECI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D	DEL.525/07	l I	0	
	PRINCIPALE PER COLECI	915R1000002	5672	TELO CM.75X90 COD.250491 /D	DEL.525/07	l I	0	
	PRINCIPALE PER COLECI	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X	3(10X20) D.972/09	l I	0	
(A)	PRINCIPALE PER COLECI BLO.GI.A.LI.I			STRISCIA ADESIVA COD.258347 /D		2	1	<b>V</b>
	PRINCIPALE PER COLECI	915R1000003	5672	TELO ADES. CM.75X90 COD.252312 /D	DEL.525/07	l I	0	
	PRINCIPALE PER COLECI	916RC909001	905	PROLRUB.3VIE CM 25 COD.IN041632 (DDIAM.3X4,1MM	DEL282/08	l I	0	
(A)	PRINCIPALE PER COLECI BLO.GI.D.LI.					- I	2	✓ ×
	PRINCIPALE PER COLECI	900R7770208	498	***SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05	S 12/8 20/20 D.972/09	2	0	
	PRINCIPALE PER COLECI	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710	D.734/07	1	0	
	PRINCIPALE PER COLECI	916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG299101*)DX LAPARO 2 VIE -	DEL140/07+309/09	1	0	$\smile$

Fig 205 - Exceptions

The  $\times$  icon on the right of the row (Fig 205 **B**) cancels the resource from the list. After clicking the  $\times$  icon the row appears as in Fig 206.

#### Fig 206 - Cancelled resource

The  $\checkmark$  icon on the right of the row (Fig 205 **B**) accepts an exception as a correct value. After clicking the  $\checkmark$  icon the row appears as in Fig 207. The cell indicating the recorded quantity remains yellow to indicate that it still is an exception.

PRINCIPALE PER COLECI BLO.GI.A.LI.PI	900R7505269	493	SET GARZA IOXIO I6STR.S.FILO CF.5)DCD.23481 12/8 32/40	DEL.972/09	2	- I	5
Fig 207 - Accepted exception							

In both cases you can use the 🔊 button as "Undo" button.

5

# 14.8. Completing the kit resources recording procedure

When the user decides that the kit is complete, he/she must click the **Update** button on the command bar.

The procedures requires now to print the adhesive labels that will be stuck to the cases that will be brought in the operating room.

For this purpose a specific window appears on screen (Fig 208) after the Update button is clicked.

Enter the number of labels you want to print								
PRINCIPALE PER COLECISTECTOMIA LAPAROSCO								
CONVERSIONE PER COLECI LAPAROSCOPICA	1							
CLOSE CONTINUE								

Fig 208 - print label

The window lists all the groups forming the prepared kit. The field placed near each group makes it possible to specify the number of labels that will be printed (the resources belonging to the same group can be placed in different cases).

The labels are then stuck to the cases containing the resources.

After the number of labels has been specified

click the **Continue** button.

The labels are printed. A print report is also created as summary, listing the resources in the different groups. A print preview is displayed (Fig 209).

This document usually goes with the kit, into the operating room.

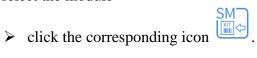
Operation Barcode			KIT			
		A - Colecistectomia Iaparoscopica - Plan		10 - Blo	ock: Blocco Operatorio - Ro	om:
Print date	14/07/2010		R COLECISTECTO	MIA LA	PAROSCOPICA - Coleciste	ctomia laparoscopica
WELL FORMED						
916RC000512	2618	CARICATORE CLIP CHALLENGER	(DCOD. PL579T	(1/1)	BLO.G1.T.L1.P1	
906RC000401	5896	SUTURATRICE CUTANEA ROYAL 0548	87 )D35W	(1/1)	BLO.G1.T.L1.P1	
906RC001453	3757	SUTURA VICRYL CD. V603H °D		(2/2)	BLO.G1.S.L1.P1	
916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG2991	01*)DX LAPARO	(1/1)	BLO.G1.H.L1.P1	
916RC909001	905	PROL.RUB.3VIE CM 25 COD.IN041632		(1/1)	BLO.G1.I.L1.P1	
915R1000001	5672	STRISCIA ADESIVA COD.258347 /D		(2/2)	BLO.G1.A.L1.P1	
915R1000002	5672	TELO CM.75X90 COD.250491 /D		(1/1)	BLO.G1.A.L1.P1	
915R1000003	5672	TELO ADES. CM.75X90 COD.252312	/D	(1/1)	BLO.G1.A.L1.P1	
915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /E	)	(1/1)	BLO.G1.A.L1.P1	
900R7505269	493	SET GARZA 10X10 16STR.S.FILO CF.5	DCD.23481 12/8	(2/2)	BLO.G1.A.L1.P1	
900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5		(1/1)	BLO.G1.A.L1.P1	
900R7770208	498	***SET GARZA 7X9 16STR. RX CF.5		(2/2)	BLO.G1.A.L1.P1	
605RS000462	22	BISTURI N.11 STER. CD03443010011 )E	)	(1/1)	BLO.G1.E.L1.P1	
612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /D	COD.	(1/1)	BLO.G1.K.L1.P1	
Oranu TH Stock Management - Ci	apyright © 2009 by UMS eri - http:	Pwww.unitedms.it				Page

Fig 209 - Kit content (print report)

# 15. Return from kit

The "Return from kit" module is used to record the resources that were picked from the cabinets to be inserted in the kits but were not used during the operation ("Returns" from now on).

To select the module



The following screen opens (Fig 210).

OPERATION	SELECTION	I FOR KIT MANAGEN	<b>NENT</b>						Below stock
PLANNED DATE		13/07/2010	•		MAIN OPERATION				
KIT SETUP DATE			•		OPERATING ROOM				-
OPERATING BLO	CK	Blocco Operat	orio	Ŧ	HOSPITAL UNIT				-
Block	Room	Patient Name	Operation		_	H.U.	_	Status	Planned Date
		$\bigtriangledown$		LABEL	PRINT		SEARCH		RETURN KIT

Fig 210 - Operation selection for "return from kit"

This screen makes it possible to find and select the operation for which the resources are returned.

# 15.1. Screen structure

The "Return from kit" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

The procdure requires, first of all, the selection of the operation to which the returned resources are attributed.

After selection, the list of all the resources picked for that operation is displayed.

The screen changes when the work switches from the operation selection phase to the "Returns" recording phase. Both phases are described in the following paragraphs.

#### 15.1.1. Operation selection - Filters



Fig 211 - Filters on the "Operation selection" screen

The available filters on this screen are:

- "Planned date" Makes it possible to specify the planned date of the operation for which the kit has been prepared. The operations listed on this screen are all planned for the date here specified.
- "Kit setup date" Makes it possible to specify the date in which the kit was set up.
- "Operating block" Displays the operations of a specific operating block.
- "Main operation" Displays only the specified main operation.
- "Hospital unit" Displays the operations of a specific hospital unit.
- "Operating room" Displays the operations of a specific room.

See paragraph 1.4.2 for general instructions on how the filters work.

#### 15.1.2. Operation selection - Data area

The data area contains the list of operations corresponding to the values specified in the search fields.

Block	Room	Patient Name	Operation	H.U.	Status	Planned Date
Blocco Operatorio		VALLEY STREAM BESANAI	Colecistectomia Iaparoscopica	CHIRURGIA GENERALE	Prepared	14/07/2010
Blocco Operatorio		VALLEY STREAM BESANAI	Colecistectomia laparoscopica	CHIRURGIA GENERALE	Prepared	14/07/2010
Blocco Operatorio	Sala 2	SCHENECTADY VIBOVALE	Addominoplastica	CHIRURGIA PLASTICA	Prepared	14/07/2010 08.00
Blocco Operatorio	Sala 3	TAMARAC REGGIOCALABRIA	Lipofilling	CHIRURGIA PLASTICA	Totally returned	14/07/2010 08.00
		STREAMWOOD CORBETTA	FESS: 40 minuti	ORL E CH.CERVICO-FACCIALE	In preparation	14/07/2010
Blocco Operatorio	Sala I	SAN RAMON BRUGHERIO	Ort piede - alluce valgo - correzione Bosch	ORTOPEDIA E TRAUMATOLOGIA	In preparation	14/07/2010 08.00
Blocco Operatorio	Sala 2	SCHENECTADY VIBOVALE	Addominoplastica	CHIRURGIA PLASTICA	In preparation	14/07/2010 08.00
Blocco Operatorio	Sala 3	TAMARAC PESCHIERABOR	FINOSI	UROLOGIA	To be prepared validated	14/07/2010

Fig 212

Each row corresponds to an operation.

For each operation the following information can be displayed:

- the operating block;
- the operating room;
- the patient name;
- the operation;
- the operation hospital unit
- the operation kit status
- the operation date and time.

There are 7 possible statuses for an operation kit. These are:

- to be prepared meaning that the kit has not been prepared yet;
- to be prepared validated meaning that the kit has not been prepared yet but it was reviewed, possibly modified and validated by the person in charge for this purpose (i.e. the pharmacy staff);
- in preparation someone is managing the kit (either for validation or for preparation);
- prepared the kit has been prepared;
- prepared no more valid the kit has been prepared but something changed after preparation (i.e. the operation data, the kit structure, the resouces configured quantities in the kit etc.);
- partial return some of the kit resources have been returned;
- total return all of the kit resources have been returned.

The ricon at the beginning of a row indicates the operation currently selected.

#### 15.1.3. Operation selection - Command bar

The command bar contains several buttons (Fig 213). This paragraph explains the functions of each button.

$\nabla$ $\Delta$		LABEL	PRINT		SEARCH	RETURN KIT
	F	Fig 213 - Co	mmand ba	r		

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

The **Label** button makes it possible to print the kit sticker label again, in case of need (see paragraph 14.8).

The **Print** button makes it possible to print the kit resources complete list again, in case of need (see paragraph 14.8).

Use the **Search** button to display the list of operations corresponding to the values specified in the search fields.

Use the **Return Kit** button to proceed with the "return" procedure. The **Return Kit** button opens the "Returns" recording screen, described in paragraph 15.2 and following.

## 15.2. "Operation kits give back" screen description

To access the "Operation kits give back" screen,

on the "Operation selection" screen (Fig 210),

> click the row corresponding to the operation for which the returns are being recorded.

The row is selected, the  $\blacktriangleright$  icon appears on the left.

> Click the **Return Kit** button on the command bar.

The following screen opens (Fig 214).

PRINCIPALE PER	COLECISTECTO	MIA LAPAROSCOPI	CA						RE	ETURN AL
Position	Code	Producer code	Descript	ion					Used	Return
BLO.GI.F.LI.PI	616RC770013	154	SPUGN.X	PULIZIA BIS	TURI CD.AL.40 (I	D			1	0
BLO.GI.I.LI.PI	916RC909001	905	PROLRUB.	.3VIE CM 2	5 COD.IN041632	(DDIAM.3X4,11	MM	DEL282/08	1	0
BLO.GI.A.LI.PI	915RS000786	5672	GUAINA O	OPRITELEC.	3X250 2135110	3)D		DET.34/09		0
BLO.GI.A.LI.PI	915R1000003	5672	TELO ADE	S. CM.75X9	) COD.252312	/D		DEL.525/07	1	0
BLO.GI.S.LI.PI	906RC001453	3757	SUTURA V	ICRYL CD. V	603H	°D		DEL14/06	2	0
BLO.GI.T.LI.PI	906RC000401	5896	SUTURATRI	ICE CUTANE	A ROYAL 05488	7 )D35W		DEL.410/09	1	0
BLO.GI.A.LI.PI	900R7505269	493	SET GARZ	A 10X10 16	STR.S.FILO CF.5)	DCD.23481 12	/8 32/40 [	DEL.972/09	2	0
BLO.GI.A.LI.PI	900R7770208	498	***SET G/	ARZA 7X9 I	6STR. RX CF.5	)DC.ID43B	0709F05S 12/8 2	0/20 D.972/09	2	0
BLO.GI.E.LI.PI	605RS000462	22	BISTURI N	LTT STER. O	D03443010011	)D		D.895/09	1	0
BLO.GI.A.LI.PI	915R1000001	5672	STRISCIA A	ADESIVA CO	0.258347	/D		DEL.525/07	2	0
BLO.GI.K.LI.PI	612RL000700	748	SIR.ST.20M	L ECC.PENT	AFERTE	/DCOD. 002022	2710	D.734/07	I.	0
BLO.GI.A.LI.PI	900RC000467	498	SET GARZA	A 10X60 85	TRATI RX CF.5	)DID23D1020F	05S P.X 3(10X20	) D.972/09	1	0
BLO.GI.T.LI.PI	916RC000512	2618	CARICATOR	RE CLIP CH	LLENGER	(DCOD. PL57	9T	DEL.930/08	1	0
BLO.GI.LLI.PI	601RC003012	154	CER.MED.C	HIR. CM9X	OCM COSMOROE	(DCOD. 900	873	D.99/08	I.	0
BLO.GI.D.LI.PI	916RC040303	3757	SACCHETTO	O RIMOZ.RE	PER.COD.POUCH	(D		DEL.930/08	1	0
BLO.GI.F.LI.PI	916RC209004	5896	CONTENT.O	CONTA AGH	CD.31181467	(D		DEL 619/08	I	0
BLO.GI.A.LI.PI	915R1000002	5672	TELO CM.T	75X90 COD.	250491	/D		DEL 525/07	1	0
BLO.GI.A.LI.PI	915R1000006	5672	INTERVENT	I DI LAPAR	OSCOPIA	/D		DEL.525/07	1	0
BLO.GI.H.LI.PI	916RC003010	5094	SET LAV.//	ASP.SOCOME	D S.ONG299101	*)DX LAPARO 3	2 VIE - DELI40	1/07+309/09	1	0
CONVERSIONE PE	R COLECISTECT	OMIA LAPAROSCO	PICA						RE	TURN A
Position	Code	Producer code	Descript	ion					Used	Return
BLO.GI.H.LI.PI	616RS000762	2452			DARD SP3800	/DD.149/07			0360	0
BLO.GI.S.LI.PI	906RC000458	3757		ICRYL CD. \		°DCALIBRO U	ISP I FP 4	DEL 14/06	2	0
BLO.GI.S.LI.PI	906RC010451	3757		ICRYL CD. V		°D		DEL 14/06	2	0
BLO.GI.S.LI.PI	906RC000003	3757		ETA CD. 68		°D		DEL 14/06	1	0
BLO.GI.H.LI.PI	609RC505976	3308			OD.ASPY710300	-	LUNGH.MT.3 -	DET.34/09		0
BLO.GI.S.LI.PI	906RC000303	5896		OLYSORB C		°DCALIBRO Z		DEL 14/06		0
BL0.GL.G.LI.PI	916R2090002	5546				/DSPIRAL DRA		510/07		0
BLO.GI.S.LI.PI	906RC000309	5896		OLYSORB CI		°D		DEL 14/06		0
BLO.GLS.LI.PI	906RC001010	5896		URGIPRO II			SS.MON.POLIP.			0

Fig 214 - Returns from kit

The screen displays on top the main operation data (patient name, operation, planned date and location - Fig 214 A).

All the resources that are part of the kit are displayed on screen, divided in groups corresponding to sub-kits (Fig 214 **B**).

The name of every group is indicated on the top-left corner of each group (Fig 215 A).

U			OMIA LAPAROSCO					KE	TUR <b>n</b> al
	Position	Code	Producer code	Description			U	Jsed	Return
Þ.	BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07			1	0
	BLO.GI.S.LI.PI	906RC000458	3757	SUTURA VICRYL CD. V371H	°DCALIBRO USP I EP 4	DEL. 14/06		2	0
	BLO.GI.S.LI.PI	906RC010451	3757	SUTURA VICRYL CD. V346H	°D	DEL. 14/06		2	0
	BLO.GI.S.LI.PI	906RC000003	3757	SUTURA SETA CD. 680H	°D	DEL 14/06		1	0
	BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -	DET.34/09		1	0
	BLO.GI.S.LI.PI	906RC000303	5896	SUTURA POLYSORB CD. LL223	°DCALIBRO 2/0	DEL 14/06		1	0
	BLO.GI.G.LI.PI	916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604	/DSPIRAL DRAIN	D. 510/07		1	0
	BLO.GI.S.LI.PI	906RC000309	5896	SUTURA POLYSORB CD. LL224	°D	DEL. 14/06		1	0

Fig 215 - Resources group

The **Return All** button on the right (Fig 215 **B**) makes it possible, with just one click, to return all the resources of a group at the same time. After clicking the button the list of resources appears as in Fig 216. The button turns to **Reset Return**. Click it to annul the procedure.

Position	Code	Producer code	Description			Used	Return
BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD_149/07		I.	1
BLO.GI.S.LI.PI	906RC000458	3757	SUTURA VICRYL CD. V371H	°DCALIBRO USP I EP 4	DEL 14/06	2	2
BLO.GI.S.LI.PI	906RC010451	3757	SUTURA VICRYL CD. V346H	°D	DEL. 14/06	2	2
BLO.GI.S.LI.PI	906RC000003	3757	SUTURA SETA CD. 680H	°D	DEL.14/06	1	1.1
BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -	DET.34/09	L. L	1
BLO.GI.S.LI.PI	906RC000303	5896	SUTURA POLYSORB CD. LL223	°DCALIBRO 2/0	DEL 14/06	1	1.1
BLO.GI.G.LI.PI	916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604	/DSPIRAL DRAIN	D. 510/07		1
BLO.GI.S.LI.PI	906RC000309	5896	SUTURA POLYSORB CD. LL224	°D	DEL 14/06	1	1.1
BLO.GI.S.LI.PI	906RC001010	5896	SUTURA SURGIPRO II CD.VP935X	°DSINT.NON ASS.MON.POLIP.	DEL14/06		1
BLO.GI.E.LI.PI	605RS000468	22	BISTURI N.22 STER. CD03443010022	)D	D. 895/09	I.	1
BLO.GI.G.LI.PI	616R7709154	2298	SIST.REDON 400ML CD.24732	=D	DET.103/10	1	1

Fig 216 - All resources returned

Each row on the list corresponds to a resource. For each resource the following information can be specified:

- resource position;
- resource code;
- manufacturer code;
- resource description;
- used quantity;
- returned quantity.

#### 15.2.1. How to record the "Returns"

1. Click the row corresponding to the resource that must be returned.

The row is selected. The  $\triangleright$  icon appears on the left.

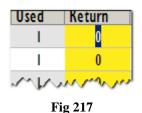
- 2. Use the numeric buttons on the command bar to specify the returned resource quantity.
- 3. Click the **Update** button on the command bar.

OR

1. Click the "Returned quantity" cell (Fig 217) on the row corresponding to the resource that must be returned.

The row is selected. The  $\triangleright$  icon appears on the left.

The quantity is highlighted inside the cell (Fig 217).



- 2. Use either the numeric buttons on the command bar or the workstation keyboard to specify the returned resource quantity.
- 3. Click the **Update** button on the command bar.

After clicking on **Update** button a print record listing the returned resources is created. A print preview is displayed.

The quantities specified in the "Used resource" cell are updated according to the new values. I.e.: if 5 items are picked of a certain resource and 2 items are returned, the "Used resources" cell, after updating, specifies "3".

If the quantity of items returned is equal to or bigger than the quantity of picked items, the row corresponding to the resource disappears from the list displayed on screen.

# i

An additional "Waste" column is displayed on the "Operation kits give back" screen if the "Waste" module is currently in use. In this case it is possible to indicate the possible waste as well. To do that click the "Waste" cell and then indicate the wasted resource quantity

#### 15.2.2. Barcode reading for the "Return" procedure

When the "return from kit" screen is displayed the barcode reader can be used as search and selection tool.

Reading the barcode of the resource that must be returned increases the returned quantity (one unit).

To use this procedure

DIG STK IU 0007 ENG V01

 $\succ$  read the barcode of the resource that must be returned.

The quantity displayed in the "Returned resources" cell is increased of one unit.

> Click the **Update** button on the command bar.

If the kit's main barcode is scanned all the resources are returned at once.

# 16. Generic kits management procedures

A "generic kit" is a kit that is not associated to a specific operation. Generic kits are prepared in advance and kept in a stocroom to be used at need.

The procedures relating to the generic kits management can be described in three main phases:

- 1. generic kit creation (described in this paragraph);
- 2. existing generic kits monitoring and management (described in this paragraph);
- 3. generic kit association to a specific operation (described in paragraph 17).

A specific procedure exists, to associate a generic kit to an emergency operation (this procedure is described in paragraph 18).

Generic kits creation, monitoring and management procedures are performed on the "Generic kit management" module.

To access this module

click the corresponding icon
 on the lateral bar.

The following screen opens (Fig 218).

GENERIC KIT MANAG	EMENT							Below stock
KIT SERIAL				KIT NAME			¥	
KIT CODE				MAIN OPERATION				
RESOURCE CODE				RESOURCE NAME				
STOCKROOM BLO			*					
Position	Kit serial number	Kit name			_	Expiratio	n Status	
	V NEW KIT	RETURN KIT	TRANFER KIT	NEAR TO EXP	DETAILS	LABEL	PRINT	SEARCH
	V NEW KI	Fig 218		lita mon		LADEL	FRINI	JEANUN

Fig 218 - Generic kits management

# 16.1. "Generic kit management" - Screen structure

The "Return from kit" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 16.1.1. Filters



Fig 219 - Filters on the "Generic kits management" screen

The filters available on the "Generic kits management" screen (Fig 219) are:

- "Kit serial" It makes it possible to specify the serial number of the kit that must be displayed.
- "Kit code" It makes it possible to specify the code of the specific kit that must be displayed.
- "Resource code" It makes it possible to insert the code of a resource belonging to the kit that must be displayed. The list of all the kits containing the resource is this way displayed.
- "Stockroom" It makes it possible to select the relevant stockroom. This is not properly a filter: the stockroom specification is necessary to indicate the stockroom from which the resources are picked.
- "Kit name" It makes it possible to specify the name of the specific kit that must be displayed.
- "Main operation" It makes it possible to specify the name of the main operation to which the kit that must be displayed refers. The list of all the kits referring to the main operation indicated in this filter is displayed (please note: it is a "standard operation", not a specific intervention)
- "Resource name" It makes it possible to insert the name of a resource belonging to the kit that must be displayed. The list of all the kits containing the resource is this way displayed.

See paragraph 1.4.2 for instruction on the use of filters in the DIGISTAT[®] "Stock Management" system.

#### 16.1.2. Data area

The data area displays the list of kits corresponding to the values specified in the filters.

To display the list of kits,

- $\blacktriangleright$  specify the values of the filters (Fig 220 A).
- Click the **Search** button on the command bar (Fig 220 **B**).

The list of kits is displayed as a table (Fig 220 C). If no value is specified the system displays the list of all the existing kits.

	🕀 Be				ANAGEMENT	
		KIT NAME				KIT SERIAL
		MAIN OPERATION				KIT CODE
		RESOURCE NAME				RESOURCE CODE
		-	¥		LO	STOCKROOM
Expiration	Expiration Status		Kit name	Kit serial number		Position
22/01/2011			PRINCIPALE PER FESS	SC3F219555A6F4CC0		BLO.GI.GKITI.LI.I
22/01/2011			PRINCIPALE PER FESS	SAF53780EBCF445A7		BLO.GI.GKITI.LI.
22/01/2011			PRINCIPALE PER ADDOMINOPL	S05AC041203CD4F88		BLO.GI.GKITI.LI.
22/01/2011	22/01/2011 With ar	URCH	PRINCIPALE PER IATA + BUR	S20302591340F4628	PI	BLO.GI.GKITI.LI.
22/01/2011	22/01/2011 ¥alio		PRINCIPALE PER FESS	SB4158A709C604C33	PI	BLO.GI.GKITI.LI.
LABEL PRI	L PRINT	NEAR TO EXP DETAILS	ETURN KIT TRANFER KIT	NEW KIT	A	
	LABE	NEAR TO EXP         DETAILS           eneric kits list		NEW KIT	$\neg$	$\Delta$

Fig 220 - Generic kits list

The kit search can be performed by barcode reader. In this case a single row is displayed, corresponding to the kit whose barcode is scanned. Then, in the following procedures "Kit return" and "Kit transfer" (paragraphs 16.3 and 16.4) the kit serial number (or kit barcode specification) is not necessary.

Each row on the table corresponds to a kit. For each kit the following information can be specified:

- the position; •
- the kit serial number; •
- the kit name; •

- the kit expiration date;
- the kit status.

There are three possible statuses for a generic kit:

- valid kit it means that the kit contains all and only the resources forming the "standard" kit;
- kit with anomalies it means that there are differences between the resources actually in the kit and the resources forming the "standard" kit. A kit "with anomalies" can be associated to an operation or transferred to another position only by users having specific permissions, otherwise only the "return from kit" procedure can be activated;
- expired kit the expired kits are highlighted red. An expired kit can be associated to an operation or transferred to another position only by users having specific permissions, otherwise only the "return from kit" procedure can be activated.

The  $\blacktriangleright$  icon at the beginning of a row indicates the selected kit.

#### 16.1.3. Command bar

This paragraph explains the functionalities relating to each button on the command bar (Fig 221).



Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

Use the New Kit button to create a new generic kit. The procedure is described in paragraph 16.2.

The Return Kit button activates the "Generic kit return" procedure, described in paragraph 16.3.

Use the **Transfer Kit** button to activate the "Generic kit transfer" procedure, described in paragraph 16.4.

The **Near to Exp.** button, when selected, displays only those generic kits that are close to expiration. The proximity is set by configuration. The button, after clicked, appears as selected.

Use the **Details** button to display the details of a selected kit (see paragraph 16.5).

The **Label** button makes it possible to print the kit sticker label again.

The **Print** button opens a menu containing two options (Fig 222).

PRINT	SCREEN										
PRINT KIT											
PRINT	SEARCH										
Fig 222											

The "Print screen" option creates a report summarizing the contents of the screen currently displayed.

The "Print kit" option creates a report listing the resources that are part of a selected kit. In both cases a print preview is displayed.

Use the **Search** button to display the list of existing generic kits on the "generic kits management" screen. See paragraph 16.1.2.

### 16.2. How to create a new generic kit

To create a new generic kit,

> use the "Stockroom" filter to select the stockroom from which the resources will be picked.

The name of the selected stockroom is displayed in the "Stockroom" field.

click the New Kit button on the command bar.

The "Standard operation selection" screen opens (Fig 223).



Fig 223 - Standard operation selection

This screen makes it possible to specify the standard operation (i.e. the type of operation) for which the kit is being created.

The filters indicated in Fig 223 A make it possible to search for the relevant standard operation. You can search by either the name or the code of the standard operation.

- > Insert either the code or the name of the operation in the fields indicated Fig 224 A.
- Click the **Search** button on the command bar (Fig 224 **B**).
- $\blacktriangleright$  The list of operations matching the specified values is displayed (Fig 224 C).

STAI A	OPERATION SELECTION		🕀 Belo
CODE 🚩		HANE fess	
Code	Name	Description	
▶ 346	FESS: 20 minuti	ORL: FESS: 20 minuti	
347	FESS: 40 minuti	ORL: FESS: 40 minuti	
348	FESS: 70 minuti	ORL: FESS: 70 minuti	
351	FESS: Polipotomia nasale	ORL: FESS: Polipotomia nasale	
			2
		(D) (	D)
Δ	$\neg$	SEZECT SE	ARCH

> Click the row corresponding to the relevant standard operation.

The  $\blacktriangleright$  icon appears at the beginning of the selected row.

Click the **Select** button on the command bar (Fig 224 **D**).

The following screen opens (Fig 225 - Standard kit selection).

STANDARD KIT	SELECTION - F	ESS: Polipot	omia nas	ale									🕑 Bel	ow stock
Kit									Generic kit		Kits to b	e created		
PRINCIPALE	PER FESS									3			1	
1 2	3 4	5	6	7	8	9	0		+/-	C		<b>W</b>		
			AILS			MAY	e up	MOVE DOWN				CONTINUE		CLOSE
	$\neg$	DEI	AIL?			HUU	C OP	HORE DOWN			V	CONTINUE	V	CLOSE

Fig 225 - Standard kit selection

This screen displays the list of the possible kits for the standard operation selected in the previous screen.

If, for an operation, several kits exist it is possible to choose which kits are going to be prepared by either selecting or deselecting the checkbox placed at the beginning of the row corresponding to the kit (Fig 226).



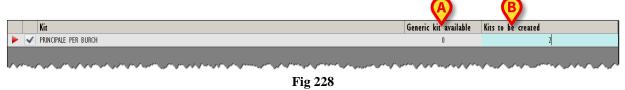
Fig 226 - 2 kits configured for the same operation

If one of the checkboxes is deselected the corresponding row changes as in Fig 227. Only the selected kits are prepared.



Fig 227 - Only one kit will be prepared

For each kit the available quantity is indicated (Fig 228 A).



- ▶ Insert the number of generic kits to be created in the field indicated in Fig 228 **B**.
- Click the **Continue** button on the command bar (Fig 225 C).

A print report is generated, containing the list of resources that are part of the kit. A print preview is displayed (Fig 229).

	GE	NERIC KI	T MANAGEMEN	T REPORT		
Operation GROUP	Colposospensione secondo Burch PRINCIPALE PER BURCH					
Print date	23/11/2010 13.52					
BLO.G1.A.L1.P1	900R7770208	498	SET GARZA 7X9 1	16STR. RX CF.5 )	DC.ID43B0709F05S 12/8	6
BL0.G1.A.L1.P1	900RC000467	498	SET GARZA 10X6	0 8STRATI RX CF.	5 )DID23D1020F05S P.X	6
BLO.G1.A.L1.P1	900R \$000038	498	SET GARZA LAP	40X50 RX 12STR C	F.4)DFD3D40S0F12NA04	1
BLO.G1.A.L1.P1	915R1000046	5672	TELO CM.75X90 E	BIACCOPP. 2132121	2 /D	2
BLO.G1.A.L1.P1	915R1000047	5672	STRISCE ADESIV	'E CD. 2EB01201	/D	2
BLO.G1.A.L1.P1	915R1000049	5672	INTERVENTO CEL	LIOSCOPIA /	D	1
BLO.G1.C.L1.P1	607R7840027	5167	CAT VESC.SIL.2V	CH16 FOLEY	(DCOD. 189205 - DEL.	1
BLO.G1.C.L1.P1	608R7790038	154	SACCA URINA ST	TER.2000ML DAS	(DCOD AS322	1
BLO.G1.E.L1.P1	605RS000467	22	BISTURI N.21 STE	ER. CD03443010021	)D	1
BLO.G1.F.L1.P1	616RC770013	154	SPUGN.X PULIZIA	BISTURI CD.AL.40	(D	1
BLO.G1.F.L1.P1	916RC209004	5896	CONTENT.CONTA	AGHI CD.31181467	7 (D DEL.	1
BLO.G1.H.L1.P1	609RC505976	3308	TUBO CONNESS.	F/F COD.ASPY710	300 )DMM 7×10	1
BLO.G1.H.L1.P1	616RS000762	2452	CANN. YANKAUER	R STANDARD SP38	00 /DD.149/07	1
BL0.G1.K.L1.P1	612R7820007	505	SIR.STER.10ML T	ERUMO LATEX FRE	EE /D20/21/22 G	1
BL0.G1.L.L1.P1	601RC003012	154			ROE (DCOD. 900873	2
BL0.G1.L.L1.P1	601RC003015	154	CER.MED.CHIR. (	CM9X25CM COSMO	ROE (DCOD. 900877	2
BLO.G1.S.L1.P1	906RC000002	3757	SUTURA SETA CI			3
BLO.G1.S.L1.P1	906RC000206	5896		ORB CD. LL225 NOM		2
BL0.G1.S.L1.P1	906RC000309	5896		ORB CD. LL224 NOM		2
BLO.G1.S.L1.P1	906RC000450	3757	SUTURA VICRYL	3/0 70CM CD. V316	H =D	2
BLO.G1.S.L1.P1	906RC000451	3757	SUTURA VICRYL			2
BL0.G1.S.L1.P1	906RC000452	3757	SUTURA VICRYL			
BL0.G1.S.L1.P1	906RC001193	3757	SUTURA VICRYL			
BL0.G1.S.L1.P1	906RC001350	3757		0 70CM CD. V334H		6
BLO.G1.S.L1.P1	906RC001460	3757	SUTURA VICRYL	2 90CM CD. V360H	=D	3
OranJ [™] Slock Management	-Copyright © 1997 - 2010 by UNIS and - http://www.confections.ft				P	age
					<u> </u>	<b>N</b>
					( A	
		-			1 14	2
1/1	ADDONS	FIND	100%	PRINT	PRINT.	EXPORT

Close the print preview (Fig 229 A).

The generic kit creation screen opens (Fig 230). This screen is described in detail in paragraph 16.2.1.

GENERIC KIT CR	EATION - PRINCI	PALE PER BURCH -	(1/1)	_	_				Below stoc
lposospensione s	econdo Burch - P	RINCIPALE PER BUR	СН						
(PIRATION DATE	23/01/2011	-			STOCKROOM	D.G I.GKITI.LI.PI			
Position	Code	Producer co	de Description					Selected Qty Q	ty
			Please scan ba		sources using se	arch button.			
1 2	3 4	5 6	7 8	9 0		+/-	С	NEXT	
Δ	V	SEARCH	VIEW ALL	LOCK SCAN	IMPORT	NEXT KIT	DETAILS		CLOSE
				Fio	230				

Insert the kit's resources (either manually or by barcode scan). See paragraphs 14.6, 14.7 and 14.8 for a detailed description of the resources specification procedures.

- Specify the kit's expiration date in the field indicated in Fig 231 **B**.
- Specify the stockroom in which the kit will be located (use the field indicated in Fig 231 C for this purpose). Selection is enabled only if several options are available.

Colposospensione seco	ondo Burch - PRINCI	PALE PER BURCH								
EXPIRATION DATE 23	/01/2011			С	STOCKROOM	BLO.GI.GKITI.LI.PI				
Position	Code	Producer code	Description					Selected Qty	Qty	
BLO.GI.E.LI.PI	605RS000467	22	BISTURI N.21 S	STER. CD034430100	21 )D	D.895/09		1	1	
BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUEF	r standard sp3800	/DD.149/07			1	1	
BLO.GL.C.LL.PI	607R7840027	5167	OAT VESC.SIL.2	YCHI6 FOLEY	(DCOD. 189205 - DEL.	1033/08		1	1	
								2	3	$\checkmark$
BLO.GI.L.LI.PI	601RC003015	154	CER.MED.CHIR.	CM9X25CM COSMO	ROE (DCOD. 900877	D.99/08		2	2	
BLO.GI.F.LI.PI	916RC209004	5896	CONTENT.CONT/	A AGHI CD.3118146	7 (D	DEL. 619/08		I.	1	
BLO.GI.A.LI.PI	915R1000049	5672	INTERVENTO C	ELIOSCOPIA	/D	DEL.525/07		I.	1	
BLO.GI.C.LI.PI	608R7790038	154	SACCA URINA S	TER.2000ML DAS	(DCOD AS322	DEL 1033/08		1	1	
BLO.GLA.LL.PT	900RC000467	498	SET GARZA LOX	(60 8STRATI RX CF	.5 )DID23D1020F055 P.X 1	3(10X20) D.972/09		6	5	$\checkmark$
BLO.GI.A.LI.PI	900R7770208	498	SET GARZA 7X9	16STR. RX CF.5	)DC.ID43B0709F05S 12	2/8 20/20 D.972/09		6	ó	
BLO.GI.A.LI.PI	900RS000038	498	SET GARZA LAP	.40X50 RX 12STR (	F.4)DFD3D40S0F12NA04 1	2/8 32/40 D.972/09		1	1	
BLO.GI.K.LI.PI	612R7820007	505	SIR.STER. I OML	TERUMO LATEX FRE	E /D20/21/22 G CD.SSIC	052138 D.734/07		1	1	
BLO.GI.F.LI.PI	616RC770013	154	SPUGN.X PULIZ	IA BISTURI CD.AL.40	(D			1	1	
BLO.GI A.LI.PI	915R1000047	5672	STRISCE ADESIV	/E CD. 2EB01201	/D	DEL.525/07		2	2	
BLO.GT.S.LT.PT	906RC000309	5896	SUTURA POLYSO	ORB CD. LL224 NOT	l+ °D	DEL. 14/06		2	2	
BLO.GI.S.LI.PI	906RC000206	5896	SUTURA POLYSO	ORB CD. LL225 NOT	+ °D			2	2	
BLO.GI.S.LI.PI	906RC000002	3757	SUTURA SETA C	CD. P1691H	=D0	DEL.771/10		3	3	
BLO.GI.S.LI.PI	906RC001350	3757	SUTURA VICRYL	. 0 70CM CD. ¥334	H =D	DEL. /10		6	6	
BLO.GI.S.LI.PI	906RC010451	3757	SUTURA VICRYL	. 0 90CM CD. ¥346	H =D	DEL.771/10		2	2	
BLO.GI.S.LI.PI	906RC001460	3757	SUTURA VICRYL	. 2 90CM CD. ¥360	H =D	DEL. /10		3	3	
BLO.GLS.LLPI	906RC000450	3757	SUTURA VICRYL	. 3/0 70CM CD. V3	6H =D	DEL.771/10		2	3	~
BLO.GI.S.LI.PI	906RC001193	3757	SUTURA VICRYL	. CD.  ¥237	°D	DEL 14/06		2	2	
BLO.GI.S.LI.PI	906RC000452	3757	SUTURA VICRYL	. CD. ¥317H	°D	DEL.14/06		4	4	
BLO.GI.S.LI.PI	906RC000451	3757	SUTURA VICRYL	. CD. ¥347H	\$D			2	2	
BLO.GI.T.LI.PI	906RC000401	5896	SUTURATRICE C	UTANEA ROYAL 054:	387 )D35W	DEL.410/09		1	1	
BLO.GI.A.LI.PI	915R1000046	5672	TELO CM.75X90	0 BIACCOPP. 21321	21.2 /D	DEL.525/07		2	2	
BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS	S.F/F COD.ASPY7103	00 )DMM 7X10 LUNGH.M	1T.3 - DET.34/09		1	I	
					,					
1 2	3 4	5 6 7	8	9 0		+/-	C	NEXT		Ľ
		SEARCH V	EW ALL	LOCK SCAN	IMPORT	NEXT KIT	DETAILS	CANCEL	1	UPD

Click the **Update** button on the command bar (Fig 231 A).

A window opens, making it possibile to specify the number of sticker labels to be printed (Fig 232).

Enter the number of lab	els you want to j	print
PRINCIPALE PER BURCH		
	CLOSE	CONTINUE
	Fig 232	

- > Specify the number of labels.
- Click the Continue button on the window.

The system creates now the print report to be inserted in the kit envelope. A print preview is displayed (Fig 233).

		G	ENERIC K	IT CREATI	ON REPORT		
Serial	S9044FF320E/	V745BE					
GROUP		E PER BURCH					
Expiration Date	23/01/2011	Prepa	aration date	24/11/2010 09.2	7		
ANOMALIES 601RC003012	154	CER.MED.CHIR. CM	M9X10CM COSM	IOROE (DCOD. 900	1873 D.99/08	(3/2)	
900RC000467	498	SET GARZA 10X60	8STRATI RX C	F.5 )DID23D1020F0	5S P.X 3(10X20) D.972/0	9 (5/6)	
906RC000450	3757	SUTURA VICRYL 3/	0 70CM CD. V31	16H =D	DEL.771/10	(3/2)	
WELL FORMED	22	BISTURI N.21 STER	CD0344301002	21 10	D.895/09	(1/1)	
616RS000762	2452	CANN, YANKAUER		,	0.00000	(1/1)	
07R7840027	5167	CAT VESC.SIL 2VC		(DCOD. 189205 - I	DEL 1033/08	(1/1)	
601RC003015	154	CER.MED.CHIR. CN		,		(2/2)	
916RC209004	5896	CONTENT.CONTA		,	DEL. 619/08	(1/1)	
915R1000049	5672	INTERVENTO CELI	OSCOPIA	/D	DEL 525/07	(1/1)	
508R7790038	154	SACCA URINA STE	R.2000ML DAS	(DCOD AS322	DEL. 1033/08	(1/1)	
900R7770208	498	SET GARZA 7X9 16	STR. RX CF.5	)DC.ID43B0709F0	5S 12/8 20/20 D.972/09	(6/6)	
900RS000038	498	SET GARZA LAP.4	0X50 RX 12STR	CF.4)DFD3D40S0F	12NA04 12/8 32/40	(1/1)	
612R7820007	505	SIR.STER.10ML TE	RUMO LATEX FI	REE /D20/21/22 G	CD.SS10S2138	(1/1)	
616RC770013	154	SPUGN.X PULIZIA	BISTURI CD.AL.4	10 (D		(1/1)	
915R1000047	5672	STRISCE ADESIVE	CD. 2EB01201	/D	DEL.525/07	(2/2)	
906RC000309	5896	SUTURA POLYSOF	RB CD. LL224 NO	ON + °D	DEL. 14/06	(2/2)	
906RC000206	5896	SUTURA POLYSOF	RB CD. LL225 NO	DN + °D		(2/2)	
)ranj™Stock Maxagement-Co	pγngit 10 1997 - 2010 bγ UNIS επ	- Ethoutineweare Recting . It					Page

Close the print preview.

The generic kit creation procedure concludes here. If, in the "Standard kit creation" screen, more than one kit was indicated in the "kits to be created" column (Fig 225 **B**) the system goes to the beginning of the creation procedure of following kit (Fig 230). The screen header indicates the number of the kit we are creating (in Fig 234 the second kit of three is being created).



When the last kit is created the system goes back to the generic kit management screen.

NT RAILE         NT RAILE           CT GODE         NAIN OFERATION           EXOURCE CODE         RESOURCE MARE           Posicio         Kit serial number           BLOGI GOTTI LPI         SPSSTATEGOCASS2           Posicio         Status           BLOGI GOTTI LPI         SPSSTATEGOCASS2           POSICIONTI LPI         SPSSTATEGOCASS2           BLOGI GOTTI LPI         SPSSTATEGOCASS2           PRINCIPAE FRA NOOMINGALE FRA NOOMINGALETICI - MOGIONE         220/1/2011           BLOGI GOTTI LPI         SPSSTATEGOCASS2           PRINCIPAE FRA NOOMINGALETICI - MOGIONE         220/1/2011           BLOGI GOTTI LPI         SPSSTATEGOCASS2           PRINCIPAE FRA NOOMINGALETICI - MOGIONE         220/1/2011           BLOGI GOTTI LPI         SPSSTATEGOCASS2           PRINCIPAE FRA NOOMINGALETICI - MOGIONE         220/1/2011           BLOGI GOTTI LPI         SPSSTATEGOCASS2           PRINCIPAE FRA NEX         SPSTATEGOCASS2           PRINCIPAE FRA NEX         SPSTATEGOCAS           BLOGI GOTTI LPI         SPSTATEGOCASS2           BLOGI GOTTI LPI         SPSTATEGOCASS2           BLOGI GOTTI LPI         SPSTATEGOCASS2           BLOGI GOTTI LPI         SPSTATEGOCAS           STATUS         SPSTATEGOCASS2	GENERIC KIT MANAGEMENT							(	Below stock
EKOLIKE: KODE         ESOLIKE: KAME           Poricion         Kit serial number         Kit name         Esogination         Katus           BLOG IGATTLL PH         SMS3XML120CMF8B         PRINCIPALE FER KDG00RE         2201/2011         Yald kit           BLOG IGATTLL PH         SSSXML120CMF8B         PRINCIPALE FER KDG00RE         2201/2011         Yald kit           BLOG IGATTLL PH         SSSXML120CMF8B         PRINCIPALE FER KDG00RE         2201/2011         Yald kit           BLOG IGATTLL PH         SSSXML120CMF8B         PRINCIPALE FER KDG00RE         2201/2011         Yald kit           BLOG IGATTLL PH         SSISSAMPICIDACISS         PRINCIPALE FER KDR01PK-KTG3         2201/2011         Yald kit           BLOG IGATTLL PH         SSISSAMPICIDACISS         PRINCIPALE FER SIS         2201/2011         Yald kit           BLOG IGATTLL PH         SSISSAMPICIDACISS         PRINCIPALE FER SIS         2201/2011         Yald kit           BLOG IGATTLL PH         SSISSAMPICIDACISS         PRINCIPALE FER SIS         2201/2011         Yald kit           BLOG IGATTLL PH         SSISSAMPICIDACISS         PRINCIPALE FER SIS         2201/2011         Yald kit           BLOG IGATTLL PH         SSISSAMPICIDACISS         PRINCIPALE FER SIS         2201/2011         With anomalie	IT SERIAL				KIT NAME				<u> </u>
DOCKOONT         BLO         Status           PROSIGIO         Kir serial number         Kir name         Expoination         Status           BLOG IGUTL LPI         SMESSCARE/2003         PRINCIPALE FER ADDOMINOPLISTICA - MaGGIORE         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB302013/804/PR20         PRINCIPALE FER ADDOMINOPLISTICA - MaGGIORE         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB302013/804/PR20         PRINCIPALE FER ADDOMINOPLISTICA - MaGGIORE         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB302013/804/PR20         PRINCIPALE FER ADDOMINOPLISTICA - MAGGIORE         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB302013/804/PR20         PRINCIPALE FER FES         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB47500         PRINCIPALE FER FES         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB47500         PRINCIPALE FER BURCH         22/01/2011         Yaida kir.           BLOG IGUTL LPI         SUB47500         PRINCIPALE FER BURCH         22/01/2011         With anomalies           BLOG IGUTL LPI         SUB47600         PRINCIPALE FER RESC         22/01/2011         With anomalies           BLOG IGUTL LPI         SUB477720000000000000000000000000000000000	IT CODE				MAIN OPERATION				
Pesition         Kit serial number         Kit name         Exp(inclin)         Status           BLGG (GMTLLLPI         SPSSXDM1282004768         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLGG (GMTLLPI         SPSXDM1282004768         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLGG (GMTLLPI         SPSXDM1282004768         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLGG (GMTLLPI         SPSXDM1280047633         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLGG (GMTLLPI         SPSXDM126000         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLG (GMTLLPI         SPSXDM126000         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLG (GMTLLPI         SPSXDM126000         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLG (GMTLLPI         SPSXDM12604233         PRINCIPALE FER RESS         22011/2011         Yalid Kit           BLG (GMTLLIPI         SPSXM14203         PRINCIPALE FER RESS         22011/2011         Witch anomalies           BLG (GMTLLIPI         SPSXM14203         PRINCIPALE FER RESS         22011/2011         Witch anomalies	ESOURCE CODE				RESOURCE NAME				
BLOG (GATTLLIP)         SMS370BECFC4567         PRINCIPALE PER FESS         22/01/2011         Yali d kit           BLOG (GATTLLIP)         SUSKXXX1205CD4F88         PRINCIPALE PER RADOMINOPULICICA - MAGGIORE         22/01/2011         With anomalies           BLOG (GATTLLIP)         SUSXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	TOCKROOM BLO			*					
BD.G.G.GXTTLLEPI         SDSAC041/203C04F88         PRINCIPILE PER ADDOMINOPLACTIOL - MoGIORE         22/01/2011         Virich aumalitis           BD.G.G.GXTTLLEPI         SDBADSA12054C628         PRINCIPILE PER ADDOMINOPLACTIOL - MoGIORE         22/01/2011         Wirch aumalitis           BD.G.G.GXTTLLIPI         SDBADSA12054C003         PRINCIPILE PER FESS         22/01/2011         Virich automalitis           BD.G.G.GXTTLLIPI         SCB2120555X6F4C00         PRINCIPILE PER FESS         22/01/2011         Virich automalitis           BD.G.G.GXTTLLIPI         SCB2120555X6F4C00         PRINCIPILE PER FESS         22/01/2011         Virich automalitis           BD.G.G.GXTTLLIPI         SD944FF320BX7458E         PRINCIPILE PER FESS         22/01/2011         Wirth automalits		Kit serial number	Kit r	name					
BLO.GI.GKTI.LI.PI         \$28302\$91340F4028         PRINCIPALE PER \$55         \$2201/2011         Yalid kit           BLO.GI.GKTI.LI.PI         \$543580705040C33         PRINCIPALE PER \$55         \$2201/2011         Yalid kit           BLO.GI.GKTI.LI.PI         \$5339125674C00         PRINCIPALE PER \$55         \$2201/2011         Yalid kit           BLO.GI.GKTI.LI.PI         \$59044F520EA7450E         PRINCIPALE PER \$EX5         \$2201/2011         With anomalies		SAF53780EBCF445A7	PRINC	CIPALE PER FESS				22/01/2011	¥alid kit
BUD. GI. GKTT. LI. PI         SEA15807005044C33         PRINCIPALE PER SES         22/01/2011         Yalid kit           BUD. GI. GKTT. LI. PI         SCSR2105555644C00         PRINCIPALE PER BES         22/01/2011         With anomalies			PRINC	IPALE PER ADDOMINOPLA	STICA - MAGGIORE				
BLO.GI.GKTT.LI.PI         SCSF2195558/6F4C00         PRINCIPALE PER FESS         22/01/2011         With anomalies           BLO.GI.GKTT.LI.PI         S9044FF320E5/458E         PRINCIPALE PER BURCH         23/01/2011         With anomalies					Н				
ELD GI GKTI LI PI 59044FF320EX745EE PRINCIPALE FER EURCH 23/01/2011 With anomalies									
		SC3F219555A6F4CC0							
🖉 🏹 NEW KIT RETURN KIT TRANFER KIT NEAR TO EXP DETAILS LABEL PRINT [®] SEARCH	BLO.GT.GKITT.LT.PT	S9044FF320EA745BE	PRINC	CIPALE PER BURCH				23/01/2011	With anomalies
│ │ │ │ NEW KIT RETURN KIT TRANFER KIT NEAR TO EXP DETAILS LABEL PRINT → SEARCH									
	Δ	NEW KIT	RETURN KIT	TRANFER KIT	NEAR TO EXP	DETAILS	LABEL	PRINT	SEARCH

#### 16.2.1. Generic kit creation screen description

The generic kit creation screen, shown in Fig 236, is formed of three main areas:

- the header (Fig 236 A);
- the data area (Fig 236 **B**);
- the command bar (Fig 236 C).

U **		23/01/20	п	•				STOCKROOM	BLO.GI.GKITI.LI.PI			_
7			Code			D		JIVERNOOTI	DEC. dT. dKITT.ET.I T	<b>51 - 10</b>	0	_
	Position BLO.GI.E.LI.PI		605RS000467		Producer code		STER. CD034430100	11.10	D.895/09	Selected Qty	Qty	-
-	BLO.GI.H.LI.PI		616RS000762		2452		ER STANDARD SP3800	,	0.073/07		1	
	BLO.GI.C.LI.PI		607R7840027		5167		2YCHI 6 FOLEY	(DCOD, 189205 - DE	1 1033/09	-	i	
	BLO.GI.L.LI.PI		601RC003012		154			IOE (DCOD. 900873	D.99/08	2	3	
1	BLO.GI.L.LI.PI		601RC003015		154			ROE (DCOD. 900877	D.99/08	2	2	
	BLO.GI.F.LI.PI		916RC209004		5896		TA AGHI CD.3118146		DEL. 619/08	1	1	
	BLO.GI ALI.PI		915R1000049		5672	INTERVENTO		/D	DEL 525/07		i i	
	BLO.GI.C.LI.PI		608R7790038		154		STER 2000ML DAS	(DCOD //S322	DEL 1033/08			
	BLO.GLA.LI.PI		900RC000467		498			5 1DID23D1020F055 P.		6	5	
	BLO.GI ALI PI		900R7770208		498		(9 L6STR, RX CE.5	/	12/8 20/20 D.972/09	6	6	
	BLO.GI.A.LI.PI		900RS000038		498			,	12/8 32/40 D.972/09	1	1	
-	BLO.GI.K.LI.PI		612R7820007		505			E /D20/21/22 G CD.S		1	1	
	BLO.GI.F.LI.PI		616RC770013		154		IZIA BISTURI CD.AL.40			1	1	
	BLO.GI.A.LI.PI		915R1000047		5672	STRISCE ADES	IVE CD. 2EB01201	/D	DEL.525/07	2	2	
	BLO.GI.S.LI.PI		906RC000309		5896	SUTURA POLY	SORB CD. LL224 NON	∣+ °D	DEL. 14/06	2	2	
	BLO.GI.S.LI.PI		906RC000206		5896	SUTURA POLY	SORB CD. LL225 NON	∣+ °D		2	2	
	BLO.GI.S.LI.PI		906RC000002		3757	SUTURA SETA	CD. P1691H	=D0	DEL.771/10	3	3	
	BLO.GI.S.LI.PI		906RC001350		3757	SUTURA VICRI	L 0 70CM CD. ¥334	H =D	DEL. /10	6	6	
	BLO.GT.S.LT.PT		906RC010451		3757	SUTURA VICRI	'L 0 90CM CD. ¥346	H =D	DEL.771/10	2	2	
	BLO.GI.S.LI.PI		906RC001460		3757	SUTURA VICRI	L 2 90CM CD. ¥360	H =D	DEL. /10	3	3	
	BLO.GT.S.LT.PT		906RC000450		3757	SUTURA VICRI	'L 3/0 70CM CD. V3	6H =D	DEL.771/10	2	3	
	BLO.GI.S.LI.PI		906RC001193		3757	SUTURA VICRY	'L CD. JV237	°D	DEL 14/06	2	2	
	BLO.GI.S.LI.PI		906RC000452		3757	SUTURA VICRY	'L CD. ¥317H	°D	DEL.14/06	4	4	
	BLO.GI.S.LI.PI		906RC000451		3757	SUTURA VICRY	'L CD. ¥347H	\$D		2	2	
	BLO.GI.T.LI.PI		906RC000401		5896	SUTURATRICE	CUTANEA ROYAL 0548	187 )D35W	DEL.410/09	1	I.	
	BLO.GI.A.LI.PI		915R1000046		5672	TELO CM.75X	90 BIACCOPP. 21321	212 /D	DEL.525/07	2	2	
	BLO.GI.H.LI.PI		609RC505976		3308	TUBO CONNE	SS.F/F COD.ASPY7103	00 )DMM 7X10 LUNGH	H.MT.3 - DET.34/09	I	1	

The following paragraphs describe these three areas.

#### 16.2.1.1. Header

The header displays, in the blue bar on top of the page, alongside the name of the screen ("generic kit creation"), the name of the kit we are creating ("Principale per IATA..." in the example shown in Fig 237) and the indication of the number of kit we are creating relating to the required total (2/3 in the example).

GENERIC KIT CREAT	ION - PRINCIPALE	PER IATA + BUR	CH + COLPOSACROPESSIA - (2/3)		Below s	tock
lsterectomia totale add	Iominale + burch	+ colposacropessia	- PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA			
EXPIRATION DATE 23/	)1/2011	•	B STOCKROOM BLO.GI.GKITI.LI.PI			-
Position	Code	Producer code	Description	Selected Qty	Qty	
mmm	hard and shared	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	n. Selle de grife de sander solt optimister solt en general en griferende en fres de solt optimiser optimiser.	at and a the second and and and and	a present	mm
			Fig 237 - Header			

Under the blue bar the name of the kit is displayed again.

The field indicated in Fig 237 A makes it possible to specify the expiration date of the kit being created.

The field indicated in Fig 237 **B** makes it possible to specify the stockroom in which the kit being created is going to be located. The field is enabled only if several options are available.

#### 16.2.1.2. The data area

The data area shows the list of resources that are progressively recorded and inserted in the kit. The resources are listed in a table (Fig 236 **B**).

The list "grows" as the resources are inserted (either manually or by barcode scan). Each row corresponds to a resource (Fig 238).

Position	Code	Producer code	Description		Selected Qty	Qty	
BLO.GI.E.LI.PI	605RS000467	22	BISTURI N.21 STER. CD03443010021 )D	D.895/09	2	2	
			Fig 238 - Resource				

The information that can be provided for each resource is:

- position from which the resource is picked;
- resource code;
- producer code;
- resource description;
- needed quantity;
- recorded quantity.

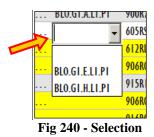
The  $\triangleright$  icon placed on the left of a row indicates the selected row.

The mandatory fields are highlighted light blue.

The possible fields highlighted yellow must be specified by the user (Fig 239).

Position	Code	Producer code	Description		Selected Qty	Qty	
7	605RS000467	22	BISTURI N.21 STER. CD03443010021 )D	D.895/09	2	2	
V			Fig 239				

To specify one of the fields, click the field and type the information required. Sometimes a drop down menu containing the possible options is available (Fig 240).



Numeric values can be inserted using both the numeric buttons on the command bar and the physical workstation keyboard.

#### 16.2.1.3. The command bar

The command bar (Fig 241) is formed of several buttons. This paragraph lists briefly the functionalities relating to the different buttons, indicating successive paragraphs when more detailed instructions on a specific functionality are necessary.

1	2	3	4	5	6	7	8	9	0	(.*.)	+/-	С	NEXT	
1	7	2	/	SEA	RCH	VIEW	/ ALL	LOCK	SCAN	IMPORT	NEXT KIT	DETAILS		CLOSE
-							F	'ig 24	1 - Co	mmand ba	r			

The buttons in the upper line make it possible to manage the numeric data specification.



Use the numeric buttons (Fig 242) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field.

The "•" button is a decimal divider. The button is active only if decimal specification is relevant. The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The **Next** button selects the item following the one currently selected.

The lower line of the command bar contains the following buttons.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all at the same time.

Use the Search button to access the system's search functionalities (described in paragraph 22).

Use the **View All** button to display the complete list of resources needed for the selected kit. See paragraph 14.6.6 for a description of this functionality.

Use the **Lock Scan** button to lock the workstation while reading numerous barcodes that will be recorded all together afterwards. See paragraph 14.6.3 for a description of the related procedures.

Use the **Import** button to import the selected items using a wireless barcode reader with internal memory. See paragraph 14.6.5 for the instructions relating to this option.

Use the **Next Kit** button to create the successive kit. I.e. if the second kit is being prepared of four required, this button can be clicked to directly create the third kit.

Use the **Details** button to create a print report containing the full list of resources that are part of the kit (an example is shown in Fig 229).

Use the **Close** button to close the current screen.

When editing the screen contents the **Update** and **Cancel** buttons are displayed on the command bar.

Use the **Update** button to save the changes made. After every editing it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

#### 16.2.2. Kit resources recording procedures

The procedures that must be activated to record the resources of a generic kit are the same used to record the resources of the kits associated to a specific operation. See paragraphs 14.6, 14.7 and 14.8 for a detailed description of these procedures.

The procedure described in paragraph 0 ("Start scan") is not active for the creation of generic kits, therefore it is not relevant in this context.

# 16.3. How to return a generic kit

KIT SERIAL		KIT NAME		
KIT CODE		MAIN OPERATION		
RESOURCE CODE		RESOURCE NAME		
STOCKROOM BLO				
Position	Kit serial number	Kit name	Expiration Sta	itus
🕨 BLO.GI.GKITI.LI.PI	SAF53780EBCF445A7	PRINCIPALE PER FESS	22/01/2011	Valid kit
BLO.GI.GKITI.LI.PI	S05AC041203CD4F88	PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	22/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	S20302591340F4628	PRINCIPALE PER IATA + BURCH	22/01/2011	With anomal
BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GT.GKITT.LT.PT	SC3F219555&6F4CC0	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	SD1D95E58F0B6402B	PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA	23/01/2011	¥alid kit
BL0.GL.GKITL.LL.PI	S9044FF320EA745BE	PRINCIPALE PER BURCH	23/01/2011	With anomal

To return a generic kit, on the generic kits management screen (Fig 243),

> click the row corresponding to the kit that must be returned.

The  $\triangleright$  icon appears on the left (Fig 243 A).

Click the **Return Kit** button on the command bar (Fig 243 **B**).

The following screen opens (Fig 244).

		PALE PER FESS								
KIT SERIAL						×	RETURN STOCKROOM	BLO		
Position	Code	Producer code	Description		_	_			 Used	Return
				Plane sc	an barcode	e or add re	COURCES USING SE	arch hutton		
							sources using se			
							sources using so			
							sources using se			
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Fig 244 - Generic kit return

Either insert the kit serial number in the field indicated in Fig 244 A, or scan the kit's barcode.



If, in the generic kit management screen (Fig 243), the kit is selected by barcode scan, it is not necessary to insert the kit serial number or to scan the kit's barcode again.

If the serial number is correct the screen changes in the way shown in Fig 245, displaying the list of resources that are part of the kit.

The "return stockroom" field placed on the right is enabled only if it is possible to return the kit to more than one stockroom. In these cases stockroom specification is required.

NERIC KIT RE S: 20 minuti -	TURN PRINCIPALE PE	R FESS								Belo'	w stoc
	30ebcf445a7					RETURN STOCKROOM	BLO				
Position	Code	Producer co	e Description						Used	Return	Was
BLO.GI.A.LI.PI	603RC229001	3757		XI OPZ. 80-14	07 )DCF:10PZX20	BUSTE=200PZ DET. 54	9/09		1	1	
BLO.GI.A.LI.PI	915R1000039	3192	INTERVENTI NASO/	ORECCHI AB90	7/CN /D	DEL 52	5/07		1	1	
BLO.GI.A.LI.PI	900R7770208	498	SET GARZA 7X9 1	ISTR. RX CF.5	)DC.ID43B070	9F05S 12/8 20/20 D.972	09		8	8	
BLO.GI.A.LI.PI	900RL000290	206	SET TAMP. GARZA	MM.LO RX CF	.5 )DCOD. 1570	30010 T.12/12 D.972/0	9		2	2	
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GAP	ZA MM.40 C/FI	B.CF.5)DCD.156043	0041A-12/8-20/20 D.97	2/09		1	1	
BLO.GI.D.LI.PI	615RS000785	1136	GUAINA COPRITELE	CAM. 13,5X250	)DCOD.00001	DET.34	1/09		L	1	
BLO.GI.F.LI.PI	604R7805109	22	AGHI STER.19GXI		.or +D				1	I.	
BLO.GI.F.LI.PI	604R7805110	22	AGHI STER.21 GXI	1/2 PIC INDOL	.or +D				1	1	
BLO.GI.F.LI.PI	604R7811113	22	AGO SPINALE 22G	PIC	/DCOD. 034	10364000 D.734/I	17		I	1	
BLO.GI.H.LI.PI	61 6RC000762	2698	CANN.YANKAUER O	RL CD.1218014	065 )D	DET.927/0	1		1	1	
BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/	F COD.ASPY710	300 )DMM 7X10	LUNGH.MT.3 - DET.	34/09		1	I.	
BLO.GI.K.LI.PI	61 2RL000302	748	SIR.LL.60ML PENTA		,	D.734/0	1		1	1	
BLO.GT.K.LT.PT	61 2RL000700	748	SIR.ST.20ML ECC.P	ENTAFERTE	/DCOD. 00202	2710 D.734	/07		I.	1	
BLO.GT.N.LT.PT	900RC003001	2673	TAMPONE NASALE	MEROCEL 8X2X	1,5 (DCOD. 080	0400402N0 DEL 99	/08		2	2	
BLO.GI.S.LI.PI	906RC000017	3757	SUTURA SETA CD.	K834H NO	)N + °D				1	1	
2	3 4	5	6 7	8	90		+/-	C	NEXT CANCEL		PDATE
	/								UNNUEL	0	DALE

The screen shown in Fig 245 makes it possible to indicate the possible waste of the resources that are part of the kit.

To specify a waste

Click the "Waste" cell on the row corresponding to the resource to be wasted (Fig 246).

The number in the cell is this way highlighted.

Insert the number of "wasted" items using either the workstation keyboard or the numeric buttons on the command bar.

_							$\sim$
	Posizione	Codice	Codice pro	Descrizione	Usati	Reso /	Rottura
	🕨 BLO.GI ALI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.1560430041A 12/8 20/20 D.972/09	I		0
	BLO.GI.A.LI.PI	915R1000001	5672	STRICA ADESNA COD 258347 /D DEL 525/07			0
	AND MAL		mm	and D. D. Developender and a D. Developender and a Developender of the second second second second second second	10 15	and s	
				Fig 246			

Repeat this procedure for all the wasted resources.

> Click the **Update** button on the command bar.

The return from kit is this way recorded.

A print report is created, listing all the resources that must be returned, and indicating for each resource the position (Fig 247). A print preview is displayed. The report can be printed and used to bring the resources back to their original positions.

			MATERIAL RETURN				
BLO.G1.A.L1.P1		Producer code					
Source	Code	Producer code	Description	Lot	SERIAL	Expiration	Qty
BLO.G1.A.L1.P1	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5				8
BLO.G1.A.L1.P1 BLO.G1.A.L1.P1	900RL000288 900RL000290	206 206	SET TAMPONE GARZA MM.40 C/FB.CF. SET TAMP. GARZA MM.10 RX CF.5 )DCOD.				1 2
BLO.G1.A.L1.P1 BLO.G1.A.L1.P1	915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D				1
	710,(1000007	0172					-
BLO.G1.D.L1.P1		Producer code					
Source	Code		Description	Lot	SERIAL	Expiration	Qty
BLO.G1.D.L1.P1	615RS000785	1136	GUAINA COPRITELECAM.13,5X250				1
BLO.G1.F.L1.P1							
Source	Code	Producer code	Description	Lot	SERIAL	Expiration	Qty
BLO.G1.F.L1.P1	604R7805109	22	AGHI STER.19GX1 1/2 PIC INDOLOR +D				1
BLO.G1.F.L1.P1	604R7811113	22	AGO SPINALE 22G PIC /DCOD.				1
BLO.G1.H.L1.P1							
Source	Code	Producer code	Description	Lot	SERIAL	Expiration	Qty
BLO.G1.H.L1.P1	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM				1
BLO.G1.H.L1.P1	616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D				1
BLO.G1.K.L1.P1							
Source	Code	Producer code	Description	Lot	SERIAL	Expiration	Oty
BLO.G1.K.L1.P1	612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	201	o ar the	angen over en	1
BLO.G1.K.L1.P1	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD.				1
BLO.G1.N.L1.P1							
Source	Code	Producer code	Description	Lot	SERIAL	Expiration	Otv
Source OrasJ™Stock Masagement-Copyright@		u Belles P	Description	LOI	SERIAL	Page	0tv 1 /2

When the print preview is closed the generic kits management screen is displayed again (Fig 248).

## 16.4. How to transfer a generic kit

KIT SERIAL		KIT NAME		
KIT CODE		MAIN OPERATION		
RESOURCE CODE		RESOURCE NAME		
STOCKROOM BLO		-		
Position	Kit serial number	Kit name	Expiration Sta	tus
BLO.GT.GKITT.LT.PT	SC3F219555A6F4CC0	PRINCIPALE PER FESS	22/01/2011	Valid kit
BLO.GI.GKITI.LI.PI	S05AC041203CD4F88	PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	22/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	S20302591340F4628	PRINCIPALE PER IATA + BURCH	22/01/2011	With anomal
BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GT.GKITT.LT.PT	S9044FF320EA745BE	PRINCIPALE PER BURCH	23/01/2011	With anomal
BLO.GI.GKITI.LI.PI	SD1D95E58F0B6402B	PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA	23/01/2011	¥alid kit
	/ NEW KIT F	IETURN KIT TRANFER KIT DNEAR TO EXP DETAILS	LABEL PRINT	27 ×

To record the transfer of a generic kit, on the generic kit management screen (Fig 248),

> click the row corresponding to the kit that must be transferred.

The  $\triangleright$  icon appears on the left (Fig 248 A).

Click the **Transfer Kit** button on the command bar (Fig 248 **B**).

The following screen opens (Fig 249).

TOCKROON ALL CABINETS GROUP ALL CABINET ALL LOCATION ALL POSITION ALL Position Code Producer code Description  Please scan barcode or add resources using search button.	- Qr
Position Code Producer code Description	
	ι ψι
Please scan barcode or add resources using search button.	
Flease scan barcode or add resources using search button.	
Flease scan barcode or add resources using search button.	
Please scan barcode or add resources using search button.	
Please scan barcode or add resources using search button.	
Please scan barcode or add resources using search button.	
Please scan barcode or add resources using search button.	
Please scan bancode or add resources using search button.	
Please scan barcode or add resources using search button.	
$\nabla$ $\Delta$	

Either insert the kit serial number in the field indicated in Fig 249 A, or scan the kit barcode.



If, in the generic kit management screen (Fig 248) the kit is selected by barcode scan, it is not necessary to insert the kit serial number or to scan the kit's barcode again.

Specify the destination stockroom in the field indicated in Fig 250 A.

The screen changes to display the list of resources that will be transferred (Fig 250).

FESS: 20 m	inuti - Pl	RINCIPALE PE	R FESS						
KIT SERIAL	sc3f219555	aóf4cc0							
STOCKROOM	RBL	•	CABINETS GROUP GI	CABINET GKIT	~	LOCATION	- POSITION PI	~	RE
Position		Code	Producer code	Description		_			
🕨 BLO.GI A.I	.I.PI (	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )D	CF: I OPZX20BUSTE = 200P	Z DET. 549/09			
BLO.GI A	.I.PI (	915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /E	)	DEL.525/07			
BLO.GI.A.	.I.PI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )D	CID43B0709F055 12/8 2	20/20 D.972/09			
BLO.GI A.	I.PI	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 (D	COD. 157030010 T.12/1	2 D.972/09			
BLO.GI A.	.I.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)E	CD.1560430041A 12/8 2	20/20 D.972/09			
BLO.GI.D.	LI.PI (	61 5RS000785	1136	GUAINA COPRITELECAM. 13,5X250 )D	COD.00001	DET.34/09			
BLO.GI.F.	.I.PI	604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +	D				
BLO.GI.F.	.I.PI	604R7805110	22	AGHI STER 21 GXI 1/2 PIC INDOLOR +	D				
BLO.GI.F.	.I.PI	604R7811113	22	AGO SPINALE 22G PIC /	DCOD. 03440364000	D.734/07			
BLO.GI.H.	LI.PI (	61 6RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )	D	DET.927/09			
BLO.GT.H.	LI.PI i	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )	DMM 7X10 LUNGH.MT.3 -	- DET.34/09			
BLO.GI.K.	.I.PI	61 2RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D		D.734/07			
BLO.GT.K.	I.PI	61 2RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DO	:0D. 002022710	D.734/07			
BLO.GI.N.	LI.PI ·	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (	DCOD. 0800400402N0	DEL. 99/08			
BLO.GI.S.	J.PI ·	906RC000017	3757	SUTURA SETA CD. K834H NON +	°D				
Δ		$\overline{\Delta}$		F				CANCEL	UPD/

- Specify, in the "Cabinet group", "Cabinet", "Location", "Position" fields (indicated in Fig 250 A) the kit's new destination. If the fields are not enabled it means that only one destination is available.
- > Click the **Update** button on the command bar.

The kit transfer is this way recorded. The generic kit management screen is displayed again (Fig 248).

## 16.5. How to display the kit details

KIT SERIAL		KIT NAME		
KIT CODE		MAIN OPERATION		
RESOURCE CODE		RESOURCE NAME		
STOCKROOM BLO		Ψ.		
Position	Kit serial number	Kit name	Expiration Statu	s
BLO.GT.GKITT.LT.PT	SAF53780EBCF445A7	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GT.GKITT.LT.PT	S05AC041203CD4F88	PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	22/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	\$20302591340F4628	PRINCIPALE PER IATA + BURCH	22/01/2011	With anomali
BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GT.GKITT.LT.PT	SC3F219555A6F4CC0	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	SD1D95E58F0B6402B	PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA	23/01/2011	Yalid kit
BLO.GL.GKITL.LL.PI	S9044FF320EA745BE	PRINCIPALE PER BURCH	23/01/2011	With anomali

To display the details of a generic kit, on the generic kits management screen (Fig 251),

> click the row corresponding to the kit whose details must be displayed.

The  $\triangleright$  icon is displayed on the left (Fig 251 A).

Click the **Details** button on the command bar (Fig 251 **B**).

The screen changes in the following way (Fig 252). The details of the selected kit are displayed in the area shown in Fig 252 A.

GENERIC KIT MANAGEMEN						
SERIAL			KIT NAME			
CODE			MAIN OPERATION			
SOURCE CODE			RESOURCE NAME			
OCKROON BLO			*			
Position	Kit serial number	Kit name		Exni	ration Statu	2
BLO.GI.GKITI.LI.PI	SC3F219555A6F4CC0	PRINCIPALE PER F	ESS		/01/2011	Yalid kit
BLO.GI.GKITI.LI.PI	S05AC041203CD4F88	PRINCIPALE PER A	DDOMINOPLASTICA - MAGGIORE	22	/01/2011	¥alid kit
BLO.GT.GKITT.LT.PT	\$20302591340F4628	PRINCIPALE PER 1/	ITA + BURCH	22	/01/2011	With anomalies
BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINCIPALE PER F	ESS	22	/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	S9044FF320EA745BE	PRINCIPALE PER B	URCH	23	/01/2011	With anomalies
BLO.GT.GKITT.LT.PT	SDID95E58F0B6402B	PRINCIPALE PER 1/	ITA + BURCH + COLPOSACROPESSIA	23	/01/2011	¥alid kit
Ø						
	if 4CC0		Expiration Date: 22/01			
T CODE: 251.PRINCIPALE	F4CO		Expiration Date: 22/0 Preparation date: 23/1			
T SERIAL NUHBER: SC3F219555A T CODE: 251 PRINCIPALE T NAME: PRINCIPALE PER FESS	F4CC0					_
f CODE: 25 I.PRINCIPALE f NAME: PRINCIPALE PER FESS ATUS: Valid kit	F4C0					
CODE: 251.PRINCIPALE NAME: PRINCIPALE PER FESS	if4CC0					
[°] CODE: 251.PRINCIPALE [°] NAME: PRINCIPALE PER FESS ITUS: Valid kit ERATION: FESS: 20 minuti		assle; FESS: 70 minuti; FESS: 20	Preparation date: 23/1			

Fig 252

# 17. Associating a generic kit to an operation

To associate a generic kit to an operation,

click the selection on the lateral bar to access the operation selection screen (Fig 253).

OPERATION	I SELECTION	N FOR KIT SETUP	_				_	_		Below stock
LANNED DATE		25/11/2	010	•			MAIN OPERATION		````	
PERATING BLO	CK				•		OPERATING ROOM			
OSPITAL UNIT					•					
OCKROOM		BLO			•					
Block	Room	Patient Name	Operatio	n	_	_	H.U.	Planned Date	Status	Gen. Kit
	_									
$\square$		V V	/IEW ALL 🗍		LABEL	DETAILS	SEARCH	ASSOCIATE	VALIDATE	SELE CT

This screen and the relating procedures are described in paragraph 14.

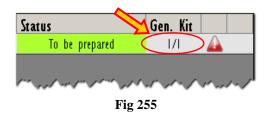
 $\blacktriangleright$  Use the search filters to search the operation that must be associated to the kit.

The row corresponding to the wanted operation is displayed. In the example shown in Fig 254 it is an "Addominoplastica" operation.

OPERATION SELE	CTION FOR KI	T SETUP					(	Below stock
PLANNED DATE		26/11/2010	•		MAIN OPERATION	addo		
OPERATING BLOCK				-	OPERATING ROOM			•
HOSPITAL UNIT				-				
STOCKROOM		BLO		•				
Block	Room P	atient Name	Operation		H.U.	Planned Date	Status	Gen. Kit
Blocco Operatorio	Sala 5	A Design of the	Addominoplastica		CHIRURGIA PL	26/11/2010 08.00	To be prepared	
hat strand and	s. s	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	·····	er ( el	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		~

Fig 254

The cell indicated in Fig 254 A and enlarged in Fig 255 displays the quantity of generic kits available for the operation. In the example there is 1 kit available on 1 necessary (1/1).



Click the row corresponding to the operation to which the generic kit must be associated.

The operation is this way selected. The  $\triangleright$  icon appears on the left.

Click the Associate button on the command bar.

The "Kit composition for an operation" screen opens (Fig 256). This screen's features and procedures are described in paragraph 14.2 and following paragraphs.

Code         Preducer code         Description         Planed Qry         Selected Qry           915R1000057         5572         INTERVENTI GRANDI CHR.PL/STICA /D         DEL525/07         2         2         X           900RC000467         490         SET GRAZI 10560 STRATI RX GF 5 (D022010/221655 PX 3(0220) 077/09         10         10         X           900RC000467         490         SET GRAZI NO/GRA STRATI RX GF 5 (D0123010/221655 PX 3(0220) 077/09         5         X           4058777021         2         LMM STERATI S C0 0543000015         JXX BETURI D         0.957/09         3         3         X           4058770212         L         LMM STERATI S C0 0543000015         JXX BETURI D         0.957/09         3         3         X           40587707012         L         LMM STERATI S C0 0543000015         JXX BETURI D         0.957/09         1         1         X           40587097012         D         MMTID REPROGRAF. COD 0.00         0         DEL 617/08         1         1         X           4168209001         S4         MER1006447. COD 1.00         D         D S10/07         2         2         X           4168209001         S4         MER1005456         JX00         D S10/07         2         2         X<	PRINCIPAL	E PER ADDOMINO	PLASTICA - MAGGI	ORE			A	Compatible	generic kits: 1	ASSOCIATE
900RC000467         498         SET GARZA 10X60         SET GARZA 10X60         SET GARZA 10X60         SET GARZA 10X60         SET GARZA X00         IOI         X0           900RC770121         22         LMM STER.NI S CD 3443000015         JOIL 2012010/0764055         12/8 20/20         D/57/901         3         3         X0           900RC770121         22         LMM STER.NI S CD 03443000015         JOIL 2012010/0764055         12/8 20/20         D/57/901         3         3         X0           910RC209010         D54         MATTA DERMOGRAF. COD RQ.01         (0         DEL 619/80         1         1         X0           910RC209010         154         MATTA DERMOGRAF. COD RQ.01         (0         DEL 619/80         1         1         X0           910RC209011         554         DEEN FRATC MIG 4X1000 MT 24/30         /0         D.510/07         2         2         X0           910RC005012         5546         DEEN FRATC MIG 4X1000 MT 24/30         /0         D.510/07         2         2         X0           910RC005012         154         CER HED CHR.CONDXHWY ZD5/DRENE TROCAR-500HL - D.510/07         1         1         X0           910RC005012         154         CER HED CHR.CONDXHWY ZD5/DRENE TROCAR-500HL - D.510/07         2         2<	Code	Producer code	Description					Planne	d Qty Selected	Qty
90087770208         498         SET GARZA 7X9 IGTR. RX CF.         DCIMA3B070F053 12/8 20/20 D.972/09         S         S         X           40587770121         22         LOWA STER.NI S C0 0443000015         DX BSTURI         D. 995/09         S         S         X           910872070121         22         LOWA STER.NI S C0 0443000015         DX BSTURI         D. 995/09         S         S         X           910872070121         154         CONTENT.CONTA AGHI CO 31181467         O         DEL 619/08         I         I         X           61687270013         154         SPUGNX PULIZIA BISTURI CO.L.40 (0         I         I         X           61687270013         154         SPUGNX PULIZIA BISTURI CO.L.40 (0         D. 510/07         2         2         X           61687270013         154         SPUGNX PULIZIA BISTURI CO.L.40 (0         D. 510/07         2         2         X           61687200212         2452         CONN NAMQUER STANDARU STRONGAN STANDARU TOSTOBENE TROCAR-SOUNL - D.510/07         1         I         X           60870505976         3308         TUBO CONNESS.F/F CONSPRY 10800         D010/17         D.97/08         4         4         X           608702031         154         CERHED CHR. CMYN20M COSTOROBE         D02/0	915R1000057	5672	INTERVENTI GRANDI	CHIR.PLASTICA /C	1	DEL.525/07			2	×
405R7790121         22         LMA STER.N.IS CD 03443000015         DX BISTURI         D. 895/09         3         3         X           91R6C209004         S896         CONTENT.CONTA. AGHI CD 31181467         (D         DEL. 619/08         1         1         X           91R6C209010         IS4         MNTTA DERMOGRAF. CDD.R0.01         (D         DEL. 619/08         1         1         X           61R6720013         IS4         SPGUKX PULZA BISTURI CD.R4.0 (D         1         1         X           61R6720013         IS4         DERLAPHTO MIS AKUMH 24130         /D         D.510/07         2         2         X           61R6209011         S546         DERLAPHTO MIS AKUMH 24130         /D         D.510/07         2         2         X           61R6209021         Z452         CONN YAWLER STINUARD STREAMD 200 //DLAYON         1         1         X           60R0505012         CAN CHANCHE STRUMARD STREAMD 200 //DLAYON         D.97/08         4         4         X           60R050312         IS4         CERHED CHR, CHYLICHY COSHORE (DCOLD. 90075         D.99/08         4         4         X           60R050316         IS4         CERHED CHR, CHYLICHY COSHORE (DCOLD. 900875         D.99/08         4         4	900RC000467	498	SET GARZA LOX60 85	TRATI RX (CE.S.)	DID23D1020F05S P.X 3(10X	20) D.972/09			10 1	
91 (RC209004       5896       CONTENT.CONTA. AGHI. CD 31181467       (D       DEL. 61 9/08       1       1       X         91 (RC209010       154       MTITA. DERMOGIAF. CODER,01       (D       DEL. 61 9/08       1       1       X         61 (RC209010       154       MTITA. DERMOGIAF. CODER,01       (D       DEL. 61 9/08       1       1       X         61 (RC209010       154       DER.NOTRAL BESTUBIL CD ALLAO (D       D.510/07       2       2       X         91 (RC209016, 554       DER.NOTRAL MESTUBIL CD ALLAO (D       D.510/07       2       2       X         91 (RC209016, 2308       DERLSOFFICTO DR6/S000/XUNY       V/SO/DERLE TROCAR- S0011-1       D.510/07       2       2       X         91 (RC2097012, 2452       CONN YAMKAUER STANDARD SP3800       //DD 14/077       D.510/07       2       2       X         61 (RC005012, 154       CER.MED.CHIR. CM5/N1000 (DMT X10 UUNGH.MT.3 - DET.3//09       1       1       X         60 (RC005012, 154       CER.MED.CHIR. CM5/N1000 (DMT X10 UUNGH.MT.3 - DET.3//09       4       4       X         60 (RC005012, 154       CER.MED.CHIR. CM5/N1000 (DMT X101 UUNGH.MT.3 - DET.3//09       1       1       X         60 (RC005012, 154       CER.MED.CHIR. CM5/N1000 (DMT X101 UUNGH.MT.3 - DET.3//09	900R7770208	498	SET GARZA 7X9 16ST	R. RX CF.5	DC.ID43B0709F055 12/8 20	/20 D.972/09			5	×
91 (RC 20910         154         MRTTR DERMOGRAF. COD.RQ.01         0         DEL 61 9/08         1         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I <td< th=""><td>605R7790121</td><td>22</td><td>LAMA STER.N.15 CD I</td><td>03443000015</td><td>)DX BISTURI</td><td>D. 895/09</td><td></td><td></td><td>3</td><td>×</td></td<>	605R7790121	22	LAMA STER.N.15 CD I	03443000015	)DX BISTURI	D. 895/09			3	×
61 (RC770013         154         SPUGNX PULZ0A BETURI CD.4.40 (0         1         1         X           61 (RC770013         154         DERLPATTO MG SAVIUM1 2A130         //D         D.510/07         2         2         X           61 (RC770013         5546         DERLPATTO MG SAVIUM1 2A130         //D         D.510/07         2         2         X           61 (RC70014)         2452         CONN YAWLORE STANDARD S7300         //D         1         X         2         X           60 (RC050576         3308         TUBE CONNESS F/F C00 SEY7(1300         JOH 47         DET 34/09         1         1         X           60 (RC050512         154         CERPED CHR. CHYSLICH COSHOBE (DC00. 90073         D.97/08         4         4         X           60 (RC050511         154         CERPED CHR. CHYSLICH COSHOBE (DC00. 90075         D.97/08         4         4         X           60 (RC050517         5896         GAV2 YISEL CURITY 7,5X30         GR Z 540685[0         D. 97/08         4         4         X           60 (RC05021         3757         SUTURA FOSI ICD. 2423E         \$0         2         X         X           60 (RC050221         3757         SUTURA FOSI ICD. 2423E         \$0         2         X </th <td>916RC209004</td> <td>5896</td> <td>CONTENT.CONTA AGHI</td> <td>CD.31181467</td> <td>(D</td> <td>DEL. 619/08</td> <td></td> <td></td> <td>1</td> <td>X</td>	916RC209004	5896	CONTENT.CONTA AGHI	CD.31181467	(D	DEL. 619/08			1	X
61 (42900011 5546 DEEN PARTO MIS 4X10MH 24130 /0 D.510/07 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	916RC209010	154	MATITA DERMOGRAF.	COD.RQ.01	(D	DEL.619/08			1	×
91 (47300505       3308       DRENSOFFIETO DRG/500/A/UNNY       /DS/DRENE TROCAR-500/HL-D       D1/07       1       D1       X         64 (47500572       2452       CNN YMHKURE STMUNDADD 573800       /DD 149/07       1       D1       X         64076.052676       3308       TUBO CONNESS.F/F COD ASYP710300       JDH 7X10       LUNGHTI.3 - DET.34/09       1       D1       X         64076.0526976       3308       TUBO CONNESS.F/F COD ASYP710300       JDH 7X10       LUNGHTI.3 - DET.34/09       1       D1       X         64076.05031       154       CER HED CHIR. (MYX100* COSH0ADE       (DCOD. 900875       D. 99/08       4       4       X         60176.003014       154       CER HED CHIR. (MYX100* COSH0ADE       DCOD.900875       D. 99/08       4       4       X         60176.003017       5966       GAR2A YASEL UNHTY 75/20       GAR.       DCOD.900875       D. 99/08       4       4       X         9067C00120       3757       SUTURA POS II CD. 2432E       \$D       D. 99/08       4       4       X         9067C00120       3757       SUTURA POS II CD. 2432E       \$D       -       A       4       X         9067C00120       3757       SUTURA POS II CD. 2432E       \$D <t< th=""><td>616RC770013</td><td>154</td><td>SPUGN.X PULIZIA BIS</td><td>TURI CD.AL.40 (D</td><td></td><td></td><td></td><td></td><td>1</td><td>×</td></t<>	616RC770013	154	SPUGN.X PULIZIA BIS	TURI CD.AL.40 (D					1	×
61 (#S000762       2452       ONN YMMKAUER STNORAD 5P3000       /DD 149/07       I       I       I       I       I       III       III       III       IIII       IIII       IIIII       IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	616R2090011	5546	DREN.PIATTO MIS.4XI	OMM 24130	/D	D.510/07			2	×
409RC505976         3308         TUBO CONNESS F/F COD ASFY710300         JOHM 7X10 LUNGH HT.3 - DET.34/09         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I         I	916R7805056	3308	DREN.SOFFIETTO DRO	6/500/A/UNIY	/DS/DREN.E TROCAR- SOOML	- D.510/07			2	×
601RC003012         154         CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873         D. 99/08         4         4         X           601RC003014         154         CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900875         D. 99/08         4         4         X           601RC003014         154         CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900875         D. 99/08         4         4         X           601RC003017         5896         GAV2X VISEL CURITY 7,5X20 GR. (DCOD. 6.113         DEL N. 99/08         4         4         X           601RC002013         154         NISTRO OMISTRIP 12X100 6472.540685(D         D. 99/08         4         4         X           906RC001201         3757         SUTURA FDS II CD. 2443E         \$D         9/08         4         4         X           906RC001202         3757         SUTURA FDS II CD. 2443E         \$D         4         4         X           906RC001202         3757         SUTURA FREILIENE CO00910         0° SINT NN ASORB MON (FOLMMIDE)         2         2         X           906RC001202         3757         SUTURA FREILIENE CD. 86996         °D         I         X           906RC001203         3757         SUTURA FREILIENE CD. 86996         °D         I         X	616RS000762	2452	CANN.YANKAUER STAN	DARD SP3800	/DD.149/07				I I	×
601RC003014         154         CER.MED.CHR. CM9X20CH. COSMOROE         (DCOD. 900875         D. 99/08         4         4         X           600RC003017         5896         GMZA. YASEL. CURITY 75X0:         GML         (DCOD. 900875         D. 99/08         1         1         X           601RC003017         5896         GMZA. YASEL. CURITY 75X0:         GML         (DCOD. 900875         D. 99/08         4         4         X           601RC003016         154         NISTRO OMISTRIP 12X100 6/2540485 (D         D. 99/08         4         4         X           906RC00202         3757         SUTURA PDS II. CD. 2443E         \$D         4         4         X           906RC002023         2418         SUTURA PDS II. CD. 2443E         \$D         4         4         X           906RC002023         3757         SUTURA PDS II. CD. 2443E         \$D         4         4         X           906RC002023         2618         SUTURA PDS II. CD. 2443E         \$D         1         1         X           906RC00133         3757         SUTURA PROLENE CD. 86906         *D         1         1         X           906RC00133         3757         SUTURA PROLENE CD. 44128         =DRESOREA         DEL171/10         E	609RC505976	3308	TUBO CONNESS.F/F	COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -	DET.34/09			1	×
600RC00301         5896         GAR2A YASEL CURITY 7,5X20 GRA. (DCOD. 6.113 DEL N. 99/08         I         I         I         I         I         III         IIII         IIIIIII         IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	601RC003012	154	CER.MED.CHIR. CM9X	I OCM COSMOROE	(DCOD. 900873	D.99/08			4	×
601R1003014         154         NISTRO OMINETRIP 12X100 6/22540485(D         D. 99/08         4         4         X           906RC000221         3757         SUTURA POS II CD. 2432E         \$D         2         2         X           906RC000220         3757         SUTURA POS II CD. 2432E         \$D         4         4         X           906RC000220         3757         SUTURA POS II CD. 2432E         \$D         4         4         X           906RC000230         2618         SUTURA POS III CD. 2432E         \$D         2         X           906RC000233         3757         SUTURA POS III CD. 2432E         \$D         1         1         X           906RC000233         3757         SUTURA POS III CD. 2443E         =DRESORBA         DEL 177/10         1         1         X           906RC000003         3757         SUTURA SETA CD. F083H         NON + °D         DEL 14/06         1         1         X	601RC003014	154	CER.MED.CHIR. CM9X	20CM COSMOROE	(DCOD. 900875	D. 99/08			4 4	×
9606/C000221         3757         SUTURA PDS II CD. 74/32E         \$D         2         2         X           9606/C000220         3757         SUTURA PDS II CD. 74/32E         \$D         4         4         X           9606/C000220         3757         SUTURA PDS II CD. 74/32E         \$D         4         4         X           9606/C000220         2618         SUTURA PERILIENE C0090100         *D         PCL         2         2         X           9606/C000363         3757         SUTURA PERILIENE C0. 86906         *D         1         X           9606/C000363         3757         SUTURA PERILIENE C0. 64906         *D         1         1         X           9606/C00037         3757         SUTURA PERILIENE C0. 64906         *D         DEL 171/10         1         X           9606/C00009         3757         SUTURA PERILIENE C0. 64906         *D         DEL 14/06         1         1         X	600RC003017	5896	GARZA YASEL. CURITY	7,5X20 GRA. (I	COD. 6.113 DEL. N. 99/1	)8			1	×
9808C000220         3757         SUTURA PDS II CD. Z443E         \$D         4         4         \$C           9808C000223         2418         SUTURA PREILENE C0000100         °DSINT NN ASSORE MON (POLIMIDE)         2         2         \$C	601R1003016	154	NASTRO OMNSTRIP I D	2X100 6PZ.54068	5(D	D. 99/08			4 4	×
900RC00202 2618 SUTURA PREMILENE C0090100 °DGINT NN ASSORB MON (POLUMIDE) 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	906RC000221	3757	SUTURA PDS II CD. Z	1423E	\$D				2	×
908RC001036 3757 SUTURA PROLENE CD. 86996 °D I I I 908RC011367 5449 SUTURA SETA 0 75CM CD.41428 =DRESORBA DEL.771/10 I I 908RC0000009 3757 SUTURA SETA CD. Px63H NON + °D DEL.14/06 I I I	906RC000220	3757	SUTURA PDS II CD. Z	(443E	\$D				4 4	x
906RC011367 5449 SUTURA SETA 0.75CM C0.41428 =DRESORBA DEL.771/10 I I I 906RC000009 3757 SUTURA SETA CD. F683H NON + °D DEL.14/06 I I I	906RC002023	2618	SUTURA PREMILENE (	0090100	°DSINT.NN ASSORB.MON.(P	oliamide)			2	2 🗙
908RC000009 3757 SUTURA SETA CD. F683H NON + °D DEL14/06 I I 🛛	906RC001036	3757	SUTURA PROLENE CD	. 8698G	°D				1	×
	906RC011367	5449	SUTURA SETA O 75CM	1 CD.41428	=DRESORBA	DEL.771/10			I I	×
906/RC0000452 3757 SUTURA YICRYL CO. V31 7H °D DEL 14/06 2 2 X	906RC000009	3757	SUTURA SETA CD. P6	83H NON	+ °D	DEL.14/06			1	×
	906RC000452	3757	SUTURA VICRYL CD. N	/317H	°D	DEL.14/06			2	×
	7U6HCOUU452	3151	ZUIDKA VICKYE CD. Y	/3// <del>/</del>	<b>U</b>	DEL14/06			1	×
	2									

Fig 256

For each kit the number of compatible generic kits is indicated (Fig 256 A).

Click the Associate button to associate the kit to the selected operation (Fig 256 B).

The screen changes in the following way (Fig 257).

PRINCIPAL	E PER ADDOMINO	PLASTICA - MAGO	IORE				Compatible	generic kits: 1	ASSOCIAT
Code	Producer code	Description					Planne	d Qty Selected	Qty
00RC000467		SET GARZA LOX60							
				)DC.ID43B07091					
16RC209004		CONTENT.CONTA AC							
06RC000452		SUTURA VICRYL CD							
2	3 4	5 6	7	8 9	0	+/-	C	<b>V</b>	
	$\overline{\nabla}$	SEARCH			_		VALIDATE	CONTINUE	

Click the **Continue** button on the command bar (Fig 257 A).

A print report containing the list of items to be picked is created. A print preview is displayed (Fig 258). The report can be used to actually pick the resources.

	KIT SETUP		
Operation Barcode Addominoplastica - Planned		. D	
Addominoplastica - Planned	I Date: 26/11/2010 08.00 - Block: Blocco Operator	10 - Room: Sala 5	
Print date 26/11/2010 9.18			
GROUP PRINCIPALE PER ADDOMINOPLA	ASTICA - MAGGIORE		
BLO.G1.GKIT1.L1.P1	PRINCIPALE PE	R ADDOMINOPLASTICA - MAGGIORE	1
OranJ ¹¹⁴ Stock Management - Copyright 60 1997 - 2010 by UMS sri - Hpulwww.enfectm	s.#		Page 1/1

Fig 258

Close the print preview.

The "Kit creation for an operation" screen is displayed (Fig 259). This screen's features and functionalities are described in paragraph 14.2 and following paragraphs.

	FOR AN OPERATIC									Below stock
Kit Principale per	Position	a - Planned Date Code 297.PRINCIPALE		. Descripti	on	Operatorio - Room: IOPLASTICA - MAGGIORE	Sala 5	Ser		Qty 0
	nu	277.1101001762							<u> </u>	
1 2	3 4	5 6	7	8	9	0	+/-	A	NEXT	
	$\overline{\nabla}$	SEARCH	VIEW	ALL	LOCK SCAI	N START SCA	IMPORT	REBUILD	CANCEL	UPDATE

Specify, where required, all the data relating to the kit to be picked: the quantity, the serial number, the position of each kit (Fig 260).

Kit	Position	Code	Produce	Description	Serial	Sel. Qty	Qty	
🕨 PRINCIPALE PER AD		97.PRINCIPALE		PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE		l I	0	)
	$\smile$		$\smile$					
er son son some some		· * * * / / / * * * *	when here	fre fre so filler flyer freder filler for the for the for the filler filler for the filler second	V.I.V5V	$\sim \sim \sim \sim$	s~~s<	$\sim \sim \sim$
				<b>Fig 260</b>				

Click the Update button on the command bar.

If necessary, the kit can be rebuilt by specifying the resources again. Use for this purpose the **Rebuild** button on the command bar (Fig 259 A). The resources specification procedure (described in paragraph 14.6) is this way activated again.

A pop-up window appears, requiring to specify the number of labels to be printed.

Enter the number of lab	els you want to p	orint
PRINCIPALE PER ADDOMIN MAGGIORE	IOPLASTICA -	
	CLOSE	CONTINUE
	Fig 261	

After specification,

click the Continue button.

The labels are now printed. The print report accompanying the kit is created. A print preview is displayed (Fig 262).

		KIT			
Operation Barco		noplastica - Planned Date: 26/11/2010 08.00 - Block: Blocco Ope	ratorio - Ro	oom: Sala 5	
Preparation date		1/2010 10.06 GROUP PRINCIPALE PER ADDOMINOP	LASTICA -	MAGGIORE - Addomino	Print date 26/11/2010 plastica
WELL FORMED 915R1000057	5672	INTERVENTI GRANDI CHIR.PLASTICA /D	(2/2)	BLO.G1.A.L1.P1	
900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5	(10/10)	BLO.G1.A.L1.P1	
900R7770208	498	SET GARZA 7X9 16STR. RX CF.5	(5/5)	BLO.G1.A.L1.P1	
605R7790121	22	LAMA STER.N.15 CD 03443000015 )DX BISTURI	(3/3)	BLO.G1.E.L1.P1	
916RC209004	5896	CONTENT. CONTA AGHI CD.31181467 (D	(1/1)	BL0.G1.F.L1.P1	
916RC209010	154	MATITA DERMOGRAF. COD.RQ.01 (D	(1/1)	BLO.G1.F.L1.P1	
616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D	(1/1)	BLO.G1.F.L1.P1	
616R2090011	5546	DREN.PIATTO MIS.4X10MM 24130 /D	(2/2)	BL0.G1.G.L1.P1	
916R7805056	3308	DREN.SOFFIETTO DRG/500/A/UNIV /DS/DREN.E	(2/2)	BL0.G1.G.L1.P1	
616RS000762	2452	CANN. YANKAUER STANDARD SP3800 /DD.149/07	(1/1)	BLO.G1.H.L1.P1	
609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10	(1/1)	BLO.G1.H.L1.P1	
601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD.	(4/4)	BL0.G1.L.L1.P1	
601RC003014	154	CER.MED.CHIR. CM9X20CM COSMOROE (DCOD.	(4/4)	BL0.G1.L.L1.P1	
600RC003017	5896	GARZA VASEL. CURITY 7,5X20 GRA. (DCOD. 6.113	(1/1)	BL0.G1.L.L1.P1	
601R1003016	154	NASTRO OMNSTRIP 12X100 6PZ.540685(D	(4/4)	BLO.G1.S.L1.P1	
OranJ ** Stock Managemen	t-Copyrigit 60 1997 - 20	ID by UNIC an - http://www.naftedmar.ft			Page
-					

> Close the print preview.

The generic kit association procedure is this way completed. The "Operation selection for kit setup" screen is displayed again (Fig 263).

The state of the operation for which the association procedure was performed is now "Prepared" (Fig 263 **A**).

ANNED DATE		26/11/2010	<b>•</b>		MAIN OPERATION				
ERATING BLOCK				•	OPERATING ROOM				
SPITAL UNIT				•					
CKROOM		BLO		•			A		
Block	Room	Patient Name	Operation		H.U.	Planned Date	Status	Gen. Kit	
Blocco Operatorio	Sala 5	INCOME NO.	Addominoplastica		CHIRURGIA PL	26/11/2010 08.00	Prepared	171	
Blocco Operatorio	Sala 8	1000 1000	Estrazioni denti inclusi		CHIR. MAXILLO	26/11/2010 08.00	To be prepared	0/1	
Blocco Operatorio	Sala 8	1000 - CAN	Estrazioni dentarie multiple		CHIR. MAXILLO	26/11/2010 09.31	To be prepared	0/1	

# 18. Generic kit association to an emergency operation

A specific procedure makes it possible to associate a generic kit to an emergency operation.

To activate this procedure,

click the second secon

The following screen opens (Fig 264).

	GENERIC KIT ASS		ERGENCY OPERATION							elow stock
	PATIENT CODE	×		T 🔀	ype the patient c	ode or scan his/her	writstband.			
	Patient Name	Operation					Block	Room	Planned time	Status
	Please select operati	on first								
	KIT SERIAL				ADD KIT					
	Kit serial numb	2r	Kit name		ADD MI				Expiration Status	
B										
					l number or u					
		$\overline{\Delta}$	D	DETAILS	PRINT					CLOSE
					Fig	264				

The screen is formed of two areas. The upper area is about the patient and operation to which the kit must be associated (Fig 264 A). The lower area is about the kit to be associated (Fig 264 B).

Either insert the patient code in the field indicated in Fig 264 C or scan the patient barcode.

All the operations existing for the specified patient are displayed (the operations displayed are either in "Ready", or "In progress", or "Terminated" status - Fig 265 - see the user manual of the DIGISTAT[®] OranJ module for the meaning of operation status).

> Click the row corresponding to the operation to which the kit must be associated.

The operation is this way selected. The  $\triangleright$  icon appears on the left (Fig 265).

Patient Name	Operation	Block	Room	n Planned time	Status
Includes the	Addominoplastica	Blocco	Operatorio Sala 5	26/11/2010 08.00	Ready

- Insert, in the field indicated in Fig 264 D, the serial number of the generic kit that must be associated to the operation. Otherwise scan the kit's barcode.
- Click the ADD KIT button (Fig 266 A).

A row corresponding to the kit to be associated is displayed (Fig 266 **B**).

Patient Name	Operation		Block	Room	Planned tin	me Sta
<ul> <li>Internet and</li> </ul>	Addominoplastica		Blocco Operatorio	Sala 5	26/11/2010 0	08.00 Re:
		-				
	Addominoplastica - Planned D	ate: 26/11/2010 08.00 - Block: Blor Aparatorio - Room:	Sala 5			
NO 10 10 -	Addominoplastica - Planned D	ate: 26/11/2010 08.00 - Block: Bloc Aeratorio - Room:	Sala 5			
KIT SERIAL	Addominoplastica - Planned D s05ac041203cd4f88	ate: 26/11/2010 08.00 - Block: Blor Aperatorio - Room: ADD KIT	Sala 5			
	s05ac041203cd4f88		Sala 5		Expiration Star	atus
KIT SERIAL	s05ac041203cd4f88	ADD KIT	Sala 5			<b>atus</b> Valid kit
KIT SERIAL Kit serial numbe	s05ac041203cd4f88	ADD KIT	Sala 5			



Click the **Update** button on the command bar.

The generic kit is this way associated to the operation. A print report is created, summarizing the performed procedure's main data.

# 19. Materials requests management

A specific module makes it possible to manage the materials requests.

To access this module

> click the  $\overset{\text{SM}}{\gtrless + 1}$  icon on the lateral bar.

The following screen opens (Fig 267)

ROM	<mark>16</mark> /11/2010	<b>•</b>				TO	26/11/2010	-		
REQUEST CODE						REQUEST STATUS				
REQUESTING STOCKROOM				•	FI	LING STOCKROOM				
StockRoom	Code	Request author	Request creation	Fill author	Fill date	Filling stockroor	n	Status		
	$\overline{}$	NEW	EDIT	DELETE	VIEW		EQUEST		PRINT	SEARC

The "materials request" procedure activates when one of the stockrooms configured in the system needs a certain resource and requests it to another stockroom.

# 19.1. "Requests management" - Screen structure

The "Requests management" screen is structured according to the general description offered in paragraph 1.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 19.1.1. Filters

FROM	16/11/2010 💌				TO	26/11/2010	•	
REQUEST CODE					REQUEST STATUS			•
REQUESTING STOCKROOM			•	FI	LLING STOCKROOM			•
StockRoom	Code 🔶 Request author	Request creation	Fill author	Fill date	Filling stockroom	1	Status	
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	and a second of the			~~~~	J- Marado and	al has free and have a stream	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Fig 268 - Filters on the "Requests management screen"

The filters available on the "Requests management screen" (Fig 268) are:

- "Start date" ("From" field) and "End date" ("To" field) these fields make it possible to specify a relevant period. The requests displayed in the data area (see paragraph 19.1.2) all refer to the time span here specified.
- "Request code" It makes it possible to specify the code of the request that must be displayed.
- "Request status" It makes it possible to display only the requests that are in a certain status.
- "Requesting stockroom" It makes it possible to indicate the requesting stockroom.
- "Filling stockroom" It makes it possible to indicate the filling stockroom.

See paragraph 1.4.2 for instructions on how the filters work.

19.1.2. Data area

The data area contains a list of requests matching the values specified in the filters.

To display the requests list,

- ➢ specify the filter values (Fig 269 A).
- Click the **Search** button on the command bar (Fig 269 **B**).

The list of requests is this way displayed (Fig 269 C).

FROM	01/11/2010	•				TO	26/11/2010	•		
REQUEST CODE					R	EQUEST STATUS				
REQUESTING STOCKROOM				•	FILLI	NG STOCKROOM				
StockRoom	Code 4	Request author	Request creation	Fill author	Fill date	Filling stockr	oom	Status		
🕨 RBL	2010-00001		04/11/2010			BLO		To be filled	l .	
DEA	2010-00002		04/11/2010			BLO		In progress		
RBL	2010-00003	IGR	04/11/2010			BLO		To be filled	i	
DEA	2010-00004	IGR.	04/11/2010	IGR	04/11/2010	RBL		Filled		
DEA	2010-00005	ADM	04/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00006	ADM	04/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00008	ADM	04/11/2010	ADM	04/11/2010	RBC		Filled		
RBL	2010-00009	ADM	04/11/2010			DEA		To be filled	J	
BLO	2010-00010	ADM	08/11/2010			RBL		In progress		
DEA	2010-00011	ADM	09/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00012	ADM	09/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00013	ADM	09/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00014	ADM	09/11/2010			BLO		In progress		
DEA	2010-00015	ADM	09/11/2010			BLO		In progress		
DEA	2010-00016	ADM	09/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00017	ADM	09/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00018	ADM	09/11/2010	ADM	09/11/2010	BLO		Filled		
DEA	2010-00019		09/11/2010			BLO		To be filled		

Fig 269 - Requests list

Each row on the table corresponds to a request. For each request the following information can be specified:

- the requesting stockroom;
- the request code;
- the acronym of the user who recorded the request;
- the request creation date;
- the acronym of the user who filled the request;
- the filling stockroom;
- the fill date;
- the request status.

There are 3 possible statuses for a request:

- to be filled;
- in progress;
- filled.

No information can be edited on this screen. The *icon* indicates the selected request.

19.1.3. The command bar

This paragraph explains the functionalities relating to the different buttons on the command bar (Fig 270).

Δ	\neg	NEW	EDIT	DELETE	VIEW	FILL REQUEST		PRINT	SEARCH
				Fig 270 - Co	mmand Ba	r			
Ice the arr	w hutton		and		to scroll	un and de	wn the so	reen cont	ents in cas

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all at the same time.

Use the New button to create a new request (see paragraph 19.2 for the detailed procedure).

Use the Edit button to edit a selected request (see paragraph 19.3 for the detailed procedure).

Use the **Delete** button to delete a selected request (see paragraph 19.4).

Use the **View** button to display the details of a selected request (see paragraph 19.5).

Use the **Fill Request** button to activate the request filling procedure (described in paragraph 19.6).

The **Print** button opens a menu making it possible to create two kinds of print reports (Fig 271).

PRINT I	REQUESTS
PRINT SELEC	TED REQUES
PRINT	SEARC

The "Print requests" option creates a record containing the list of all the existing requests. The "Print selected request" option creates a print report containing the details of a selected request.

Use the **Search** button to display the list of requests whose features match the values specified in the search filters (see paragraph 19.1.2).

19.2. How to create a new request

To create a new request

click the New button on the command bar.

The following screen opens ("Resource request creation" - Fig 272).

RESOU	RCE REQ	UEST CRE	ATION	_			_	_	_					Below stock
REQUESTI	NG STOCKR	00M							•	FILLING STOCKRO	ОМ			-
REQUEST	NOTES													
Requ	uest positi	on	Co	de Pro	oducer code	Desc	ription	_	_	_	Notes	_	Re	q. qty
										sources using se				
					_									
I	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
	7	7	/	SEA	ARCH							PRINT		CLOSE
									Fig	272				

- Specify the requesting and filling stockrooms in the fields shown in Fig 273.
- > Insert, if necessary, request notes in the "Request notes" field (free text field).

REQ	UESTING STOCKROOM				FILLING STOCKROOM			•
REQ	UEST NOTES							
	Request position	Code	Producer code	Description		Notes	Req. qty	
	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	and the second		free free and the free free free free free	~~~~~~		Second S	and south and
				-				



 $\succ$  Insert the resources to be requested.

The resources can be inserted either by barcode scan or manually (i.e. activating the system's search functionalities by clicking the **Search** button on the command bar). The manual resource search and selection procedure is described in paragraph 22.

The list of resources is displayed (Fig 274).

DIG STK IU 0007 ENG V01

QUESTING STOCKROOM QUEST NOTES	BLO			IG STOCKROOM DEA			
Request position	Code	Producer code	Description		Notes	Reg. gty	
BLO.GI.A.LI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X90 /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000020	2618	COPRI CAVI /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	DET.34/09		I	×
BLO.GI.A.LI.PI	900RS000039	498	SET GARZA LAPAR.80X80 RX 4STR.CFI)DFD5D8080FHSNA01 12/1	2 D.972/09		1	×
BLO.GI.A.LI.PI	915R1000007	5672	CUFFIA X FLUOROSCOPIO 21305052 /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000054	5672	INTERVENTO MASTECTOMIA /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000013	2618	INTERVENTI SULLA SPALLA I N6068 /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOME /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000036	2618	INTERVENTI CISTOSCOPIA I N6071 /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000152	3192	TELO_CM.75X120_COD.C104 /D	DEL.525/07		1	×
BLO.GI.A.LI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD. 03510270000	DEL. 99/08		1	×
BLO.GI.A.LI.PI	915R1000044	3192	INTERVEN.ATROFIA MASC.AB935/CN /DC/ PREL.CRESTA ILIACA	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000008	5672	SACCO MAYO COD. 258300 /D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000089	3192	SALVIETTE CD. GCI 2 /D	DEL.525/07			×
BLO.GLA.LL.PI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D	DEL.525/07		1	×
BLO.GLA.LL.PI	915RS100023	2618	TELO TAVOLO MADRE CM200X200 /D	DEL.525/07		1	×

Fig 274 - Requested resources list

Specify the quantity of each requested resource in the celle indicated in Fig 275 B (default quantity is 1).

It is possible to insert, if necessary, a specific note for each resource (Fig 275 A).

							A	
	Request position	Code	Producer code	Description			1 45	Req. qty
	BLO.GI.A.LI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO	CM 80X90 /D	DEL.525/07	Urgent	3 🔀
	BLO.GI.A.LI.PI	915R1000020		COPRI CAVI	/D	DEL.525/07		
$\sim$	more way of the	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	and a start	March and	hed from he when	And the second and the second second	and any and any and the	Carlo Contraction Contraction
					Fig	275		

The  $\triangleright$  icon indicates the selected resource.

The icon placed on the right of each row can be clicked to delete the corresponding resource.

The cancelled resources appear as shown in Fig 276. The icon appearing at the end of the cancelled row can be clicked to restore the resource (it is an "Undo" button).

BLO.GI.ALI.PL 91581000007 5472 CUFFIX X ELUOROSCOPIO 21305052 /D DEL 525/07 4 5

The rows highlighted pink (Fig 277) correspond to resources that are not available in the filling stockroom. The request can be created anyway, even though some resources are unavailable.

Fig 277 - Unavailable resource

When the resources list is complete,

Click the **Update** button on the command bar.

The request is this way created. A new row, corresponding to the new request, is displayed on the materials requests management screen.

х

## 19.3. How to edit an existing request

To edit an existing request

➤ use the filters on the "Requests management" screen (Fig 278 A) to display the row corresponding to the request that must be edited.

REQUEST CODE           REQUEST IG STOCKROOM           StockReem         Code         Request author         Request creation         Fill author         Fill faz         Filling stockroom         Status           BEL         2010-00001         GGB         64/11/2010         BL0         To be filled           DBA         2010-00003         IGR         64/11/2010         BL0         To be filled           DBA         2010-00003         IGR         64/11/2010         IGR         BL0         To be filled           DBA         2010-00004         IGR         64/11/2010         IGR         BL0         To be filled           DBA         2010-00006         IGR         64/11/2010         IGR         BL0         Filled         Edd           DBA         2010-00006         RDH         64/11/2010         RDH         BL0         Filled           DBA         2010-00007         RDH         64/11/2010         RDH         64/11/2010         BL0         Filled           DBA         2010-00007         RDH         64/11/2010         RDH         69/11/2010         BL0         Filled           DBA         2010-00017         RDH         69/11/2010         RDH         69/	FROM	02/11/2010	<b>*</b>				TO 29/11/2010	<b>~</b>	
StockReem         Code         Request author         Request creation         Fill author         Fill date         Filling stockreem         Status           R8L         2010-00001         ADH         64/11/2010         BLO         To be filled           DEA         2010-00002         IGR         64/11/2010         BLO         To be filled           DEA         2010-00002         IGR         64/11/2010         IGR         64/11/2010           DEA         2010-00004         IGR         64/11/2010         IGR         64/11/2010           DEA         2010-00005         ADH         64/11/2010         ADH         09/11/2010         BLO         Filled           DEA         2010-00005         ADH         64/11/2010         ADH         09/11/2010         BLO         Filled           DEA         2010-00006         ADH         64/11/2010         ADH         09/11/2010         BLO         Filled           DEA         2010-00006         ADH         64/11/2010         ADH         09/11/2010         BLO         Filled           DEA         2010-00006         ADH         64/11/2010         ADH         09/11/2010         BLO         Filled           BLA         2010-00016         AD	REQUEST CODE					R	EQUEST STATUS		
BEL         2010-00001         ADM         04/11/2010         BL0         To be filled           DEA         2010-00002         IGR         04/11/2010         BL0         In progress           BEL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00003         IGR         04/11/2010         IGR         04/11/2010         RL         Filled           DEA         2010-00005         XDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         XDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         XDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         XDM         04/11/2010         ADM         04/11/2010         BL0         Filled           BL0         2010-00001         XDM         09/11/2010         ADM         09/11/2010         BL0         Filled           BL0         2010-00011         XDM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013	REQUESTING STOCKROOM				•	FILLI	IG STOCKROOM		
DEA         2010-0002         IGR         04/11/2010         BL0         In progress           RBL         2010-0003         IGR         04/11/2010         BL0         To be filled           DEA         2010-0003         IGR         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00004         IGR         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00007         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           BEL         2010-00007         ADM         06/11/2010         ADM         09/11/2010         BL0         Filled           BEA         2010-00011         ADM         06/11/2010         ADM         06/11/2010         BL0         Filled           DEA         2010-00013         ADM         06/11/2010         ADM         06/11/2010         BL0         Filled           DEA	StockRoom				Fill author	Fill date	Filling stockroom		
RBL         2010-0003         IGR         04/11/2010         BL0         To be filled           DEA         2010-0004         IGR         04/11/2010         AGR         04/11/2010         RBL         Filled           DEA         2010-0005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           BL0         2010-00005         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           BL0         2010-00010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0									
DER         2010-00064         IGR         04/11/2010         IGR         04/11/2010         REL         Filled           DER         2010-00005         XDM         04/11/2010         XDM         09/11/2010         BLO         Filled           DER         2010-00005         XDM         04/11/2010         XDM         09/11/2010         BLO         Filled           DER         2010-00006         XDM         04/11/2010         XDM         09/11/2010         BRC         Filled           DER         2010-00009         XDM         04/11/2010         XDM         09/11/2010         BRC         Filled           BL0         2010-00009         XDM         04/11/2010         XDM         09/11/2010         BRC         Filled           BL0         2010-00010         XDM         09/11/2010         XDM         09/11/2010         BLO         Filled           DEA         2010-00011         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         XDM         09/11/2010         BLO         In pr									
DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           BEL         2010-00007         ADM         04/11/2010         DEA         To be filled           BL0         2010-00010         ADM         06/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00010         ADM         06/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         06/11/2010         ADM         06/11/2010         BL0         Filled           DEA         2010-00013         ADM         06/11/2010         ADM         06/11/2010         BL0         In progress           DEA         2010-00015         ADM         06/11/2010         ADM         06/11/2010         BL0	RBL	2010-00003	IGR	04/11/2010				To be filled	
DER         2010-0006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DER         2010-00008         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           REL         2010-00009         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           BL0         2010-00009         ADM         04/11/2010         DEA         To be filled           BL0         2010-00010         ADM         09/11/2010         REL         In progress           DEA         2010-00011         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         In progress           DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/1	DEA			04/11/2010	IGR	04/11/2010			
DEA         2010-00006         ADM         04/11/2010         ADM         04/11/2010         RBC         Filled           RBL         2010-00009         ADM         04/11/2010         DEA         To be filled           BL0         2010-00009         ADM         06/11/2010         DEA         To be filled           DEA         2010-00010         ADM         06/11/2010         ADM         09/1/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010							BLO		
RBL         2010-0009         ADM         04/11/2010         DEA         To be filled           BL0         2010-00010         ADM         08/11/2010         RBL         In progress           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-0001	DEA			04/11/2010	ADM	09/11/2010	BLO	Filled	
BL0         2010-00010         ADM         08/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         Filled	DEA			04/11/2010	ADM	04/11/2010	RBC		
DEA         2010-00011         ADM         09/11/2010         RDM         09/11/2010         BLO         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00014         ADM         09/11/2010         ADM         09/11/2010         BLO         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO	RBL	2010-00009	ADM	04/11/2010				To be filled	
DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         To be filled           DEA         2010-00018         ADM         09/11/2010         BL0         To be filled	BLO			08/11/2010			RBL	In progress	
DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         To be filled           DEA         2010-00018         ADM         29/11/2010         BL0         To be filled	DEA			09/11/2010			BLO	Filled	
DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00016         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled	DEA	2010-00012	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00015         ADM         09/11/2010         ELO         In progress           DEA         2010-00014         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         To be filled           DEA         2010-00010         ADM         29/11/2010         BLO         To be filled           DEA         2010-00010         ADM         29/11/2010         BLO         To be filled	DEA	2010-00013	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-0001 / ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-0001 / ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-0001 / ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-0001 / ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-0001 / ADM         09/11/2010         BLO         To be filled           DEA         2010-0002 / ADM         29/11/2010         BLO         To be filled	DEA	2010-00014	ADM	09/11/2010			BLO	In progress	
DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled	DEA	2010-00015	ADM	09/11/2010			BLO	In progress	
DEA         2010-00018         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled	DEA	2010-00016	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled	DEA	2010-00017	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA 2010-00020 ADM 29/11/2010 BLO To be filled	DEA	2010-00018	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00019	ADM	09/11/2010			BLO	To be filled	
ELO 2010-00021 ADM 29/11/2010 DEA To be filled	DEA	2010-00020	ADM	29/11/2010			BLO	To be filled	
	🕨 BLO	2010-00021	ADM	29/11/2010			DEA	To be filled	

> Click the relevant row.

The  $\blacktriangleright$  icon appears at the beginning of the row (Fig 278 **B**).

Click the **Edit** button on the command bar (Fig 278 C).

The **Edit** button is enabled only if the request is in "To be filled" status and the user performing the procedure has the adequate permissions.

The list of requested resources is displayed (Fig 279).

UEST NOTES								
Request position	Code	Producer code	Description			Notes	Req. qty	
BLO.GI.A.LI.PI	915RS100023	2618	TELO TAVOLO MADRE CM200X200	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000044	3192	INTERVEN.ATROFIA MASC.AB935/CN	/DC/ PRELCRESTA ILIACA	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000020	2618	COPRI CAVI	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000152	3192	TELO CM.75X120 COD.C104	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000013	2618	INTERVENTI SULLA SPALLA I N6068	/D	DEL.525/07		1	×
BLO.GI.A.LI.PI	915R1000054	5672	INTERVENTO MASTECTOMIA	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000008	5672	SACCO MAYO COD. 258300	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X9	70 /D	DEL.525/07	Urgent	3	×
BLO.GLA.LL.PI	915R1000089	3192	SALVIETTE CD. GCI 2	/D	DEL.525/07			×
BLO.GI.A.LI.PI	915RS000786	5672	GUAINA COPRITELEC.13X250 213511	03)D	DET.34/09		1	×
BLO.GI.A.LI.PI	900RS000039	498	SET GARZA LAPAR.80X80 RX 4STR.CF	1)DFD5D8080FHSNA01 12/1	2 D.972/09		1	×
BLO.GLA.LL.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA	(DCOD. 03510270000	DEL. 99/08		1	×
BLO.GI.A.LI.PI	915R1000036	2618	INTERVENTI CISTOSCOPIA 1N6071	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOME	E /D	DEL.525/07		1	×

- Edit the request (the quantities can be changed, for instance, resources can be either added or removed).
- > Click the **Update** button on the command bar.

### 19.4. How to delete an existing request

To delete an existing request

➤ use the filters on the "Requests management" screen (Fig 280 A) to display the row corresponding to the request that must be deleted.

REQUEST GODE         REQUEST STATUS           StockRoom         Code         Request author         Request creation         Fill author         Fill StockRoot           BEL         2016-84001         ADM         64/11/2016         BLO         To be filled           BEL         2016-84001         GR         64/11/2016         BLO         To be filled           BEL         2016-84001         GR         64/11/2016         BLO         To be filled           DEA         2016-84005         GR         64/11/2016         GR         BLO         To be filled           DEA         2016-84005         GR         64/11/2016         GR         BLO         Filled           DEA         2016-84005         ADH         64/11/2016         ADH         BLO         Filled           DEA         2016-84005         ADH         64/11/2016         ADH         69/11/2016         BL         Filled           DEA         2016-84005         ADH         64/11/2016         ADH         69/11/2016         BL         Filled           DEA         2016-84006         ADH         64/11/2016         ADH         69/11/2016         BLO         Filled           DEA         2016-80016         ADH	FROM	02/11/2010	-				TO 29/11/2010	-	
StockRoom         Code         Request author         Request creation         Fill author         Fill date         Filling stockroom         Status           BEL         2010-00001         ADM         04/11/2010         BL         BL         To be filled           DEA         2010-00001         KDM         04/11/2010         BL0         In progress           REL         2010-00001         KGR         04/11/2010         BL0         To be filled           DEA         2010-00001         KGR         04/11/2010         KGR         04/11/2010           DEA         2010-00004         KGR         04/11/2010         KGR         04/11/2010           DEA         2010-00005         KDM         04/11/2010         KGR         04/11/2010           DEA         2010-00006         KDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00010         ADM         09/11/2010         BL0         Fi	REQUEST CODE					R	EQUEST STATUS		
BEL         2010-00001         ADM         04/11/2010         BL0         To be filled           DEA         2010-00002         IGR         04/11/2010         BL0         In progress           BBL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00003         IGR         04/11/2010         IGR         04/11/2010           DEA         2010-00005         ADM         04/11/2010         IGR         04/11/2010         BL0         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BC         Filled           BL0         2010-00010         ADM         04/11/2010         ADM         09/11/2010         BC         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         0//1/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010	REQUESTING STOCKROOM				•				
RBL         2010-00001         ADM         04/11/2010         BL0         To be filled           DEA         2010-00002         IGR         04/11/2010         E0         In progress           RBL         2010-00003         IGR         04/11/2010         IGR         04/11/2010         RD         To be filled           DEA         2010-00005         IGR         04/11/2010         IGR         04/11/2010         RD         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         RD         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         RD         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         RD         Filled           DEA         2010-00001         ADM         04/11/2010         ADM         09/11/2010         RD         Filled           BL0         2010-00011         ADM         09/11/2010         RD         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0	StockRoom	Code -	Request author	Request creation	Fill author	Fill date	Filling stockroom	Status	
BEL         2010-0003         IGR         04/11/2010         IGR         04/11/2010         REL         To be filled           DEA         2010-00005         KM         04/11/2010         IGR         04/11/2010         REL         Filled           DEA         2010-00005         KM         04/11/2010         KM         04/11/2010         BLO         Filled           DEA         2010-00005         KM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00005         KM         04/11/2010         ADM         0//11/2010         BLO         Filled           DEA         2010-00007         ADM         04/11/2010         ADM         0//11/2010         BLO         Filled           REL         2010-00001         ADM         04/11/2010         REL         To be filled           BLO         2010-00010         ADM         09/11/2010         REL         In progress           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         0//11/2010         BLO         In progress	RBL	2010-00001					BLO	To be filled	
DEA         2010-00004         IGR         04/11/2010         IGR         04/11/2010         R8L         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00007         ADM         04/11/2010         ADM         09/11/2010         BC         Filled           BL0         2010-00001         ADM         04/11/2010         ADM         09/11/2010         BC         Filled           BL0         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2	DEA	2010-00002	IGR	04/11/2010			BLO	In progress	
DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         REC         Filled           BEL         2010-00007         ADM         04/11/2010         ADM         09/11/2010         REC         Filled           BL0         2010-00010         ADM         08/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         REC         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00017         AD	RBL	2010-00003	IGR	04/11/2010			BLO	To be filled	
DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00008         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           BEL         2010-00000         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           BEL         2010-00010         ADM         04/11/2010         REL         To be filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ILD         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         In progress           DEA         2010-00013         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00016         ADM         09/11/2010	DEA	2010-00004	IGR	04/11/2010	IGR	04/11/2010	RBL	Filled	
DEA         2010-00000         ADM         04/11/2010         ADM         04/11/2010         RBC         Filled           BBL         2010-00009         ADM         04/11/2010         DEA         To br. filled           BL0         2010-00010         ADM         04/11/2010         RBL         In progress           DEA         2010-00011         ADM         08/11/2010         RBL         In progress           DEA         2010-00011         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         <	DEA	2010-00005	ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
REL         2010-00009         ADM         04/11/2010         DEA         To be filled           BL0         2010-00010         ADM         08/11/2010         RBL         In progress           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010	DEA	2010-00006	ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
ELO         2010-00010         ADM         08/11/2010         RBL         In progress           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         BLO         Filled         Filled           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00016         ADM         09/11/2010         BLO         In progress           DEA         2010-00017         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         A	DEA	2010-00008	ADM	04/11/2010	ADM	04/11/2010	RBC	Filled	
DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00014         ADM         09/11/2010         BLO         Filled         In progress           DEA         2010-00014         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled         Filled         Eifed <t< td=""><td>RBL</td><td>2010-00009</td><td>ADM</td><td>04/11/2010</td><td></td><td></td><td>DEA</td><td>To be filled</td><td></td></t<>	RBL	2010-00009	ADM	04/11/2010			DEA	To be filled	
DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled	BLO	2010-00010	ADM	08/11/2010			RBL	In progress	
DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00014         ADM         09/11/2010         ELO         In progress           DEA         2010-00015         ADM         09/11/2010         ELO         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         ELO         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled         ELO         Filled           DEA         2010-00020         ADM         09/11/2010         ELO         To be filled	DEA	2010-00011	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         BL0         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled	DEA	2010-00012	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         Filled         DE           DEA         2010-00019         ADM         09/11/2010         BL0         Filled         DE           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled	DEA	2010-00013	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00015         ADM         09/11/2010         ELO         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled	DEA			09/11/2010			BLO	In progress	
DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled	DEA			09/11/2010			BLO		
DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled					ADM	09/11/2010			
DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled									
DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled	DEA						BLO	Filled	
DEA 2010-00020 ADM 29/11/2010 BLO To be filled								To be filled	

Fig 280 - Gestione richieste

> Click the relevant row.

The  $\blacktriangleright$  icon appears at the beginning of the row (Fig 280 **B**).

Click the **Delete** button on the command bar (Fig 280 C). The **Delete** button is enabled only if the request is in "To be filled" status and the user performing the procedure has the adequate permissions.

User confirmation is required.

Click **Yes** to delete the request.

## 19.5. How to display the deatils of a request

To display the list of resources that are part of a request

➤ use the filters on the "Requests management" screen (Fig 281 A) to display the row corresponding to the request whose details must be displayed.

	RESOURCE REQUEST M	ANAGEMENT		_				Below stock
ſ	FROM	02/11/2010 💌				T0 29/11/2010	•	
	REQUEST CODE				R	EQUEST STATUS		
	REQUESTING STOCKROOM			<b>•</b>	HLL	NG STOCKROOM		<b>_</b>
	StockRoom	Code 🔶 Request author	Request creation	Fill author	Fill date	Filling stockroom	Status	
	RBL	2010-00001 ADM	04/11/2010			BLO	To be filled	
	DEA	2010-00002 IGR	04/11/2010			BLO	In progress	
	RBL	2010-00003 IGR	04/11/2010			BLO	To be filled	
	DEA	2010-00004 IGR	04/11/2010	IGR	04/11/2010	RBL	Filled	
	DEA	2010-00005 ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00006 ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00008 ADM	04/11/2010	ADM	04/11/2010	RBC	Filled	
	RBL	2010-00009 ADM	04/11/2010			DEA	To be filled	
	BLO	2010-00010 ADM	08/11/2010			RBL	In progress	
	DEA	2010-00011 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00012 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00013 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00014 ADM	09/11/2010			BLO	In progress	
	DEA	2010-00015 ADM	09/11/2010			BLO	In progress	
	DEA	2010-00016 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00017 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00018 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
	DEA	2010-00019 ADM	09/11/2010			BLO	To be filled	
	DEA	2010-00020 ADM	29/11/2010			BLO	To be filled	
	BLO	2010-00021 ADM	29/11/2010			DEA	To be filled	
	В		C					
		✓ NEW ]		Reques	view ts mai	FILL REQUEST	PRIN	T SEARCH

 $\succ$  Click the row.

The *icon* appears at the beginning of the selected row (Fig 281 **B**).

Click the **View** button on the command bar (Fig 281 C).

The list of requested resources is displayed. The list is in "read-only" mode, i.e. it cannot be edited by the user.

### 19.6. How to fill a request

To fill one of the requests that are either in "To be filled" or "In progress" status,

➤ use the filters on the "Requests management" screen (Fig 282 A) to display the row corresponding to the request whose details must be filled.

REQUEST CODE         AEQUEST STATUS           StockRoom         Code         Request author         Request creation         Fill autor         Fill attac           ReL         2016-0000         KR         0471/2010         BL         To be filled           DEA         2016-0000         KR         0471/2010         BL         BL         To be filled           DEA         2016-0000         KR         0471/2010         BL         BL         To be filled           DEA         2016-0000         KR         0471/2010         KR         0471/2010         BL         Fill data           DEA         2016-0000         KR         0471/2010         KR         0471/2010         BL         Filled           DEA         2016-0000         KR         0471/2010         KR         0471/2010         BL         Filled           DEA         2016-0000         KR         0471/2010         RA         00         Filled           DEA         2016-0000         KR         0471/2010         RA         00         Filled           DEA         2016-0000         KR         0471/2010         RA         00         Filled           DEA         2016-0010         KR	FROM	02/11/2010	•				TO 29/11/2010	-
SockRoom         Code         Request author         Request creation         Fill author         Fill fate         Filling stockroom         Status           BEL         2010-00001         ADM         64/11/2010         BL0         To be filled           DEA         2010-00002         IGR         64/11/2010         BL0         To be filled           DEA         2010-00003         IGR         64/11/2010         IGR         64/11/2010           DEA         2010-00004         IGR         64/11/2010         IGR         64/11/2010           DEA         2010-00005         ADM         64/11/2010         IGR         64/11/2010           DEA         2010-00006         IGR         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00007         ADM         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00010         ADM         09/11/2010 <td< th=""><th>REQUEST CODE</th><th></th><th></th><th></th><th></th><th>R</th><th>EQUEST STATUS</th><th></th></td<>	REQUEST CODE					R	EQUEST STATUS	
RBL         2010-00001         ADH         04/11/2010         BL0         To be filled           DEA         2010-00002         IGR         04/11/2010         BL0         In progress           RBL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00004         IGR         04/11/2010         BL0         To be filled           DEA         2010-00005         ADH         04/11/2010         IGR         04/11/2010         BL0         Filled           DEA         2010-00005         ADH         04/11/2010         AOM         09/11/2010         BL0         Filled           DEA         2010-00005         ADH         04/11/2010         AOM         09/11/2010         BL0         Filled           DEA         2010-00006         ADH         04/11/2010         AOM         09/11/2010         BL0         Filled           BE0         2010-00010         ADH         04/11/2010         AOM         09/11/2010         BL0         Filled           BE0         2010-00011         ADH         09/11/2010         AOM         09/11/2010         BL0         Filled           DEA         2010-00013         ADH         09/11/2010	REQUESTING STOCKROOM				-	FILLI	NG STOCKROOM	
DEA         2010-0002         IGR         04/11/2010         BL0         In progress           RBL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00005         IGR         04/11/2010         IGR         04/11/2010           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00007         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00010         ADM         06/11/2010         RBL         In progress         To be filled           BL0         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         In progress           DEA         2010-00012         ADM         09/11/	StockRoom	Code -	Request author	Request creation	Fill author	Fill date	Filling stockroom	Status
RBL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00004         IGR         04/11/2010         IGR         04/11/2010         REL         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           BL0         2010-00010         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00011         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA <td>RBL</td> <td>2010-00001</td> <td>ADM</td> <td>04/11/2010</td> <td></td> <td></td> <td>BLO</td> <td>To be filled</td>	RBL	2010-00001	ADM	04/11/2010			BLO	To be filled
DEA         2010-00004         IGR         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00007         ADM         04/11/2010         ADM         04/11/2010         BLC         Filled           RBL         2010-00007         ADM         04/11/2010         ADM         09/11/2010         BLC         Filled           BLO         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11	DEA			04/11/2010				In progress
DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00000         ADM         04/11/2010         ADM         04/11/2010         BEC         Filled           BL0         2010-00000         ADM         08/11/2010         BEL         In progress           DEA         2010-00010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         BLO         Filled           DEA         2010-00014         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-0001	RBL	2010-00003	IGR	04/11/2010			BLO	To be filled
DEA         2010-0006         ADM         64/11/2010         ADM         01/1/2010         ELO         Filled           DEA         2010-0008         ADM         64/11/2010         ADM         04/11/2010         BEC         Filled           BEL         2010-0008         ADM         64/11/2010         ADM         04/11/2010         BEC         Filled           BEL         2010-0001         ADM         64/11/2010         DEA         To be filled           BEA         2010-0001         ADM         66/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00011         ADM         69/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00012         ADM         69/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         69/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00014         ADM         69/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         69/11/2010         ADM         09/11/2010         BLO         Fille	DEA	2010-00004	IGR	04/11/2010	IGR.	04/11/2010	RBL	Filled
DEA         2010-00008         ADM         64/11/2010         ADM         04/11/2010         RBC         Filled           RBL         2010-00009         ADM         64/11/2010         DEA         To be filled           BLO         2010-00009         ADM         64/11/2010         DEA         To be filled           BLO         2010-00010         ADM         66/11/2010         RBL         In progress           DEA         2010-00012         ADM         69/11/2010         BLO         Filled           DEA         2010-00012         ADM         69/11/2010         BLO         Filled           DEA         2010-00013         ADM         69/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         69/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         69/11/2010         ADM         09/11/2010         In progress           DEA         2010-00016         ADM         69/11/2010         BLO         In progress           DEA         2010-00017         ADM         69/11/2010         BLO         Filled           DEA         2010-00017	DEA	2010-00005	ADM	04/11/2010	ADM	09/11/2010	BLO	Filled
RBL         2010-00009         ADM         04/11/2010         DEA         To be filled           BL0         2010-00010         ADM         06/11/2010         RBL         In progress           DEA         2010-00011         ADM         06/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled <t< td=""><td>DEA</td><td>2010-00006</td><td>ADM</td><td>04/11/2010</td><td>ADM</td><td>09/11/2010</td><td>BLO</td><td></td></t<>	DEA	2010-00006	ADM	04/11/2010	ADM	09/11/2010	BLO	
BL0         2010-00010         ADM         06/11/2010         RBL         In progress           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         B	DEA	2010-00008	ADM	04/11/2010	ADM	04/11/2010	RBC	Filled
DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00018         ADM         09/11/2010         BL0         To be filled <td>RBL</td> <td>2010-00009</td> <td>ADM</td> <td>04/11/2010</td> <td></td> <td></td> <td>DEA</td> <td>To be filled</td>	RBL	2010-00009	ADM	04/11/2010			DEA	To be filled
DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00016         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         To be filled           DEA         2010-000018         ADM         29/11/2	BLO	2010-00010	ADM	08/11/2010			RBL	In progress
DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00019         ADM         29/11/2010         BL0         To be filled	DEA	2010-00011	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled
DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         BL0         To be filled           DEA         2010-00018         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled	DEA	2010-00012	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled
DEA         2010-00015         ADM         09/11/2010         EL0         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled	DEA	2010-00013	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled
DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled	DEA	2010-00014	ADM	09/11/2010			BLO	In progress
DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled	DEA	2010-00015	ADM	09/11/2010			BLO	In progress
DEA         2010-00018         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00019         ADM         09/11/2010         ELO         To be filled           DEA         2010-00020         ADM         29/11/2010         ELO         To be filled	DEA	2010-00016	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled
DEA         2010-0018         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled	DEA			09/11/2010	ADM	09/11/2010	BLO	Filled
DEA 2010-00020 ADM 29/11/2010 BLO To be filled	DEA	2010-00018	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled
DEA 2010-00020 ADM 29/11/2010 BLO To be filled	DEA						BLO	To be filled
							0	

Fig 282 - Requests management

 $\succ$  Click the relevant row.

The  $\blacktriangleright$  icon appears on the left (Fig 282 **B**).

Click the **Fill Request** button on the command bar (Fig 282 C).

The following screen opens (Fig 283 - "Resource request filling").

equest: 2010-0002	2 - Request au	thor: ADM - Requ	est date: 29/11/2010 - Requesting si	ockroom: DEA						
equest notes:										
Fill position	Code	Producer code	Description		Qty	Cabinet	Kit	Req. qty	Qty	Notes
BLO.GL.S.LL.PL	906RC001036	3757	SUTURA PROLENE CD. 8698G °D		25	25	0	1	0	
	616RC140951	3757	ELETTRODO ABLAZ./COAGUL. 227355 =D	DET.302/10	0		0	1	0	
BLO.GLA.LL.PL	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD	157030010 T.12/12 D.972/09	237	231	6	1	0	
BLO.GI.A.LI.PI	915R1000053	5672	GAMBALE CM. 75XIIO CD. 21313104 /D	DEL.525/07	4962	4962	0	1	0	
	906RC000250	5896	SUTURATRICE CIRCOL. 31MM EEA31 (DEX)	CD.111989 - DEL.410/09	0		0	1	0	
BLO.GLS.LLPI	906RC000291	3757	SUTURA PDS II CD. Z317H NON + °D		54	54	0	1	0	
BLO.GL.G.LL.PI	916R2090010	5546	DREN.C/SCANALATURA COD. 24111 /DMIS.	3 X 7 MM DEL.510/07	42	42	0	1	0	
BLO.GI.T.LI.PI	916RC001231	3757	FORBICI 23CM COD. ACE23P NON+ (D	DEL.512/08	0		0	1	0	
BLO.GI.A.LI.PI	915R1000018	2618	TELO C/FORO ADESIV. CMI 20XI 50 /D	DEL.525/07	4979	4979	0	1	0	
BLO.GI.T.LI.PI	906RA000244	5896	SUTURATRICE GIA GIA80485 )D	DEL.410/09	12	12	0	1	0	

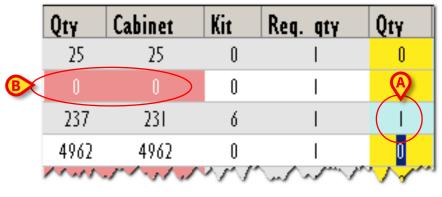
Fig 283

The resources that are part of the request are listed in a table

The following information can be displayed for each resource:

fill position (if for a resource different positions are available the user must specify the ٠ position from which the resource is picked - in these cases the field is empty and highlighted yellow);

- resource code;
- producer code;
- resource description;
- total available quantity;
- quantity of resource located in the cabinets;
- quantity of resource located in the kits;
- requested quantity;
- filled quantity;
- possible notes.
- Specify, in the "Quantity" cell, the quantity of resource provided to fill the request (Fig 284 A). When a quantity is specified the cell turns from yellow to light blue.





If a resource is unavailable the "Q.ty" and "Cabinet" cells are highlighted red (Fig 284 **B**). It is not possible to specify a quantity for these resources. The request can be filled anyway.

When all the information is specified,

click the Update button on the command bar.

The request is this way filled.

# 20. Resources list for emergencies

The "Emergencies" module makes it possible to quickly display and print the list of resources necessary for an emergency operation.

To access this module,

SM⁻



> click the corresponding icon on the lateral bar.

The following screen opens (Fig 285).

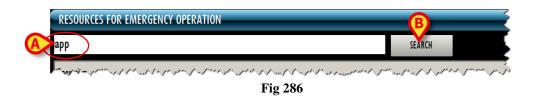
RESOURCES FOR EMERGENCY OPERATION		🕀 Below
	SEARCH	
Operation		
		DISPLAY RESOURCE:

### 20.1. How to display the resources list for an operation

The field placed on top, indicated in Fig 285 A, makes it possible to search for the operation for which the resources list needs to be displayed.

To search for the operation

 $\blacktriangleright$  type the operation name (or part of it) in the field indicated in Fig 286 A.



Click the **Search** button placed alongside the field (Fig 286 **B**).

The list of operations whose name includes the specified text is displayed (Fig 287 A).

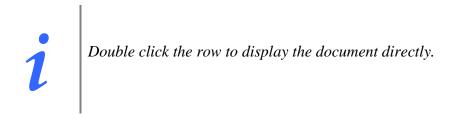
	RESOURCES FOR EMERGENCY OPERATION		🕀 Below stock
	арр	SEARCH	
	Operation B		
$\left( \right)$	Appendicectomia Iaparoscopica		
	Appendicectomia laparoscopica (D.S.)		
	Appendicectomia laparotomica		
	Appendicectomia laparotomica (D.S.)		
	Applicazione di IMF		
	Applicazione ferule mascellari		
U	MAPPING PROSTATICO 20 PRELIEVI		
			<u>e</u>
			DISPLAY RESOURCES
	I	Fig 287	

Click the name of the relevant operation.

The name appears highlighted (Fig 287 **B**).

Click the **Display Resources** button on the command bar (Fig 287 C).

The document listing all the needed resources is displayed.



A print preview is displayed (Fig 288).

		RESOURC	ES	FOR EMERGENCY (	OPERA	TION
	Date	15/07/2010				
	Operatio	Appendicector	ia la	paroscopica		
Code	Description			Location	Qty	Barcode
		ICECTOMIA VLS				
900R7505269		10X10 16STR.S.FIL 3481 12/8 32/40	D	G1.AL1.P1	1	
906RC000401	SUTURATRI 054887 )D35 DEL 410/09	CE CUTANEA ROYA W	L	G1.TL1.P1	1	
916R2090001	DRENAGGIO CD.24603 /0 510/07	SILIC.CH 15 DSPIRAL DRAIN	D.	G1.Nuovi Materiali.L1.P1	1	
900RC000467		10X60 8STRATI RX D1020F055 P.X 3(10	(X20)	G1.Nuovi Materiali.L1.P1	1	
616RC770013	SPUGN.X PL (D	JLIZIA BISTURI CD /	4L.40	G1.Nuovi Materiali.L1.P1	1	
900RL000290		BARZA MM. 10 RX 0. 157030010 T. 12/1	2	G1AL1P1	1	
915R1000001	STRISCIA AD COD 258347 DEL 525/07			G1.Nuovi Materiali L1.P1	2	
605RS000462	BISTURI N.1 CD03443010 D.895/09			G1.Nuovi Materiali.L1.P1	1	
916RC040303	SACCHETTO RIMOZ REPE DEL 930/08	) R.COD.POUCH (D		G1.Nuovi Materiali.L1.P1	1	
906RC002000	SUTURA LAG	CCI SURGITIE EL21 B	L	G1.SL1.P1	1	
906RC000003	SUTURA SET DEL 14/06	TA CD. 680H	*D	G1.S.L1.P1	1	
916RC000512	CARICATORI	E CLIP CHALLENG	ER	G1.Nuovi Materiali.L1.P1	1	

Click the **Print** button on the command bar (Fig 288 **A**) to print the document.

For each resource the following information can be displayed:

- the code;
- the description;
- the location;
- the needed quantity;
- the barcode.

This document can be used to pick the resources from the cabinets.

# 21. Inventory management

The "Inventory" module makes it possible to manage the inventories, the quantities, the expiration dates and the resources in stock.

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Some "Stock Management" configurations do not manage the resouces expiration dates. In these cases no information is displayed in the relating field.

To select the module

click the corresponding icon

The following screen opens:

CONTRET      CONTRET	Producer code           498           498           20           206           202           203           21           22           23           24           27           28           29           206           207           771           771           5355	Resource GARZA 7X9 16STR. GARZA PIEG 10DOF. BENDA ELST.NTINI BENDA ORL. MTSX2 BENDA ORL.MTSX1 BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 4X BENDA AUTOFIX 4X BENDA AUTOFIX 4X	L 20X5 FLEXA (DCOD. 03 CM CD 12056105027(DDEL CM CD 12056105107(DDEL PIC CM4X4MT. (DCOD.00 PIC CM 8X4MT. (DCOD.00 4 SLATTICE *** (DCOD. 02 4 S. LATTICE *** (DCOD.	LIC 12/8 FILATO 8 8 8 97/08 N. 99/08 230050000 230050000 230050000 2121540 ***	ALL ALL	Stock         Qty           5         22           0         0           23         25           0         0           9         9	Cabinet 5 22 0 23 25 0 0 0 0 0 0 0	!       
37770208 777700104 877700113 877700113 8707001102 870001102 87000110 8700011 8700011 8700011 8700011 8700013 8700013	498 499 22 206 22 22 22 771 771 771 5355	GARZA 7X9 165TR. GARZA PIEG IODOF. BENDA ELASTANTIAI BENDA ORL. MTXXX BENDA ORL.MTXXI BENDA ELSELF FIX BENDA ALTOFIX 4X BENDA ALTOFIX 4X BENDA ALTOFIX 4 BENDA ALTOFIX 1	10% MT.1         =DT.12/           L20X5 FLEXA         (DCOD. 03           CM CD.12056105027(DDEL.         CM           CM CD.12056105107(DDEL.         PIC CM4X4MT.           PIC CM4X4MT.         (DCOD.00           PIC CM 8X4MT.         (DCOD.00           4 SLATTICE ***         (DCOD.01           4 S. LATTICE ***         (DCOD.02	OLO 12/8 FILATO 8 510270000 N. 99/08 N. 99/08 230050000 230020000 2121540 ***	piration	5 22 0 23 25 0 0	5 22 0 23 25 0 0	
X7790104 X7770016 XC001100 XC001102 XC003106 XC003107 XC100010 XC100011 XC100011 XC100011 XC100013 XC229001	499 22 206 22 22 22 771 771 771 771 5355	GARZA PIEG IODOF. BENDA ELAST.ANTIAI BENDA ORL. MTSXZ BENDA ORL.MTSXI BENDA ELSELF FIX BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 4X BENDA AUTOFIX 4X	10% MT.1         =DT.12/           L20X5 FLEXA         (DCOD. 03           CM CD.12056105027(DDEL.         CM           CM CD.12056105107(DDEL.         PIC CM4X4MT.           PIC CM4X4MT.         (DCOD.00           PIC CM 8X4MT.         (DCOD.00           4 SLATTICE ***         (DCOD.01           4 S. LATTICE ***         (DCOD.02	8 510270000 N. 99/08 230050000 230020000 2121540 ***		22 0 23 25 0 0	22 0 23 25 0 0 0	!       
X7770016 AC001100 AC003106 AC003107 AC00010 AC100010 AC100011 AC000013 AC029001	22 206 206 22 22 771 771 771 5355	BENDA ELASTANTIAI BENDA ORL MTSXI BENDA ORL MTSXI BENDA ELSELF FIX BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 4X BENDA AUTOFIX 10	L 20X5 FLEXA (DCOD. 03 CM CD 12056105027(DDEL CM CD 12056105107(DDEL PIC CM4X4MT. (DCOD.00 PIC CM 8X4MT. (DCOD.00 4 SLATTICE *** (DCOD. 02 4 S. LATTICE *** (DCOD.	510270000 N. 99/08 230050000 230020000 2301540 ***		0 23 25 0 0	0 23 25 0 0	 
ACODIIOO ACODIIO2 ACODIIO3 ACODIIO7 ACIDODIO ACIDODII ACODIII ACODII ACODII3 ACODII3 ACODII3	206 206 22 22 771 771 771 771 5355	BENDA ORL. MTSX2 BENDA ORL. MTSX2 BENDA ELSELF FIX BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 83 BENDA AUTOFIX 1	CM CD.12056105027(DDEL. CM CD.12056105107(DDEL. PIC CM4X4MT. (DCOD.00 PIC CM 8X4MT. (DCOD.00 4 S.LATTICE *** (DCOD. 0: 4 S. LATTICE *** (DCOD.	N. 99/08 N. 99/08 230050000 230020000 2121540 ***		25 0	23 25 0	: : 
ACOOLIO2 ACOOSIO6 ACOOSIO7 ACIODOI0 ACIODOI2 ACOODI2 ARODODI3 ACC29001	206 22 22 771 771 771 5355	BENDA ORLMTSXI O BENDA ELSELF FIX BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 83 BENDA AUTOFIX 1	CM CD.12056105107(DDEL. PIC CM4X4MT. (DCOD.00 PIC CM 8X4MT. (DCOD.00 4 S.LATTICE *** (DCOD. 0) 4 S. LATTICE *** (DCOD.	N. 99/08 230050000 230020000 2121540 ***		25 0	25 0 0	1
ACOO3106 ACOO3107 AC100010 AC100011 AC100012 A0000013 AC229001	22 22 771 771 771 5355	BENDA ELSELF FIX BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 83 BENDA AUTOFIX 1	PIC CM4X4MT. (DCOD.00 PIC CM 8X4MT. (DCOD.00 4 S.LATTICE *** (DCOD. 0) 4 S. LATTICE *** (DCOD.	230050000 230020000 2121540 ****		0	(	1
ACCO3107 ACCIDODID ACCIDODII ACCIDODI2 ADDDDDI3 ACC229001	22 771 771 771 5355	BENDA ELSELF FIX BENDA AUTOFIX 4X BENDA AUTOFIX 83 BENDA AUTOFIX 1	PIC CM 8X4MT. (DCOD.00 4 S.LATTICE *** (DCOD. 0) 14 S. LATTICE *** (DCOD.	230020000 2121540 ****		0	(	
RC100010 RC100011 RC100012 R0000013 RC229001	771 771 771 5355	BENDA AUTOFIX 4X BENDA AUTOFIX 8) BENDA AUTOFIX 11	4 S.LATTICE *** (DCOD. 0: 14 S. LATTICE *** (DCOD.	2121540 ***		9		
RCI 00011 RCI 00012 R0000013 RC229001	771 771 5355	BENDA AUTOFIX 8) BENDA AUTOFIX 1	4 S. LATTICE *** (DCOD.				9	
RC100012 R0000013 RC229001	771 5355	BENDA AUTOFIX I		VALANCIA VALL		12	12	
R0000013 RC229001	5355			02121543*** DEL		- 0	12	
RC229001		MEDICAZ, TNT SUR		NWSP1020 DEL		37	37	
	3757		XI OPZ. 80-1407 )DCF:11			66	63	
RC229002	3757		(10PZ. 80-140)DCF:10PZ			0	() (	
\$000083	2618	SET X TUR COD.	,			108	108	
37505269	493		6STR.S.FILO CF.5)DCD.23481	12/8 32/40		302	302	
7505543	498					43	43	
			,					
	498					340	298	
	493		· · · ·			312		
			,					
			/					
			· · · · ·					
			· · · ·					
	498		/			74		
			New Eve		Stack – Cabi	nat Vit F	laal Orv	
+ (DTITOLO 12/8 FILAT	0 20/20 D. 42/08		New Exp.		5	5 0		×
	R7505917 R7770208 R7770218 R7770103 R7790103 R7790103 R7000477 R2000470 R2000288 R1000290 R2000290 R5000038	R7505917         498           R7770208         498           R7770211         493           R7770213         498           RC000467         498           RC000467         498           RL000280         206           RL000290         206	RX7505917         498         SET GMZALZXEF1           RX770208         498         SET GMZALZXEF1           RX770211         493         SET GMZALXEF1           RX770211         493         SET GMZALXER           RX770211         493         SET GMZALXER           RX770211         493         SET GMZALXER           RX770211         493         SET GMZALXER           RX70203         498         SET GMZALXER           RX000470         498         SET GMZALXER           RX00288         206         SET TMPHONE GMZA           RX00289         206         SET TMPHONE GMZA           RX00288         SET GMZALXER         VPLANA	R750517         498         SET GAR2A         ZAFFI HTSXDCH         45TR.RX         J0ZDD50           R7770208         498         SET GAR2A         XX9 I GSTR. RX. GFS         J0ZD102           R7770210         498         SET GAR2A         XX9 I GSTR. RX. GFS         J0ZD102           R7770210         498         SET GAR2A         IXX60 GSTR. SFLID GF.Sp1274 F           R77702103         498         SET GAR2A         IXX60 GSTRATI RX. GFS.Sp100230           RC000470         498         SET GAR2A         IXX60 GSTRATI RX. GFS.Sp100230           RC000280         206         SET TAMPONE GAR2A         MM40 CFE.GF.Sp100.21           RL000289         206         SET TAMP. GAR2A         MM48 RX. GFS.Sp100.20           RL000280         206         SET TAMP. GAR2A         MM48 RX. GFS.Sp100.20           RL000280         206         SET TAMP. GAR2A         MM48 RX. GFS.Sp100.20           RL000280         206         SET GAR2A. LAVAS MARS RX.12TR. GFA/0F0.20           RL000280 <td< td=""><td>RTS05917         490         SET GARZA ZAFFI MTSXOCM 4STR.RX         JOZZ0507F 12/8         32/40         1           RTS70208         498         SET GARZA ZAFFI MTSXOCM 4STR.RX         JOZZ0507F 12/8         32/40         1           RT770208         498         SET GARZA 10X60         SSTR.RX         GFS         JOCID4380709F05S         12/8            RT77011         493         SET GARZA 10X60         SSTR.SFLIO         GFJD12/8         FILATO         32/40         DR.N.           RT77013         498         SET GARZA LUPARA30X30         RX125T         GF.LJD150303801210301         12/8            RC000470         498         SET GARZA LAPSX25         RX CUCUET         32/40         - 4 STRAT           RL000288         206         SET TAMPONE GARZA MMA CYTE CF.SJDC10.1504330081.11         1.2/8            RL000289         206         SET TAMPONE GARZA MMA CYTE CF.SJDC10.5704330081.11         1.2/8            RL000289         206         SET TAMPONE GARZA MMA M118 RX         CF.S.JDC00.157033008         1.2/1            RL000280         206         SET TAMPONE GARZA MMA M118 RX         CF.S.JDC00.157033008         1.2/1            RL000280         206         SET GARZA L</td><td>RX750517         498         SET GAR2A_ZMFFI_MTSX7CH_4STR.RX         D0ZD0507F_12/8         12/8         32/40         1           RX770208         498         SET GAR2A_ZMFFI_MTSX7CH_4STR.RX         GFZD0207F_12/8         12/8            RX770208         498         SET GAR2A_ZMFFI_MTSX7CH_4STR.RX         GFZD020507F_12/8         12/8            RX770208         498         SET GAR2A_LUKANG BSTR_STRL0 GF.Sp12/8         D0ZD0507F_12/8         12/8            RX770103         498         SET GAR2A_LUKANG SK0 KX125T GF.100FD303030F122M001         12/8            RX000467         498         SET GAR2A_LUKANG SK0 KX125T GF.100FD303030F122M001         12/8            RX000470         498         SET GAR2A_LAPSX25 RX_CUCITE_372         2012/0 32/40 - 4 STRT         RL000288           206         SET TAMPG GAR2A_MM48         RX C_F5_D0C0.15503004712/1         RL000289         206         SET TAMPG GAR2A_MM18         RX C_F5_D0C0.15703008         12/1           RL000289         206         SET TAMPG GAR2A_MM18         RX C_F5_D0C0.15703008         12/1         RL000280           206         SET TAMPG GAR2A_MM18         RX C_F5_D0C0.15703008         12/1         RL000280           206         SET GAR2A_L0P440X50 RX 125TR.G*40PE05</td><td>KI750517         498         SET GARZA ZAFFI MTSX7CM 4STR.RX         D0ZD5507F 12/8         32/40          236           R7770208         498         SET GARZA XX9         ISTR. RX GF5         D0C104380709F0S5 12/8          340           R7770110         493         SET GARZA XX9         ISTR. RX GF5         D0C104380709F0S5 12/8          340           R7770113         498         SET GARZA IXX40         GSTR. SFL0 CF5,D102301020187503030112/8          312           R770103         498         SET GARZA IXX40 GSTNRTIR XX CF5 J01023010201875 XX S(1         73          423           RC000470         498         SET GARZA IXX60 GSTNRTIR XX CF5 J01023010201875 XX S(1         423          424           RC000470         498         SET GARZA IXX60 GSTNRTIR XX CF5 J01023010201875 XX S(1         423           424           RL000288         206         SET TAMPING GARZA MM40 CFE CF.50C0.15703008 T12/1          224           224           RL000289         206         SET TAMP, GARZA MM10 RX CF5.         D0C00.1572030101 T12/1          226           RC00038         498         SET GARZA IXP 40X50 RX 125TR CF4,010F304050F124/041 12/8         74<!--</td--><td>KI750517         498         SET GAR2A ZAFFI MTSX7CM 45TR.RX         D0ZD507F 12/8 32/40 1         236         236           R7770208         498         SET GAR2A ZAFFI MTSX7CM 45TR.RX         D0ZD507F 12/8 32/40 1         340         298           R7770208         498         SET GAR2A XX9 16TR. RX GF5         D0CL04380709F055 12/8         340         298           R7770211         493         SET GAR2A XX9 16TR. RX GF5         D0CL04380709F055 12/8         312         312           R77702103         498         SET GAR2A LX4R GSTX STL GF1.0F05030381214401 12/8         73         73         73         73         73         73         74         406         408         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         480         488</td></td></td<>	RTS05917         490         SET GARZA ZAFFI MTSXOCM 4STR.RX         JOZZ0507F 12/8         32/40         1           RTS70208         498         SET GARZA ZAFFI MTSXOCM 4STR.RX         JOZZ0507F 12/8         32/40         1           RT770208         498         SET GARZA 10X60         SSTR.RX         GFS         JOCID4380709F05S         12/8            RT77011         493         SET GARZA 10X60         SSTR.SFLIO         GFJD12/8         FILATO         32/40         DR.N.           RT77013         498         SET GARZA LUPARA30X30         RX125T         GF.LJD150303801210301         12/8            RC000470         498         SET GARZA LAPSX25         RX CUCUET         32/40         - 4 STRAT           RL000288         206         SET TAMPONE GARZA MMA CYTE CF.SJDC10.1504330081.11         1.2/8            RL000289         206         SET TAMPONE GARZA MMA CYTE CF.SJDC10.5704330081.11         1.2/8            RL000289         206         SET TAMPONE GARZA MMA M118 RX         CF.S.JDC00.157033008         1.2/1            RL000280         206         SET TAMPONE GARZA MMA M118 RX         CF.S.JDC00.157033008         1.2/1            RL000280         206         SET GARZA L	RX750517         498         SET GAR2A_ZMFFI_MTSX7CH_4STR.RX         D0ZD0507F_12/8         12/8         32/40         1           RX770208         498         SET GAR2A_ZMFFI_MTSX7CH_4STR.RX         GFZD0207F_12/8         12/8            RX770208         498         SET GAR2A_ZMFFI_MTSX7CH_4STR.RX         GFZD020507F_12/8         12/8            RX770208         498         SET GAR2A_LUKANG BSTR_STRL0 GF.Sp12/8         D0ZD0507F_12/8         12/8            RX770103         498         SET GAR2A_LUKANG SK0 KX125T GF.100FD303030F122M001         12/8            RX000467         498         SET GAR2A_LUKANG SK0 KX125T GF.100FD303030F122M001         12/8            RX000470         498         SET GAR2A_LAPSX25 RX_CUCITE_372         2012/0 32/40 - 4 STRT         RL000288           206         SET TAMPG GAR2A_MM48         RX C_F5_D0C0.15503004712/1         RL000289         206         SET TAMPG GAR2A_MM18         RX C_F5_D0C0.15703008         12/1           RL000289         206         SET TAMPG GAR2A_MM18         RX C_F5_D0C0.15703008         12/1         RL000280           206         SET TAMPG GAR2A_MM18         RX C_F5_D0C0.15703008         12/1         RL000280           206         SET GAR2A_L0P440X50 RX 125TR.G*40PE05	KI750517         498         SET GARZA ZAFFI MTSX7CM 4STR.RX         D0ZD5507F 12/8         32/40          236           R7770208         498         SET GARZA XX9         ISTR. RX GF5         D0C104380709F0S5 12/8          340           R7770110         493         SET GARZA XX9         ISTR. RX GF5         D0C104380709F0S5 12/8          340           R7770113         498         SET GARZA IXX40         GSTR. SFL0 CF5,D102301020187503030112/8          312           R770103         498         SET GARZA IXX40 GSTNRTIR XX CF5 J01023010201875 XX S(1         73          423           RC000470         498         SET GARZA IXX60 GSTNRTIR XX CF5 J01023010201875 XX S(1         423          424           RC000470         498         SET GARZA IXX60 GSTNRTIR XX CF5 J01023010201875 XX S(1         423           424           RL000288         206         SET TAMPING GARZA MM40 CFE CF.50C0.15703008 T12/1          224           224           RL000289         206         SET TAMP, GARZA MM10 RX CF5.         D0C00.1572030101 T12/1          226           RC00038         498         SET GARZA IXP 40X50 RX 125TR CF4,010F304050F124/041 12/8         74 </td <td>KI750517         498         SET GAR2A ZAFFI MTSX7CM 45TR.RX         D0ZD507F 12/8 32/40 1         236         236           R7770208         498         SET GAR2A ZAFFI MTSX7CM 45TR.RX         D0ZD507F 12/8 32/40 1         340         298           R7770208         498         SET GAR2A XX9 16TR. RX GF5         D0CL04380709F055 12/8         340         298           R7770211         493         SET GAR2A XX9 16TR. RX GF5         D0CL04380709F055 12/8         312         312           R77702103         498         SET GAR2A LX4R GSTX STL GF1.0F05030381214401 12/8         73         73         73         73         73         73         74         406         408         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         480         488</td>	KI750517         498         SET GAR2A ZAFFI MTSX7CM 45TR.RX         D0ZD507F 12/8 32/40 1         236         236           R7770208         498         SET GAR2A ZAFFI MTSX7CM 45TR.RX         D0ZD507F 12/8 32/40 1         340         298           R7770208         498         SET GAR2A XX9 16TR. RX GF5         D0CL04380709F055 12/8         340         298           R7770211         493         SET GAR2A XX9 16TR. RX GF5         D0CL04380709F055 12/8         312         312           R77702103         498         SET GAR2A LX4R GSTX STL GF1.0F05030381214401 12/8         73         73         73         73         73         73         74         406         408         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         488         480         488

#### Fig 289 - Inventory

# 21.1. Inventory: screen structure

The "Inventory" screen is structured according to the general description offered in paragraph 1.4. See that paragraph for the screen general features. This paragraph describes the screen specific features.

#### 21.1.1. Filters



The filters available on the "Inventory" screen (Fig 290) are:

- "Stockroom" Displays only the resources of a specific stockroom.
- "Cabinet group" Displays only the resources of a specific cabinet group.
- "Cabinet" Displays only the resources of a specific cabinet.
- "Location" Displays only the resources of a specific location.

See paragraph 1.4.2 for instructions on how the filters work.

#### 21.1.2. Data area

The data area of the "Inventory" screen is formed of two parts (Fig 291).

TTAZIONAN			CIDINET	LOCITION .		
STOCKROON ALL	-	ABINETS GROUP	- CABINET ALL	LOCATION ALL	*	RE
Position	^ Code	Producer code	Resource	Expiration	Stock Qty Cabi	
🕨 BLO.GI ALT.PI	600R7770208	498	GARZA 7X9 I 6STR.FOLDREADY RX N+ (DTITOLO	12/8 FILATO	5	5
BLO.GI ALI.PI	600R7790104	498	GARZA PIEG.IODOF. 10% MT.1 =DT.12/8		22	22
BLO.GI ALI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD. 035102)	0000	0	0
BLO.GI.A.LI.PI	602RC001100	206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N. 9)	1/08	23	23
BLO.GI ALI.PI	602RC001102	206	BENDA ORL.MTSXI 0CM CD.12056105107(DDEL. N. 9)	1/08	25	25
BLO.GI ALI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT. (DCOD.002300)	0000	0	0
BLO.GI ALI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.002300)	10000	0	0
BLO.GI ALI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE *** (DCOD. 021215	40 ***	9	9
BLO.GI.A.LI.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 0212	542 ** DE	12	12
BLO.GI ALI.PI	602RC100012	771	BENDA AUTOFIX 10X4 S.LATTICE *** (DCOD. 0212	1543**** DEL	0	0
BLO.GI ALI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD 10X20 (DCOD. NWS	P1020 DEL	37	37
BLO.GI.A.LI.PI	603RC229001	3757	COTONINI SOFT BSXLOPZ. 80-1407 )DCF:LOPZX2	OBUSTE = 200P	66	63
BLO.GLA.LT.PT	603RC229002	3757	COTONINI SOFT BSX10PZ. 80-140)DCF:10PZX20BL	STE=200PZ	0	0
BLO.GI ALI.PI	616RS000083	2618	SET X TUR COD. 77885 (D		108	108
BLO.GLALL.PL	900R7505269	493	SET GARZA LOXIO L6STR.S.FILO CF.5)DCD.23481 12/	3 32/40	302	302
BLO.GI ALI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 8STR CF.3 )DFD3D0560	F8SNN03 X	43	43
BLO.GLALL.PI	900R7505917	498	SET GARZA ZAFFI MT5X7CM 4STR.RX )DZZD507F I	2/8 32/40 1	236	236
BLO.GI ALI.PI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B070	9F055 12/8	340	298
BLO.GI ALI.PI	900R7770211	493	SET GARZA 10X60 85TR. S.FILO CF.5)D12/8 FILATO	32/40 BORD	312	312
BLO.GI ALI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RXI2ST CF.I)DFD3D30301	12NA01 12/8	73	73
BLO.GI ALI.PI	900RC000467	498	SET GARZA LOX60 8STRATI RX CF.5 (DID23D1020	05S P.X 3(1	423	406
BLO.GI ALI.PI	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE 3PZ =D12/8 32/		488	488
BLO.GI ALI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5\DCD.15604	30041A 12/8	294	291
BLO.GI ALI.PI	900RL000289	206	SET TAMP. GARZA MM.8 RX CF.5 (DCOD. 157)		196	192
BLO.GI ALI.PI	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 (DCOD. 157)		236	230
BLO.GI ALI.PI	900RS000038	498	SET GARZA LAP:40X50 RX 12STR CF:4)DFD3D40S0F		74	71
Resource			New Exp.		Cabinet Kit Real	0.02
	DREADY RX N+ (DTITOLO 12/	(8 EUNTO 20/20 D 42/08	New Exp.	5 SLUCK 5	5 0	5

The upper part of the screen lists all the resources that are in the inventory (Fig 291 A). Each row corresponds to a resource type. For each resource the following information can be provided:

- the position (not editable);
- the resource code (not editable);
- the manufacturer code (not editable);
- the resource name (not editable);
- the expiration date (not editable);
- the quantity of resources in stock (not editable);
- the quantity of resource located in the cabinets (not editable);
- the quantity of resource located in the kits (not editable).

The lower part of the screen (Fig 291 **B**) contains detailed information relating to the resource selected in the upper part. Each row corresponds to a single resource (while in the upper part each row corresponds to a resource <u>type</u>).

For each row the following information can be displayed:

- the resource name and description (not editable);
- the possible new expiration date;



Some "Stock Management" configurations do not manage the resouces expiration dates. In these cases no information is displayed in the relating field.

- the total recorded quantity in stock (not editable);
- the recorded quantity of resource located in the cabinets (not editable);
- the recorded quantity of resource located in the kits (not editable).
- the actual quantity in stock.



For each resource either all or part of the information can be displayed, depending on configuration.

The  $\blacktriangleright$  icon on the left indicates the selected resource.

The selection of a row in the upper part of the screen displays the details of the corresponding resource in the lower part of the screen.

When the quantity in stock for a resource is less than the minimum quantity (indicated by configuration) the corresponding cell is highlighted red; when the quantity in stock for a resource is

DIG STK IU 0007 ENG V01

less than the ideal quantity (indicated by configuration) the corresponding cell is highlighted yellow.

# i

If there are 0 items in stock for a resource the selection of the corrsponding row in the upper part of the screen does not display any item in the lower part of the screen.

In the configurations that manage the expiration dates, if the expiration date is highlighted red it means that the resource is expired. If the expiration date is highlighted yellow it means that the resource is close to expiration.

The icon on the right cancels the corresponding row. The cancelled row appears in strike-through characters, as in Fig 292.



The corresponding resources disappear from the list when the screen is updated.

The icon placed at the end of the row is an "Undo" button bringing back the row to its original state.

The rows highlighted green corespond to resources that are not in use anymore but for which there are still available quantities in stock (Fig 293).

RBL.GT.Nuovi Mater 609R7800	240 597	SONDA GASTR. SIL. C2316-18 N+ /DCH 18	5	5
		<b>Fig 293</b>		

#### 21.1.3. The "Inventory" screen command bar

The command bar of the "Inventory" screen (Fig 294) is formed of several buttons. This paragraph lists briefly the functions of the different buttons, referring to successive paragraphs when more detailed instructions on a specific functionality are necessary.

ļ	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
7	7	/	7	SEA	RCH		_	_	*	REFILL	PRINT			

#### Fig 294 - Command bar

The upper line contains the buttons making it possible to manage the numeric data specification.

I	2	3	4	5	6	7	8	9	0
			Fig 29	5 - Nur	neric b	uttons			

Use the numeric buttons (Fig 295) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field.

The "•" button is a decimal divider. The button is active only if decimal specification is relevant.

The "+/-" button makes it possible to specify whether a value is negative or positive. The button is active only if negative values specification is relevant.

The "C" button brings back to zero the specified quantities.

The **Next** button selects the item following the one currently selected.

Use the arrow buttons and and to scroll up and down the screen contents in case the items are too many to be displayed all together.

Use the **Search** button to access the system's search functionalities (described in paragraph 22).

Use the **Refill** button to access directly the refill functionalities for the selected resource. See paragraph 21.3 for the detailed procedure.

Use the **Print** button to print the resources inventory. See paragraph 21.4 for the module's print functionalities.

Use the **Close** button to close the screen.

When editing the screen contents the Update and Cancel buttons appear on the command bar.

The **Update** button saves the changes made. After every editing of the screen contents it is necessary to click the **Update** button to save the changes.

The **Cancel** button annuls all the changes made.

### 21.2. Editing the inventory values

The "Inventory" module makes it possible to manage the values relating to the resources recorded. It is possible to change the quantities in stock and the expiartion dates if necessary. It is also possible to delete a resource.

The nature and number of editable values depend on the configuration of the specific resource and are indicated by the light-blue colour highlighting the corresponding cell. In Fig 296, for instance, only the actual quantity is editable.

Resource		New Exp.	Stock 🔶	Real Qty	
SUTURA PROFIL CD. P3059	°DSUT.FIBRA POLINTREC.NN. ASS.		160	160	×
		Fig 296			

#### 21.2.1. How to change the quantities in stock

To change the quantity of resource in stock,

 $\blacktriangleright$  click the row in the upper part of the screen corresponding to the relevant resource.

The row is selected; the  $\blacktriangleright$  icon is displayed on the left (Fig 297 A).

STOCKROOM		CABINETS GROUP	ALL		- CA	BINET ALL	*	LOCATION ALL			*	R
Position	^ Code	Produce	er code	Resource				Expiration	2	tock Qty	Cabinet	
BLO.GI.A.LI.PI	600R7770208	498		GARZA 7X9	I 6STR.FOL	DREADY RX N+ (D	TITOLO 12/8 FILATO			5		5
BLO.GI ALI.PI	600R7790104	498		GARZA PIEC	G.IODOF. 105	6 MT.I =DT.	12/8			22		22
BLO.GLA.LI.PI	602R7770016	22		BENDA ELA	ST.ANTIALL.2	DXS FLEXA (DCOD.	03510270000					0
BLO.GI A.LI.PI	602RC001100	206		BENDA OR	L. MTSX2CM	CD.12056105027(DD	EL. N. 99/08			23		23
BLO.GI.A.LI.PI	602RC001102	206		BENDA ORI	LIMT5XI OCM	CD.12056105107(DDI	EL. N. 99/08			25		25
BLO.GI ALI.PI	602RC003106	22		BENDA EL:	SELF FIX PI	C CM4X4MT. (DCOD	.00230050000					0
BLO.GI ALI.PI	602RC003107	22		BENDA EL:	SELF FIX PI	C CM 8X4MT. (DCOD	.00230020000					0
BLO.GI ALI.PI	602RC100010	771		BENDA AUT	FOFIX 4X4 S	LATTICE ** (DCOD	02121540 ***			9		9
BLO.GI ALI.PI	602RC100011	771		BENDA AU	TOFIX 8X4 S	. LATTICE ** (DCO	D. 02121542 ** DE			12		12
BLO.GI.A.LI.PI	602RC100012	771		BENDA AU	TOFIX 10X4	S.LATTICE ** (DCC	D. 02121543*** DEL					0
BLO.GI.A.LI.PI	603R0000013	5355		MEDICAZ. 1	INT SURGIPA	D 10X20 (DO	OD. NWSP1020 DEL			37		37
BLO.GI ALI.PI	603RC229001	3757		COTONINI	SOFT BSXIC	PZ. 80-1407 )DC	F:10PZX20BUSTE=200P			66	i i	63
BLO.GI.A.LI.PI	603RC229002	3757		COTONINI	SOFT BSXIO	PZ. 80-140 )DCF:10	IPZX20BUSTE=200PZ					0
BLO.GI ALI.PI	61.6RS000083	2618		SET X TUR	COD. 778	35 (D				108	i II	80
BLO.GI.A.LI.PI	900R7505269	493		SET GARZA	10X10-16ST	R.S.FILO CF.5)DCD.23	481 12/8 32/40			302	. 31	02
🕨 🕨 🕨 🕨 🕨	900R7505543	498		SET GARZA	5X60 LUNG	i RX 8STR CF.3 )DFI	D3D0560F8SNN03 X			43		43
BLO.GI ALI.PI	900R7505917	498		SET GARZA	ZAFFL MTS	(7CM 4STR.RX )DZZ	D507F 12/8 32/40 1			236	2	36
BLO.GI ALI.PI	900R7770208	498		SET GARZA	7X9 1.6STR	RX CF.5 )DC.I	D43B0709F055 12/8			340	ı 2'	98
BLO.GLA.LT.PI	900R7770211	493		SET GARZA	10X60 85T	R. S.FILO CF.5)D12/1	B FILATO 32/40 BORD			312	3	12
BLO.GI ALI .PI	900R7790103	498		SET GARZA	LAPAR.30X	30 RXI2ST CF.I)DFE	3D3030F12NA01 12/8			73		73
BLO.GI.A.LI.PI	900RC000467	498		SET GARZA	10X60 85T	RATERX CF.5 (DID:	23D1020F055 P.X 3(1			423	i 41	06
BLO.GI ALI.PI	900RC000470	498		SET GARZA	LAP.5X25	IX CUCITE 3PZ =DI	2/8 32/40 - 4 STRAT			488	4	88
BLO.GI.A.LI.PI	900RL000288	206		SET TAMPO	ONE GARZA	MM.40 C/FB.CF.5)DC	D.1560430041A 12/8			294	- 2'	91
BLO.GI ALI.PI	900RL000289	206		SET TAMP.	GARZA MM.	B RX CF.5 )DO	DD. 157033008 T.12/1			196	i P	92
BLO.GI.A.LI.PI	900RL000290	206		SET TAMP.	GARZA MM.	IO RX CF.5 )DO	DD. 157030010 T.12/1			236	2	30
BLO.GI.A.LI.PI	900RS000038	498		SET GARZA	LAP.40X50	RX 12STR CF.4)DFE	3D40S0F12NA04 12/8			74		71
Resource						New Exp		Stock.	. 🔶 Cabinet	Kit	Real Oty	
>>> SET GARZA 5X60 LUNC	G RX 8STR CF.3 (DFD3D)	0560F85NN03 X 3(5X20)	D.972/09						43	43 0		43

In the lower part of the screen the details of the selected resource are displayed (Fig 297 B).

In the lower part of the screen,

click the row corresponding to the resource for which the quantity must be changed.

The corresponding row is selected; the  $\blacktriangleright$  icon is displayed on the left.

- > Insert the new resource quantity using the numeric buttons on the command bar.
- Click the Update button on the command bar.

The quantities in stock are updated.

Otherwise, as alternative procedure,

click the cell containing the "actual quantity" on the row corresponding to the resource for which the value must be changed.

The corresponding row is selected; the *b* icon is displayed on the left. The quantity is highlighted.

- Specify the new quantity using either the workstation keyboard or the numeric buttons on the command bar.
- Click the **Update** button on the command bar.

The quantities are this way updated.

The icon makes it possible to go back to the original values ("Undo" button).

#### 21.2.2. Deleting an inventory item

To delete an inventory item, on the upper part of the screen,

 $\succ$  click the row corresponding to the resource that must be deleted.

The resource is selected; the  $\triangleright$  icon appears at the beginning of the row (Fig 298 A).

STOCKROOM ALL	- 0	ABINETS GROUP ALL	- CABINET ALL	LOCATION ALL	*	RE	SE
Position	^ Code	Producer code	Resource	Expiration	Stock Oty Ca	oinet K	lit
BLO.GI.A.LI.PI	600R7770208	498	GARZA 7X9 16STR.FOLDREADY RX N+ (DTITOLO 12/1	B FILATO	5	5	
BLO.GI ALI.PI	600R7790104	498	GARZA PIEG.IODOF. 10% MT.1 =DT.12/8		22	22	
BLO.GI.A.LI.PI	602R7770016	22	BENDA ELAST.ANTIALL 20X5 FLEXA (DCOD. 0351027000	0	0	0	
BLO.GI ALI.PI	602RC001100	206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N. 99/08		23	23	
BLO.GI.A.LI.PI	602RC001102	206	BENDA ORLMTSXIOCM CD.12056105107(DDEL. N. 99/08		25	25	
BLO.GI.A.LI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT. (DCOD.0023005000	0	0	0	
BLO.GI.A.LI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.0023002000	0	0	0	
BLO.GI.A.LI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE *** (DCOD. 02121540 1	***	9	9	
BLO.GI.A.LI.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 02121542	*** DE	12	12	
BLO.GI ALI.PI	602RC100012	771	BENDA AUTOFIX 10X4 S.LATTICE ** (DCOD. 0212154	3*** DEL	0	0	
BLO.GI.A.LI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD LOX20 (DCOD. NWSPLO	20 DEL	37	37	
BLO.GI.A.LI.PI	603RC229001	3757	COTONINI SOFT BSXLOPZ. 80-1407 )DCF:LOPZX20BU	STE=200P	66	63	
BLO.GI.A.LI.PI	603RC229002	3757	COTONINI SOFT BSX10PZ. 80-140)DCF:10PZX20BUSTE	=200PZ	0	0	
BLO.GI A.LI.PI	61 6RS000083	2618	SET X TUR COD. 77885 (D		108	108	
BLO.GI.A.LI.PI	900R7505269	493	SET GARZA LOXIO L6STR.S.FILO CF.5)DCD.23481 12/8 32	1/40	302	302	
BLO.GI.A.LI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 8STR CF.3 (DFD3D0560F85)	INO3 X	43	43	
BLO.GI.A.LI.PI	900R7505917	498	SET GARZA ZAFFI MTSX7CM 4STR.RX )DZZD507F 12/8	32/40 1	236	236	
BLO.GI.A.LI.PI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F0	55 12/8	340	298	
BLO.GLA.LI.PI	900R7770211	493	SET GARZA LOX60 8STR. S.FILO CF.5)D12/8 FILATO 32	/40 BORD	312	312	
BLO.GI.A.LI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RXI2ST CF.I)DFD3D3030FI2M	IAO1 12/8	73	73	
BLO.GI.A.LI.PI	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F055	P.X. 3(I	423	406	
BLO.GI ALI .PI	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE 3PZ =D12/8 32/40 -	4 STRAT	488	488	
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.156043004	HA 12/8	294	291	
BLO.GI A.LI.PI	900RL000289	206	SET TAMP. GARZA MM.8 RX CF.5 )DCOD. 1570330	08 T.12/1	196	192	
BLO.GI ALI.PI	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 1570300		236	23	
BLO.GI.A.LI.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR CF.4)DFD3D40S0F12N	A04 12/8	74	(	L
Resource			New Exp.	Stock	Cabinet Kit Rea	0ty	4
		SNN03 X 3(5X20) D.972/09	HCA EXp.	43	43 0	V1	4

Fig 298

In the lower part of the screen the details of the selected resource appear (Fig 298 B).

In the lower part of the screen, on the row corresponding to the resource that must be deleted,

> click the  $\times$  button on the right (Fig 298 C).

The row appears now in strike-through characters (Fig 299).

Resource		New Exp.	Stock	^ Cabinet	Kit	Real Qty	
•							5
	Fi						

> Click the **Update** button on the command bar.

The row disappears from the lower part of the screen. The inventory values are consequently updated.

If all the items of a certain resource are deleted the row corresponding to the resource disappears from the upper part of the screen as well.

The icon makes it possible to go back to the original values ("Undo" button).

# 21.3. Refill resource procedure

It is possible to access the refill resource quantity functionalities directly from the inventory screen. It is this way possible to perform the refill procedure for a resource in a direct and quick way.

To do that

(

> click the row corresponding to the resource for which the refill procedure must be performed.

The resource is selected; the  $\blacktriangleright$  icon appears on the left (Fig 300 A).

STOCKROOM ALL	- 0	ABINETS GROUP ALL	- CABINET ALL -	LOCATION ALL	~	RE	ES
Position	^ Code	Producer code	Resource	Expiration	Stock Qty Cal	inet K	Ki
BLO.GI.A.LI.PI	600R7770208	498	GARZA 7X9 16STR.FOLDREADY RX N+ (DTITOLO 12/8 FILATO		5	5	
BLO.GLALL.PL	600R7790104	498	GARZA PIEG.IODOF. 10% MT.1 =DT.12/8		22	22	
BLO.GI ALI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD. 03510270000		0	0	
BLO.GLA.LI.PI	602RC001100	206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N. 99/08		23	23	
BLO.GI ALI.PI	602RC001102	206	BENDA ORLMTSXIOCM CD.12056105107(DDEL N. 99/08		25	25	
BLO.GI.A.LI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT. (DCOD.00230050000		0	0	
BLO.GLA.LI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.00230020000		0	0	
BLO.GI.A.LI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE *** (DCOD. 02121540 ****		9	9	
BLO.GLA.LL.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 02121542 ** DE		12	12	
BLO.GI.A.LI.PI	602RCI 0001 2	771	BENDA AUTOFIX 10X4 S.LATTICE ** (DCOD. 02121543*** DEL		0	0	
BLO.GI.A.LI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD 10X20 (DCOD. NWSP1020 DEL		37	37	
BLO.GLA.LI.PI	603RC229001	3757	COTONINI SOFT BSXLOPZ. 80-1407 )DCF:LOPZX20BUSTE=200P		66	63	
BLO.GI.A.LI.PI	603RC229002	3757	COTONINI SOFT BSX10PZ. 80-140)DCF:10PZX20BUSTE=200PZ		0	0	
BLO.GLA.LI.PI	616RS000083	2618	SET X TUR COD. 77885 (D		108	108	
PLO.GI ALI.PI	900R7505269	493	SET GARZA LOXIO L6STR.S.FILO CF.5)DCD.23481 12/8 32/40		302	302	
🕨 BID.GLALI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 85TR CF.3 )DFD3D0560F85NN03 X		43	43	
BLO.GI ALI.PI	900R7505917	498	SET GARZA ZAFFI MTSX7CM 4STR.RX )DZZD507F 12/8 32/40 1		236	236	
BLO.GI ALI.PI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F055 12/8		340	298	
BLO.GI.A.LI.PI	900R7770211	493	SET GARZA LOX60 8STR. S.FILO CF.5)D12/8 FILATO 32/40 BORD		312	312	
BLO.GI ALI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RXI2ST CF.I)DFD3D3030FI2NA0I I2/8		73	73	
BLO.GI.A.LI.PI	900RC000467	498	SET GARZA LOX60 8STRATI RX CF.5 )DID23DL020F05S P.X 3(1		423	406	
BLO.GI ALI.PI	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE 3PZ =D12/8 32/40 - 4 STRAT		488	488	
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.1560430041A 12/8		294	291	
BLO.GI.A.LI.PI	900RL000289	206	SET TAMP. GARZA MM.8 RX CF.5 )DCOD. 157033008 T.12/1		196	192	
BLO.GI ALI.PI	900RL000290	206	SET TAMP. GARZA MM.IO RX CF.5 )DCOD. 157030010 T.12/1		236	230	
BLO.GI.A.LI.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR CF.4)DFD3D40S0F12NA04 12/8		74	71	
Resource			New Exp.	Stock ^ Ca	binet Kit Real	Oty	
SET GORTO SYKO LUN	IG RX 8STR CF.3 \DFD3D0560F	CHING2 3( 3/E)(30) D 073 (00		43			3

click the **Refill** button on the command bar (Fig 300 B).

The "Resources refill" screen is displayed (Fig 301). The selected resource is displayed on this screen (Fig 301 A).

REFILL RESOURCES - BLO.G1.A.L1	.P1		Below stock
STOCKROON	CABINETS GROUP GI	Ţ CABINET Å	
Position	Code Producer code Descr 900RC000467 498 SET G	<b>iption</b> NRZA 10X60 8STRATI RX - CF.5 )DID23D1020F05S P.X 3(10X20	) D.972/09
I 2 3 4	5 6 7 8 9	0 . +/-	C NEXT
$\Delta$ $\nabla$	SEARCH LOCK SCAN STA	RT SCAN IMPORT C	ANCEL UPDATE
		Fig 301	

- Specify, if required, the resource values (lot, serial number, etc...).
- Specify the "refill" quantity in the "Refill" field (Fig 301 B)
- > Click the **Update** button on the command bar.

The "Inventory" screen opens again (Fig 300). The resource values are updated.

# 21.4. Print inventory

The **Print** button on the command bar makes it possible to access the system's print functionalities.

Click the **Print** button.

A print preview is displayed (Fig 302).

			INVE	NTORY					
BLO.G1.A	Code	Producer code	Description	Lot	SERIAL	Expiration	Qty	Cabinet	- 1/1+
L1.P1	600R7770208	498	GARZA 7X9 16STR.FOLDREADY RX	201	SERIAL	Expiration	5	5	0
L1.P1	600R7790104	498	GARZA PIEG.IODOF. 10% MT.1				22	22	0
L1.P1	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA				0	0	0
L1.P1	602RC001100	206	BENDA ORL. MT5X2CM				23	23	0
L1.P1	602RC001102	206	BENDA ORL.MT5X10CM				25	25	0
L1.P1	602RC003106	22	BENDA EL SELF FIX PIC CM4X4MT.				0	0	0
L1.P1	602RC003107	22	BENDA EL SELF FIX PIC CM 8X4MT.				0	0	0
L1.P1	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE **				9	9	0
L1.P1	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE **				12	12	0
L1.P1	602RC100012	771	BENDA AUTOFIX 10X4 S.LATTICE				0	0	0
L1.P1	603R0000013	5355	MEDICAZ. TNT SURGIPAD 10X20				37	37	0
L1.P1	603RC229001	3757	COTONINI SOFT BSX10PZ.				66	63	3
L1.P1	603RC229002	3757	COTONINI SOFT BSX10PZ.				0	0	0
L1.P1	616RS000083	2618	SET X TUR COD. 77885 (D				108	108	0
L1.P1	900R7505269	493	SET GARZA 10X10 16STR.S.FILO				302	302	0
L1.P1	900R7505543	498	SET GARZA 5X60 LUNG RX 8STR				43	43	0
L1.P1	900R7505917	498	SET GARZA ZAFFI MT5X7CM				236	236	0
L1.P1	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5				340	298	42
L1.P1	900R7770211	493	SET GARZA 10X60 8STR. S.FILO				312	312	0
L1.P1	900R7790103	498	SET GARZA LAPAR.30X30 RX12ST				73	73	0
L1.P1	900RC000467	498	SET GARZA 10X60 8STRATI RX				423	406	17
L1.P1	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE				488	488	0
L1.P1	900RL000288	206	SET TAMPONE GARZA MM.40				294	291	3
L1.P1	900RL000289	206	SET TAMP. GARZA MM.8 RX				196	192	4
OranJ ^{***} Sibok Ma	agemeit-Cop₁rigit© 1997 - :	2010 by UNIS an - Mpullwww.a	fiedms.it					Page	

Fig 302 - Print inventory

# 22. Search functionalities

A specific tool is available in the "Stock Management" system to search for the resources in stock

To access this tool

 $\succ$  click the corresponding icon  $\swarrow$  on the lateral bar.

The following screen opens (Fig 303)

	SEARCH RESOURC	E				-		Below stock
ſ	Description							
A	Code		Lot		Serial			Search fields
	Producer code		Category				י נ	
	Position		Code	Producer code	Resource			Category
			Resu	ilts Area	0			
			Command	bar				
		KEYB			FOR: POSITION	LABEL SEAF		

i

The screen shown in Fig 303 is displayed every time the **Search** button is clicked on most of the "Stock Management" system screen.

On top of the screen, in the area indicated in Fig 303 A there are the search fields.

The area indicated in Fig 303 **B** contains the search results.

The command bar is indicated in Fig 303 C.

# 22.1. Search fields

In order to search for the wanted resource the following information can be specified in the search fields:

- the resource description;
- the resource code;
- the lot;
- the serial number;
- the manufacturer code;
- the resource category.

#### 22.1.1. How to search for a resource

To search for a resource

 $\succ$  insert the available data of the searched resource in the search fields (Fig 304 A).

		SEARCH RESOURCE	E							Below stock
ſ	1	Description	teli							
		Code			]	Lot	Seri	al		
		Producer code			Categ	iory				
	1	Position		Code	Producer code	Resource			- Category	
(	1	RBL.GI.Nuovi Mater	iali.L1.P1	915R1000059	2618	MONOTELI FORO ELASTICO 200X32	DCM /D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000059	2618	MONOTELI FORO ELASTICO 200X32	DCM /D	DEL.525/07		
		DEA.GI.Nuovi Mater	iali.L1.P1	915R1000059	2618	MONOTELI FORO ELASTICO 200X32	DCM /D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000071	3192	TELI CM 75X90 CON ADESIVO CD3	)4 /D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000087	3192	TELI CM 75X90 CON ADESIVO CD4	54 /D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000074	3192	TELI CM 75X90 S/ADESIVO B304	/D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000088	3192	TELI CM 75X90 S/ADESIVO B454	/DIDROREPELLENT	DEL.525/07		
-		BLO.GI.A.LI.PI		915R1000075	3192	TELI CM150X180 CON ADESIVO CD	308 /D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000078	3192	TELI CM150X180 S/ ADESIVO CD30	8 /D	DEL.525/07		
		BLO.GI.A.LI.PI		915R1000079	3192	TELI CM240X270 DOPP.ASS.CD200/	IN /D	DEL.525/07		
						SEARC	H FOR:		P	
		_		KEYI	BOARD	NAME	POSITION	LABEL	SEARCH SELECT	
						 Fiσ	30/			

- Fig 304
- Click the **Search** button on the command bar (Fig 304 **B**).

The list of resources corresponding to the data specified appears in the results area (Fig 304 C).

# 22.2. Results

The central part of the screen, indicated in Fig 303 B and shown in Fig 305 contains the results list.

Position	Code	Producer code	Resource	٨	Category
RBL.GI.Nuovi Materiali.LI.PI	915R1000059	2618	MONOTELI FORO ELASTICO 200X320CM /D	DEL.525/07	
BLO.GI.A.LI.PI	915R1000059	2618	MONOTELI FORO ELASTICO 200X320CM /D	DEL.525/07	
Materiali.LI.PI	915R1000059	2618	MONOTELI FORO ELASTICO 200X320CM /D	) DEL.525/07	
BLO.GI.A.LI.PI	915R1000071	3192	TELI CM 75X90 CON ADESIVO CD304 /D	DEL.525/07	
MBLO.GI.A.LI.PI	915R1000087	3192	TELI CM 75X90 CON ADESIVO CD454 /D	DEL.525/07	
BLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/ADESIVO B304 /D	DEL.525/07	
BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/ADESIVO B454 /DIDF	PROREPELLENTI DEL.525/07	
BLO.GI.A.LI.PI	915R1000075	3192	TELI CM150X180 CON ADESIVO CD308 /D	DEL.525/07	
BLO,GI.A.LI.PL	915R1000078	3192	TELI, CM I SOX I 80 S/ A DE SIVO CD 308 /D	DEL.525/07	a la la seconda da la

Fig 305 - Search results

Each row corresponds to a resource. The following information (when available) is displayed for each resource:

- the position;
- the resource code;
- the manufacturer code;
- the resource description;
- the category.

Click the row corresponding to the wanted resource to select it. Multiple selection is either enabled or not by configuration. Fig 305 **A** shows three resources selected.

### 22.3. The command bar

The command bar (Fig 306) contains several buttons making it possible to access specific functionalities, described in this paragraph.



The Keyboard button displays a virtual keyboard that can be used for data entry (Fig 307).





The buttons **Name** and **Position** make it possible to select the search modality. When the **Name** button is selected the search modality is that described in paragraph 22.1.1. When the **Position** button is selected the search modality is that described in paragraph 22.4.

The **Label** button makes it possible to print a sticker label containing the barcode of the selected resource. The procedure to be performed for this purpose is described in paragraph 22.3.1.

Use the **Search** button to perform the search (see paragraph 22.1.1).

Use the **Select** button to select one of the items displayed on screen and insert it in the current procedure. The **Select** button is not active when the search module is selected through the icon on the lateral bar (this is the case described in this paragraph 22). The **Select** button is active when the search screen is accessed directly from the other modules.

To select an item

click the row corresponding to the relevant item.

The row is highlighted (Fig 305 A).

Click the **Select** button.

The selected item will be inserted in the current screen/procedure.

#### 22.3.1. Print label for the selected resource

This paragraph describes the procedure that must be performed to print the barcode sticker label of a selected resource:

- ▶ search for the resource using the procedure described in paragraph 22.1.1.
- > Click the row corresponding to the relevant resource.

The row is highlighted.

Click the **Label** button.

The following screen opens, making it possible to specify the number of labels to be printed (Fig 308).

PRINT LABELS		
Enter the number of labe	ls you want to prir	nt <b>B</b>
	CLOSE	CONTINUE
	Fig 308	

- Specify the number of labels in the field indicated in Fig 308 A.
- Click the Continue button (Fig 308 B).

The labels required will be printed.

# 22.4. Search by position

When the **Position** button on the command bar is selected a screen making it possible to search the resources by position opens (Fig 309).

STOCKROOM -ALL-		- CABI	NETGROUPS -ALL-	•	CABINET -ALL-		RE
Position	A Code	Producer code	Resource			Category	
BLO.GI.A.LI.PI	915R1000086	3192	SACCO MAYO CM85X145 CD. E122	/DIDROREPELLENTE	DEL.525/07		
BLO.GI.A.LI.PI	915R1000081	3192	KIT PACCO TAVOLO COD.AC 202/TC	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X90	) /D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000020	2618	COPRI CAVI	/D	DEL.525/07		
BLO.GI.A.LI.PI	915RS000786	5672	GUAINA COPRITELEC.13X250 213511	03)D	DET.34/09		
BLO.GI.A.LI.PI	915R1000007	5672	CUFFIA X FLUOROSCOPIO 21305052	2 /D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000054	5672	INTERVENTO MASTECTOMIA	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000013	2618	INTERVENTI SULLA SPALLA IN6068	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOM	E /D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000036	2618	INTERVENTI CISTOSCOPIA IN6071	/D	DEL.525/07		
BLO.GI.A.LI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT.	(DCOD.00230050000	DEL. 99/08		
BLO.GI.A.LI.PI	915R1000080	3192	PIASTRE PORTATUBI A 6 COD. F050	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000022	2618	INTERVENTI PROTESI ANCA IN6063	/DDIAFISI DI FEMORE	DEL.525/07		
BLO.GI.A.LI.PI	915R1000043	3192	INTERVENTI SU COLLO AB937/CN	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000008	5672	SACCO MAYO COD. 258300	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000073	3192	INTERVENTI VARICI CD.AC 208/TC	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/ADESIVO B304	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000070	3192	INTERVENTI ARTI INF. CD.AB100/V	/D	DEL.525/07		
BLO.GI.A.LI.PI	915RS100023	2618	TELO TAVOLO MADRE CM200X200	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000027	2618	INTERVENTI CHIR.MINORI IN6078	/D(INT. PROSTATA)	DEL.525/07		
BLO.GI.A.LI.PI	915R1000152	3197	TELO CM.75X120 COD.C104	/D	DEL.525/07		

Fig 309 - Search by position

The screen displays the complete resources list.

Three filters are on top (Fig 309 A), making it possible to reduce the number of items displayed.

The available filters are:

- "Stockroom" Displays only the resources of a specific stockroom.
- "Cabinet group" Displays only the resources of a specific cabinet group.
- "Cabinet" Displays only the resources of a specific cabinet.

#### To use one of the filters

> click the button placed alongside the filter.

A menu containing all the available options opens.

-TUTTI-		•
-TUTTI-		
BLO		
DEA		
GIAM		
RBL		
	Fig 310	

Click the wanted option.

The name of the chosen filter appears in the field. The list of items displayed changes accordingly. The **Reset** button (Fig 309 **B**) resets all the filters.

# 24. Contacts

For any issue, please refer first to the Distributor who installed the Product.

Here are the manufacturer contacts:

#### • ASCOM UMS srl unipersonale

Via Amilcare Ponchielli 29, 50018, Scandicci (FI), Italy Tel. (+39) 055 0512161 Fax (+39) 055 8290392

• Technical assistance

support.it@ascom.com

800999715 (toll free, Italy only)

• Sales and products information

it.sales@ascom.com

• General info

it.info@ascom.com