

# **DIGISTAT® Stock Management**

DIGISTAT® Version 4.1

# **User Manual**

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ASCOM UMS srl unipersonale Via Amilcare Ponchielli 29, 50018, Scandicci (FI), Italy Tel. (+39) 055 0512161 – Fax (+39) 055 829030 www.unitedms.com DIGISTAT<sup>®</sup> version 4.1 Copyright © ASCOM UMS srl. All rights reserved. No part of this publication can be reproduced, transmitted, copied, recorded or translated, in any form, by any means, on any media, without the prior written consent of ASCOM UMS.

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WARNING

The information contained herein is subject to change without further notice. ASCOM UMS holds the right to make changes to all described products in order to improve its functions and performance.

LICENSES AND REGISTERED TRADEMARKS

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DIGISTAT<sup>®</sup> product is **CE** marked according to 93/42/CEE directive ("Medical devices") amended by the 2007/47/EC directive.

ASCOM UMS is certified to UNI EN ISO 9001:2008 and UNI CEI EN ISO 13485:2012 standards for the design, development, production, installation and servicing of software.

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# 2. Using the manual

# 2.1. Aims

The effort which has gone into creating this manual aims to offer all the necessary information to guarantee a safe and correct use of the DIGISTAT<sup>®</sup> system and to allow the manufacturer identification. Furthermore this document aims to describe every single part of the system, it also intends to offer a reference guide to the user who wants to know how to perform a specific operation and a guide to the correct use of the system so that improper and potentially hazardous uses can be avoided.

The use of DIGISTAT<sup>®</sup> requires a basic knowledge of information systems concepts and procedures. The comprehension of this manual requires the same knowledge.

Always remember that DIGISTAT<sup>®</sup> systems are highly configurable, in order to satisfy the requirements of every user. This extreme flexibility makes a description of <u>all</u> the system's possibilities impossible. Hence the decision to describe a "probable", or "standard" configuration, so that we can explain what we feel to be the fundamental parts of the system, and their purposes. Consequently, the user may come across descriptions of pages and functions that are different in the configuration he is using.

To be more precise, the differences may concern

- 1) The appearance of the page (a page may appear different from that shown here).
- 2) The functions (certain operations may or may not be enabled).
- 3) The flow of use (certain procedures can be performed following a different sequence of pages and operations).

Care has been taken to highlight and emphasize this concept every time the configuration possibilities are such as to prevent a univocal description of the system operation.

Should you require more details regarding a specific configuration, please contact your system administrator or the ASCOM UMS technical support service.

Remember that, by specific request, ASCOM UMS is able to provide custom-made documentation for every specific type of procedure and/or configuration.

# 2.2. Charcters used and terminology

The use of DIGISTAT<sup>®</sup> systems requires a basic knowledge of the most common IT terms and concepts. In the same way, the comprehension of this manual is subject to such knowledge. However, in order to improve access to the document and clarify the use of certain terms relating to the DIGISTAT<sup>®</sup> systems, we have included a glossary for quick (and obviously concise) reference for the clarification of terms (see Appendix **A**).

Remember that the use of DIGISTAT<sup>®</sup> systems must only be granted to professionally qualified and properly trained personnel.

When consulting the on-line version as opposed to the paper version, cross references in the document work like hypertextual links. This means that every time you come across the reference to a picture ("Fig 7", for example) or to a paragraph ("paragraph 5.4", for example), you can click the reference to directly access that particular figure or that particular paragraph.

Every time reference is made to a button, this is written "**Bold**". For example, in expressions like:

Click the "Update" button,

"**Update**" is a button featured on the page being described. Where possible, it is clearly indicated in a figure (with cross references as "See Fig 7 **A**"

The character > is used to indicate an action which the user must perform to be able to carry out a specific operation.

The character  $\bullet$  is used to indicate the different elements of a list.

# 2.3. Symbols

The following symbols are used in this manual.

### Useful information

This symbol appears alongside additional information concerning the characteristics and use of DIGISTAT<sup>®</sup>. This may be explanatory examples, alternative procedures or any "extra" information considered useful to a better understanding of the product.

### **Caution!**

!

The symbol is used to highlight information aimed at preventing improper use of the software or to draw attention to critical procedures which might cause risks. Consequently, it is necessary to pay extreme attention every time the symbol appears.

# 3. Introduction to DIGISTAT®

The DIGISTAT® clinical modules suite is an advanced patient data management software system that is designed specifically for use by clinicians, nurses and administrators.

The software package comprises a set of modules that can either work alone or be fully integrated to provide a complete patient data management solution.

From the Intensive Care Unit to the Ward, from the Operating Room to the Administrative Department, DIGISTAT<sup>®</sup> can be used in a wide range of environments.

DIGISTAT<sup>®</sup>'s modular architecture and extensive customization capabilities allow you to build your own patient data management system and to expand the system to meet your new demands, when required.

DIGISTAT<sup>®</sup> system can only be accessed by entering username and password. Every user is defined by a detailed profile, and can access only the allowed areas. A record of every action performed is automatically generated by the system.

# **3.1. Modular architecture**

"Modular Architecture" means that different products (or modules) having particular goals can be implemented within the same software environment (DIGISTAT<sup>®</sup> in the present case) that is characterized by a determined graphic design, general goals and terms of use.

Different modules can be added in different times, and in a way that is agreed with the user. The resultant software suite fits to the specific user needs and can change in time, according to the possible changes in the user needs.

# 3.2. Intended use

The product "DIGISTAT®" (hereafter "PRODUCT") is a medical device composed only of software that is licensed exclusively to create an electronic copy of certain data and recording of the unit's activity in order to provide:

- electronic documentation of the activity in the unit;
- information on the use of human resources and materials;
- deferred statistics for quality control;
- support to the diagnostic and therapeutic activities, within the limits of what specified herein below;
- support to the management of alarms coming from the connected medical devices;
- display of information to remote users for non-clinical purposes.

The PRODUCT is not aimed to administer or exchange energy to or from the human body or to transmit medicines, liquids or other substances to or from the human body.

The PRODUCT is not aimed to allow direct diagnosis or monitoring of vital physiological processes (by way of example cardiac performance, respiration or activity of CNS) and therefore the therapeutic or diagnostic procedure or maneuver, if any, deemed necessary by the User, shall be performed by him/her solely as consequence of the direct examination and of the scientific correspondence of the specific case with the data obtained through the use of the PRODUCT.

Based on the above features, the PRODUCT, even if designed to provide the maximum reliability, cannot guarantee the perfect correspondence of the provided data, nor can it substitute the direct verification of the same by the User.

In any case, the PRODUCT must be used in compliance with the safety procedures reported in the user manual accompanying the Product.

# !

Always check that the information supplied is correct. It is under exclusive responsibility of the User to make correct use of the information supplied.

The PRODUCT can be used close to the patient and to the medical devices in order to speed up the data entry, to decrease the chances of errors and to allow the User to verify the correctness of the data through the immediate comparison with the actual data and activities.

!

When entering patient related data it is necessary to double-check that the patient identity, hospitalization department and bed displayed in DIGISTAT® are correct. This is utterly important in case of critical actions as, for instance, drug administration.

The User must implement adequate procedures to guarantee that potential errors occurring in the PRODUCT are promptly detected and corrected and do not constitute a risk to the patient and the operator.

These procedures depend on the configuration of the PRODUCT and the method of use preferred by the User.

Only printouts that are signed (with digital signature or autograph) by authorized physicians or medical operators shall be considered valid clinical documents. In signing the aforementioned printouts, the User certifies that he/she has checked the correctness and completeness of the data present in the document.

Only these signed documents are a valid source of information for diagnostic or therapeutic processes and/or procedures.



Only printouts signed by the authorized physicians or medical operators shall be considered valid clinical documents.

The PRODUCT may provide, depending on the configuration, access to information on drugs. It is responsibility of the User to initially and periodically verify that this information is current and updated.

The PRODUCT can be connected to other medical devices in order to import data therefrom but is not aimed to control, monitor or influence the performances of the medical devices with which it is connected.

The PRODUCT may provide, depending on the modules installed, visual and acoustic indication of the status and operating conditions of the approved devices connected to the PRODUCT thus providing a support to the management of the alarms and to the planning of nursing workflow.

The information displayed by the PRODUCT is not meant to replace or replicate the original display of data, messages and alarms of the medical devices. The PRODUCT does not and is not intended to control, affect or modify the normal use of those connected devices.

The PRODUCT does not substitute a "Nurse Call" system and it is not a "Distributed Alarm System" (as defined by the standard EN 60601-1-8). Therefore, it must not be used in place of the direct monitoring of the alarms generated by the medical devices. This limitation is due, among the other reasons, to the specifications and limitations of the communication protocols of the medical devices and to the nature and limitations of the hospital local network.

DIGISTAT<sup>®</sup> is not a "Distribuited Alarm System".

The minimum patient height is 20 cm. The maximum patient height is 250 cm. The minimum patient weight is 0,2 Kg. The maximum patient weight is 250 Kg.

### 3.2.1. Intended users

The PRODUCT must be used by properly trained physicians, nurses, administrative staff, system administrators, biomedical engineers and technicians.

Use of the PRODUCT must be granted, by means of specific configuration of the passwords and active surveillance, only to User 1) trained according to PRODUCT indications by personnel authorized by the ASCOM UMS or ASCOM UMS distributors and 2) in possession of the professional qualifications to correctly interpret the information supplied and to implement the appropriate safety procedures.

!

Use of DIGISTAT<sup>®</sup> must be granted only to professionally qualified and properly trained personnel.

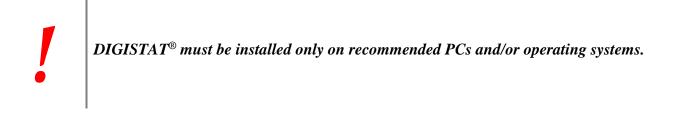
Limited parts of the PRODUCT may be used by other categories of users for non-clinical purposes, to access a limited set of information and without the ability to alter existing information or enter new ones. For example patient's family member can access information of their relative.

### 3.2.2. Intended environment

The PRODUCT can be used inside medical facilities in intensive care units, wards, operating blocks, operating theatres and other departments.

The PRODUCT is software-only medical device that can be run on a computer connected to the hospital local network and must be adequately protected against cyber-attacks.

The PRODUCT must be installed only on recommended PCs and/or operating systems.



In using the PRODUCT, the User declares to have understood and accepted the characteristics, limits and responsibilities contained herein and in the user manual. Should the User consider any of these clauses to be unacceptable, he must immediately stop using the PRODUCT and inform promptly the system administrator.

### 3.2.3. "Off-label" use of the Product

Every use of the Product outside what explicitly stated in the "Intended use" (usually referred to as "offlabel" use) is under the full discretion and responsibility of the user and of the Responsible Organization. The manufacturer does not guarantee in any form the Product safety and suitability for any purpose when the Product is used outside what explicitly stated by the "Intended use".

# 3.3. Manufacturer's responsibility

The **C** seal is a safety warranty of the product introduced on the market. ASCOM UMS is responsible for the product's safety, reliability and performance only if:

- Use and maintenance comply with User Manual instructions;
- This Manual is stored in good conditions and all sections are readable;
- Configurations, changes and repairs are only performed by personnel formed and authorized by ASCOM UMS ;
- The Product's usage environment complies with safety regulations;
- The environment's wiring system is highly efficient and complies with related regulations.

### WARNING!

Should the supply cause the establishment of a "medical electrical system" through electrical and functional connection of devices, the hospital organization is in charge of the required safety verification and acceptance tests, even in case that ASCOM UMS performed in whole or in part the wiring and the necessary connections.

## 3.4. Product tracking

In order to ensure device tracking and on-going safety and efficiency checks on site, in compliance with ISO 9001 and EN 13485 quality standards and European law on medical devices 93/42/EEC, amended by the directive 2007/47/EC, the former owner is recommended to inform ASCOM UMS/Distributor about any ownership transfer by giving written notice stating the product, former owner and new owner identification data.

Device data can be found in the product labelling (either paper label provided at installation time or "About box" displayed within the product – see paragraph 6.8.5).

In case of doubts/questions about product labelling and/or product identification please contact ASCOM UMS/Distributor technical assistance (for contacts see paragraph 30).

# 3.5. Post-market surveillance

The **CE** marked device is subject to a post-market surveillance - which ASCOM UMS, its distributors and dealers must provide for each marketed copy - concerning actual and potential risks, either for the patient or the User, during the Product's life cycle.

In case of deterioration of the device characteristics, poor performance or inadequate user instructions that have been or could be a hazard to either the patient or User' health or to environmental safety, the User must immediately give notice to either ASCOM UMS, one of its branches or nearest authorised dealer.

The device details can be found on its labelling.

On reception of a user feedback ASCOM UMS will immediately start the review and verification process and, when required, solve the reported non conformity.

# 3.6. Product life

The life time of the product does not depend on wearing or other factors that could compromise safety. It is influenced by the obsolescence of the hardware (PC and server) and is therefore assessed as 5 years since the release date of the product specific version, period in which the manufacturer is committed in keeping technical documentation and provide technical support.

## 3.7. CE mark and regulation conformity

ASCOM UMS DIGISTAT<sup>®</sup> product is **C** marked according to 93/42/EEC directive ("Medical devices"), amended by the directive 2007/47/EC, and is therefore compliant with the EU basic safety standards there specified (received in Italy with Legislative Decree n. 37/2010 and subsequent variants and integrations).

ASCOM UMS declines all responsibility for the consequences on the safety and efficiency of the device determined by technical repairs or maintenance not performed by its own Technical Service personnel or by ASCOM UMS-authorized technicians.

The attention of the user and the legal representative of the health structure where the device is used is drawn to their responsibilities, in view of the legislation in force on the matter of safety in the workplace (Italian Legislative Decree no. 81 of 09/04/2008) and of on-site security for hazardous or potentially hazardous incidents.

The ASCOM UMS Service is able to offer clients the support needed to maintain the long-term safety and efficiency of the devices supplied, guaranteeing the skill, instrumental equipment and spare parts required to guarantee full compliance of the devices with the original construction specifications over time.

# 4. Software/Hardware specifications

The information provided in this chapter covers the manufacturer's obligations identified by the IEC 80001-1:2010 standard (Application of risk management for IT-networks incorporating medical devices).

# 4.1. Bedside

### 4.1.1. Hardware

According to the IEC 60601-1 regulation, for "bedside" PCs, or for PCs positioned within the "Patient Area", the use of "Medical grade" devices is required. In these places medical grade PANEL PCs are often used. If explicitly requested, ASCOM UMS is able to provide information on some suitable devices of this kind.

### Minimum hardware requirements:

- Intel® processor with Intel® dual-core technology (or faster)
- Memory: 2 GB RAM (4 GB suggested)
- Hard Disk: at least 20 GB of available space
- Monitor: 1024 x 768 or higher (1280 x 1024 suggested, 65.000 colors minimum)
- Mouse or other compatible device
- Windows<sup>®</sup> compatible printer
- Ethernet interface 100 Mb/s (or higher)
- CD/DVD Drive or possibility to copy the installation files

### 4.1.2. Operating System

Supported operating systems:

Microsoft Corporation Windows<sup>®</sup> XP SP3 32 bit Microsoft Corporation Windows<sup>®</sup> XP SP3 64 bit Microsoft Corporation Windows<sup>®</sup> 7 32 bit Microsoft Corporation Windows<sup>®</sup> 7 64 bit Microsoft Corporation Windows<sup>®</sup> 7 SP1 32 bit Microsoft Corporation Windows<sup>®</sup> 7 SP1 64 bit Microsoft Corporation Windows<sup>®</sup> 8 32 bit Microsoft Corporation Windows<sup>®</sup> 8 64 bit Microsoft Corporation Windows<sup>®</sup> 8.1 32 bit Microsoft Corporation Windows<sup>®</sup> 8.1 64 bit

## 4.2. Central

### 4.2.1. Hardware

### Minimum hardware requirements:

- Intel® processor with Intel® dual-core technology (or faster)
- Memory: 2 GB RAM (4 GB suggested)
- Hard Disk: at least 20 GB of available space
- Monitor: 1024 x 768 or higher (1280 x 1024 suggested, 65.000 colors minimum)
- Mouse or other compatible device
- Windows<sup>®</sup> compatible printer
- Ethernet interface 100 Mb/s (or higher)
- CD/DVD Drive or possibility to copy the installation files

### 4.2.2. Operating System

Supported operating systems:

Microsoft Corporation Windows® XP SP3 32 bit
Microsoft Corporation Windows <sup>®</sup> XP SP3 64 bit
Microsoft Corporation Windows <sup>®</sup> 7 32 bit
Microsoft Corporation Windows <sup>®</sup> 7 64 bit
Microsoft Corporation Windows <sup>®</sup> 7 SP1 32 bit
Microsoft Corporation Windows <sup>®</sup> 7 SP1 64 bit
Microsoft Corporation Windows <sup>®</sup> 8 32 bit
Microsoft Corporation Windows <sup>®</sup> 8 64 bit
Microsoft Corporation Windows <sup>®</sup> 8.1 32 bit
Microsoft Corporation Windows <sup>®</sup> 8.1 64 bit

## 4.3. Server

### 4.3.1. Hardware

### Minimum hardware requirements:

- Intel® Xeon® E series processor (or faster)
- Memory: 4 GB RAM (8 GB recommended)
- Hard Disk: at least 80 GB of available space
- Monitor: 1024 x 768 or higher (1280 x 1024 suggested, 65.000 colors minimum)
- Mouse or other compatible device
- Ethernet interface 100 Mb/s (or higher)
- CD/DVD Drive or possibility to copy the installation files

### 4.3.2. Operating System

Microsoft Corporation Windows Server 2012 R2 x64 Standard/Enterprise Ed. latest available SP. Microsoft Corporation Windows Server 2008 R2 x64 Standard/Enterprise Ed. latest available SP.

### 4.3.3. System Software

Microsoft SQL Server 2012 R2 x64 Standard/Enterprise Ed. latest available SP. Microsoft SQL Server 2008 R2 x64 Standard/Enterprise Ed. latest available SP.

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### WARNING!

To correctly use DIGISTAT<sup>®</sup>, the Microsoft Windows Display Scaling must be set to 100%. Different settings may prevent the product from starting or cause malfuctions in the way DIGISTAT<sup>®</sup> is visually displaied. Please refer to the Microsoft Windows documentation for instructions on the Display Scaling settings.

### WARNING!

The minimum vertical resolution of 768 is supported only if DIGISTAT<sup>®</sup> is configured to run in full-screen mode or if the Windows traybar is in Auto-hide mode.

# 1

### WARNING!

The computers must comply with the regulations regarding the environment where they are installed. Check compliance with competent authorized personnel.

### WARNING!

In compliance with on-going product improvement policies pursued by ASCOM UMS, this User Manual's specifications can be changed at any moment. Please contact the Firm's authorized representative concerning market availability of the product range presented in this User Manual.

### WARNING!

The computers and the other connected devices must be suitable for the environment in which they are used and must therefore comply with the relevant regulations. The personnel in charge should perform the adequate compliance checks.

# .

### WARNING!

It is recommended to follow the manufacturer instructions for storage, transport, installation, maintenance and waste of third parties hardware. These procedures must be performed only by qualified and authorized personnel.

### WARNING!

|

The responsible organization shall implement for the DIGISTAT<sup>®</sup> workstations a date/time synchronization mechanism to a reference source.

# 4.4. Firewall and Antivirus

To protect the DIGISTAT<sup>®</sup> system from possible cyber-attacks, it is necessary that:

- the Windows<sup>©</sup> Firewall is active both on the client PCs and the server;
- an antivirus software is installed and regularly updated both on the client PCs and the server.

The Responsible Organization shall ensure that these two protections are activated. ASCOM UMS tested the Product with ESET Antivirus but, considering the strategies and policies already existing in the hospital, the actual choice of the antivirus is left to the Responsible Organization. ASCOM UMS cannot ensure that the DIGISTAT<sup>®</sup> system is compatible with any antivirus or antivirus configuration.

WARNING!

Some incompatibilities have been reported between parts of DIGISTAT<sup>®</sup> and the Kaspersky antivirus. The solution to these incompatibilities required the definition of specific rules in the antivirus itself.

### WARNING!

It is suggested to keep open only the TCP and UDP ports actually needed. These may change according to the system configuration. Please refer to the ASCOM UMS technical assistance for more information.

# 4.5. Local network features

This paragraph lists the features of the local network on which DIGISTAT<sup>®</sup> is installed in order to guarantee the system's full functionality.

- DIGISTAT<sup>®</sup> uses a TCP/IP traffic protocol.
- The LAN must not be congested and/or full loaded.
- DIGISTAT<sup>®</sup> requires at least a 100 Mbps LAN available to the end user. 1 Gbps backbones would be worthwhile.
- There must not be filters in the TCP/IP traffic between workstations, server and secondary devices.
- If the devices (server, workstations and secondary devices) are connected to different subnets there must be routing in these subnets.
- It is recommended to adopt redundancy strategies to ensure network service availability in case of malfunction.
- It is recommended to schedule together with ASCOM UMS the maintenance calendar in order to let ASCOM UMS or the authorized Distributor efficiently support the healthcare structure in managing the possible disservices caused by maintenance activities.

### **ATTENTION!**

If the network does not match the requested features, DIGISTAT<sup>®</sup> performance gradually deteriorates until timeout errors occur. The system may finally switch to "Recovery" mode.

### **ATTENTION!**

In case a WiFi network is in use, given the possible intermittence of the WiFi connection, network disconnections are possible, that cause the activation of the "Recovery Mode" and the consequent system unavailability. The Responsible Organization shall ensure an optimal network coverage and stability, and train the personnel in the management of these temporary disconnections.

### 4.5.1. DIGISTAT<sup>®</sup> impact on the hospital network

DIGISTAT<sup>®</sup> impacts the local network of the healthcare structure. This paragraph provides information on the traffic generated by DIGISTAT<sup>®</sup> on the network in order to make it possible for the structure to evaluate and analyse the risks related to the introduction of DIGISTAT<sup>®</sup>.

The bandwidth used by a DIGISTAT<sup>®</sup> system depends on many different factors. The most important are:

- Number of workstations,
- Number of workstations configured as central stations,
- Number and type of devices dedicated to data acquisition (either only dedicated or as well dedicated).
- Interfaces with external systems,
- DIGISTAT<sup>®</sup> configuration and mode of use.

In a configuration with 100 clients the following bandwidth occupation values can be indicatively predicted

Average: 0.8 - 6 Mbit/s

Pitch: 5 – 25 Mbit/s

# 5. Before starting

## **5.1.** Installation and maintenance warnings

The following warnings provide important information on the correct installation and maintenance procedures of the DIGISTAT<sup>®</sup> product. They must be strictly respected.

DIGISTAT<sup>®</sup> <u>must absolutely be installed and configured by specifically trained and authorized personnel</u>. This includes ASCOM UMS (or authorized Distributor) staff and any other person specifically trained and authorized by ASCOM UMS/Distributor. Similarly, maintenance interventions and repairs on DIGISTAT<sup>®</sup> must absolutely be performed according to the ASCOM UMS company guidelines only by ASCOM UMS/Distributor personnel or other person specifically trained and authorized by ASCOM UMS/Distributor.



DIGISTAT<sup>®</sup> <u>must absolutely be installed and configured by specifically trained and</u> <u>authorized personnel</u>. This includes ASCOM UMS (or authorized Distributor) staff and any other person specifically trained and authorized by ASCOM UMS/Distributor.

- Only use devices approved by ASCOM UMS bearing the  $\mathbf{C}\mathbf{E}$  mark.
- Only use devices approved by ASCOM UMS. It is not possible to install devices without proper training.
- Only use devices approved by ASCOM UMS. There is a risk of injury to the patient and operators.
- Scrupulously observe the manufacturer's instructions for the hardware installation.
- Make provision for regular maintenance of the inner disk and checks on the operating system.
- The DIGISTAT<sup>®</sup> USB dongle must be stored and used in eligible environmental conditions (temperature, humidity, electromagnetic fields etc.), as specified by the dongle manufacturer. These conditions are equivalent to those required by common office electronic devices.
- Within "Patient Area" (see Fig 1) it is recommended to use washable waterproof devices.
- Within "Patient Area" (see Fig 1) it is recommended to use washable, sterilizable rubber keyboards and mouse devices. For "touch screens" capacitive technology (insensitive if used with gloves) is recommended because it discourages using gloves (sometimes contaminated).

# 5.2. Cleaning

Cleaning and disinfection procedures of hardware components must comply with the usual cleaning/disinfection procedures that the hospital adopts for all the hospital's assets (both fixed and moveable)



Check the suggested cleaning procedures in the manuals of the hardware products that accompany DIGISTAT<sup>®</sup>.

# 5.3. Precautions and warnings

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To guarantee the reliability and security of the software during use, strictly observe the instructions given in this section of the manual.

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Place the PC in order to ensure adequate anterior and posterior ventilation. Failure to meet hardware ventilation requirements may cause equipment failure, thus jeopardizing patient data management system functions.

!

The holder of the hardware (individual, hospital or institution) and the user of the device and the software are personally responsible for ensuring that the devices follow a meticulous maintenance schedule to guarantee safety and efficiency and reduce the risk of malfunctioning and the occurrence of possible hazards to the patient and user.

!

The device and software are destined for use only under the supervision of properly trained and authorized medical personnel.

### 5.3.1. Electrical safety

The hardware devices used together with DIGISTAT<sup>®</sup> (PC, display, barcode reader, etc...) must comply with therelevant CC mark prescriptions, in particular with those indicated by the 2006/95/EC directive and subsequent amendments.

The device complies with the characteristics envisaged by the CE marking in accordance with directive 2006/95/EC and subsequent amendments.

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The electrical devices installed within the Patient Area must have the same security level of an electromedical device.

It is moreover recommended to perform all the the relevant measurements on the leakage currents of the electro-medical system in use (PC, display and possible connected devices). The hospital structure is responsible for these measurements.

!

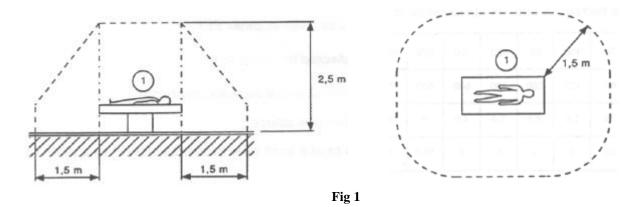
The hospital structure is responsible for all the required measurements on the electrical safety of the electro-medical system in use (PC, display and other possible connected devices) taking into consideration the actual environment in which the system is used.

### 5.3.2. Patient Area

The term "Patient Area" or "Patient Environment" means the space in which intentional or unintentional contact may take place between the patient and parts of the system (any device) or between the patient and other people who may come into contact with parts of the system (e.g., a physician who touches the patient and other devices at the same time). This definition applies when the patient's position is pre-determined: in other cases, all the possible positions of the patient must be taken into consideration.

!

According to IEC 60601-1 standard, every computer placed within the "Patient Area" must be a medical grade device.



It is the direct responsibility of the hardware licensee (individual, hospital or institution) to perform all the required measurements on the electrical safety of the electro-medical system in use (PC, display and other possible connected devices) considering the environment in which it is used.

### WARNING!

Should the supply cause the establishment of a "medical electrical system" through electrical and functional connection of devices, the hospital organization is in charge of the required safety verification and acceptance tests, even in case that ASCOM UMS/Distributor performed in whole or in part the wiring and the necessary connections.

### 5.3.3. Electromagnetic compatibility

The hardware devices used together with the DIGISTAT<sup>®</sup> system (PC, display, barcode reader, etc...) must comply with electromagnetic emission and immunity characteristics envisaged by the

**C**  $\in$  seal, in compliance with Directive 2004/108/EC and following amendments.

### 5.3.4. Devices eligibility

It is mandatory to use devices that are suitable for the environment in which they are installed and used (meeting, for instance, the directives LVD 2006/95/EC, EMC 2004/108/EC, penetration by liquids, et al.).

# 5.4. Privacy Policy

The following precautions should be taken in order to protect the privacy of users and patients, and to ensure that personal data are processed by respecting data subjects' rights, fundamental freedoms and dignity, particularly with regard to confidentiality, personal identity and the right to personal data protection.

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"Sensible data" are those personal data that reveal the race, the religious and/or philosophic beliefs, the personsal political opinions, the support to political parties and/or trade unions and/or associations and organizations having political, religious or philosophical aims. Moreover, "sensibile data" are those data providing information on the health conditions and/or the sexual life.

!

Please read the following precautions carefully and strictly observe them.

- The workstations must not be left unattended and accessible during work sessions. It is recommended to log out when leaving a workstation. See paragraph 6.5 for log out procedure.
- Sensible data saved in the system, as passwords or users' and patients' personal data, must be protected from possible unauthorized access attempts through adequate protection software (antivirus and firewall). It is the hospital structure responsibility to implement this software and keep them updated.
- The user is advised against the frequent use of the lock function (paragraph 6.5.2). Automatic log out allows to protect the system from unauthorized accesses.



In some circumstances personal and/or sensible data are transmitted in non-encrypted format and using a connection which is not phisycally secure. An example of this kind of transmission are the HL7 communications. The Responsible Organization is responsible to provide adequate security measures to comply with the local privacy laws and regulations.

### 5.4.1. User credentials features and use

This paragraph explains the user's DIGISTAT<sup>®</sup> credentials (username and password) features, use and update policy.

• Every precaution must be taken in order to keep personal username and password secret.

- Username and password must be kept private. Do not let anybody know your username and password.
- Each user can own one or more credentials to access the system (username and password). The same username and password must not be used by more than one user.
- Authorization profiles must be checked and renewed at least once a year.
- It is possible to group different authorization profiles considering the homogeneity of the users' tasks.
- When user accounts are created, it is recommended to always use a nominal identification. Generic users as, for instance, "ADMIN" or "NURSE" must be avoided. Every account must be used by one and only one user.
- Each user is characterized by a profile enabling him/her to access only the functionalities that are relevant for his/her working tasks. The system administrator must assign an appropriate user profile when creating the user account. The profile must be reviewed at least once a year. This revision can also be performed for classes of users. The user profile definition procedures are described in the DIGISTAT<sup>®</sup> configuration manual.
- Password must be at least 8 characters.
- The password must not refer directly to the user (containing, for instance, user's first name, family name, birthdate etc.).
- The password is given by the system administrator at user account creation time. It must be changed by the user at first access in case this procedure is defined by configuration (see paragraph 6.8.4 for the password modification procedure).
- After that, the password must be changed at least every three months.
- If username and password are left unused for more than 6 months they must be disabled. Specific credentials, used for technical maintenance purposes, are an exception. See technical manual for the configuration of this feature.
- User credentials must also be disabled if the user is not qualified anymore for those credentials (it is the case, for instance, of a user who is transferred to another department or structure). A system administrator can manually enable/disable a user. The procedure is described in the DIGISTAT<sup>®</sup> configuration manual.

### The following information is reserved to system administrators:

The password must match a regular expression defined in the DIGISTAT<sup>®</sup> configuration (default is ^......\* i.e. 8 characters). The password is assigned by the system administrator when a new account for a user is created. The system administrator can force the user to change the password at first access to choose a personal one. The password expires after a certain (configurable) period, after that period, the user must change the password. It is also possible (by configuration) to avoid password expiration.

See DIGISTAT<sup>®</sup> configuration manual for detailed information on user account creation procedures and password configuration.

### 5.4.2. System administrators

ASCOM UMS/Distributor technical staff, when performing installation, updates and/or technical assistance may have access to and deal with personal sensible data stored in the DIGISTAT<sup>®</sup> database.

ASCOM UMS srl or Distributor, for issues relating to management of personal sensible data, adopts procedures and working instructions complying with the current privacy regulation (D.Lgs 196/2003 of the 30<sup>th</sup> of June 2003).

In performing the abovementioned activities the ASCOM UMS/Distributor technical staff is configured as "System Administrator" for the DIGISTAT<sup>®</sup> system (see regulation of 25/11/2008 of the Privacy Guarantor on "System Administrators"). ASCOM UMS/Distributor staff performing this kind of procedures is appropriately trained on privacy issues and, in particular, in sensible data treatment issues.

In order to comply with the requests of the "System administrators" regulations, the responsible healthcare structure must:

- define nominal accesses;
- activate the access log both at operating system and at client and at server level;
- activate the access log to the database server Microsoft SQL Server (Audit Level);
- configure and manage all these logs to keep track of the accesses for at least one year.

### 5.4.3. System logs

DIGISTAT<sup>®</sup> records the system logs on the database. These logs are kept for a configurable period of time. Also, logs are kept for different times depending on their nature. Default times are:

- information logs are kept for 10 days;
- logs corresponding to warning messages are kept for 20 days;
- logs corresponding to alarm messages are kept for 30 days.

These times are configurable. See DIGISTAT<sup>®</sup> configuration manual for the configuration procedures.

## 5.5. Back up policy



It is recommended to regularly perform system backups.

The responsible healthcare structure using DIGISTAT<sup>®</sup> system must define a backup policy that best suits its data safety requirements.

ASCOM UMS/Distributor is available to help and support in implementing the chosen policy.

The responsible healthcare structure must ensure that backup files are stored in a way that makes them immediately available in case of need.

If data are stored on removable memory devices, the healthcare structure must protect these devices from unauthorized access. When these devices are not used anymore, they must be either definitively deleted or destroyed.

# 5.6. Out-of-order procedure

This paragraph describes the policy suggested by ASCOM UMS in case a DIGISTAT<sup>®</sup> workstation gets out of order. The goal of the procedure here described is to minimize the time required to replace the out-of-order workstation with one properly working.

ASCOM UMS suggests for this purpose to have at disposal, as substitute equipment, an additional PC on which DIGISTAT<sup>®</sup> is already installed.

In case of a DIGISTAT<sup>®</sup> workstation is out-of order, the substitute equipment can promptly replace the DIGISTAT<sup>®</sup> workstation.

Always remember that DIGISTAT<sup>®</sup> must only be installed by trained authorized personnel. This includes ASCOM UMS/Distributors staff and any other person specifically trained and explicitly authorized by ASCOM UMS/Distributor. Missing an explicit, direct authorization from ASCOM UMS/Distributor, the hospital staff is not authorized to perform installation procedures and/or to modify DIGISTAT<sup>®</sup> configuration.

The risk related to the DIGISTAT<sup>®</sup> workstation deactivation and substitution is that of associating the workstation with a wrong bed or room. This could lead to a "patient switch", which is an extremely hazardous condition.

The risk related to the substituion and/or reconfiguration of network equipment involved in the DIGISTAT<sup>®</sup> data acquisition (i.e port server, docking station, etc...) is that of assigning the acquired data to a wrong patient. The patient-acquired data relation is based on the IP address. Changing it could lead either to data flow interruption or, in severe cases, to assigning data to the wrong patient.

!

The out-of-order and replacement of a workstation is potentially hazardous. This is the reason why it must be, mandatorily, performed only by authorized and trained personnel.

The risk related to this procedure is that of associating a wrong bed or room to the workstation and create this way the possibility to select a wrong patient.

In case a DIGISTAT<sup>®</sup> workstation needs to be deactivated and replaced, the hospital staff must promptly call ASCOM UMS (or authorized Distributors) and request the execution of this task. We suggest the hospital management (or anyone who is in charge) to define for this purpose a clear, univocal operating procedure and to share this procedure with all the staff members involved.

In order to speed up replacement times, we suggest to have at disposal one or more substitution equipment with all the necessary applications already installed (OS, firewall, antivirus, RDP, ...) and with DIGISTAT<sup>®</sup> already installed, but disabled (i.e. not executable by a user without the assistance of an ASCOM UMS technician).

In case of out of order of a DIGISTAT<sup>®</sup> workstation, the substitution equipment availability assures the minimization of restoration times (hardware substitution) an limits at the same time the risk of patient exchange.

In case of out of order of a DIGISTAT<sup>®</sup> workstation we suggest to adopt the following procedure if a "substitution equipment" is available: guasto

- 1) The hospital staff replaces the out of order PC with the "substitution equipment"
- 2) The hospital staff calls ASCOM UMS/Distributor and requests the "substitution equipment" activation
- 3) The ASCOM UMS/Distributor staff disables the out of order workstation and correctly configure the "substitution equipment"
- 4) The out of order PC is repaired and prepare d as "sustitution equipment"

The instruction on how to enable/disable and replace a DIGISTAT<sup>®</sup> workstation, reserved to system administrators, are in the DIGISTAT<sup>®</sup> configuration manual.

### 5.6.1. Reconfiguration/substitution of network equipment

In case it is necessary to either reconfigure or substitute a network device involved in the DIGISTAT<sup>®</sup> data acquisition, the hospital staff must promptly call ASCOM UMS/Distributor and schedule the substitution/reconfiguration procedure to allow ASCOM UMS staff to either reconfigure DIGISTAT<sup>®</sup> as well or provide all the necessary information. It is recommended, for this purpose, to define a clear procedure and share it with all the involved personnel. Some general indications about this are in the DIGISTAT<sup>®</sup> configuration manual.

## **5.7.** Preventive maintenance

It is suggested to perform the maintenance of DIGISTAT<sup>®</sup> system at least once a year. It must be considered, by the way, that maintenance frequency must be function of system complexity. In case of high complexity it is suggested to perform maintenances more often, up to twice a year.

This is the maintenence checklist:

### **Preparatory checks**

- DIGISTAT<sup>®</sup> update necessity check.
- Check minimum requirements for a possible DIGISTAT<sup>®</sup> update (both HW and SW).
- Check the Server Service Pack version and state.
- Schedule the server/s restart to apply possible updates.
- Check the SQL Server Service Pack version and state.

```
SELECT SERVERPROPERTY('productversion'),
SERVERPROPERTY ('productlevel'),
SERVERPROPERTY ('edition')
```

• Schedule possible updates with the technical staff

### Checks to be performed

### Antivirus

- Check that an Antivirus Software is installed and updated (both the application and the virus list definition).
- If viruses are present, inform the competent technician and, if authorized, try to clean the PC.

### Database

- Check that an effective DIGISTAT<sup>®</sup> database clean-up and back-up policy is configuraed.
- Check that the clean-up and back-up store procedures exist (UMSBackupComplete, UMSBackupDifferential, UMSCleanLog, UMSCleanDriver) and the related schedule.
- Check that back-up files exist (both full and differential).
- Check with the hospital technical department that back-up, configuration folders and data folders are correctly copied to another storage device.
- Restore a back-upped DB to verify its correctness.
- Delete the old back-up files (.bak) and the possible files that are not inherent to DIGISTAT<sup>®</sup> configuration on the network shared path.
- Check that the other jobs on SQL Agent or scheduled tasks (for instance those that are support to integration with third-parties systems) are present, and that their schedule is adequate.
- On SQL Agent check that the different JOBs are executed and that there are not hanging JOBs or JOBs in error.
- Check the SQL Server LOGs.
- Check the DB total size and the number of records in the main tables. Script for checking all the tables size:

```
USE [DATABASENAME]
GO
CREATE TABLE [#SpaceUsed]
(
    [name] [nvarchar] (250) NULL,
    [rows] [nvarchar] (250) NULL,
    [reserved] [nvarchar] (250) NULL,
    [data] [nvarchar] (250) NULL,
    [index size] [nvarchar] (250) NULL,
    [unused] [nvarchar] (250) NULL
) ON [PRIMARY]
DECLARE @INS AS nvarchar(MAX)
SET @INS = '';
SELECT @INS = @INS + 'INSERT INTO #SpaceUsed exec sp spaceused ''' +
TABLE NAME + '''; '
FROM INFORMATION SCHEMA.TABLES
WHERE TABLE TYPE = 'BASE TABLE'
ORDER BY TABLE NAME
EXEC (@INS);
SELECT *
```

FROM #SpaceUsed
ORDER BY CAST([rows] AS INT) DESC
DROP TABLE [#SpaceUsed]

Server

- Check the Windows<sup>TM</sup> server event log.
- Check the permissions on the shared folders (es: Backup folder).
- Useless files and directories clean up to free up space on server disk.
- Check the displays (if any) on the server rack and verify that there are neither visual nor sound alarms.
- Check that on the different disk units there is enough space available.
- Disk check with dedicated tools (checkdisk, defrag, etc.).
- In case there are disks in RAID, check the health conditions of the RAID unit on the RAID management software.
- Check the leds of the non-alarmed RAID units.
- If an UPS is connected, check its health conditions with its management software.
- In case of UPS schedule an electric interruption (an electric failure simulation) and check the server is configured ti perform a CLEAN shutdown.

### Workstations

- Check if the Regional Settings on the workstations are coherent with the DIGISTAT<sup>®</sup> installation language.
- Check if every workstation has a default printer.

### DIGISTAT<sup>®</sup>

- Check data presence (SELECT) Patient, Admission, Bed, Location tables and some random others.
- Check on the network table that no workstation has the ALL value in the "modules" field.
- Check and in case clean the service and/or ASCOM UMS Gateway LOG.
- Check and in case clean the DAS LOGs for the Drivers (if enabled).
- Check that the privacy policy is respected as stated in this manual in paragraph 5.4.

#### Connection to devices

• Check the connections (cables and wiring system) with data data acquisition devices.

### Instruction for use

- Chck that the user documentation in PDF format (PDF provided together with the product) is present on the server and is coherent with DIGISTAT<sup>®</sup> version.
- Check that the folder containing the user documentation in electronic format on the server is accessible to DIGISTAT<sup>®</sup> users.
- Check that the HELP button opens the user documentation.
- Check that all the other contents provided by ASCOM UMS and integrated in the HELP of DIGISTAT<sup>®</sup> system are updated and coherent.

## 5.8. Compatible devices

Some DIGISTAT<sup>®</sup> modules work together with the medical devices connected to the patient (as, for instance, infusion pumps, blood-gas analyzers etc...).

The list of compatible devices can be found on the ASCOM UMS website, at the following address

http://www.unitedms.com/ing/prodotto.asp?ID=9

Please note that new drivers and new connections are created very often, therefore the list published on the website may sometimes not be complete. It is possibile to make request of the updated list of devices to ASCOM UMS. Please use for this purpose the references (tel, e-mail, fax...) listed in paragraph 30.

### 5.9. System unavailability

If during start up there are problems connecting to the server the system provides a specific information message (Fig 2).





The connection problem is often automatically solved in a short time. If it does not happen it is necessary to contact the technical assistance (see paragraph 30 for the contacts list).

There are extreme cases, rare but possible, in which it is phisically impossible using the DIGISTAT<sup>®</sup> system (it is the case of natural disasters, or long black outs etc.).

It is responsibility of the healthcare structure using DIGISTAT<sup>®</sup> to define an emergency procedure to put into effect in those cases. This is necessary to

- 1) Make it possible for the departments to keep on working
- 2) Restore as soon as possible the system availability (back-up policy is part of this management. See paragraph 5.5).

WARNING!

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It is responsibility of the healthcare structure using DIGISTAT<sup>®</sup> to define an emergency procedure to put into effect in case of system unavailability.

ASCOM UMS/Distributor offers full support for the definition of the above mentioned procedure.

See paragraph 30 for the contacts list.

# 6. "Control Bar" and DIGISTAT® environment

## 6.1. Introduction

This section of the manual describes the features and functionalities of the DIGISTAT<sup>®</sup> environment. Namely, here are described the functionalities of the system that are common to all the DIGISTAT<sup>®</sup> configurations.

Please remember that DIGISTAT<sup>®</sup> is a software environment that, depending on the modules that are actually implemented, can be used in different kinds of locations (as, for instance, intensive care, operating rooms, outpatients departments etc...) and for different goals.

## 6.2. Touch screen

DIGISTAT<sup>®</sup> can run both on touch and non-touch workstations. The same procedures can be performed using both fingers and mouse device. In this manual a "mouse" terminology is used (with terms as "click" instead of "tap", for instance). Here is a quick translation table making it possible to apply this manual to all kinds of workstations and user preferences. When specific gestures can be applied to specific screens/functionalities it will be highlighted in the relevant context. In general, the main actions can be translated this way:

Mouse	Touch
Click	Тар
Double click	Double tap
Drag	Flick
Use scrollbars	Scroll
Zoom in	Two fingers tap

## 6.3. Launching DIGISTAT®

To launch DIGISTAT<sup>®</sup>,

double click the desktop icon (Fig 3).



The following splash-screen is displayed while the system is loading.



Fig 4

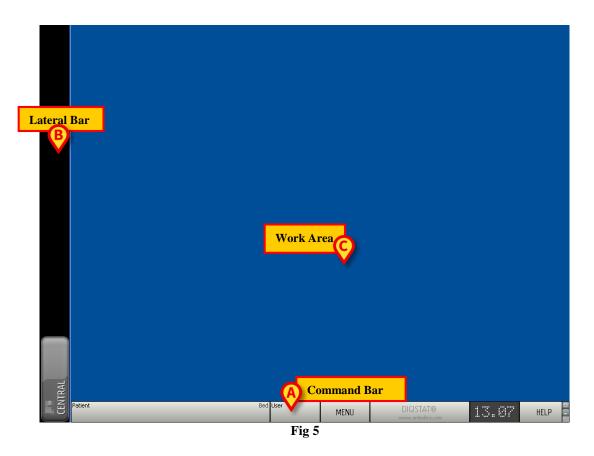
## 6.4. DIGISTAT® Work Area

The DIGISTAT<sup>®</sup> Work Area is defined and delimited by Control Bar, a tool that is common to all and every possible DIGISTAT<sup>®</sup> installation (Fig 5).

Control Bar manages the installed modules, the patients and their data, the users and their permissions etc.

DIGISTAT<sup>®</sup> Control Bar is formed by a horizontal command bar (Fig 5 A), by a vertical selection bar on the left (Fig 5 B) and by a central Work Area. The different screens of the installed modules are displayed within the Work Area (Fig 5 C).

Fig 5 shows Control Bar with no module installed.



The command bar (Fig 5 A) will be described in paragraph 6.4.1 (and subsequent).

The lateral bar displays the icons of the currently available modules. See, for instance, Fig 6, that refers to a configuration implementing the "Image Bank" and "Clinical Forms" modules.





The module currently selected is highlighted (yellow).

### 6.4.1. Selecting a module

To select a module

 $\succ$  click the corresponding icon.

The icon is this way highlighted. The module's functionalities are displayed within the Work Area.

It is possibile to select a specific module only after the user log in (paragraph 6.5).

### 6.5. Accessing the system

The DIGISTAT<sup>®</sup> system can only be accessed by entering the personal username and password ("Log in" procedure).

For this reason, at the beginning of every work session, it is necessary to click the **User** button (Fig 7 **A**).

The following page is displayed.

LO	GIN												B											_	-	-	-	-
									U	SERN	AME		•		(	)		_	_	_	_	_	_					
	PASSWORD							Γ	_	_			_		_	_		_										
	Q		W		Ε		R		Т	٦	γ		U		I		0		Ρ		"		Bac	kspace		7	8	9
		A		S		D		F		G		 H		 J		к		L				)				4	5	6
		A		د				<b>'</b>		ŭ				, 						(		,		Enter		4		
·	Tab				Х		С				В		N		М						?			ETILEI		1	2	3
		Loc										1		1				+		-		=		Del		0		
	l	-			-		-	-	-	-	-	-	-	-	-	-	-		-	L	-		-					
RE	CEN	Т	_	_	_	_	_	_	_	_	_	_	_	_		_	_	_	_	_	_	_	_					_
1			ADM	IN	_	_	2		_		_	_		<u>3</u>			_		_	_	4	_			5			
<u>6</u>							Z							8							<u>9</u>				$\rightarrow$			
																								E-			-0	
Patie															M	<b>9</b>			LOCH	<				CANCEL			ОК	
Patie	ent												Bec	User					MEN	U				GISTAT® w.unitedms.com		13.2	27	HELP
															1	Fio	. 7											

Fig 7

To access the system,

- > enter the username in the "Username" field (Fig 7 B).
- Enter the password in the "**Password**" field (Fig 7 C).
- Click the Ok button (Fig 7 D).

The user is this way logged in. To cancel the operation

click the Cancel button (Fig 7 E).



The username and password are issued by the system administrator. If you do not have a username and a password you are not authorized to use the DIGISTAT<sup>®</sup> system.

You can enter the username and password either using the virtual keyboard displayed on screen (clicking the letters with the mouse or touching them if you are using a touch screen) or the workstation keyboard.

After accessing the system, an acronym corresponding to the logged user is displayed on the User button on the control bar (the acronym is ADM in Fig 8 A).



### WARNING!

The user whose credentials are displayed on the User button is responsible for all the actions performed on DIGISTAT<sup>®</sup>. It is strongly recommended to log out before leaving the DIGISTAT<sup>®</sup> workstation to avoid improper use of the system.

To log out, click the **User** button during the work session. When this button is clicked the user is disconnected and the acronym of the user disappears from the button.

To log in again, click the **User** button again. The page shown in Fig 7 is displayed again.

### WARNING!

DIGISTAT<sup>®</sup> does not support the Microsoft<sup>®</sup> Windows<sup>®</sup> "switch user" functionality. This means that, for instance, if

- a) User 1 launches DIGISTAT<sup>®</sup>,
- b) User 1 switches to User 2 without logging out User 1,
- c) User 2 attempts to launch DIGISTAT<sup>®</sup> again,

then the second DIGISTAT<sup>®</sup> instance cannot be launched because the first one is still running.

### 6.5.1. Barcode log in

It is possible, if the functionality is implemented, to log in through barcode scanning.

To use this functionionality, when the system displays the login screen (Fig 7),

➤ scan the user's personal barcode.





The user is immediately logged in.

Barcode technology is recommended when selecting an item. Scanning the item's barcode (as, for instance, the user's personal badge), instead of selecting it manually, helps the user to diminish selection errors.

### 6.5.2. Disabling the automatic log out

If the system remains idle for a certain length of time, the user is automatically disconnected (automatic log out). This length of time depends on a configuration parameter.

To stop this from happening it is necessary, when logging in, after username and password specification and before clicking Ok, to

click the Lock button on the "Login" screen command bar (Fig 10 A)





If the user is locked, the name of the user appears in red on the control bar (Fig 11).

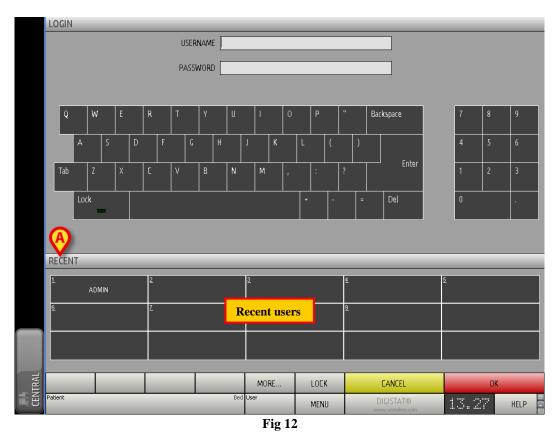


**|** 

The user is advised against the frequent use of the lock function. Automatic log out is implemented to protect the system from unauthorized accesses.

### 6.5.3. Recent users

The "Recent" area of the "Login" page (Fig 12 A) displays the names of users who have accessed the system recently.



The area is divided into rectangles. The names of the users who accessed the system recently appear inside the rectangles. When any of these rectangles is clicked, the "Username" field is automatically filled with the name appearing inside the rectangle.

### 6.5.4. How to use the "User List"

The **More** button on the control bar (Fig 13) makes it possible to display the complete list of possible users.



To display the "User List",

click the More button.

The following window is displayed (Fig 14).

	User List			$\diamond$
		ADMIN	ADM 🚖	
	C-D	quiprace		
	E-F G-H	Allaber Smith	EAL	
	I-J	datase formati-	FAL	
₿	K-L	alien berba	DAL	
_	M-N 0-P	animiet Prospie	P. Local	
	Q-R	AWTONIC	F All	
	S-T	DAVE NO D	ABA	
	U-V	tali (Orresto	D <b>(F)</b> ОК	
	W-X Y-Z	places in a		
ļ	1-2	E'- 14		

Fig 14

The window shown in Fig 14 can be used as an index book enabling to search and select a user in the list of all the possible users.

The central part of the window shows the names of possible users, in alphabetical order (Fig 14 A).

The letters on the left side of the window (Fig 14 B) work like an index and make it possible to see only the users whose names begin with a specific letter.

For example: click the C-D button to see the list of patients whose names begin with the letters C or D.

Use the All button (Fig 14 C) to see the list of all possible users.

Use the Local button (Fig 14 D) to see the list of users relating to the specific workstation on which you are currently working.

Use the arrows on the right side of the window (Fig 14 E) to scroll up and down the list of users.

To select a user

 $\triangleright$  click the name of the user.

The name will be highlighted, then

 $\blacktriangleright$  click the **Ok** button (Fig 14 **F**).

Otherwise you can

double-click the row displaying the name of the user.

After selection, the "User list" window closes and the name of the selected user appears in the "Username" field on the "Login" page (Fig 7 A).

Use the **Cancel** button (Fig 14 G) to cancel the operation and close the "User list" window without selecting any user.

## 6.6. DIGISTAT<sup>®</sup> Control Bar

The control bar that appears in the lower part of the screen is common to all DIGISTAT<sup>®</sup> modules. Its main characteristics are listed below. If required, a more detailed explanation of its functionalities is provided in the following paragraphs.



- The **Patient** button (Fig 15 A) will contain, after a patient has been selected, the patient's name and, if the patient has been admitted, his/her bed number.
- The User button (Fig 15 B) shows the name of the user connected. See Fig 8.
- Use the **Menu** button (Fig 15 **C**) to open the following window (Fig 16).

MAIN MENU	\$
	SYSTEM CONFIGURATION
PATIENT REPORTS	SYSTEM REPORTS
STATISTICS	CHANGE PASSWORD
QUIT	ABOUT
CLC	DSE
	1 (

Fig 16

The buttons contained in this window give access to functionalities that will be described later.

- The button quoting the DIGISTAT<sup>®</sup> brand name and the ASCOM UMS srl web address (Fig 15 **D**) is used by the system to signal that there are alarms or warnings going on in one of the modules. This feature is explained in the context of the specific module.
- The display indicated in Fig 15 E alternately shows the current date and time.
- Use the **Help** button (Fig 15 **F**) to access the on-line documentation available.

- The small buttons highlighted in Fig 15 G can be used to:
  - 1. minimize the DIGISTAT<sup>®</sup> window ( button);
  - 2. select the full screen display mode ( button);
  - 3. select the window display mode ( button).

*t* These three buttons are present only if enabled by configuration.

### 6.6.1. How to read the "Patient" button

#### Patient selected

When a patient is selected, the **Patient** button displays the name of the selected patient (Fig 17 A). See the documentation of the specific modules for the patient selection procedure.





#### Patient admitted

When a patient is admitted the **Patient** button displays, besides the patient name, the bed number and the name of the department where he/she is admitted (Fig 18).



The department name and the bed number are black if the patient is located in a department associated to the workstation on which the user is working (see Fig 18).

The department name and the bed number are red if the patient is located in a department that was not associated to the workstation on which the user is working (Fig 19 - the workstation/department link depends on configuration choices).





Every workstation is associated by configuration to one or more departments. The user is allowed to perform certain specific actions only if the patient is admitted to one of the associated departments. The red colour in the **Patient** button is used to advise the user that he/she is working with a patient that is outside the associated departments.

The signal "Other location" (Fig 20) appears when,

Patient SMITH, JOHN	OTHER LOCATION
	Fig 20

at patient admission time, in the bed selection window (Fig 21), the user specified that the patient is not in one of the configured departments. The user therefore selected the "Other location" option in the window dispayed in Fig 21.

BED	$\diamond$							
SELECT THE NEW BED FOR THE PATIENT								
	ОК							
Bed	CANCEL							
Fig 21								

See the specific module's documentation for the patient admission procedure.

When the icon is displayed alongside the patient name, it means that the user is not enabled to edit that patient's data.





### Patient management.

The patient archives management tools can change depending on the modules installed, on the user needs, on the chosen configuration etc. The related procedures change accordingly.

The DIGISTAT<sup>®</sup> module "Patient Explorer" was explicitly created to manage the patient archives. Please refer to the "Patient Explorer" module documentation for the related procedures.

If the DIGISTAT<sup>®</sup> module "Patient Explorer" is not installed the patient management functions are performed by "Control Bar". When this is the case, the related procedures are described in the specific documentation.

If the patient archives management tool in use is not part of the DIGISTAT<sup>®</sup> environment please refer the relevant technical documentation.

WARNING!

When entering patient-relating data it is necessary to double-check that the patient identity, hospitalization department and bed displayed in DIGISTAT<sup>®</sup> match with the actual ones.

This is utterly important in case of critical actions as, for instance, drug administration.

## 6.7. Help

Click the **Help** button on Control Bar (Fig 15 E) to access the on-line documentation available. The page shown in Fig 23, or an analogous one, depending on the available documentation, will open.

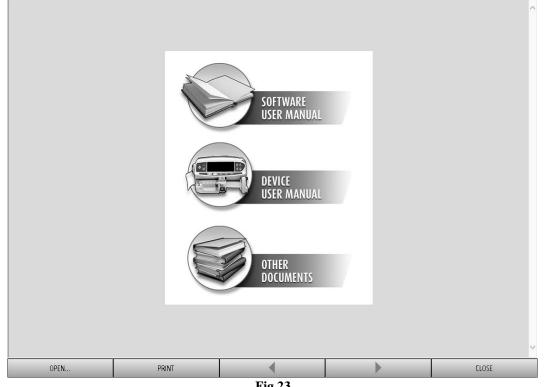


Fig 23

The command bar (Fig 24) offers some navigation possibilities.

0PEN	PRINT	•		CLOSE					
Fig 24									

- the Open button makes it possible to open other documents (if the user has the required • permissions);
- the **Print** button prints the currently displayed document; •
- the < and > buttons display either the previous or the next page of the document; •
- the Close button closes the on-line help. •

## 6.8. DIGISTAT® Main Menu

Patient	Bed User	MENU	DIGISTAT® www.unitedms.com	21/07	HELP
		Fig 25			

The **Menu** button placed on the DIGISTAT<sup>®</sup> Control Bar (Fig 25)

opens a menu containing several options (Fig 26).

MAIN MENU	♦
	SYSTEM CONFIGURATION
	SYSTEM REPORTS
STATISTICS	CHANGE PASSWORD
тир 🚺	ABOUT
CL	OSE
Fig	g 26

Each button on the menu accesses a specific set of functions.

The procedures associated to the following buttons relate to system configuration and are therefore reserved to the system administrators.

Clinical configuration - (Fig 26 A)

System configuration - (Fig 26 B)

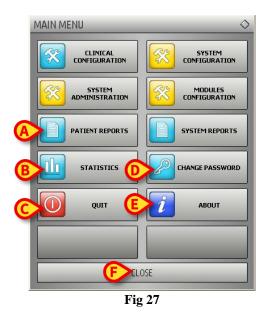
System administration - (Fig 26 C)

Modules configuration- (Fig 26 D)

System reports - (Fig 26 E)

Contact your system administrator for the procedures associated to these buttons.

The other buttons, indicated in Fig 27, make it possible to access features and functions that some users can perform (according to their permission level). These will be described in the following paragraphs.



- Patient reports (Fig 27 A, paragraph 6.8.1)
- Statistics (Fig 27 B, paragraph 6.8.3)
- Quit (Fig 27 C, paragraph 6.8.6)
- Change Password (Fig 27 D, paragraph 6.8.4)
- **About** (Fig 27 **E**, paragraph 6.8.5)
- The Close button (Fig 27 F) closes the "Main menu" window (Fig 27).

### 6.8.1. Patient reports

The "**Patient reports**" button (Fig 27 **A**) makes it possible to access a set of options enabling the user to print reports of different kinds for the selected patient.

The button opens a menu containing different options (Fig 28).

PATIENT REPORTS	♦
Clinical Diary	Nutrition Summary
Pump Log	Therapy Plan
OnLine Reports	Therapy Execution
	OSE



i

The number and kind of available reports depend on the modules installed and the configuration in use. Therefore the number and kind of buttons on this menu (Fig 28) change according to the configuration in use.

### 6.8.2. Print reports

Use the buttons on the menu displayed in Fig 28 to access the system's print functionalities.

i

The type and the contents of some reports are customizable. Please refer to the system administrators for any request regarding the print reports customization.

To print a patient report

click one of the buttons on the menu.

A print preview of the selected document will open (Fig 29).

				HOSPITAL DEPARTMENT CHIEF DR.				
			-	the second second				
		INFUSION		B	ante i	1 / 62		
	Print	ed on: lunedî 9 giugno 2014 13:3	33:28	BirthDate: 12/10/19 Height: 180 cm, Weight: 7	0 kg, BSA: 1,89 m²	<b>3</b> ICU		
	TIME	PUMP	EVENT	Admitted on: 04/06/2	2014 18:10:42			
	13:31	and a second second		olumeRate: 30 ml/h - VI: 401 ml				
	13:30	100-00.0400-0000	-	neRate: 0 ml/h - VI: 401 ml				
	13:29	simple press and		olumeRate: 30 ml/h - VI: 401 ml				
	13:28	200 (100 - 1	Warning - Ir	nfusing - VolumeRate: 30 ml/h - VI:	400 ml			
	13:28	No.0.3100-902	NEAR END C	F INFUSION				
	13:27	ALC: U.S. MILL	Infusing - Pr	rimary - VolumeRate: 7 ml/h - VI: 60	,3 ml			
	13:26	day in the second	Infusing - Vo	olumeRate: 0,9 ml/h - VI: 202 ml				
	13:26	per Constants	Bolus, Type:	hands on Duration:19 sec. Rate:50:	0 ml/h Volume:2,6 ml			
	13:26	Rep (2000) Control of the	Infusing - Vo	olumeRate: 0,9 ml/h - VI: 202 ml				
	13:25	the California	Infusing - B	olus - VolumeRate: 500 ml/h - VI: 19	19 ml			
	13:22	the state of the state	-	imary - VolumeRate: 3,6 ml/h - VI: 3	•			
	13:18	Res (All Sections)		imary - VolumeRate: 2,25 ml/h - VI:	21,6 ml			
	13:09	No. 10, 10020-007		olumeRate: 9 ml/h - VI: 103 ml				
	13:09	and a second second		ieRate: 0 ml/h - VI: 103 ml				
	13:07	the of the second		i - VolumeRate: 0 ml/h - VI: 103 ml				
	13:07	And A REPORT	CHECK SYRI					
	13:03	the Contractor	-	olumeRate: 1,2 ml/h - VI: 202 ml				
	13:03	And the second second		eRate: 0 ml/h - VI: 202 ml				
	13:01 13:00	Read ( March 1997)	-	olumeRate: 30 ml/h - VI: 401 ml meRate: 0 ml/h - VI: 401 ml				
	13:00	No. of Concession, Name of		iekate: U mijn - VI: 401 mi blumeRate: 30 ml/h - VI: 401 ml				
	12:59	part of the second second	-	nfusing - VolumeRate: 30 ml/h - VI: •	400 ml			
	12:58	No. 0. 1 100-100	NEAR END C					
	12:57	No. 0		rimary - VolumeRate: 7 ml/h - VI: 60	,3 ml			
	12:55	tion of the second	-	olumeRate: 0,9 ml/h - VI: 202 ml	•			
	12:55	production and states and	-	hands on Duration:19 sec. Rate:50	0 ml/h Volume:2,6 ml			
<b>B</b> (	12:5 B	<b>()</b>		us - VolumeRate: Fil/h - VI: 19		$\Theta$	0	
н 🕴 1	/62	ADDONS	FI	ND 100%	PRINT	PRINT	EXPORT	CLOSE
				Fig 29				

The buttons on the command bar of the "Print preview" screen make it possible to perform various actions, listed below.

- A Use the *H* and *H* buttons (Fig 29 A) to reach the beginning and the end of the document.
- **B** Use the *solution* and *buttons* (Fig 29 **B**) to go to the previous or the next page.
- **C** The display (Fig 29 **C**) indicates the current page number.

**D** - The **Addons** button (Fig 29 **D**) activates the possible additional print management options (in this configuration the "Watermarks" option is available - see paragraph 6.8.2.1 for a description of these options).

**E** - The **Find** button (Fig 29 E) makes it possible to search the displayed document. See paragraph 6.8.2.2 for more instructions.

 $\mathbf{F}$  – The button indicating the **100%** percentage (Fig 29 F) is a zoom, making it possible to change the display mode. See paragraph 6.8.2.3 for more instructions.

**G** - Use the **Print** button (Fig 29 **G**) to print the report.

**H** - Use the **Print...** button (Fig 29 **H**) to display the print options window (Fig 35). See paragraph 6.8.2.4 for a description of this window and the related procedures.

**I** - Use the **Export** button (Fig 29 **I**) to export the document contents to different file extensions. See paragraph 6.8.2.5 for more instructions.

L - Use the Close button to close the "Print preview" screen.

#### 6.8.2.1. Addons

The Addons button (Fig 29 D) activates the possible additional print management options.

To display the available options,

- > Click the **Addons** button.
- Click the button corresponding to the functionality you want to activate.

#### Addons - Watermark

To add watermarks to the print report (either text or image, if the option is enabled by configuration),

#### Click Addons and then Mark.

The following window is displayed (Fig 30).

Watermark	×
Enabled	
Text Picture	
Tr E Color	
C Rotation Forward Diagonal	
-	
Z-Order	
Text on top	
Picture on top	
G Apply to all pages C Cancel	
Fig 30	

To add a textual watermark,

- Ensure that the "Enabled" checkbox is checked (Fig 30 A). If not, the window's contents cannot be edited.
- ➢ Insert the text in the "Text" field (Fig 30 B).

➢ Use the "Rotation" menu (Fig 30 C) to specify the watermark orientation (diagonal, horizontal, vertical).

A print preview is displayed in the area indicated in Fig 30 D.

- > Use the buttons indicated in Fig 30  $\mathbf{E}$  to select the watermark font and color.
- $\blacktriangleright$  Click the **Ok** button (Fig 30 **F**).

The text is this way inserted as watermark.

If the "**Apply to all pages**" checkbox is selected (Fig 30 G) the watermark is applied to each page in the document, otherwise it is applied only to the current page.

To insert a picture as watermark

Click the "Picture" tab indicated in Fig 31 A.

The following window is displayed (Fig 31).

Watermark	×
Text Picture	
	- I
E Zoom	
Transparency	
Z-Order	
Text on top	
Picture on top	
	- 1
H Apply to all pages G OK Canc	el
Fig 31	

Follow these steps to insert an image as watermark,

- Ensure that the "Enabled" checkbox is checked (Fig 31 B). If not, the window's contents cannot be edited.
- Click the "Load" button indicated in Fig 31 C.

This opens the window making it possible to browse the computer contents.

Search and select the image to be uploaded.

The image is displayed in the area indicated in Fig 31 **D**.

- ➤ Use the "Size" drop-down menu to set the size of the image (Fig 31 E).
- Use the "Transparency" cursor to set the transparency level of the watermark image (Fig 31 F maximum transparency when the cursor is aon the left).
- Click the Ok button (Fig 31 G).

The watermark image is this way inserted.

If the "**Apply to all pages**" checkbox is selected (Fig 31 **H**) the watermark is applied to each page in the document, otherwise it is applied only to the current page.

To delete an already selected image,

Click the "Clear" button indicated in Fig 31 I.

#### 6.8.2.2. Find

The **Find** button (Fig 29 **E**) makes it possible to search the print report currently displayed.

To search the print report,

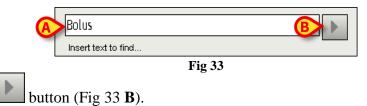
Click the **Find** button.

The following window opens (Fig 32).

Insert text to find		
	<b>TI 3</b>	

Fig 32

▶ Insert in the window the text to be found in the print report (Fig 33 A).



The text specified, if found, will be highlighted in the print report.

> Click the button again to search for the other instances in the text.

Click the

#### 6.8.2.3. Zoom

The **Zoom** button (on which, by default, the **100%** size is displayed - Fig 29  $\mathbf{F}$ ) is a zoom, making it possible to change the display size and mode.

To change the display mode,

click the Zoom \button. The following menu is displayed (Fig 34).

	100	-
	100%	
	200%	
	PAGE	
	WIDTH	
•	100%	
	Fig 34	

Click the wanted option on the menu.

The page is displayed anccordingly. The mode currently selected is indicated on the button.

The following options are available:

The **Width** button makes it possible to display the page using the full screen width;

the **Page** button displays the whole page;

the **200%** button doubles the page size (200% zoom);

the **100%** button displays the page in its actual size (100% zoom);

the area contains a cursor that can be used to zoom the page contents (left is zoom out, right is zoom in). The percentage value corresponding to the page size is displayed above the cursor. Values range from 100 to 200 %. The selected value is also displayed on the **Zoom** button on the command bar after selection.

#### 6.8.2.4. Print

The **Print...** button opens a window offering several print options.

Click the **Print...** button (Fig 29 **H**) to display the print options window (Fig 35)

	PRINTERS	$\diamond$
	\\master\@## Laser #716n - SUPPORT	
A	🕒 \\master 🖬 Laser Printer 💵 – LAB	
	\\master\\Familie Exception - ACCOUNTING	
	B COPIES	
C	PRINT CLOSE	
	Fig 35	

This window makes it possible to select the printer and the number of copies to be printed.

- Click the wanted option on the menu to select the printer (Fig 35 A).
- Use the (one less copy) and the (one more copy) buttons to specify the number of copies (Fig 35 B).
- Click the **Print** button (Fig 35 **C**) to print the report.

#### 6.8.2.5. Export

The **Export** button (Fig 29 I) makes it possible to export the displayed document contents to different file extensions.

Click the **Export** button to open the "Export" menu.

The menu displays all the extensions currently supported by the system in use.

Click the option corresponding to the wanted extension.

The document is this way exported to the corresponding extension.

### 6.8.3. Statistics

The **Statistics** button on the main menu (Fig 36) makes it possible to access the system's statistical calculation tools.



The button opens another menu (Fig 37) that enables to access various distinct tools. The type and number of accessible tools depend on the configuration in use and the specific modules installed.

These tools are mainly reserved to the system administrators. Please see the specific technical documentation for a description.

The "Query assistant" tool, which is accessible for users having specific permissions, is described in paragraph 6.8.3.1.



Fig 37

### 6.8.3.1. Query Assistant

The **Query Assistant** button (Fig 37) accesses a tool making it possible to create, save and execute queries on the DIGISTAT<sup>®</sup> database (Fig 38).

	QUERY ASSISTANT	$\diamond$
	Select a Query	
A	1 Admissions by 2 Admissions by duration 3 Average LOS by transferring unit 4 Number of deceased patients by duration 5 Deceased patients Detail	Edit
	6 Bed usage statistics	New
		<u>D</u> elete
	Description	
	- SQL	
	DECLARE @Y varchar(4) DECLARE @Start datetime DECLARE @End datetime	Query
	SET @Y = {Insert year}	<u>C</u> lose

Fig 38

The user can select a query from a list of pre-defined queries, to execute it and display the results in a specific window.

The "Select a Query" area displays the list of all the pre-defined queries (Fig 38 A).

To run a query

click the corresponding name on the list,

The name will be highlighted (Fig 39 A).

A textual description of the query is displayed in the "Description" area (Fig 39 B). The "SQL" area (indicated in Fig 39 C) displays the content of the query in SQL language (Structured Query Language).

i

The "edit", "cancel" and "new" query options are reserved to the system administrators.

QUERY ASSISTANT	$\diamond$
A Select a Query 1 Admissions 2 Admissions by duration 3 Average LOS by transferring unit 4 Number of deceased patients by duration 5 Deceased patients Detail 6 Bed usage statistics	Edit
	<u>D</u> elete
B sqL	
C DECLARE (4) DECLARE (4) DECLARE (4) DECLARE (4) DECLARE (4) DECLARE (4) DECLARE (4)	
SET @Y = (Insert year)	



To run the query

click the Query button (Fig 39 D - bottom-right).

The results are displayed in a new window, as a table (Fig 40).

<u>I</u> able	🖌 Setup		<u>E</u> xport	<u>P</u> rint	Close
ag a column he	ader here to group by that				
I	Desc	Value			
01	Year	2008			
02	Number of admissi	2			
03	Total number of p	2			
04	Average age of a	47.50			
05	Number of readmi	0			
06	Percentage of rea	0			
07	Readmissions wit	1			
08	Readmissions wit	1			

Fig 40

The **Edit** button placed on the right of the "Query Assistant" window (Fig 38 **B**) makes it possible to edit an existing query.

The New button placed on the right of the "Query Assistant" window (Fig 38 C) makes it possible to create a new query.

The **Delete** button placed on the right of the "Query Assistant" window (Fig 38 **D**) makes it possible to cancel an existing query.

### 6.8.4. Change password

The **Change Password** button on the DIGISTAT<sup>®</sup> main menu (Fig 41 A) opens a window making it possible to change the password of the user currently logged to the system.



Fig 41

To change the user password

click the Change Password button (Fig 41 A).

The "Change password" window will open.

		$\diamond$
	Enter the OLD password	
	New Password	
C	Enable Password	
	New Password	ок
	Re-enter new password	
	Passwords are case-insensitive. Use digits (0-9) and letters (A-Z).	CANCEL
	Fig 42	

- > Type the current password in the "Enter the OLD password" field (Fig 42 A).
- ▶ Verify that the "Enable password" checkbox (Fig 42 B) is selected.
- > Type the new password in the field indicated in Fig 42 C.
- > Type again the new password in the field "**Re-emter new password**" (Fig 42 **D**).
- Click the **Ok** button (Fig 42 **E**).



The passwords <u>are not</u> sensibile to uppercase and lowercase. The passwords can only be formed by numbers (0 to 9) and letters (A-Z).

### 6.8.5. About DIGISTAT®

The **About** button on the DIGISTAT<sup>®</sup> main menu (Fig 41 **B**) displays a window containing information on the DIGISTAT<sup>®</sup> version installed and the related licences (Fig 43).



**Fig 43** 

### 6.8.6. Quit DIGISTAT®

The **Quit** button on the DIGISTAT<sup>®</sup> main menu (Fig 45 A) makes it possible to quit the DIGISTAT<sup>®</sup> environment.

To quit DIGISTAT®

click the Menu button on the control bar (Fig 44).

Patient	Bed User	MENU	DIGISTAT® www.unitedms.com	21/07	HELP	- 0
	F	ig 44				

The DIGISTAT<sup>®</sup> main menu will open (Fig 45).



Fig 45

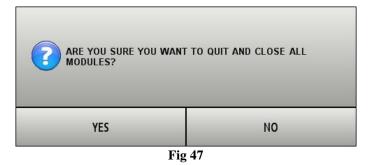
Click the Quit button (Fig 45 A).

Another menu is displayed (Fig 46).

_				
		Shut Down and Restart		
		_		
		_		
		_		
		-		
		_		
			3	
		CLOSE Fig 46	Restart	

Click the Quit button again (Fig 46 A).

User confirmation is required (Fig 47).



➢ Click Yes to exit DIGISTAT<sup>®</sup>.

i

A user must have the required permissions level to exit DIGISTAT<sup>®</sup>.

## 6.9. Warning messages

Different types of pop-up windows are used throughout the DIGISTAT<sup>®</sup> environment to provide information or warnings regarding the correct use of the software. Also, when a critical operation is being performed, they are used to request confirmation of the operation.

The possible messages are communicated by 4 different types of window, here explained.

1) Timer window with single option (Fig 48).

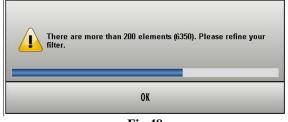
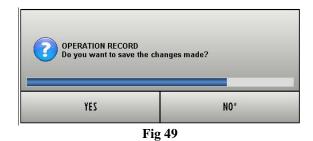


Fig 48

This type of window is generally used to issue warnings or error messages to the user. The bar indicated in Fig 48 is a timer indicating how much time the window remains on screen. The blue part of the bar gets shorter as time goes by.

When the blue part reaches the left side of the bar the window disappears. To make the window disappear immediately, click the **Ok** button.

2) Timer window with double choice (YES or NO - Fig 49).

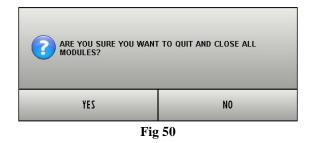


This window offers two options, usually related to an action which has just been performed. Click the **Yes** button to perform the action, click the **No** button to cancel the action.

The bar indicated in Fig 49 is a timer. The blue part of the bar gets shorter as time goes by.

When the blue part reaches the left side of the bar the window disappears. When this happens the system automatically makes a choice depending on the type of question and the context in which the message appears.

3) Window without timer with double choice (YES or NO - Fig 50).



The window shown in Fig 50, as the previous one, requires a choice between the options **Yes** and **No** in relation to an operation which has just been performed. Click the **Yes** button to perform the action, click the **No** button to cancel the action. This type of window has no timer and remains on screen until a choice is made.

4) Window without timer with single option (Fig 51)



The window shown in Fig 51 provides information regarding a procedure error. No timer here, the kind of information provided requires a reading confirmation from the user (click Ok).

i

The presence or absence of the timer in a window depends on the context it appears in. Certain messages only make sense momentarily and with reference to the operation the user is performing. These messages have a timer and disappear after a certain time. Other messages must be received by anyone using the system, even after some time, and require a reading confirmation. These messages have no timer.

i

The messages provided by the DIGISTAT<sup>®</sup> environment are complete and comprehensible. There is no need to refer to special codes in order to understand them. In case of unclear messages, please inform your ASCOM UMS referent as soon as possible, for reporting and clarity improvement purposes.

# 7. Stock Management

## 7.1. Introduction

The DIGISTAT® "Stock Management" system offers a set of tools dedicated to the satellite stockrooms and not centralized pharmacies management 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; ٠
- materials requests management;
- resources inventory management;
- operating kit creation, use and return management; ٠
- generic kits creation, use and return management; •
- quick retrieval and printing of the resources list for urgent operations; •

## 7.2. The system modules

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

**Stock** - Stock monitoring.



This module is described in paragraph 8 of this The corresponding icon on the lateral bar is manual.

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



. This module is described in paragraph 9. The corresponding icon is

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

×

The corresponding icon is

. This module is described in paragraph 10.

• Other pickings - Administrative discharge management.

OTHER

The corresponding icon is **OTHER**. This module is described in paragraph 11.

• Movements - Summary of all the movements of resources.

MOVE

- The corresponding icon is **2**. This module is described in paragraph 12.
  - Cost center picking Cost center attribution for resources picking.

CC S...

The corresponding icon is **CCS**. This module is described in paragraph 13.

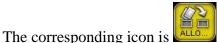
• **Resources picking** - Management of the resources picking procedures.

This screen can be accessed from the "Cost center picking" module (paragraph 13), after the relevant cost center has been selected. The procedures relating to the resources picking are described in paragraph 14.

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



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



. This module is described in paragraph 16.

• Orders - this module makes it possible to create and print the orders sheet

(D)

. This module is described in paragraph 17.

The corresponding icon is

**Returns** - Returned resources management.



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

Waste - Wasted resources management.



WASTE . This module is described in paragraph 19. The corresponding icon is

Kit setup - Aid in the kit preparation procedure.

The corresponding icon is

. This module is described in paragraph 20.

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

The corresponding icon is This module is described in paragraph 21.

Generic kits - Generic kits creation and management procedures.





The corresponding icon is **GENE**. This module is described in paragraph 22.

- ٠ Generic kit link - This procedure makes it possible to link a generic kit to a specific operation (described in paragraph 23).
- 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 24.

**Requests** - Materials requests procedures management.



. This module is described in paragraph 25.

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

The corresponding icon is

The corresponding icon is

. This module is described in paragraph 26.

Inventory - Inventory management. •

The corresponding icon is . This module is described in paragraph 27.

Search - Resources and materials search functionalities. •

The corresponding icon is

. This module is described in paragraph 28.

## 7.3. How to select a module

To select one of the modules

 $\triangleright$  click the corresponding icon on the lateral bar (Fig 52).



The icon appears highlighted yellow. The page relating to the selected module is displayed.

## 7.4. 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 53 A);
- the selection filters (Fig 53 **B**);
- the data area (Fig 53 C);
- the command bar (Fig 53 **D**).

	17001/		ieader 🧄				
RESOURCES INVER	NIORY						Below stock
STOCKROOM -ALL-				INET -ALL-	~ L00	ATION -ALL-	▼ RESET
Position	^ Code	Filters	esource			Expiration	Stock Qty
BLO.GI.A.LI.PI	600R7790104		ARZA PIEG.IODOF. 10% MT.I	=DT.12/8	DEL61/10		1
BLO.GI.A.LI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA	(DCOD. 03510270000	DEL 99/08		8
BLO.GI.A.LI.PI	602RC001100	206	BENDA ORL MT5X2CM CD.120561	05027(DDEL. N. 99/08			28
BLO.GI.A.LI.PI	602RC001102	206	BENDA ORLMTSXIOCM CD.120561	05107(DDEL. N. 99/08			26
BLO.GI.A.LI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT.	(DCOD.00230050000	DEL. 99/08		15
BLO.GI.A.LI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4M	F. (DCOD.00230020000	DEL 99/08		14
BLO.GI.A.LI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD 10X20	(DCOD. NWSP1020	DEL.N. 99/08		65
BLO.GI.A.LI.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-140	)DCF:10PZX20BUSTE=2	200PZ DET. 549/09		11
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 32/4	0 DEL.972/09		396
BLO.GI.A.LI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 8 <u>STR C</u>	F.3 )DFD3D0560F8SNN03	X 3(5X20) D.972/09		22
BLO.GI.A.LI.PI	900R7505917	498	SET GARZA ZAFFI MT5X7CM	<b>.</b>	XCF D.972/09		55
BLO.GI.A.LI.PI	900R7770208	498	***SET GARZA 7X9 16STR. R	Data area	20 D.972/09		909
BLO.GI.A.LI.PI	900R7770211	493	SET GARZA 10X60 8STR. S.FILO CT		.972/09		322
BLO.GI.A.LI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RX12ST C	F.I)DFD3D3030F12NA01	12/8 /40 D.972/09		55
BLO.GI.A.LI.PI	900RC000467	498	SET GARZA 10X60 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 CF	3PZ)DID13D0525F03S 12	/8 32/40 D.972/09		17
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB	.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 CF.	5 )DCOD. 157033008 T	.12/12 D.972/09		116
BLO.GI.A.LI.PI	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.	5 )DCOD. 157030010 T	.12/12 D.972/09		133
BLO.GI.A.LI.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR C	F.4)DFD3D40S0F12NA04	12/8 32/40 D.972/09		49
BLO.GI.A.LI.PI	900RS000039	498	SET GARZA LAPAR.80X80 RX 4STR.	CFI)DFD5D8080FHSNA0I	12/12 D.972/09		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.252312	2 /D	DEL.525/07		3880
PLOCIALIPI	01501000004	5477	INTERVEN MACCIORI TORACE/ADDO		DEI \$3\$/07		4400
Resource				New	Exp.	Stock	
GARZA PIEG.IODOF. 10	0% MT.I =DT.12	/8 DEL6	1/10				1 1 ×
			Command bar	<u>_</u>			
1 2	3 4	5 6 7			+/-	C NEX	T

Fig 53

#### 7.4.1. 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 54 A). On the right three icons are displayed, if enabled by configuration, providing information on the state of the resources in stock (Fig 54 B).

ARESOURCE	ES INVENTORY B elow stock
	Fig 54 - Header
The 🔟	icon indicates that there are resources expired still in stock.
The 🚺 i	con 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).
i	Some configurations do not manage the resouces expiration dates. In these cases the first two icons cannot appear.

#### 7.4.2. 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-	LOCATION -ALL-	RESET
		Fig 55		

To use the filters

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

A menu containing the available options opens.

-ALL-	•
-ALL-	
MICRO	
TEST	

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 55 A) clears all the filters and displays the items full list.

#### 7.4.2.1. Date filter

A date filter is available in various contexts. Fig 57 shows an example.

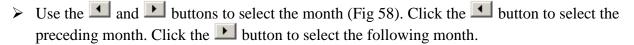


To set a date

 $\succ$  click the  $\blacksquare$  button placed near the date (Fig 57 A).

A calendar-window opens (Fig 58).





> Click the number corresponding to the day that must be selected.

The date this way selected is displayed in the field.

#### 7.4.3. Data area

The data area (Fig 53 C) displays the contents of the different screens. These contents will be described contextually, with the relating module.

#### 7.4.4. Command bar

The command bar (Fig 53 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.

### 7.5. 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.

# 8. Stock monitoring

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



**STOCK** button on the lateral bar.

The following screen opens.

DCKROOM	)		CABINETS (	GI		- CAB	NET ALL				•	RESET
ur	Position	Code	Producer code	Description	•			Stock q	Cabinet	Kit	Refill	Expiration
	U.LI .PI	609R1130011	683	SONDA PROST.DUFOUR CD.I	1331830 =D3VIE CH18			0	0		0	
	U.LI .PI	609RCI 32080	683	SONDA PROST.DUFOUR CD.I	1332080 =D10PZXCF 3V	. 0	0	0	0	0	0	
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	AC5303 =D	0	0	0	0	0	0	
	ALI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATT	ICE *** (DCOD. 0212154	0	0	9	9	0	0	
	ALI.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LAT	TTICE *** (DCOD. 0212154	0	0	12	12	0	0	
	A.LI.PI	602RC001100	206	BENDA ORL. MT5X2CM CD.17	2056105027(DDEL. N. 99/08	0	0	23	23	0	0	
	ALI.PI	602RC001102	206	BENDA ORLMTSXLOCM (D.1)	2056105107(DDEL. N. 99/08	0	0	25	25	0	0	
	ALI.PI	915R1000020	2618	copri cavi	/D	0	0	4967	4967	0	0	
	ALI.PI	915R1000037	2618	COPRICAVI (MATERIALE X URI	OLOGIA) /D	0	0	3936	3936	0	0	
	A.LI.PI	603RC229001	3757	COTONINI SOFT BSXLOPZ.	80-1407 )DCF:10PZX20BUS	0	0	67	66	I	0	
	ALI.PI	915R1000007	5672	CUFFIA X FLUOROSCOPIO 2	11 305052 /D	0	0	4908	4908	0	0	
	ALI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO C	2M 80X90 /D	0	0	4718	4718	0	0	
	ALI.PI	915R1000053	5672	GAMBALE CM. 75X110 CD. 2	21313104 /D	0	0	4962	4962	0	0	
	ALI.PI	600R7770208	498	GARZA 7X9 I 6STR FOLDREAD	Y RX N+ (DTITOLO 12/8	. 0	0	5	5	0	0	30-set 00.00
	ALI.PI	600R7790104	498	GARZA PIEG.IODOF. 10% MT.	.I =DT.I 2/8	0	0	22	22	0	0	10-nov 00.
	A.LI.PI	915RS000786	5672	GUAINA COPRITELEC. I 3X250	21351103)D	0	0	4239	4239	0	0	
	ALI.PI	915R1000023	2618	INTERV.PROTESI GINOCCHIO	IN6065 /D	0	0	4953	4953	0	0	
	ALI.PI	915R1000044	3192	INTERVEN.ATROFIA MASC.AB9	35/CN /DC/ PRELCREST	0	0	4973	4973	0	0	
	ALI.PI	915R1000045	5672	INTERVEN.LAPAROTOMIA TRASY	VERSALE /D	0	0	5000	5000	0	0	
	A.LI.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/	ADDOME /D	0	0	3772	3772	0	0	
	ALI.PI	915R1000100	2618	INTERVENTI CHIR.MAGGIORI I	IN6069 /D	0	0	4965	4965	0	0	
		01501000007	ТУРЕ	INTERZENT AND MUANE IN	1070 (5.01)T 55.07474	FILI	ER .	17/0			Ĺ.	
$\nabla$		RESOU		r ALL	BELOW MIN	BELOW		NEAR TO E	VP	DEFAU	Т	REPORTS

### 8.1. Stock monitoring: screen structure

The stock monitoring screen is structured according to the general description offered in paragraph 7.4. See paragraph 7.4 for a description of the screen general features. The present paragraph describes the screen specific features.

#### 8.1.1. Filters

STOCKROOM BLO	CABINETS GROUP GI	CABINET ALL	▼ RESET
	Fig 60 - "Stock monitor	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 7.4.2 for a general description of the filters used within the "Stock Management" system.

#### 8.1.2. 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.

Hour	Position	Code	Producer code	Description	Min	ldeal q	Stock q	Cabinet	Kit	Refill	Expiration
	U.LI .PI	61 6RC0001 04	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 =D10PZXCF 3V	0	0	0	0	0	0	
10/05/2010 15.16	U.LI .PI	609RI I 30009	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.LIPI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE ** (DCOD. 0212154	0	0	9	9	0	0	
	A.LIPI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 0212154	0	0	12	12	0	0	
	A.LI .PI	602RC001100	206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N. 99/08	0	0	23	23	0	0	
	A.LIPI	602RC001102	206	BENDA ORLMTSXIOCM CD.12056105107(DDEL. N. 99/08	0	0	25	25	0	0	
	A.LIPI	915R1000020	2618	COPRI CAVI /D	0	0	4967	4967	0	0	
	ALLPI	915R1000037	2618	COPRICAVE (MATERIALE X UROLOGIA) (D	La A		3936	3936			la mandra

Each row corresponds to a resource (Fig 61).

Fig 61 - 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.
- **Description** Resource description.

- **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.

#### 8.1.3. Command bar

The command bar (Fig 62) 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 63) 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 64).

STOCKROOM BLO		CABINETS GROUP GI	TS GROUP GI CABINET (			U 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	10	25	0	25					
.I.PI	251 ANESTESIA	ANESTESIA PER FESS	5	10	0	10					
.I.PI	314.ANESTESIA	ANESTESIA PER IATA + BURCH	0	0	0	0					
.I.PI	31 3.ANESTESIA	ANESTESIA PER IATA + BURCH + COLPOSACROPESS	IA O	0	0	0					
.I.PI	297.PRINCIPALE	PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	0	0	0	0					
I.PI	352.PRINCIPALE	PRINCIPALE PER ADDOMINOPLASTICA - MINORE	0	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	0					
.I.PI	313.PRINCIPALE	PRINCIPALE PER IATA + BURCH + COLPOSACROPES	SIA O	0	0	0					

Fig 64

The buttons placed under the blue bar named "FILTERS" (Fig 65) 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 8.1.4 for a description of these functionalities.

#### 8.1.4. 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 66).

CER
CLN
REEN
LIST
LIST

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. The system's print functionalities are described in paragraph 6.8.1.

# 9. Materials transfer

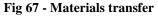
The "Materials transfer" module makes it possible to record the transfer of materials and resources from one stockroom to another.

To select the module



The following screen opens (Fig 67):

MATERIAL TRANSFER Below stock SOURCE STOCKROOM DESTINATION STOCKROOM Code Producer code Description Source Destination Stock Qty Cabinet Kit Qty NEXT 5 6 0 С 7 8 9 START SCAN LOCK SCAN IMPORT SEARCH



# 9.1. Materials transfer - screen structure

The "Materials transfer" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 9.1.1. Source and destination stockroom selection



The filters available on the "Materials transfer" screen (Fig 68) 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 7.4.2 for instructions on how the filters work.



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

#### 9.1.2. Data area

The data area of the "Materials transfer" screen contains, once selected, the list of materials to be transferred (Fig 69 A).

BLO GI ALI PI         915R6000786         5672         GUAINA COPRITELEC 13X250 21351103)0         RBL GI Nuovi Materiali LI PI         4239         4239         0         0           BLO GI ALI PI         915R10000786         5672         GUAINA COPRITELEC 13X250 21351103)0          RBL GI Nuovi Materiali LI PI         4929         4239         0         0           BLO GI ALI PI         915R1000004         5672         INTERVENT NGGIORI TORGE/DODOME / D          RBL GI Nuovi Materiali LI PI         4902         4002         0	OURCE STOCKROOM	BLO		*	DESTINATION STOCKROOM	RBL				
BLO.GI.A.LI.PI         915R1000019         2618         CUFFIA.X FLUOROSCOPIO         CM 80X90         7D         RBL.GI.Muovi MaterialI.LI.PI         4718         4718         4718         0         CO           BLO.GI.A.LI.PI         915K000078         5672         GLUANA COMPTELCI.3X250         213511030         RBL.GI.Muovi MaterialI.LI PI         4239         4239         0         CO           BLO.GI.A.LI.PI         915K1000013         2618         INTERVENTI SULLA SPALLA INGÃO 70         RBL.GI.Muovi MaterialI.LI PI         44902         44902         0         CO           BLO.GI.A.LI.PI         915K1000014         5672         INTERVENTI MOGION FORCZADODME / D         RBL.GI.Muovi MaterialI.LI PI         44902         44902         0         CO           BLO.GI.A.LI.PI         915K1000014         5672         INTERVENTI MOGION FORCZADODME / D         RBL.GI.Muovi MaterialI.LI PI         3772         3772         0         CO           BLO.GI.A.LI.PI         60287770016         22         BENDA ELISTANTIALI20X5 FLEXA (DCOD RBL.GI.Muovi MaterialI.LI PI         377         3772         0         CO		Code	Producer code	Description	Destination	Sto	ock Qty	Cabinet	Kit Q1	ty
BLO.GI.ALI.PI         915R1000013         2618         INTERVENTI SULLA SPALLA IN6060         7D         RBL.GI.Nuovi Materiali LI.PI         4902         4902         0         0           BLO.GI.ALI.PI         915R1000004         5672         INTERVENT MGGIORI TORACE/ADDOME / D         RBL.GI.Nuovi Materiali LI.PI         3772         3772         0         0           BLO.GI.ALI.PI         60287770016         22         BENDA ELISTANTIAL 20X5         FLEXa         (DCOD RBL.GI.Nuovi Materiali LI.PI         0	BLO.GI.A.LI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X90	/D RBL.GI.Nuovi Materiali.LI.PI					0
BLO.GI.ALI.PI         915R1000004         5672         INTERVENTMGGIORI TORACE/ADDOME / D         RBLGI.Nuovi MaterialiLI PI         3772         3772         0         0           BLO.GI.ALI.PI         60287770016         22         BENDA ELASTANTIALI 20X5         FLEXa         (DCOD RBLGI.Nuovi MaterialiLI PI         0										0
BLO GI ALL PI 602R7770016 22 BENDA ELASTANTIALL 20X5 FLEXA (DCOD RBL.GI.Nuovi Materiali.LI.PI 0 0 0							4902	4902	0	0
										0
BIO.GIALLPI         915R1000000         5672         SACCO MWO COD. 258300         /D         RBLGI Muver Materiali LLPI         4770         4770         0										0
	BLO.GI.A.LI.PI	915RI 000008	5672	SACCO MAYO COD. 258300	/D RBL.GI.Nuovi Materiali.LI.PI		4770	4770	0	0

Fig 69 - 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 70 **A**.

Source	Code	Producer code	Description	Destination	Stock Qty	Cabinet	Kit	Qty	
BLO.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	X
BLO.GT.A.LT.PT	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOME /D	RBL.GT.Nuovi Materiali.LT.PT	3772	3772	0	0	×
BLO.GI.A.LI.PI	915R1000008	5672	SACCO MAYO COD. 258300 /D	RBL.GT.Nuovi Materiali.LT.PT	4770	4770	0	0	×

#### Fig 70 - 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).

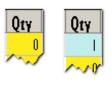
The fields highlighted yellow are mandatory. If a user tries to record a resource transfer without specifying one of the mandatory fields, the system stops the procedure and warns the user with a specific pop-up window (Fig 71).



Fig 71

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 72).





#### 9.1.3. The command bar of the "Materials transfer" screen

The command bar of the materials transfer screen (Fig 73) 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	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT				

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 7	4 - Nun	neric bi	ittons			

Use the numeric buttons (Fig 74) 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  $\square$  and  $\square$  and  $\square$  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 28). Click this button to open the screen shown in Fig 80.

Use the **Lock Scan** button to lock the workstation while reading numerous barcodes that will be recorded all together afterwards. See paragraph 9.4.1 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 9.4.2 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 9.4.3 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.

### 9.2. 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 75 A).

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

A menu containing the possible options opens (Fig 75 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.

#### 9.2.1. Specifying the resource quantity

To specify the quantity of resource that must be transferred

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

Т	he	selected row is indi	cated	by the ▶	arrow (Fig 76 A).				¢	2
		Source	Code	Producer code	Description	Destination	Stock Qty	Cabinet	Kit Qr	
		LO.GLALI.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO CM 80X90 /D	RBL.GI.Nuovi Materiali.LI.PI	4718	4718	0	0 岁
	<u> </u>				Fig 76				~	

Specify the new quantity using the numeric buttons on the command bar (Fig 77)



Otherwise you can

click the cell indicating the "Quantity" (Fig 76 B).

The quantity is highlighted.

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

# 9.3. 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.

#### 9.3.1. Manual recording

To record the material transfer manually

- ➢ select the "source" stockroom (Fig 78 A).
- Select the "destination" stockroom (Fig 78 **B**)

	A		B	
SOURCE STOCKROOM	BLO	•	DESTINATION STOCKROOM	<b>~</b>
Source	Code Produce	r code Description	Destination	Stock Qty Qty
1 - S / A at at the for a set	- 1 S. S. and S. S. and S.		f a ser a fair a fair a ser a ser a ser a fair	a proved a land and a star of a
			<b>`</b>	



click the Search button on the command bar (Fig 79).

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

Fig 79 - Command bar

The "Search" screen opens (Fig 80). This screen is described in paragraph 28.

SE/	ARCH RESOU								Belov	w stock
Desc	ription	teli								
Code				Lot		Serial				
Prod	ucer code			Category						
	Position	Code	Producer code	Resource			- Category			
	BLO.GI.A.LI.PI	915R1000059	2618	MONOTELI FORO ELASTICO 200X32	OCM /D	DEL.525/07				
	BLO.GI.A.LI.PI	915R1000071	3192	TELI CM 75X90 CON ADESIVO CD3	04 /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	/DIDROREPELLENTI	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 CMISOXI80 S/ ADESIVO CD30	8 /D	DEL.525/07				
	BLO.GI.A.LI.PI	915R1000079	3192	TELI CM240X270 DOPP.ASS.CD200/	CN /D	DEL.525/07				
					SEARCH FOR:					
			KEYBOAI		NAME POSITION		L SEA	RCH SELI	ECT C	LOSE
				Fig 80	- Search res	ources				

- > Insert the available information on the resource in the search fields (Fig 80 A).
- Click the **Search** button on the command bar (Fig 80 **B**).

The list of resources corresponding to the information specified is displayed on screen (Fig 80 C).

SEARCH RESOUR	RCE - BLO										Below s
Description	teli										
Code			Lot			Se	rial		=		
Producer code			Category								
Position	Code	Producer code	Resource					- Category			
BLO.GI.A.LI.PI	915R1000059	2618	MONOTELI FORO ELAS	TICO 200X320	CM /D		DEL.525/07				
MBLO.GI.A.LI.PI	915R1000071	3192	TELI CM 75X90 CON	ADESIVO CD30	4 /D		DEL.525/07				
BLO.GI.A.LI.PI	915R1000087	3192	TELI CM 75X90 CON	ADESIVO CD45	4 /D		DEL.525/07				
MBLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/ADE	SIVO B304	/D		DEL.525/07				
BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/ADE	SIVO B454	/DIDROREP	ELLENTI	DEL.525/07				
BLO.GI.A.LI.PI	915R1000075	3192	TELI CMISOXI80 CON	ADESIVO CD3	08 /D		DEL.525/07				
M BLO.GI.A.LI.PI	915R1000078	3192	TELI CM150X180 S/ A	DESIVO CD308	/D		DEL.525/07				
BLO.GI.A.LI.PI	915R1000079	3192	TELI CM240X270 DOP	P.ASS.CD200/C	N /D		DEL.525/07				
		KEYBOARI			searc AME	h for: POSITION		BEL	SEARCH	B	CLO
		KETBUAKL		N	AITE	FOSITION	LAI	DEL	SEANCH	SELECI	

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

The corresponding line/s is/are highlighted (Fig 81 A).

Click the **Select** button on the command bar (Fig 81 **B**).

The resource/s this way selected appears in the "materials transfer" screen (Fig 82 A).

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

SOURCE STOCKROOM	BLO			*	D	ESTINATION STOCKROOM	(BL		
Source	Code	Producer code	Description			Destination		Stock Qty Cabinet	Kit Oty
BLO.GI.A.LI.PI	915R1000088		TELI CM ISOXI80	C/ADESIVO C458	/DID	Destination	-		0 0 0 3
BLO.GI.A.LI.PI	915R1000087	3192	TELI CM 75X90 CC	ON ADESIVO C454	/D			0	0 0 0
BLO.GI.A.LI.PI	915R1000078	3192	TELI CMISOXI80 S	V ADESINO B308	/D			0	0 0 0

- Set, if necessary, the resource values (destination, quantity, etc... see for instructions paragraph 9.2).
- > Repeat, if necessary, the procedure to add other resources.
- > Click the **Update** button on the command bar.

The resources transfer is this way recorded.

### 9.4. 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 67, Fig 82),

> 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 83).

Fig 83 - 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.

#### 9.4.1. Lock scan

The **Lock Scan** button on the command bar (Fig 84) 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				
								<b>D' 04</b>	C	11				

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 85).



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

When barcodes reading is complete,

- > insert your password in the field indicated in Fig 85 A.
- Click the Continue button (Fig 85 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 86).

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

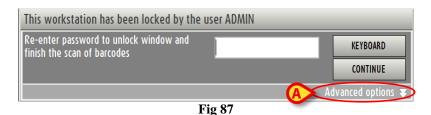
Fig 86 - Virtual keyboard

#### 9.4.1.1. 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 87).



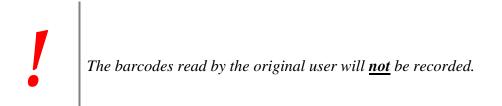
The window changes in the following way (Fig 88).

This workstation has been locked by the us	er ADMIN
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	CONTINUE
	Advanced options 🛦
Enter username and passweed of user with	permission to unlock forcibly the workstation
Username B	KECSD
Password	UNLOCK

Fig 88 - Advanced options

- ▶ Insert the username of the new user in the "Username" field (Fig 88 A).
- ➤ Insert the password of the new user in the "Password" field (Fig 88 B).
- Click the Unlock button (Fig 88 C).

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



#### 9.4.2. Start scan

The **Start Scan** button on the command bar (Fig 89) 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		+/-	С	NEXT	
	$\checkmark$	/	7	SEA	RCH	LOCK	SCAN 🤇	START	SCAN	IMPORT				

Fig 89 - 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 (Fig 90).

Now you c	an start scanning barcodes	
	OK	
	Fig 90	

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

Read the barcodes.

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

▶ log in again (see paragraph 6.5 for the log in procedure).



- > Click the **TRAN** 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 91).

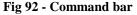
#### MATERIAL TRANSFER - Press STOP SCAN to import scanned products

Fig 91

#### 9.4.3. Import

The **Import** button on the command bar (Fig 92) 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	$\overline{}$	L	7	SEA	RCH	LOCK	SCAN	START	SCAN 🤇	IMPORT		_		



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.

DOWNLOADING BARCODES FROM WIRELESS READER

Connecting to barcode reader.

Fig 93

DOWNLOADING BARCODES FROM WIRELESS READER

Connecting on Serial Port 1...



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

# **10. 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

 $\succ$  click the corresponding icon

The following screen opens (Fig 95).

RESOURCES EXPIRED OR NEAR-TO-EX	PIRE						Belov	w stock
STOCKROOM BLO	CABINETS GROUP GI	- 4	BINET ALL	- L(	CATION		-	RESET
Posizione	Codice	Codice produttore	Risorsa				Scadenza	Giac.
BLO.GI.XTR.A.a	X_SCADENZA	· · ·	X_SCADENZA				30/09/2010	
DEA.GI.Nuovi Materiali.LI.PI	607RCI 30018	5167	CAT.VESC.COUVELAIRE	CH.22 221500 /DRUSCH -	- CH22		02/11/2010	1
DEA.GI.Nuovi Materiali.LI.PI	916RC777022	2618	CERA X OSSA - CD.	1029754 (D	D	ET. 1070/08	02/11/2010	1
DEA.GI.Nuovi Materiali.LI.PI	916R2090029	5023	DREN.CAP.PENROSE (	M30 CD2010-0406/DDIAM.	06 MM	D. 510/07	08/11/2010	
BLO.GI XTR.A.a	X_LOTTO_SERIALE_SCAD		X_LOTTO_SERIALE_S	CAD			10/11/2010	
Risorsa CAT.VESC.COUVELAIRE CH.22 221500 /DRUSCH -	CUDD		Scadenza 02/11/2010		Nuova Scadenza		Q.tà	0 🗙
	5 6 7 8	3 9 0		+/-	C	NEXT		
		R TO EXPIRE		PRINT	v	next		
<u>ү</u>	E: 05 1			Tun				

Fig 95 - Expired resources management

# **10.1.** Expired resources management - screen structure

The expired resources management screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

STOCKROOM BLO	CABINETS GROUP GI	- CABINET ALL	- LOCATION ALL	- RESET
	Fig 96 - Filters	on the "Expired resour	rces" screen	

The available filters on the "Expired resources" screen (Fig 96) 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 7.4.2 for a general description of the filters in use in the DIGISTAT<sup>®</sup> "Stock Management" system.

#### 10.1.2. Data area

The data area of the "Expired resources" area is formed of two parts (Fig 97).

STOCKROOM BLO	CABINETS GROUP GI	0	BINET	- LOCATION AL	L	*	RES
Posizione	Codice	Codice produttore	Risorsa			Scadenza	Gi
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 22	21500 /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 CD20	010-0406/DDIAM.06 MM	D. 510/07	08/11/2010	
BLO.GI XTRA a	X_LOTTO_SERIALE_SCAD		X_LOTTO_SERIALE_SCAD			10/11/2010	
≥ Binne			Sadara	Wood S	adam	0.4	
Risorsa crevers conversation and	671 - 073		Scatenza	Nuova S		Q.tå	10
Risorsa > catvesc.couvelaire ch.22 221500 //DRI	15CH - CH22		Scadenza 02/11/2010	Nuova S 02/11/201			10
	16CH - CH22	_					10
	15CH - CH22	_					10
	USCH - CH22						10
	USCH - CH22						10
► CATYESCCOUVELWRE CH.22 221500 /DRV		<u>0</u>	02/11/2010	02/11/201	0		10
		<b>O</b> 9 0	02/11/2010				10

The upper area displays a list of resources (Fig 97 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 97 C.

Each row in the list corresponds to a resource type. For each resource type, on the upper area (Fig 97 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 97 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 *k* arrow 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 97 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 98).

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 98 - expired and closet	o expiration	resource	s

The icon on the right cancels the corresponding row. The procedure is described in paragraph 10.2.2.

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 97 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 99	

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 **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.

#### **10.1.3.** The command bar of the "Expired" screen

The command bar of the "Expired" screen (Fig 100) 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	+/-	С	NEXT	
$\neg$	1	7				NEAR TO	EXPIRE	4	PRINT			

#### Fig 100 - Command bar

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

I	2	3	4	5	6	1	8	9	0
			Fig 10	1 - Nun	neric bu	uttons			

Use the numeric buttons (Fig 100) 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. See paragraph 6.8.1 for the system's print functionalities.

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.

# **10.2.** 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.

#### 10.2.1. How to change the expiration date



*The expiration date can only be changed to the "optimistic management" resources. See paragraph 7.5 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).

5100	KROON BLO	- CA	SINETS GROUP GI	-	CABINET ALL	•	LOCATION ALL	*	RESET
	Posizione		Codice	Produttore	Risorsa		-	Scadenza	Giac.
	TIST.TEST (G2.TEST (A.TESTO).a		\$13.101008	0	ABBOTT TAPPI X READ			25/02/2009	
$\sim$	MICRO.CAMERE_FREDDE.CF_A.02.d		\$10.32588	20800	BIO MERIEUX API (CO			28/03/2009	
	MICRO.CAMERE_FREDDE.CF_B.02.d		\$10.11536	30214		14) "VIDAS ROSOLIA M"		04/04/2009	9
	MICRO.CAMERE_FREDDE.CF_B.04.e		SI 0.60046	0	ABBOTT ARC ANTIHBE			05/04/2009	
	MICRO.MAGAZZINO.MAG.05.b		\$10.572110	IN145801	DID (IN-145801) "Pai	rasep doppio filtro forma	linal 0% + Tritonn-X'' 40test	t 07/04/2009	<mark>)</mark>
	Risersa	Lette			Seriale			udenz Nuora Scader Quà	
	<b>Risofsa</b> Abbott Tappi X Reagenti ( 401901 )	Leno			Seriale		Dan Sci 25027		×
		Leno			Seriale				×
		Letto			Seriale				×
		Lette	6 7	8 9 1	Seriale	+/-			×

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 102).

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.

Risorsa	Lotto	Seriale	Scadenza 🏑	Nuova Scadenza	Q	N		
ABBOTT TAPPI X REAGENTI ( 4D1901 )			25/02/2009	27/03/2009	▼ 31	V	×	5
	Fig 102			$\smile$				

 $\succ$  Click the  $\checkmark$  button.

A calendar-window appears (Fig 103).

	4	1					Þ		
	lun						dom		
	23	24	25	26	27	28	Τ		
	2	3	4	5	6	7	8		
	9	10	Ш	12	13	14	15		
	16	17	18	19	20	21	22		
	23	24	25	26	D	28	29		
	30	31	T	2	3	4	5		
Scadenza	5	)Og	gi: J	27/0	3/2	009			
25/02/2009	27/0	3/20	09		•	30		X	5
	ŀ	7ig	g 1	03	3				

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

The new date appears in the "New expiration date" cell (Fig 104)

Risorsa	Lotto	Seriale	Scadenza	Nuova Scadenza 🔾	, a
🕨 ABBOTT TAPPI X REAGENTI ( 4D1901 )			25/02/2009	17/04/2009 🔽 3	v x s
	Fig 104			$\smile$	
➢ Click the UPDATE	button on the command	bar.			

The expiration date is updated according to the new values (Fig 105).

STOCK	(ROOM BLO	CABINETS GROUI	GI	~ (A	BINET ALL	-	LOCATION ALL	~	R	RESET
P	Posizione	Codice	P	roduttore	Risorsa			Scad	enza	Giac.
M	11CR0.CAMERE_FREDDE.CF_A.02.d	\$10.3258	8 2	0800	BIO MERIEUX API (C	D.2080) "API CAMPY"		28	/03/2009	
Μ	11CRO.CAMERE_FREDDE.CF_B.02.d	\$10.1153	6 3	0214		214) "VIDAS ROSOLIA M"	· · · · · · · · · · · · · · · · · · ·		/04/2009	
Μ	11CRO.CAMERE_FREDDE.CF_B.04.e	\$10.6004	δ Ο			RGT ( 6C3425 ) 100T			/04/2009	
Μ	11CRO.MAGAZZINO.MAG.05.b	\$10.5721	10 11	1145801	DID (IN-145801) "Pa	rasep doppio filtro form	alinal 0%+Tritonn-X" 40test	: 07.	/04/2009	
						~				
B	lingen		Larra		Seriele		Sedans	Nunus Scudaria	0 ri	
							×			
	<b>Lisofsa</b> 10 merieux am (cod.2000) "am camp" 2 3 4	5 6	Lotto LOTTAR	A 9 0	Seriale	+/-	Scadenza 28//3/2009	Nuova Scadenza NEXT	<b>Q.tà</b> 296	×

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

#### 10.2.2. 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  $\blacktriangleright$  icon appears at the beginning of the row (Fig A).

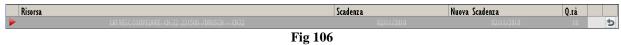
STOCKROOM BLO		ABINETS GROUP	<b>U</b>	ABINET ALL	- LOCATION ,			RESET
	·		_			ALL	*	RESET
Posizione		Codice	Codice produttore	Risorsa			Scadenza	Giad
BLO.GI XTRA.a		X_SCADENZA		X_SCADENZA			30/09/2010	
🕨 🕨 DEA GI Nuovi Materiali.LI I		607RCI 30018	5167		H.22 221500 /DRUSCH - CH22		02/11/2010	
DEA.GI.Nuovi Materiali.LI.I		916RC777022	2618	CERA X OSSA - CD. 102		DET. 1070/08	02/11/2010	
DEA.GI.Nuovi Materiali.LI.I	PI	916R2090029	5023		30 CD2010-0406/DDIAM.06 MM	D. 510/07	08/11/2010	
BLO.GI XTR.A.a		X_LOTTO_SERIALE_SCAD		X_LOTTO_SERIALE_SCA	D		<mark>10/11/2010</mark>	
Risorsa				Scadenza	Иноча	Scadenza	0.1å	ç

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 **initial** button at the end of the row (Fig C).

The row appears in strike-through characters (Fig 106).



Click the Update button on the command bar.

The row disappears.

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

# 11. 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  $\overline{\mathbf{D} \mathbf{H} \mathbf{F}}$  on the lateral bar.

The following screen opens (Fig 107).

ADMINISTRATIVE DISCHARGE											Below stock
Show only product expiring before	16/11/2010		~								
STOCKROOM BLO				GI			CABINET				RESET
Position	Code	Produce	. Resource	_	_	_	Qty	Cabinet	Kit Dise	Reason	Notes
I 2 3 4	5	6 7	8	9	0		+/-		C	NEXT	
$\Delta$ $\nabla$									SEARCH		

Fig 107 - Administrative discharge screen

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

# **11.1.** "Administrative discharge" - screen structure

The administrative discharge management screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 11.1.1. Filters



The available filters on the "Administrative discharge" screen (Fig 108) 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 109, 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 7.4.2 for general instructions on how the filters work.

#### 11.1.2. Data area

The data area of the "Administrative discharge" screen displays the list of the materials having the features specified in the filters (Fig 110 A).

Show only product expiring before	16/11/2010	*							
STOCKROOM BLO	*	CABINETS G	GROUP GI		CABINET	ALL			- RESE
Position	Code Pro	duce Re	esource		Qty	Cabinet	Kit Disc.	Reason	Notes
BLO.GI.S.LI.PI	906RC001236 3757	7 SU	ITURA VICRYL CD. V247H	°D(EX COD. ¥321H)	142	142	0	0	
BL0.GI.C.LI.PI	616RC000334 154	KIT	t cateterismo vescicale	(DCOD.MTKI 076/SCC	102	102	0	0	
BL0.GLS.LLPI	906RC001301 5449	) SU	ITURA RESOQUICK 3/0 PR30205 13	MM/DRESORBA	130	130	0	0	
BLO.GI.D.LI.PI	916RC010103 5896	5 EN	IDOCATCH CO.173049 15 MM	(D	9	9	0	0	
BLO.GI.A.LI.PI	900RL000288 206	SET	T TAMPONE GARZA MM.40 C/FB.	CF.5)DCD.1560430041A 1	294	293	1	0	
BLO.GLA.LI.PI	915R1000043 3192	2 INT	TERVENTI SU COLLO AB937/CN	/D	4944	4944	0	0	
BLO.GI.T.LI.PI	916RC309101 3757	7 CLI	IP EMOSTASI GRANDE 6PZ LT400	(DMM 8.0 X 12.0	19	19	0	0	
BLO.GI.P.LI.PI	616RC000145 5570	) (U	JRETTA DERMAT.PICCOLA 26952-4MI	1 )DBOX TOX20PZ	200	200	0	0	
BLO.GI.A.LI.PI	900R7770211 493	SET	T GARZA LOX60 8STR. S.FILO CF.	5)D12/8 FILATO 32/40 B	312	312	0	0	
BLO.GI.M.LI.PI	711 4 3546	s GU	JANTI ANTI-X 0.30 MM MIS.8,5	)DPRORR2-85 PROGUA	14	14	0	0	
BLO.GLS.LLPI	906RC000453 3757	7 SU	ITURA VICRYL CD. V311H	°D	123	123	0	0	
BLO.GL.S.LL.PL	906RC011385 5449	) SU	ITURA MOPYLEN 3/0 24MM CD.714	16 =DRESORBA	108	108	0	0	
BLO.GLS.LLPI	906RC001095 5896	s su	ITURA TICRON 0 CD.320561 AGO 3	0°D0	64	64	0	0	
BL0.GLA.LI.PI	915R7800270 895	TEL	LO C/FORO TRI 50X60 3.376.18	/D300 PZXCF	1	1	0	0	
BLO.GI.S.LI.PI	906RC001012 5896	5 SU	ITURA SURGIPRO CD. VP977 NOI	+ °DSINT.NON ASS. M	58	58	0	0	
BLO.GI.S.LI.PI	906RC000319 463		ITURA LINO CD. LN6809	°D	48	48	0	0	
BL0.GI.T.LI.PI	906RC001030 3757	7 SU'	TURATRICE ENDOSC.RETTE TSB35	)D	6	6	0	0	
BLO.GLA.LI.PI	915R1000023 2618	B INT	TERV.PROTESI GINOCCHIO 1N6065	/D	4953	4953	0	0	
BLO.GI.G.LI.PI	616R7709153 5167	7 TU	IBO DREN.PYC COD.20027508 CH	8 /DPZ 50 LUNG.50CM	266	266	0	0	
BL0.GL.H.LL.PI	609R7709125 597	50	INDA GASTR. SIL. C2316-16	)DCH 16	13	13	0	0	
BLO.GI.A.LI.PI	900R7505269 493	SET	T GARZA LOXIO L6STR.S.FILO CF.5	, DCD.23481 12/8 32/40	302	302	0	0	
BLO.GI.S.LI.PI	906RC000461 3757		ITURA VICRYL CD. V242H	°DCAL 3/0	80	80	0	0	
BL0.GLT.LLPI	906RC002266 5896	s ca	RICATORE GIA GIA8048L	1D	32	32	0	0	
BLO.GI.E.LI.PI	605R7790119 22		MA STER.N.II CD 03443000011	IDX BISTURI	143	143	0	0	
BLO.GI.A.LI.PI	915R1000045 5672		TERVEN LAPAROTOMIA TRASVERSALE	/	5000	5000	0	0	
BLO.GI.O.LI.PI	616R8000105 3757		T TUBI IRRIG. COD.284503 FMS4				0	0	
BLO.GI.K.LI.PI	612RL000702 748			/DCOD. 002022960	270	270	0	0	
BLO.GI.U.LI.PI	616R1300000 819		T TUBI POMPA K.STORZ 03112810		28	28	0	0	
BLO.GI.T.LI.PI	906RC000401 5896		ITURATRICE CUTANEA ROYAL 05488		235	235	0	0	
BLO.GI.H.LI.PI	609R9090002 4892		INDA ASPIRAZICH TO LUNGH.50 CM	/	20	20	0	0	
BLO.GI.G.LI.PI	916R2090001 5546		RENAGGIO SILIC.CH 15 CD.24603	,	42	42	0	0	
RIG GLOUL PL	A008C003004 3473		MPONE CINILE/MID MEROCEL 13		0	8	0	0	22
	5 6	7	8 9 0		+/-		С	NEXT	

Fig 110 - Administrative discharge

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

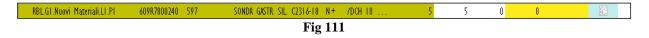
- position;
- resource code;
- producer code;
- resource name;
- lot (if enabled by configuration);
- expiration date (if enabled by configuration);
- serial number (if enabled by configuration);
- the total quantity in stock;
- the quantity of resource located in the cabinets;
- the quantity of resource 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.



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

The command bar of the "Administrative discharge" screen (Fig 112) 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	
	V	/	7				1				SEARCH		

#### Fig 112 - 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
		G	Fig 11	3 - Nur	neric b	uttons	c		-

Use the numeric buttons (Fig 113) 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 11.2 for instructions.

## **11.2.** How to record the resource discharge

To record the discharge of a resource

- insert the resource data in the selection filters (Fig 114 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 114 **B**).

	ADMINISTRATIV	VE DISCHARGE	_	_		_		_	_	_	_	🕀 Be	low stock
	Show only pro	duct expiring before	16/11/2010		~								
	STOCKROOM BLO			- CABINE	GI GI			- CABINET	ALL			•	RESET
_	Position		Code	Produce	Resource			Oty	Cabinet Kit	Disc	. Reason		Notes 🔺
$\sim$	BLO.GL.S.LL.PI		906RC001236	3757	SUTURA VICRYL CD. Y	247H	°D(EX COD. ¥321H)	142	142	0	0		12
	BLO.GL.C.LL.PI		616RC000334	154	KIT CATETERISMO YES	CICALE	(DCOD.MTK1076/SCC	102	102	0	0		<b>E</b>
	BLO.GL.S.LL.PL		906RC001301	5449	SUTURA RESOQUICK 3	/0 PR30205 13	7MM/DRESORBA	130	130	0	0		12
	BL0.GL.D.LL.PL		916RC010103	5896	ENDOCATCH CO.17304	9 15 MM	(D	9	9	0	0		121
	BLO.GI.A.LI.PI		900RL000288	206	SET TAMPONE GARZA	MM.40 C/FB.	CF.5)DCD.1560430041A I	. 294	293	1	0		83
	BLO.GLA.LL.PI		915R1000043	3192	INTERVENTI SU COLLO	AB937/CN	/D	4944	4944	0	0		100 H
	BL0.GI.T.LI.PI		916RC309101	3757	CLIP EMOSTASI GRANE	e 6pz lt400	(DMM 8.0 X 12.0	19	19	0	0		12
	BL0.GI.P.LI.PI		616RC000145	5570	CURETTA DERMAT.PICO	OLA 26952-4M	M )DBOX TOX20PZ	200	200	0	0		100 H
	BLO.GLA.LL.PI		900R7770211	493	SET GARZA LOX60 83	TR. S.FILO CF.	5)D12/8 FILATO 32/40 B	. 312	312	0	0		
	BLO.GI.M.LI.PI		711 4	3546	GUANTI ANTI-X 0.30	MM MI5.8,5	)DPRORR2-85 PROGUA.	. 14	14	0	0		100 H
	BL0.GL.S.LL.PL		906RC000453	3757	SUTURA VICRYL CD. V	311H	°D	123	123	0	0		11
	BL0.GL.S.LL.PL		906RC011385	5449	SUTURA MOPYLEN 3/0	24MM CD.714	16 =DRESORBA	108	108	0	0		121
	BL0.GL.S.LL.PL		906RC001095	5896	SUTURA TICRON 0 CD	.320561 AGO 3	10°D0	64	64	0	0		83
	BLO.GLA.LL.PI		915R7800270	895	TELO C/FORO TRI.50)	60 3.376.18	/D300 PZXCF	1	1	0	0		100 H
	BL0.GL.S.LL.PL		906RC001012	5896	SUTURA SURGIPRO CO	). ¥P977 NO	N + °DSINT.NON ASS. M	. 58	58	0	0		12
	BL0.GL.S.LL.PL		906RC000319	463	SUTURA LINO CD. LN	5809	°D	48	48	0	0		100 H
	BL0.GLT.LLPI		906RC001030	3757	SUTURATRICE ENDOSC	RETTE TSB35	)D	6	6	0	0		
	BLO.GLA.LL.PI		915R1000023	2618	INTERV.PROTESI GINO	CCHIO IN6065	/D	4953	4953	0	0		<u></u>
	BL0.GL.G.LL.PI		616R7709153	5167	TUBO DREN.PVC COD	20027508 CH	8 /DPZ 50 LUNG.50CM	. 266	266	0	0		1.1
	BLO.GI.H.LI.PI		609R7709125	597	SONDA GASTR. SIL. C	316-16	)DCH 16	13	13	0	0		100 H
	BLO.GLA.LI.PI		900R7505269	493	SET GARZA LOXIO 16	TRS.FILO CF.5	) DCD.23481 12/8 32/40	. 302	302	0	0		83
	BLO.GL.S.LL.PL		906RC000461	3757	SUTURA VICRYL CD. Y	242H	°DCAL.3/0	80	80	0	0		11
	BLO.GI.T.LI.PI		906RC002266	5896	CARICATORE GIA GIASI	148L	)D	32	32	0	0		191 H
	BLO.GI.E.LI.PI		605R7790119	22	LAMA STER.N.I.I. CD. C	3443000011	)DX BISTURI	143	143	0	0		121 I
	BLO.GLA.LI.PI		915R1000045	5672	INTERVEN.LAPAROTOM	A TRASVERSALE	/D	5000	5000	0	0		121 E
	BL0.GI.0.LI.PI		616R8000105	3757	SET TUBI IRRIG. COD	284503 FMS4	=DX POMPA	11	11	0	0		12
	BL0.GL.K.LL.PL		612RL000702	748	SIR.ST.60ML ECC.PENT	AFERTE	/DCOD. 002022960	270	270	0	0		12
	BLO.GI.U.LI.PI		61 6RI 300000	819	SET TUBI POMPA K.ST	ORZ 03112810	(D	28	28	0	0		191 E
	BLO.GI.T.LI.PI		906RC000401	5896	SUTURATRICE CUTANE	ROYAL 05488	7 )D35W	235	235	0	0		23
	BL0.GI.H.LI.PI		609R9090002	4892	SONDA ASPIRAZ.CH 10	LUNGH.50 CM	)DCOD. 01931031	20	20		0		12
	BLO.GI.G.LI.PI		916R2090001	5546	DRENAGGIO SILIC.CH	15 CD.24603	/DSPIRAL DRAIN	42	42	R	0		2
	RIGGIOLER		4008C003004	3673	TAMPONE CONDLE/MU	MEROCEL L	роломова полач мисс	.0	8		0		24
	1 2	3 4	5	6 7	89	0		+/-		V	NEXT		
	$\overline{\nabla}$	Δ								EARCH	$\mathbf{)}$		
						<b>D</b> .	114						

Fig 114

The list of resources matching the specified values appears on screen (Fig 114 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 115 A).

Position	Code	Produce	Resource		Qty	Cabinet Kit		Disc	Reason	Notes	4
BLO.GT.S.LT.PT	906RC001236	3757	SUTURA VICRYL CD. V247H	°D(EX COD. V321H)	142	142	0	(	)		
BL0.G1.C.L1.PI	616RC000334	154	KIT CATETERISMO VESCICALE (	DCOD.MTK1076/SCC	102	102					
BLO.GI.S.LI.PI	906RC001301	5449	SUTURA RESOQUICK 3/0 PR30205 171	1M/DRESORBA	130	130	<b>(</b> A		2		5
BL0.GLD.LLPI	916RC010103	5896	ENDOCATCH CO.173049 15 MM	(D	9	9				176	
BLO.GT.A.LT.PT	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CI	F.5)DCD.1560430041A 1	294	293	1	(	)		
BLO.GI.A.LI.PI	915R1000043	3192	INTERVENTI SU COLLO AB937/CN	/D	4944	4944	0		) Scaduto		
BLO.GI.T.LI.PI	916RC309101	3757	CLIP EMOSTASI GRANDE 6PZ LT400	(DMM 8.0 X 12.0	19	19	0	B	Trasferito in altro ma		
BLO.GI.P.LI.PI	616RC000145	5570	CURETTA DERMAT.PICCOLA 26952-4MM	)DBOX TOX20PZ	200	200	0		Reso al fornitore	E.	
BLO.GT.A.LT.PT	900R7770211	493	SET GARZA LOX60 8STR. S.FILO CF.5	)D12/8 FILATO 32/40 B	312	312	0	(	Rottura		
BL0.GT.M.LT.PT	711 4	3546	GUANTI ANTI-X 0.30 MM MIS.8,5	)DPRORR2-85 PROGUA	14	14	0	(	1		
BL0.GLS.LLPI	906RC000453	3757	SUTURA VICRYL CD. V311H	°D	123	123	0	(	Altro (note)	141	
BLO.GLS.LLPI	906RC011385	5449	SUTURA MOPYLEN 3/0 24MM CD.7141	6 =DRESORBA	108	108	0	(	)		
were and were and the second of the second o	volrecomma2	×896,~~~~	SUTURA FICRONIALOR 324561-460.29	Marana pro	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	V~~~~	~~	~~~~	han han had and and and and and and and and and a	N May	s-,

#### Fig 115

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

A drop down menu appears, offering various options (Fig 115  $\mathbf{B}$  - 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.

#### **11.2.1.** 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 116 appears.

NOTES									
Notes, notes, notes									
CLO2E OK									
Fig 116									

- $\succ$  Insert the note (free text).
- Click the **Ok** button.

The note is this way recorded. The corresponding icon changes in the following way: Fig 117).

#### DIG UD STK IU 0003 ENG V02

Disc	Reason	Notes									
0		125									
0											
2	Trasferito in altro ma.		5								
0		22									
0		a(Y) ()									
	Fig 117										

To read the note again

➢ click the ▲ icon (Fig 117).

The window shown in Fig 116 is displayed again.

# 12. Movements summary

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

To access this module

click the icon on the lateral bar.

The following screen opens (Fig 118).

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

Fig 118

## 12.1. "Movements summary" - screen structure

The "Movements summary" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 12.1.1. Filters

START DATE	16/11/2010	•	END DATE 17/11/2010	•	
CODE			DESCRIPTION		
STOCKROOM	BLO		CABINETS GROUP GI	CABINET ALL	- RESET
			Fig 119 - Filters in th	e "Movements" screen	

Fig 119 - Filters in the "Movements" screen

The available filters on the "Movements summary" screen (Fig 118) 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 7.4.2 for general instructions on the filters in the "Stock Management" system.

#### 12.1.2. 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 120 A).

START DATE	02/11/2010	•	END	DATE 17/11/2010 🔽					
CODE			DESCRI	PTION					
STOCKROOM	BLO		- CABINET	G GROUP G I	- CABINET ALL	L		•	RE
Position	Destination	Code	Producer code	Description	Cost center	Oper.	Date	Action	
🕨 F.LI.PI		604R7811113	22	AGO SPINALE 22G PIC /DCOD. 0344	136 SALA OPERATOR	. 1997), 1993).	. 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	
F.LI.PI		604R7805110	22	AGHI STER.21GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	, hells, hells,	. 03/11/2010	Use	
H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 I	UN SALA OPERATOR	terra contra	. 03/11/2010	Use	
A.LI.PI		603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20E	US SALA OPERATOR	, ISBN 1883	. 03/11/2010	Use	
K.LI.PI		612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCoD. 002022	71 SALA OPERATOR	AND ADD.	. 03/11/2010	Use	
S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	. HARR. MARK.	. 03/11/2010	Use	
ALLI.PI		900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 15703	00 SALA OPERATOR	terile, second	. 03/11/2010	Use	
K.LI.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	there, see	. 03/11/2010	Use	
ALLI.PI		915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D	SALA OPERATOR	INTELLIGEN.	. 03/11/2010	Use	
D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001	SALA OPERATOR	. NAMES AND .	. 03/11/2010	Use	
ALL PI		900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.156043	104 SALA OPERATOR	term, second	. 03/11/2010	Use	
H.LI.PI		616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D	SALA OPERATOR	, health, manne,	. 03/11/2010	Use	
& LL PI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709	FO SALA OPERATOR	term, second	. 03/11/2010	Use	
N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 080	D4 SALA OPERATOR	, many, many,	. 03/11/2010	Use	
N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 080	04 SALA OPERATOR	terms and	. 03/11/2010	Use	
S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	terms, terms,	. 03/11/2010	Use	
K.LL.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	hells, said.	. 03/11/2010	Use	
F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	term, term,	. 03/11/2010	USe	
ALLPI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 1DC.ID43B0709	FO SALA OPERATOR	INTELLECT	. 03/11/2010	Use	
H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 JDMM 7X10 I			. 03/11/2010	Use	
ALL PI		603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 (DCF:10PZX20E			. 03/11/2010		
D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM. 13, 5X250 \DCOD.00001					
ALLPI		900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 (DCOD. 1570)		terms, terms	. 03/11/2010		
K.LI.PI		612RL000700	748	,	71 SALA OPERATOR				
F.LI.PI		604R7805110	22	AGHI STER 21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	territy second			
F.LI.PI		604R7811113	22		136 SALA OPERATOR		. 03/11/2010		
K.LI.PI		612RL000302	748	SIR LL 60ML PENTAFERTE 002022970 /D	SALA OPERATOR	survey at			
K.LI.PI		612RL000700	748		71 SALA OPERATOR		. 03/11/2010		
S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D		Large R.			
F.LI.PI		604R7805110	22	AGHI STER 21 GXI 1/2 PIC INDOLOR +D		AND DESCRIPTION OF			
FLUTT		00487003110	22	Kani Sterziaki 172 ric Indoedra - D	SALA OPERATOR		. 03/11/2010	USE	

Fig 120 - 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.

#### **12.1.3.** The command bar of the "Movements" screen

The command bar of the "Movements summary" screen (Fig 121) 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.

	Δ				PRINT				SEARCH			
	Fig 121 - Command bar											

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 **Print** button to print the list of movements currently displayed. See paragraph 6.8.1 for the system's print functionalities.

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

To display the list of movements,

 $\blacktriangleright$  insert the values in the search fields (Fig 122 A).

	START DATE	02/11/2010	•	END	DATE 17/11/2010 🔹					
	CODE			DESCRI	PTION					
	STOCKROOM	BLO		- CABINET	GROUP GI	CABINET ALL			•	RES
	Position	Destination	Code	Producer code	Description	Cost center	Oper.	Date	Action	(
1	🕨 F.LI.PI		604R7811113	22	AGO SPINALE 22G PIC /DCOD. 034403	6 SALA OPERATOR	1000 ( 1000)	03/11/2010	Use	
1	F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	10071.0007	03/11/2010	Use	
	F.LI.PI		604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	And a second	03/11/2010	Use	
	H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD.4SPY710300 )DMM 7X10 LU	N SALA OPERATOR	terms, second	03/11/2010	Use	
	ALLI.PI		603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BU	S SALA OPERATOR	International Association	03/11/2010	Use	
	K.LI.PI		612RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 00202271	SALA OPERATOR	territy, source	03/11/2010	Use	
	S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	term, second	03/11/2010	Use	
	ALLI.PI		900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 1570300	SALA OPERATOR	hells, said	03/11/2010	Use	
	K.LI.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	term, term	03/11/2010	Use	
	A.LI.PI		915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D	SALA OPERATOR	INTELLIGEN	03/11/2010	Use	
	D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001	SALA OPERATOR	1000 ( 1000)	03/11/2010	Use	
	ALLI.PI		900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.156043004	4 SALA OPERATOR	and a second	03/11/2010	Use	
1	H.LI.PI		616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D	SALA OPERATOR	hells, seen	03/11/2010	Use	
	A.LI.PI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F0	SALA OPERATOR	terms, second	03/11/2010	Use	
	N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08004	SALA OPERATOR	International Association	03/11/2010	Use	
	N.LI.PI		900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 08004	SALA OPERATOR	territy, south	03/11/2010	Use	
	S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	term, second	03/11/2010	Use	
	K.LT.PI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	terile, said	03/11/2010	Use	
	F.LI.PI		604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	term, second	03/11/2010	Use	
	A.LI.PI		900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F0	SALA OPERATOR	INTELLIGEN	03/11/2010	Use	
	H.LI.PI		609RC505976	3308	TUBO CONNESS.F/F COD./SPY710300 )DMM 7X10 LUI	N SALA OPERATOR	there, same	03/11/2010	Use	
	A.LI.PI		603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BU	S SALA OPERATOR	1000 ALC: NO. 10	03/11/2010	Use	
	D.LI.PI		615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001	SALA OPERATOR	terile, second	03/11/2010	Use	
	A.LI.PI		900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 ()DCOD. 1570300	SALA OPERATOR	term, second	03/11/2010	Use	
	K.LT.PI		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	territy, source	03/11/2010	Use	
	F.LI.PI		604R7811113	22	AGO SPINALE 22G PIC /DCOD. 034403	6 SALA OPERATOR	100000 B	03/11/2010	Use	
	K.LIPI		612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	SALA OPERATOR	Address in	03/11/2010	Use	
1	K.LI.PI		612RL000700	748	SIRST.20ML ECC.PENTAFERTE /DCOD. 00202271	SALA OPERATOR	ALC: N	03/11/2010	Use	-
	S.LI.PI		906RC000017	3757	SUTURA SETA CD. K834H NON + °D	SALA OPERATOR	1,000,000,000	03/11/2010	Use	(E
1	F.LI.PI		604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	SALA OPERATOR	Automatic in	03/11/2010	Use	N

Fig 122 - Movements summary

Click the **Search** button on the command bar (Fig 122 **B**).

The list of movements corresponding to the values specified in the search fields is displayed (Fig 122 C).

# **13. 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 cli

The "Cost center selection" module opens (Fig 123).

OST CENTER	SELECTION FOR PI	CKING	_	_	_	_			Below stock
SPITAL UNIT				•		COST CENTER TYPE			
T CENTER COD	E					COST CENTER NAME			
									-
Code	Name	_	_	_	Hospital unit	_	_	_	Туре
$\overline{\nabla}$	Δ						SEARCH	SELECT	
		<b>T</b> ' 100	<u> </u>			resource			

Fig 123 - Cost center attibution for resource picking

Paragraph 13.1 describes the screen shown in Fig 123. Paragraph 13.2 describes the cost center attibution procedure.

# 13.1. Cost center: screen structure

The "Cost center" screen is structured according to the general description offered in paragraph 7.4, 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 130). The present paragraph describes the screen specific features.

#### 13.1.1. Filters



The available filters on the "Cost center" screen (Fig 124) 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 7.4.2 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.

#### 13.1.2. Data area

The data area contains the list of all the cost centers having the features specified in the filters (In Fig 125 **A** the "Ortopedia and Traumatologia" Hospital Unit is specified).

HOSPITAL UNIT	ORTOPEDIA E TRAUMAT	TOLOGIA  COST CENTER TYPE	
COST CENTER C	DDE	COST CENTER NAME	
Code	Name	A Hospital unit	Туре
ORT30	ORTOPEDIA AMBULATORIO (1530)	ORTOPEDIA E TRAUMATOLOGIA	CC.HO
ORT20	ORTOPEDIA DAY-HOSPITAL (1520)	ORTOPEDIA E TRAUMATOLOGIA	CC.HO
ORTI0 ORT90	ORTOPEDIA REPARTO (1510) ORTOPEDIA SALA OPERTORIA (1540)	ORTOPEDIA E TRAUMATOLOGIA ORTOPEDIA E TRAUMATOLOGIA	CC.H09 CC.H09

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.

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

Δ					SEARCH	SELECT	
	I	Fig 126 - Co	ommand ba	r			
Use the arrow buttor the items are too mar				up and do	own the sc	creen cont	ents in case

This paragraph describes the buttons on the command bar (Fig 126) 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 13.1.1.

Use the **Select** button to select the cost center to which the picking must be attributed. The detailed procedure is described in paragraph 13.2.

# **13.2.** 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 cost center selection screen (Fig 127).

IOSPITAL UNIT	N FOR PICKING	UMATOLOGIA	•	COST CENTER TYPE	Below stor
OST CENTER CODE				COST CENTER NAME	
Code Name			Hospital unit		Туре
Code Name			inospitar unit		Type
				(R)	

Fig 127 - Cost centers attribution for resource picking

- Specify, in the filters, the available data of the wanted cost center. In Fig 127 A the Hospital Unit "Ortopedia e Traumatologia" is specified.
- Click the **Search** button on the command bar (Fig 127 **B**).

The list of cost centers having the features specified will be displayed on screen (Fig 128 A).

HOSPITAL UNIT	ORTOPEDIA E T	TRAUMATOLOGIA -	COST CENTER TYPE	
COST CENTER COD			COST CENTER NAME	
Code	Name		A Hospital unit	T
ORT30	ORTOPEDIA AMBULATORIO (1530)		ORTOPEDIA E TRAUMATOLOGIA	
ORT20	ORTOPEDIA DAY-HOSPITAL (1520)		ORTOPEDIA E TRAUMATOLOGIA	0
ORTIO	ORTOPEDIA REPARTO (1510)		ORTOPEDIA E TRAUMATOLOGIA	0
ORT90	ORTOPEDIA SALA OPERTORIA (1540)		ORTOPEDIA E TRAUMATOLOGIA	

Fig 128 - 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 128 **B**).

The screen making it possible to record the picking of materials will open ("Picking"), described in paragraph 14. On this screen, the name of the cost center selected appears under the screen header (Fig 129).

See paragraph 14 for the screen description on the materials picking procedure.

Cost centre: ORTOPEDIA REPARTO	D (1510) - Hospital unit: ORTOPEDIA E TRAUMATOLOGIA		
STOCKROOM -ALL-	CABINETGROUPS -ALL-	CABINET -ALL-	-
Position	← Code Producer code Desc	ription	Used Qty
	Please scan barcode or add resource	s using search button	
		-ALL- CABINET -ALL	
	Flease scan barcode or add resource	s using search button.	

Fig 129 - "Picking" screen with cost center specification

#### 13.2.1. "Recent" cost centers

The bar indicated in Fig 130 is formed of five buttons displaying the five most recent cost center selections.

	COST CENTER SELECTION FOR PIO	KING			Below stock
	HOSPITAL UNIT		•	COST CENTER TYPE	~
	COST CENTER CODE			COST CENTER NAME	
<	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia	ORTOPEDIA REPARTO (1510) ORTOPEDIA E TRAUMATOLOGIA	ORTOPEDIA AMBULATORIO (1530) ORTOPEDIA E TRAUMATOLOGIA		
	Code Name		Hospital unit		Туре
		and and the set of the standard free stands and a	Fig 130	La da al an tao	

To select one of those cost centers again

click the corresponding button.

The "Picking" module screen, described in paragraph 14, will open, displaying under the header the name of the chosen cost center (Fig 129).

# 14. 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 14.3 and subsequent (resource selection) follows the procedure described in paragraph 13.2 (cost center for picking selection).

COST CENTER PICKING Cost centre: ORTOPEDIA REPARTO	(1510) - Hospit	al unit: OR	TOPEDI	A E TR	AUMATOL	OGIA	_	_	0	Below sto	ock
STOCKROOM -ALL-		CABINETGRO					- CABINET -AI	l-		<b>→</b> RE	ESET
Position		-	^ Code	Prod	icer code	Description			Used	Qty	
		Please sc	an harc		add res	ources using se	arch button				
						iour ces using se					
I 2 3 4	5 6	7	8	9	0		+/-	C	NEXT		
$\Delta$ $\nabla$	SEARCH	LOCK SC		START		IMPORT	enter spec		CLC	DSE	

Fig 131 - Picking screen with cost center specification

The screen shown in Fig 131 is described in paragraph 14.1.

The related procedures are described in paragraph 14.2 (data editing), 14.3 (picking recording) and 14.4 (barcode picking recording).

## 14.1. "Picking" screen description

#### 14.1.1. Filters

STOCKROOM -ALL-	CABINETGROUPS	-ALL-	CABINET -ALL-	▼ RESET
	Fig 132 - Filter	rs on the "R	esources picking" screen	

The filters available on the "Resources picking" screen (Fig 132) 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 7.4.2 for a general description of the filters in the "Stock Management" system.

#### 14.1.2. Data area

The different resources are listed on screen in the way shown in Fig 133.

Position	Code	Producer code	Description		U	sed	Qty	
BLO.GI.A.LI.PI	915R1000054	5672	INTERVENTO MASTECTOMIA	/D	DEL.52	0	1	×
BLO.GI.A.LI.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOME	/D	DEL.5	0	1	×
BLO.GT.A.LT.PT	915R1000080	3192	PIASTRE PORTATUBI A 6 COD. F050	/D	DEL.52	0	1	х
BLO.GT.A.LT.PT	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	×



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 134).



Fig 134

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 135.

Fig 135 - 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.

\$

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

The command bar of the "resource picking" screen (Fig 136) 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	
2	/		7	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT			CLO	OSE
							Б	5a 13		mmand ha	-			



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



Use the numeric buttons (Fig 137) 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:

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

Use the Search button to access the system's search functionalities (described in paragraph 28). Click this button to open the screen shown in Fig 142.

Use the Lock Scan button to lock the workstation while reading numerous barcodes that will be recorded all together afterwards. See paragraph 14.4.1 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 14.4.2 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 14.4.3 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.

# 14.2. 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 138 A).

 $\succ$  Click the button.

A menu containing the possible options opens (Fig 138 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.

#### 14.2.1. Specifying the resource quantity

To specify the quantity of resource that must be transferred

select the row corresponding to the resource.

The selected row is indicated by the	▶ arr	ow (Fig 1	39 <b>A</b> ).				
A						B	
Position	Code	Producer code	Description		Used	9ty	
LO.GIALI.PI	915R1000013	2618	INTERVENTI SULLA SPALLA IN6068	/D	DEL.525	1	×
<b>)</b>		Fig 13	9			$\smile$	

Specify the new quantity using the numeric buttons on the command bar (Fig 140)



Otherwise you can

click the cell indicating the "Quantity" (Fig 140 B).

The quantity will be highlighted.

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

# 14.3. 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.

#### 14.3.1. Manual procedure

To record the resource picking using a manual procedure

click the Search button on the command bar (Fig 141).

1	2	3	4	5	6	7	8	9	0		+/-	С	NEXT	
7	/	/	7	SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT			CLO	JSE
							F	'ig 14	1 - Co	mmand ba	r			

The "Search" screen opens (Fig 142). The screen is described in paragraph 28.

	SEARCH RESOU	R <mark>A</mark> D							Below stock
	Description	teli							
	Code			Lot		Serial			
	Producer code			Category					
	Position	Code	Producer code	Resource		A	Category		
1	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 /I	D	DEL.525/07			
	BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/ADESIVO B454 /D	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 /I	D	DEL.525/07			
					SEARCH FOR:	_	B		
			KEYBOAR	D NAMI		LABEL	SEARCH	SELECT	CLOSE
I				Fig 1/2	Search res	ources			

42 - Search resources ıg

- > Insert the available information on the resource in the search fields (Fig 142 A).
- Click the **Search** button on the command bar (Fig 142 **B**).

The list of resources corresponding to the information specified is displayed on screen (Fig 142 C).

SEARCH RESOU	_						C	Below
Description	teli							
Code			Lot	Seri	al			
Producer code			Category					
Position	Code	Producer code	Resource		- Cate	gory		
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			
V BLO.GI.A.LI.PI	915R1000074	3192	TELI CM 75X90 S/ADESIVO B304 /D	DI	EL.525/07			
BLO.GI.A.LI.PI	915R1000088	3192	TELI CM 75X90 S/ADESIVO B454 /DI	DROREPELLENTI D	EL.525/07			
BLO.GI.A.LI.PI	915R1000075	3192	TELI CM150X180 CON ADESIVO CD308 /	DI	DEL.525/07			
M BLO.GI.A.LI.PI	915R1000078	3192	TELI CMISOXI80 S/ ADESIVO CD308 /D	D	EL.525/07			
BLO.GI.A.LI.PI	915R1000079	3192	TELI CM240X270 DOPP.ASS.CD200/CN /D	D	EL.525/07			
							B	
		KEYBOAR	DNAME	SEARCH FOR: POSITION	LABEL	SEARCH	SELECT	α
		REIDUAN	NAITE	1 OSTITUN	LADEL	JEANCH	SELECT	

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

The corresponding line/s is/are highlighted (Fig 143 A).

Click the **Select** button on the command bar (Fig 143 **B**).

The resource/s this way selected is displayed in the "materials transfer" screen (Fig 143 A).

*Double click an item to display it directly.* 

COST CENTER P Cost centre: ORT		REPART	) (1510)	- Hosnit	al unit:		F TE		OGIA					Below	* 3100
STOCKROOM -ALL-	ULDIA	NLT ANTO	(1310)	- nospic		IGROUPS -AL		AUTIATUL	UUIA	-A	LL-			-	RES
Position				-		Code		oducer code	Description				Used	Oty	
BLO.GI.A.LI.PI						915R10000	59 26	18		ELASTICO 200X320CM /C	)	DEL.5	0	<b>C</b> -7	1.2
BLO.GI.A.LI.PI						915R10000				CON ADESIVO CD454 /C		DEL.52	0		12
▶ BLO.GI.A.LI.PI						915R10000	75 31	92	TELI CM150X180	CON ADESIVO CD308 /C	)	DEL.5	0		1.2
1 2	3	4	5	6	7	8	9	0		+/-	C	NEXT			
				_										_	-
$\neg$			SEA	RCH	LOCK	SCAN	START	SCAN	IMPORT	CAN	ICEL		UPDA	TF	

- Set, if necessary, the values of the inserted resource (lot, quantity, etc... see paragraph 14.2 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.

## **14.4.** 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 144),

> 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 145).

Fig 145

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

#### 14.4.1. Lock scan

The **Lock Scan** button on the command bar (Fig 146) 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			CLO	)SE
							ŀ	ig 14	6 - Co	mmand ba	ır			

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 147).

This workstation has been locked by the use	(A) MIN	_
Re-enter password to unlock window and finish the scan of barcodes		KBRD CONTINUE
	A	dvanced options 🔻
Fig	147	

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

When barcodes reading is complete,

- ▶ insert your password in the field indicated in Fig 147 A.
- Click the Continue button (Fig 147 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 148).

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

Fig 148 - Virtual keyboard

#### 14.4.1.1. 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 149 A).

This workstation has been locked by the	e user ADMIN		
Re-enter password to unlock window and finish the scan of barcodes			KEYBOARD
			CONTINUE
		A	dvanced options 🔻
-	E' 140		

Fig 149

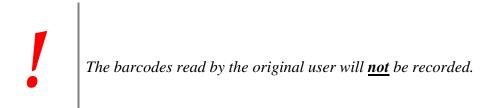
The window changes in the following way (Fig 150).

This workstation has been locked by the us	ser ADMIN
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	CONTINUE
A A A A A A A A A A A A A A A A A A A	Advanced options 🚖 permission to unlock forcibly the workstation
Username B	KECD
Password	UNLOCK

Fig 150 - Advanced options

- ▶ Insert the username of the new user in the "Username" field (Fig 150 A).
- ▶ Insert the password of the new user in the "Password" field (Fig 150 B).
- ➢ Click the Unlock button (Fig 150 C).

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



#### 14.4.2. Start scan

The **Start Scan** button on the command bar (Fig 151) 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	DSE

Fig 151 - 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 (Fig 152).

	Now you can sta	rt scanning barco	odes	
_		OK	_	_
		Fig 152		

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

Read the barcodes.

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

▶ log in again (see paragraph 6.5 for the log in procedure).



- Click the cost 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 153).

#### COST CENTER PICKING - Press STOP SCAN to import scanned products



#### 14.4.3. Import

The **Import** button on the command bar (Fig 154) makes it possible to import into the system the data read with a wireless barcode reader having internal memory.



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.

DOWNLOADING BARCODES FROM WIRELESS READER

Connecting to barcode reader.

Fig 155

DOWNLOADING BARCODES FROM WIRELESS READER

Connecting on Serial Port 1...



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

# 15. 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

- click the correponding icon
  - on the lateral bar.

The following screen opens (Fig 157).

COST CENTER SELECTION FOR RE	TURN					Below stock
HOSPITAL UNIT		•	C	COST CENTER TYPE		-
COST CENTER CODE			0	OST CENTER NAME		
ORTOPEDIA REPARTO (1510) ORTOPEDIA E TRAUMATOLOGIA	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia	ORTOPEDIA AMBULATO	DRIO (1530)			
Code Name		H	lospital unit			Туре
	۵	8				
				SEARC	H SELECT	
V I	TP 15			JEANG	JELEO	

Fig 157 - Cost center for returns

Paragraph 15.1 describes the screen shown in Fig 157.

Paragraph 15.2 describes the cost center selection procedure.

# 15.1. Cost Center - screen structure

The "Cost center" screen is structured according to the general description offered in paragraph 7.4, 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 164).

This paragraph describes the screen's specific features.

#### 15.1.1. Filters



The available filters on the "Cost center for returns" screen (Fig 158) 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 7.4.2 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.

#### 15.1.2. Data area

The data area contains the list of all the cost centers having the features specified in the filters (In Fig 159 the "Ortopedia e Traumatologia" Hospital Unit is specified).

HOSPITAL UNIT		ORTOPEDIA E TRAUMATOLOGIA	-	COST CENTER TYPE		
COST CENTER C	ODE			COST CENTER NAME		
ORTOPED	IA REPARTO (1510) la e traumatología	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia	ORTOPEDIA AMBULATORIO (1530) ORTOPEDIA E TRAUMATOLOGIA			
Code	Name		^ Hospital unit	•		Туре
ORT30	ORTOPEDIA AMBULA		ORTOPEDIA E TRAU	MATOLOGIA		CC.HO
ORT20	ORTOPEDIA DAY-HOS		ORTOPEDIA E TRAU	MATOLOGIA		CC.HO
ORTIO	ORTOPEDIA REPARTO		ORTOPEDIA E TRAU			CC.HC
ORT90	ORTOPEDIA SALA OP	ERTORIA (1540)	ORTOPEDIA E TRAU	MATOLOGIA		CC.HO
					k	
_						

Fig 159 - 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 row, possibly appearing at the beginning of a row, indicates the cost center selected.

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

 ✓
 △
 SELECT

 Fig 160 - Command bar

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

This paragraph describes the buttons on the command bar (Fig 160) 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 15.1.1.

Use the **Select** button to select the cost center to which the picking must be attributed. The detailed procedure is described in paragraph 15.4.

# 15.2. 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 correction screen (Fig 161).



Fig 161 - Cost center for return attribution

- Specify in the filters the available cost center data. In Fig 161 A the "Allergologia" Hospital Unit is specified.
- Click the **Search** button on the command bar (Fig 161 **B**).

The list of cost centers having the features specified is displayed on screen (Fig 162 A).

COST CENTER	SELECTION FOR RE	TURN							Below stock
HOSPITAL UNIT		ALLERGOLOGIA		•		COST CENTER TYPE			
COST CENTER CODE						COST CENTER NAME			
ORTOPEDIA R ORTOPEDIA E 1	EPARTO (1510) iraumatologia	CENTRO DEL DOLORE: DAY- Algolog	HOSPITAL (1702)	ORTOPEDIA AMBL ORTOPEDIA E TE	LATORIO (1530) AUMATOLOGIA		_		
Code	Name ALLERGOLOGIA AMBUL	ATORIO (2021)			<ul> <li>Hospital unit</li> <li>ALLERGOLOGIA</li> </ul>				Type CC.HOSP
							CE LA CU	₿	
$\neg$							SEARCH 🤇	SELECT	

Fig 162 - 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 162 **B**).

The screen making it possible to record the resources return will open ("Cost center for returns" - Fig 163). The screen is described in detail in paragraph 15.3. Paragraph 15.4 describes the procedure to perform to select the resources that must be returned.

cost centre.	ALLERGOLOGIA AM	BULATORIO (30	31) - Hospita	ıl unit: ALL	LERGOLOGIA		>		
FART DATE	15 <mark>/07/2010</mark>	×	END DATE	15/07/2010	¥				
STOCKROOM	-ALL-		- CAB	NETGROUPS	-ALL-		~ CABINET	-ALL-	
Position				^ Cod	de Producer .	Description			U
1 2	3 4	5 6	7	8	9 0		+/-	C	NEXT

Fig 163 - Cost center for returns screen

#### 15.2.1. "Recent" cost centers

The bar indicated in Fig 164 is formed of five buttons displaying the five most recent cost center selections.

	COST CENTER SELECTION FOR RETURN							🕀 Below stock
	HOSPITAL UNIT				COST CENTER TYPE		<b>~</b>	
	COST CENTER CODE		COST CENTER NAME					
<	ALLERGOLOGIA AMBULATORIO (3031) ALLERGOLOGIA		ORTOPEDIA REPARTO (1510) ORTOPEDIA E TRAUMATOLOGIA	CENTRO DEL DOLORE: DAY-HOSPITAL (1702) Algologia		ORTOPEDIA AMBULATORIO (1530) ORTOPEDIA E TRAUMATOLOGIA		
2	Code	Name	Hospital unit					Туре
Comparison of the second se								
$\mathbf{F}_{\mathbf{A}}^{*}$ 164								

Fig 164

To select one of those cost centers again

click the corresponding button.

The "Cost center for returns" module screen (Fig 163) will open, displaying under the header the name of the chosen cost center.

## 15.3. "Cost center for returns" screen description

The "Cost center for returns" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

### 15.3.1. Filters

Cost centre: A	LLERGOLOGIA AMBULAT	TORIO (3031) - Hospital unit: ALLER	RGOLOGIA		
START DATE	<mark>15</mark> /07/2010	• END DATE 15/07/2010	•		
STOCKROOM	-ALL-	CABINETGROUPS -AL	 محمد مرحد مرجد مرجد م	CABINET -ALL-	RESET
9 - <del>9</del> 2 <del>9</del> - 9	1 1 1 1 1 1 1 . A A .		he "Cost center for ret		

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 7.4.2 for instructions on how the filters work in the "Stock Management" system.

#### 15.3.2. 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 166).

STOCKROOM	15/07/2010 ▼ -ALL-	CABINETGROUPS -ALL-		× CABINET -ALL-		-	RESET
Position		Code	Producer	Description		Used Recur	
▶ BLO.GT.A.LT.PT		915R1000059	2618	MONOTELI FORO ELASTICO 200X320CM /D	DEL.525/07	i 1	ð
BLO.GI.A.LI.PI		915R1000071	3192	TELI CM 75X90 CON ADESIVO CD304 /D	DEL.525/07	1	0
BLO.GI.A.LI.PI		915R1000078	3192	TELI CM150X180 S/ ADESIVO CD308 /D	DEL.525/07		0
BLO.GI.A.LI.PI		915R1000079	3192	TELI CM240X270 DOPP.ASS.CD200/CN /D	DEL 525/07		0
BLO.GI.A.LI.PI		915R1000087	3192	TELI CM 75X90 CON ADESIVO CD454 /D	DEL.525/07	T	0
BLO.GI.A.LI.PI		915R1000088	3192	TELI CM 75X90 S/ADESIVO B454 /DIDROREPELLENTI	DEL 525/07	1	0



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  $\triangleright$  arrow 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 166 A). When a value is specified, before clicking the **Update** button on the command bar, the cell is highlighted light blue (Fig 167).

Used	Return		
1		T	Φ
	Fig 167		

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 15.4 for the "Returns" specification procedure.

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

The command bar of the "Cost center for returns" screen (Fig 168) makes it possible to manage the screen contents.

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

Fig 1	68
-------	----

The numeric buttons make it possible to specify the quantities to be returned (Fig 169).



Click one of the numbers to write the number in the "Return" field (Fig 166 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.

## 15.4. How to record a "Return"

To record a returned resource, on the "Cost center for return" screen (Fig 163).

Click the row corresponding to the resource to be returned.

The row will be 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.

#### 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.

### **15.4.1.** 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.

# 16. 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 allocation" 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.



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 9.

To select the module



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

The following screen opens (Fig 170):

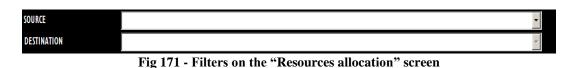
ALLOCATE RESOU	IRCE		_	_	_		_	🕑 Bel	ow stock
SOURCE									-
DESTINATION									-
Code	Producer code	Resource				Expiration Date	e Qty	Cabinet	Kit
$\neg$	Δ	SEL. ALL	DESEL. ALL						
Y	<u> </u>								

Fig 170 - Resources allocation

## 16.1. Resources allocation - screen structure

The "Resources allocation" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

## 16.1.1. Source and destination specification



The filters available on the "Resources allocation" screen (Fig 171) are:

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

See paragraph 7.4.2 for instructions on how the filters work.

## 16.1.2. Data area

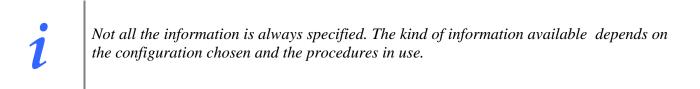
After the "Source" and "Destination" cabinet are selected, the data area displays the list of resources that can be reallocated from the selected source to the selected destination (Fig 172 A).

▶ 6078/7810005         5167         CAT TIEMAN CH4 TRKP CD.221800         = D50F2XCF         DEL597/10         60         60           6078/7810005         5167         CAT YESCSLI2/YCH & FOLEY         (PC0D. 18/205 - DEL 1033/08         24         24           6078/7840027         5167         CAT YESCSLI2/YCH & FOLEY         (PC0D. 18/205 - DEL 1033/08)         24         24           6078/7840027         5167         CAT NELATON DONNA CH. 14CH         (PC0D. 18/205 - DEL 1033/08)         50         55           6078/7909007         5167         CAT YESCS/P.2YCH 8         (PC0D. 17/0465 (PET. 1833/08)         50         55           6078/790908         5167         CAT YESCS/P.2YCH 20         (PC0D. 17/0465 (PET. 1833/08)         15         15           6088/7701/93         4286         UNOMETER SOUNL CUISIBILIGUES         (PC0D. 17/0465 (PET. 1033/08)         15         15           6088/770038         5167         CAT YESCS/P.2YCH 20         (PC0D. 17/0465 (PET. 1033/08)         15         15           6088/770193         4286         UNOMETER SOUNL CUISIBILIGUES (PET. 1033/08)         15         15           6088/7790038         154         SACCA UNINA STER. 2000H (PC0D UDESI12PEN DEL 1033/08         72         72           6168/7790067         4286         TAPPO CAT YESC. COD.	Code         Producer code         Resource         Expiration Date         Qtv         Cabinet           ▲ 6177.7910005         51.67         OLT TIEMMA CH14 TRSCP CD 221.000         =050F2XCF         DEL.597/10         60         60           6077.7940027         51.67         OLT TIEMMA CH14 TRSCP CD 221.000         =050F2XCF         DEL.597/10         60         60           6077.7940027         51.67         OLT NELTION DOWNA CH. 14CP         (DCOD. 189205 - DEL 1033/08)         40         40           6077.7940037         51.67         OLT NELTION DOWNA CH. 14CP         (DCOD. 1003/026 - DEL 1033/08)         40         40           6077.7940036         51.67         OLT VESCSP.2YCH18         (DCOD. 170405 (DET. 1033/08)         50         50           6078.7794036         51.67         OLT VESCSP.2YCH28         (DCOD. 170405 (DET. 1033/08)         50         50           60807.7770193         4286         UNOMETER. 500ML (D.158101310190         =DCON TUBO 150 ML - DEL 690/10         24         24           60877.790036         505         UNGGARD SACO. UNINK STER. 2000ML (DCOU DDE5112PD1         DEL 1033/08         77         77           606.67790037         4286         TDEPO GYLESC. COD. 807022         DEL 1033/08         15         15         15         15	SOURCE	BLO.GI.C.LI.PI				
▶ 607R7810005         5167         CXT TIENNA CH41 TBSP: CD.221800         = D58/E2CF         DEL597/10         60         64           607R7840027         5167         CXT VESC SIL, 2V1CH 16 F0LEY         (DC00. 189205 - DEL 1033/08         24         24           607R7840027         5167         CXT VESC SIL, 2V1CH 16 F0LEY         (DC00. 189205 - DEL 1033/08)         40         44           607R780007         5167         CXT VESC S/P.2VCH 8         (DC00. 178645 (DET. 1033/08)         50         50           607R79008         5167         CXT VESC S/P.2VCH 8         (DC00. 178645 (DET. 1033/08)         15         15           607R799030         5167         CXT VESC S/P.2VCH 8         (DC00. 178645 (DET. 1033/08)         15         15           60887779034         5167         CXT VESC S/P.2VCH 8         (DC00. 178645 (DET. 1033/08)         12         24           6088779036         5167         CXT VESC S/P.2VCH 8         (DC00. 178645 (DET. 1033/08)         15         15           61687790036         5167         CXT VESC S/P.2VCH 8         (DC00. 178645 (DET. 1033/08)         12         72           61687790038         154         SACCA URINA STRE 2000ML DAS         (CC00 AS22)         DEL 1033/08         15         15         15           61687790037	6/07/78/0005         5/47         CAT TREMM CH4 TABSP CD 22/000         FOSI/2C/F         DEL.597/10         60         6/07           6/07/78/0027         5/67         CAT TREMM CH4 TABSP CD 22/000         FOSI/2C/F         DEL.597/10         24         24           6/07/78/0027         5/67         CAT WESCSL 2VCH & FOLEY         (pCOD. 1892/05 - DEL 1033/08)         24         24           6/07/78/0027         5/67         CAT WESCS/P. 2VCH 8         (pCOD. 010/2XX - DEL 1033/08)         0         44           6/07/76/0008         5/67         CAT WESCS/P. 2VCH 8         (pCOD. 176/05 (DET. 1033/08)         50         50           6/07/76/0009         5/67         CAT VESCS/P. 2VCH 8         (pCOD. 176/05 (DET. 1033/08)         15         15           6/07/76/0009         5/167         CAT VESCS/P. 2VCH 8         (pCOD. 176/05 (DET. 1033/08)         15         15           6/08/77/9013         5/167         CAT VESCS/P. 2VCH 8         (pCOD. 176/05 (DET. 1033/08)         15         15           6/08/779/033         5/167         CAT VESCS/P. 2VCH 8         (pCOD. 176/05 (DET. 1033/08)         15         15           6/08/779/033         154         SECCA URINA STER. 2000/HL (DOS UD UDEST112P01         DEL. 6/07/10         15         15           6/08/779/033	DESTINATION	BLO.GI.E.LI.PI				
607R7840027         5167         CXT VESC SIL 2YCH1 6 F0LEY         (DCOD. 189205 - DEL 1033/08)         24         24           607R7840027         5167         CXT VESC SIL 2YCH1 6 F0LEY         (DCOD. 080182XX - DEL 1033/08)         40         44           607R7840067         5167         CXT NELXTON DONNA CH. 14CM         (DCOD. 080182XX - DEL 1033/08)         50         50         55           607R7960000         5167         CXT VESC 5/P 2YCH20         (DCOD. 170645 (DET 1033/08)         15         15           608R7790193         4286         UNOMETER 500HL CD 15010131019         =DCON TUBO 150 HL - DEL 690/10         24         24           608R7790036         505         UB06XRD SKCOL UBINA STER 2000ML (DCOD UDES112P01         DEL 1033/08         72         77           608R7790037         154         SACCU UBINA STER 2000ML DAS         (DCOD X5322         DEL 1033/08         15         15           616R790047         4286         TAPPO COTY VESC. COD, 8447032 0         D         DEL 1033/08         30         33           616R709047         4286         TAPPO COTY DESC. COD, 8447032 0         D         DEL 1033/08         30         33           616R790047         4286         TAPPO COTY DESC. COD, 8447032 0         D         DEL 1033/08         30         33	60787/940027         5147         CAT VESCS1L2YCH16 F0LEY         (pcoD. 189205 - DEL 1033/08)         24         24           60787/940047         5147         CAT MELATON DONNA CH. 14CM         (pcoD. 189205 - DEL 1033/08)         40         44           60787/940047         5147         CAT MELATON DONNA CH. 14CM         (pcoD. 189205 - DEL 1033/08)         50         50           60787/940047         5147         CAT MELATON DONNA CH. 14CM         (pcoD. 178065 (pET 1033/08)         50         50           60787/94008         5147         CAT VESCS/P ZYCH38         (pcoD. 178065 (pET 1033/08)         50         50           60807770193         4266         UNOMETER 500ML CD 158101310190         =DCON TUBO 150 ML - DEL 690/10         24         24           60807790036         505         UN060480 SACO URINA STER. 2000ML (pCoDU UDES112P01         DEL 1033/08         77         77           60807790038         154         SACO URINA STER. 2001ML (pCoDU UDES112P01         DEL 1033/08         15         15           61687790037         4266         TAPPO GATXPEC CODE 8007023         0         DEL 1033/08         15         15           61687790038         154         SACO URINA STER 2001ML (pCoDU UDES112P01         DEL 1033/08         15         15         15           61686	Code	<ul> <li>Producer code</li> </ul>	Resource	Expiration Date	Qty	Cabinet
607R7240867         5167         OXT NELATON DONNA CH. 14 CM         (DCOD. 0801820X - DEL 1033/08)         40         40           607R7640867         5167         OXT VESCS/P.2XCH8         (DCOD. 1766/55 (DET. 1033/08)         50         55           607R7090080         5167         OXT VESCS/P.2XCH28         (DCOD. 1766/55 (DET. 1033/08)         50         50           607R7590080         5167         OXT VESCS/P.2XCH28         (DCOD. 1766/55 (DET. 1033/08)         15         15           607R7590038         5167         OXT VESCS/P.2XCH29         (DCOD. 1766/55 (DET. 1033/08)         16         12           608R7790038         505         UB06/ARD SACA URINA STER. 2000ML (DC00 UD0E51)2P01         DEL 1033/08         72         77           608R7790038         154         SACCA URINA STER. 2000ML (DC00 UD0E51)2P01         DEL 1033/08         15         15           616R7090047         4286         TMPPO CATYESC. COD. 80473023         (D         DEL 1033/08         30         32           616R7090047         154         KIT OXTEREXCH0 VESCAUE         (DCOD MTK1076/5CC         DEL 1033/08         102         100	607R7240867         5167         OXT NELATON DONNA CH. 14 CM         (DCOD. 0801820X - DEL 1033/08)         40         40           607R7640867         5167         OXT VESCS/P.2XCH8         (DCOD. 1766/55 (DET. 1033/08)         50         55           607R7090080         5167         OXT VESCS/P.2XCH28         (DCOD. 1766/55 (DET. 1033/08)         50         50           607R7590080         5167         OXT VESCS/P.2XCH28         (DCOD. 1766/55 (DET. 1033/08)         15         15           607R7590038         5167         OXT VESCS/P.2XCH29         (DCOD. 1766/55 (DET. 1033/08)         16         12           608R7790038         505         UB06/ARD SACA URINA STER. 2000ML (DC00 UD0E51)2P01         DEL 1033/08         72         77           608R7790038         154         SACCA URINA STER. 2000ML (DC00 UD0E51)2P01         DEL 1033/08         15         15           616R7090047         4286         TMPPO CATYESC. COD. 80473023         (D         DEL 1033/08         30         32           616R7090047         154         KIT OXTEREXCH0 VESCAUE         (DCOD MTK1076/5CC         DEL 1033/08         102         100						60
607RC909007         5167         ORT VESCS/P_2VCH18         (DCOD. 170405 (DET. 1033/08)         50         50           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         15           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         15           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         15           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         12           60877790036         505         UROKRD SACO, URINA STER. 2000ML (DCOD UDESTI 12P01         DEL 1033/08         15         15           61877990037         154         SACO, URINA STER. 2000ML (DCOD UDESTI 12P01         DEL 1033/08         15         15           61877990038         154         SACO, URINA STER. 2000ML (DCOD UDESTI 12P01         DEL 1033/08         15         15           61877990037         4206         TMPPO QT/PESC COD. 84073023         (D         DEL 1033/08         30           614670090047         154         KIT ORT EREXMO VESCOLE         (DCOD MTK1076/5CC         DEL 1033/08         102         100	607RC909007         5167         ORT VESCS/P_2VCH18         (DCOD. 170405 (DET. 1033/08)         50         50           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         15           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         15           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         15           607RC909008         5167         ORT VESCS/P_2VCH28         (DCOD. 170405 (DET. 1033/08)         15         12           60877790036         505         UROKRD SACO, URINA STER. 2000ML (DCOD UDESTI 12P01         DEL 1033/08         15         15           61877990037         154         SACO, URINA STER. 2000ML (DCOD UDESTI 12P01         DEL 1033/08         15         15           61877990038         154         SACO, URINA STER. 2000ML (DCOD UDESTI 12P01         DEL 1033/08         15         15           61877990037         4206         TMPPO QT/PESC COD. 84073023         (D         DEL 1033/08         30           614670090047         154         KIT ORT EREXMO VESCOLE         (DCOD MTK1076/5CC         DEL 1033/08         102         100						24
607RC990008         5167         CXT VESC S/P.2YCH20         (DCOD. 178605 (DET. 1033/08)         15         15         15           608R7770193         4286         UNOMETER 500HL CD.15810130199         =DCON TUBO 150 HL -         DEL. 690/10         24         24           608R7790036         505         UN064R0 SACCU URINA STER 2000HL DAS         (DCOD 1620 LI2P0H         DEL. 1033/08         72         77           608R790037         4286         TAPPO COLVINA STER 2000HL DAS         (DCOD 163222         DEL 1033/08         15         15           616R790047         4286         TAPPO COLVINAS TER 2000HL DAS         (DCOD 163222)         DEL 1033/08         30         33           616R0790047         4286         TAPPO COLVINGSC. OD. 64/07203         (D         DEL 1033/08         30         33           616R07034         154         KIT CATETERISMO VESCICULE         (DCOD MTK1076/SCC         DEL 1033/08         102         102	607RC909008         5167         Oct YESCS/P 2YCH20         (DCOD. 176605 (DET. 1033/08)         15         15         15           608R7770193         4206         UNOMETER S00ML C0.158101310190         =DCON TUBO 150 ML -         DEL 690/10         24         24           608R7790036         505         UNOMARE SER. 200ML (DCOLD UDES112P01         DEL 1033/08         72         77           60087790038         154         SACCU URINA STER. 200ML (DCOLD UDES112P01         DEL 1033/08         15         15           61687790037         4266         TAPPO GXTXPCS C. COD. 80/07023         (D         DEL 1033/08         30         33           6168709038         154         KIT CXTETERSMO YESCCULE         (DCOD MTK1076/SCC         DEL 1033/08         102         102						40
60887770193         4266         UNOMETER 500ML CD.158101310190         =DCON TUBO 150 ML -         DEL 690/10         24         24           60887790036         505         UR00ARD SACO. URINA STER. 2000ML (DOLD UDE5112P0)         DEL 1033/08         72         77           60887790038         154         SACO. URINA STER. 2000ML (DOC 56322         DEL 1033/08         15         15           61687790037         4266         TDPPO GTR/SEC. COD. 9407023         0         DEL 1033/08         30         33           61687000334         154         KIT CATETERSMO YESCICLE         (DCOD MTK1076/SCC         DEL 1033/08         102         1002	60887770193         4266         UNOMETER 500ML CD.158101310190         =DCON TUBO 150 ML -         DEL 690/10         24         24           60887790036         505         UR00ARD SACO. URINA STER. 2000ML (DOLD UDE5112P0)         DEL 1033/08         72         77           60887790038         154         SACO. URINA STER. 2000ML (DOC 56322         DEL 1033/08         15         15           61687790037         4266         TDPPO GTR/SEC. COD. 9407023         0         DEL 1033/08         30         33           61687000334         154         KIT CATETERSMO YESCICLE         (DCOD MTK1076/SCC         DEL 1033/08         102         1002						50
60887790036         505         UR0GRRD SACCA URINA STER. 2000ML (DCOD UDBES112P0)         DEL         1033/08         72         77           60887790038         154         SACCA URINA STER. 2000ML (DCOD VBS22         DEL         1033/08         15         15           61687790047         4286         TAPPO OXTYESC. COD. 94073023         (0         DEL         1033/08         30         30           61667090067         154         KIT CHTERSKIN VESCALLE         (DCOD MTK1074/SCC         DEL         1033/08         102         100	60887790036         505         UR0GRRD SACCA URINA STER. 2000ML (DCOD UDBES112P0)         DEL         1033/08         72         77           60887790038         154         SACCA URINA STER. 2000ML (DCOD VBS22         DEL         1033/08         15         15           61687790047         4286         TAPPO OXTYESC. COD. 94073023         (0         DEL         1033/08         30         30           61667090067         154         KIT CHTERSKIN VESCALLE         (DCOD MTK1074/SCC         DEL         1033/08         102         100		5167				15
608R7790038         154         SACCA URINA STER 2000HL DAS         (0,000 AS322         DEL 1033/08         15         15           616R77900667         4286         TAPPO CAT.VESC. COD. 84073023         (0         DEL 1033/08         30         30         30           616R0000334         154         KIT CATEFERSHO VESCICULE         (0000 MTK1076/SCC         DEL 1033/08         102         107	608R7790038         154         SACCA URINA STER 2000HL DAS         (0,000 AS322         DEL 1033/08         15         15           616R77900667         4286         TAPPO CAT.VESC. COD. 84073023         (0         DEL 1033/08         30         30         30           616R0000334         154         KIT CATEFERSHO VESCICULE         (0000 MTK1076/SCC         DEL 1033/08         102         107		4286			24	24
61687790067         4286         TMPPO CRIVESC. COD. 84073023         (D         DEL 1033/08         30         <	61687790067         4286         TMPPO CRIVESC. COD. 84073023         (D         DEL 1033/08         30         <	608R7790036	505	UROGARD SACCA URINA STER. 2000ML (DCOD.UDBE3112P01 DEL. 1033/08		72	72
616RC000334 154 KIT CATETERISMO YESCICALE (DCOD.MTK1076/SCC DEL 1033/08 102 102	616RC000334 154 KIT CATETERISMO YESCICALE (DCOD.MTK1076/SCC DEL 1033/08 102 102	608R7790038				15	15
		616R7790067	4286	TAPPO CAT.VESC. COD. 84073023 (D DEL. 1033/08		30	30
91465000310 1767 TAPPO LL X CATETERE YENOSO (DCOD.380000998800-4YGON DET.393708 97 9.	91 (KSOOD310 1767 TAPPO LL X CATETERE YENOSO (DCOD 380000988800-YYGON DET.393708 97 9.	616RC000334	154	KIT CATETERISMO VESCICALE (DCOD.MTK1076/SCC DEL. 1033/08		102	102
		916RS000310	1767	TAPPO LL X CATETERE YENOSO (DCOD.380000988800-YYGON DET.393/08		97	93

Fig 172 - 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).



The checkboxes on the right (Fig 173 A) indicate, when selected -  $\checkmark$  - , that the corresponding resource will be reallocated.

Code	<ul> <li>Producer code</li> </ul>	Resource	<b>Expiration</b> Date	Qty Ca	binet Kit	$\cap$
▶ 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 2790247	Marta Marta	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	and and and a series of the se	mason	Man Rent	~ lo

#### Fig 173

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.

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

The command bar (Fig 174), formed of several buttons, makes it possible to manage the screen contents.

$\square$	Δ	SEL. ALL	DESEL. ALL				
		F		mmand 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 168) makes it possible to manage the

screen contents.

## 16.2. 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 175).

 $\triangleright$ 

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 9.

The following screen opens.

ALLOCATE RESOURCE								Below	stock
SOURCE									•
DESTINATION									*
Code	Producer code	Resource				Expiration Da	e Qty (	Cabinet Kit	
$\neg$	Δ	SEL. ALL	DESEL. ALL						
			- 75 - Resou	irces allo	cation				

- Select the source cabinet (specify the "Source" field Fig 176 A).
- Select the destination cabinet (specify the "Destination" field Fig 176 **B**).

The data area displays the list of resources that can be reallocated (Fig 176 C).

	RCE				Below
SOURCE	BLO.GI.C.B				
DESTINATION	BLO.GI.E.LI.FI				
Code	^ Producer code	Resource	Expiration Date		abinet Kit
▶ 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
607R7840067	5167	CAT.NELATON DONNA CH., 14CM (DCOD, OB0182XX - DEL, 1033/08		40	40
607RC909007	5167	CAT VESCS/P.2VCH18 (DCOD. 170605 (DET. 1033/08)		50	50
607RC909008	5167	CAT VESC.S/P.2VCH20 (DCOD. 170605 (DET. 1033/08)		15	15
608R7770193	4286	UNOMETER 500ML CD.158101310190 =DCON TUBO 150 ML - DEL. 690/10		24	24
608R7790036	505	UROGARD SACCA URINA STER. 2000ML (DCOD.UDBE3112P01 DEL. 1033/08		$\overline{n}$	72
608R7790038	154	SACCA URINA STER.2000ML DAS (DCOD AS322 DEL. 1033/08		15	15
616R7790067	4286	TAPPO CAT.VESC. COD. 84073023 (D DEL. 1033/08		30	30
61 6RC000334	154	KIT CATETERISMO VESCICALE (DCOD.MTKI 076/SCC DEL. 1033/08		102	102
916RS000310	1767	TAPPO LL X CATETERE VENOSO (DCOD.380000988800-VYGON DET.393/08		97	97

- Fig 176
- Click, on the right of the data area, the boxes corresponding to the resources that must be reallocated (Fig 177 A). The clicked boxes is selected -

OURCE	BLO.GI.C.LI.PI					
ESTINATION	BLO.GI.E.LI.PI					-(4
Code	^ Producer code	Resource	Expiration Date	Qty	Cabinet K	t /
607R7810005	5167	CAT TIEMAN CHI4 TRASP CD.221800 =D50PZXCF DEL.597/10		6	50 60	0 🗸
607R7840027	5167	CAT YESCSIL 2YCH16 FOLEY (DCOD. 189205 - DEL. 1033/08			24 24	0
607R7840067	5167	CAT.NELATON DONNA CH., 14CM (DCOD. OB0182XX - DEL. 1033/08		4	10 40	0
607RC909007	5167	CKT YESC.S/P.2VCH18 (DCOD. 170605 (DET. 1033/08)			50 50	0 🗸
607RC909008	5167	CAT YESCS/P.2YCH20 (DCOD. 170605 (DET. 1033/08)		1	15 15	0
608R7770193	4286	UNOMETER 500ML CD.158101310190 =DCON TUB0 150 ML - DEL. 690/10		2	24 24	0 🗸
608R7790036	505	UROGARD SACCA URINA STER. 2000ML (DCOD.UDBE3112P01 DEL. 1033/08		7	72 72	0
608R7790038	154	SACCA URINA STER.2000ML DAS (DCOD AS322 DEL 1033/08		1	15 15	0 🗸
► 616R7790067	4286	TAPPO CAT.VESC. COD. 84073023 (D DEL. 1033/08		3	30 30	0 🗸
616RC000334	154	KIT CATETERISMO VESCICALE (DCOD.MTK1076/SCC DEL 1033/08		10		$\sim$
916RS000310	1767	TAPPO LL X CATETERE YENOSO (DCOD.380000988800-YYGON DET.393/08		9	97 97	0

Click the Update button on the command bar (Fig 177 B).

The reallocation is this way completed.

A print report is automatically created. A print preview is displayed (Fig 178).

		ALL	OCATE RESO	URCE				
Source	BLO.G1.C.L1.P1		Destination	BLO.G1	I.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 <sup>me</sup> Block Management -	Copyright © 2008 by UMS en - http://www.un	19271 I. I				Page	11	

Fig 178 - Print preview

See paragraph 6.8.1 for the system's print functionalities.

The Close button (Fig 178 A) closes the "Print preview" screen.

# **17. 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,



The following screen opens,

ORDERS								🕀 Be	low stock
START DATE	17/11/2010	•	END DATE 17/11/2	D10 🗾					
STOCKROOM	BLO		CABINETS GROU	GI		CABINET AI		•	RESET
Position	_	Code Producer c	ode Description	_	_	Expirat	ion Used Min M	1ax In stock Cabinet I	(it Sugg.
							SEARCH	REPORTS	•
				Fig 179	- Orders				

# 17.1. "Orders" - screen structure

The "Orders" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

## 17.1.1. Filters

START DATE	16/11/2010	• EN	D DATE 17/11/2010	•			
STOCKROOM	BLO	~	CABINETS GROUP	GI	CABINET ALL	•	RESET
		-	EP 100 EP	11. L			

Fig 180 - Filters on the "Orders" screen

The available filters on the "Orders" screen (Fig 180) 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 7.4.2 for general instructions on how the filters work.

### 17.1.2. 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.

	ORDERS		_							- 🕀	Below	stock
	START DATE	02/11/2010 🔹	END	DATE 17/11/2010 -								
	STOCKROOM	BLO	*	CABINETS GROUP GI		CABINET AL	L			•	RI	SET
	Position	^ Code	Producer code	Description		Expiration	Used M	lin Max	In stock	Cabinet	Kit Su	eg. 🔺
	BLO.GI.F.LI.PI	604R7805110	22	AGHI STER 21 GXI 1/2 PIC INDOLOR	+ D		5	0	0 78	77	1	0
	BLO.GI.F.LI.PI	604R7805111	22	AGHI STER.23GXI 1/4 PIC INDOLOR	+ D		- I	0	0 124	0	0	0
	BLO.GI.F.LI.PI	604R7811113	22	AGO SPINALE 22G PIC	/DCOD. 03440364000	D	4	0	0 37	36	1	0
	BLO.GI.F.LI.PI	616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D			1	0	0 100	0	0	0
	BLO.GI.F.LI.PI	908RC000321	2821	SACCHE X COLOSTOMIA COD. 12808	)D		1	0	0 79	0	0	0
_	BLO.GI.F.LI.PI	916RC209004	5896	CONTENT.CONTA AGHI CD.31181467	(D	D	1	0	0 78	0	0	0
	BLO.GL.F.LL.PI	916RC209010	154	MATITA DERMOGRAF. COD.RQ.01	(D		2	0	0 144	0	0	0
	BLO.GI.G.LI.PI	616R2090011	5546	DREN.PIATTO MIS.4X10MM 24130	/D		2	0	0 40	0	0	0
	BL0.GL.G.LL.PL	916R7805056	3308	DREN.SOFFIETTO DRG/500/A/UNIV	/DS/DREN.E TROCAR- SOOML		2	0	0 125	0	0	0
	BLO.GI.GKITI.LI.P	251.PRINCIPALE		PRINCIPALE PER FESS			1	2	5 (	0	0	5
	BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -		١ó	0	0 191	190	1	0
	BLO.GI.H.LI.PI	61.6RC000762	2698	CANN.YANKAUER ORL CD.1218014065	)D	DET	4	0	0 138	137	1	0
	BLO.GI.H.LI.PI	61 6RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07		1	0	0 122	0	0	0
	BL0.GL.I.LL.PL	61 6R7790204	154	RUBINETTO 3 VIE COD.PRC0999005	(D(EX M062851)		L	0	0 63	0	0	0
	BLO.GL.K.LL.PI	612R7820007	505	SIR.STER.IOML TERUMO LATEX FREE	/D20/21/22 G CD.SS1052138	I	3	0	0 195	0	0	0
	BLO.GI.K.LI.PI	61 2RL000029	748	SIR.LL.CC.S/AGO_3ML_PENTA_LATEX/	DCOD. 002022420 -	D.7	ó	0	0 21	0	0	0
	BLO.GL.K.LL.PL	61 2RL000302	748	SIR.LL.60ML PENTAFERTE 002022970	/D	D	11	0	0 97	96	1	0
	BLO.GL.K.LL.PL	61 2RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /	DCOD. 002022710		18	0	0 163	162	1	0
	BL0.GL.K.LL.PL	61 2RL000701	748	SIR.ST.30ML ECC.PENTAFERTE	/DCOD. 002022810	D.7	I.	0	0 125	0	0	0
	BLO.GL.K.LL.PL	612RL820003	22	SIR.CONO CAT.50/60ML S/AGO	=DCOD.03079003090500 .		4	0	0 170	0	0	0
	BLO.GI.K.LI.PI	612RS000033	748	SIR.LL.CC.S/AGO_LOML_002022620	/DCONF.MULTIP.1000 PZ	D.73	10	0	0 118	0	0	0
	BLO.GI.L.LI.PI	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE	(DCOD. 900873		8	0	0 130	0	0	0
	BLO.GI.L.LI.PI	601RC003013	154	CER.MED.CHIR. CM9X15CM COSMOROE	(DCOD. 900874		4	0	0 113	0	0	0
	BLO.GI.L.LI.PI	601RC003014	154	CER.MED.CHIR. CM9X20CM COSMOROE	(DCOD. 900875		2	0	0 80	0	0	0
	BLO.GL.N.LL.PI	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5	(DCOD. 0800400402N0 .		10	0	0 32	30	2	0
	BLO.GI.S.LI.PI	601R1003016	154	NASTRO OMNSTRIP 12X100 6PZ.54068	5(D		8	0	0 64	0	0	0
	BLO.GLS.LLPI	906RC000017	3757	SUTURA SETA CD. K834H NON +			5	0	0 13	12	1	0
	BLO.GLS.LLPI	906RC000220	3757	SUTURA PDS II CD. Z443E	\$D		4	0	0 27	. 0	0	0
	BLO.GI.S.LI.PI	906RC000221	3757	SUTURA PDS II CD. Z423E	\$D		4	0	0 32	0	0	0
	BLO.GI.S.LI.PI	906RC002013	2618	SUTURA PREMILENE CO090213 NON -	⊦ °D		3	0	0 1	0	0	0
	BLO.GLS.LLPI	906RC011367	5449	SUTURA SETA 0 75CM CD.41428	=DRESORBA		6	0	0 299	0	0	0
	BLO.GI.U.LI.PI	609R1130012	683	SONDA PROST.DUFOUR CD.11332030	=D3VIE CH20 I 0PZXCF	30X4	1	0	0 30	0	0	0
J	BLO.GI.U.LI.PI	61 6RCI 30900	5167	GLISSEN GEL COD. 400176	=DX_CATET.VESC./ENDOSC.		5	0	0 381	0	0	0 -
	$\nabla$						SEAR	CH		REPO	RTS	

Fig 181 - 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.

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

The command bar (Fig 182), formed of several buttons, makes it possible to manage the screen contents.

$\mathbf{\nabla}$	Δ					SEARCH	REPORTS
		F	'ig 182 - 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.

Use the **Search** button to search and display the list of items having the features specified in the filters described in paragraph 17.1.1.

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

## 17.2. How to display and print the orders sheet

To display the list of resources,

➢ specify the search filters values (Fig 183 A).

ART DATE TOCKROOM Position BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	02/11/2010 BLO Code 60467805110 60467805111 6046781113 6166770013 9086C0001 9166C209004 9166C209004	22 22 22 154 2821	Date         17/11/2010            CABINETS GROUP         G1	+0	CABINET ALL Expiration	Used N 5	0	0 7	Cabinet	Kit Su	RESET
Position           BLO.GI.F.LI.PI           BLO.GI.F.LI.PI	Code 604R7805110 604R7805111 604R7801113 616RC770013 900RC000321 916RC209004	Producer         code           22         22           22         154           2821         2821	Description AGHI STER.21 GXI 1/2 PIC INDOLOR AGHI STER.23 GXI 1/4 PIC INDOLOR AGO SPINALE 22G PIC	+D			0	0 7		Kit Su	
BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	604R7805110 604R7805111 604R7801113 616RC770013 908RC000321 916RC209004	22 22 22 154 2821	AGHI STER.21GXI 1/2 PIC INDOLOR AGHI STER.23GXI 1/4 PIC INDOLOR AGO SPINALE 22G PIC	+D	Expiration		0	0 7			gg.
BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	604R7805111 604R7811113 616RC770013 908RC000321 916RC209004	22 22 154 2821	AGHI STER.23GXI 1/4 PIC INDOLOR Ago spinale 22g pic	+D		5			8 77	1	
BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	604R7811113 616RC770013 908RC000321 916RC209004	22 154 2821	AGO SPINALE 22G PIC			1				· •	
BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	61 6RC770013 908RC000321 91 6RC209004	154 2821		/DCOD 03440364000			0	0 12	4 0	0	
BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	908RC000321 916RC209004	2821	SPHEN Y PHUZIA RISTURI (TO ALAO) (T		D	4	0	0 3	7 36	( I	
BLO.GI.F.LI.PI BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI	916RC209004		a course come porora covera (r	D		1	0	0 10	0 0	0	
BLO.GI.F.LI.PI BLO.GI.G.LI.PI BLO.GI.G.LI.PI			SACCHE X COLOSTOMIA COD. 12808	)D		1	0	0 7	'9 O	1 0	
BLO.GI.G.LI.PI BLO.GI.G.LI.PI	916RC209010	5896	CONTENT.CONTA AGHI CD.31181467	(D	D	1	0	0 7	18 0	1 0	
BLO.GI.G.LI.PI		154	MATITA DERMOGRAF. COD.RQ.01	(D		2	0	0 14	4 0	0	
	616R2090011	5546	DREN.PIATTO_MIS.4X10MM_24130	/D		2	0	0 4	0 0	0	
	916R7805056	3308	DREN.SOFFIETTO DRG/500/A/UNIV	/DS/DREN.E TROCAR- 500ML		2	0	0 12	5 0	1 0	
BLO.GI.GKITI.LI.P	251.PRINCIPALE		PRINCIPALE PER FESS			1	2	5	0 0	0	
BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -		16	0	0 19	1 190		
BLO.GI.H.LI.PI	616RC000762	2698	CANN.YANKAUER ORL CD.1218014065	)D	DET	4	0	0 13	8 137	<li>1</li>	
BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07		1	0	0 12	2 0	0	
BLO.GI.I.LI.PI	616R7790204	154	RUBINETTO 3 VIE COD.PRC0999005	(D(EX_M062851)		I.	0	0 6	3 0	0	
BLO.GI.K.LI.PI	612R7820007	505	SIR.STER.IOML TERUMO LATEX FREE	/D20/21/22 G CD.SS1052138		3	0	0 19	5 0	0	
BLO.GI.K.LI.PI	612RL000029	748	SIR.LL.CC.S/AGO_3ML_PENTA_LATEX	/DCOD. 002022420 -	D.7	6	0	0 2	1 0	0	
BLO.GL.K.LL.PL	612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970	/D	D	11	0	0 9	7 96	1	
BLO.GI.K.LI.PI	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE	/DCOD. 002022710		18	0	0 16	3 162	. I.	
BLO.GI.K.LI.PI	612RL000701	748	SIR.ST.30ML ECC.PENTAFERTE	/DCOD. 002022810	D.7	1	0	0 12	5 0	0	
BLO.GI.K.LI.PI	612RL820003	22	SIR.COND CAT.50/60ML S/AGO	=DCOD.03079003090500		4	0	0 17	0 0	0	
BLO.GI.K.LI.PI	612RS000033	748	SIR.LL.CC.S/AGO_LOML_002022620	/DCONF.MULTIP.1000 PZ	D.73	10	0	0 11	8 0	0	
BLO.GI.L.LI.PI	601RC003012	154	CER.MED.CHIR. CM9XI 0CM COSMOROE	E (DCOD. 900873		8	0	0 13	.0 0	0	
BLO.GI.L.LI.PI	601RC003013	154	CER.MED.CHIR. CM9XI 5CM COSMOROE	E (DCOD. 900874		4	0	0 11	3 0	0	
BLO.GI.L.LI.PI	601RC003014	154	CER.MED.CHIR. CM9X20CM COSMOROE	E (DCOD. 900875		2	0	0 8	.0 0	0	
BLO.GL.N.LL.PI	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5	(DCOD. 0800400402N0 .		10	0	0 3	2 30	1 2	
BLO.GI.S.LI.PI	601R1003016	154	NASTRO OMINISTRIP 12X100 6PZ 54068	85(D		8	0	0 6	4 0	0	
BLO.GI.S.LI.PI	906RC000017	3757	SUTURA SETA CD. K834H NON -	+ °D		5	0	0 1	3 12	1	
BLO.GLS.LLPI	906RC000220	3757	SUTURA PDS II CD. Z443E	\$D		4	0	0 2	7 0	0	
BLO.GI.S.LI.PI	906RC000221	3757	SUTURA PDS II CD. Z423E	\$D		4	0	0 3	2 0	0	
BLO.GI.S.LI.PI	906RC002013	2618	SUTURA PREMILENE C0090213 NON	+ °D		3	0	0	1 0	1 0	
BLO.GLS.LL.PI	906RC011367	5449	SUTURA SETA 0 75CM CD.41428	=DRESORBA		6	0	0 29	•	0	
BLO.GI.U.LI.PI	609R1130012	683	SONDA PROST.DUFOUR CD.11332030	=D3VIE CH20 I 0PZXCF	30X4		0	0 3		0	
PLO CLILLE PL	61 6RCI 30900	5167	GLISSEN GEL COD. 400176	=DX_CATET.VESC./ENDOSC.			0	0 38		0	
					X		cu	$\nabla$		DTC	1
	BLO.GI.K.LI.PI BLO.GI.LLI.PI BLO.GI.LLI.PI BLO.GI.LLI.PI BLO.GI.S.LI.PI BLO.GI.S.LI.PI BLO.GI.S.LI.PI BLO.GI.S.LI.PI BLO.GI.S.LI.PI BLO.GI.S.LI.PI BLO.GI.S.LI.PI	BLO.GI.KLI.PI         612K00033           BLO.GI.LLI.PI         601RC003012           BLO.GI.LLI.PI         601RC003013           BLO.GI.LLI.PI         601RC003014           BLO.GI.LLI.PI         601RC003014           BLO.GI.LLI.PI         601RC003014           BLO.GI.LLI.PI         601R103016           BLO.GI.SLI.PI         908RC000017           BLO.GI.SLI.PI         904RC00021           BLO.GI.SLI.PI         904RC00021           BLO.GI.SLI.PI         904RC00021           BLO.GI.SLI.PI         904RC00021           BLO.GI.SLI.PI         904RC00133           BLO.GI.SLI.PI         904RC00133           BLO.GI.SLI.PI         904RC01337           BLO.GI.SLI.PI         904RC01337	BLO.GI.KLI.PI         61 2K500033         748           BLO.GI.LLI.PI         601 RC03012         154           BLO.GI.LLI.PI         601 RC03013         154           BLO.GI.LLI.PI         601 RC03014         154           BLO.GI.LLI.PI         601 RC03014         154           BLO.GI.LLI.PI         601 RC03014         154           BLO.GI.LI.PI         900 RC03001         2673           BLO.GI.S.LI.PI         904 RC000201         3757           BLO.GI.S.LI.PI         904 RC000201         3757           BLO.GI.S.LI.PI         904 RC0002013         2618           BLO.GI.S.LI.PI         904 RC00137         5449           BLO.GI.S.LI.PI         904 RC013670         5449           BLO.GI.U.LI.PI         604 RC130900         5167	BLO.GI.KLI.PI         6128500033         748         SIRLLCCS/MGO 10/HL 002022620           BLO.GI.LLI.PI         6018C003012         154         CER.MED.CHR.CM9X16CM COMSORD           BLO.GI.LLI.PI         6018C003012         154         CER.MED.CHR.CM9X16CM COMSORD           BLO.GI.LLI.PI         6018C003013         154         CER.MED.CHR.CM9X15CH COSMORD           BLO.GI.LLI.PI         6018C003014         154         CER.MED.CHR.CM9X15CH COSMORD           BLO.GI.LLI.PI         60181003014         154         CER.MED.CHR.CM9X15CH COSMORD           BLO.GI.LLI.PI         60181003014         154         NNSTRO OMNETTRIP 12X100 672-5436           BLO.GI.SI.LI.PI         60181000201         3757         SUTURA SETA CN 8334H         NON           BLO.GI.SI.I.PI         9064C000221         3757         SUTURA POS II CD. 74328         NON           BLO.GI.SI.I.PI         9064C000221         3757         SUTURA POS II CD. 74238         NON           BLO.GI.SI.I.PI         9064C000221         3757         SUTURA POS II CD. 74238         NON           BLO.GI.SI.I.PI         9064C000221         3757         SUTURA POS II CD. 74238         NON           BLO.GI.SI.I.PI         9064C000221         3757         SUTURA POS II CD. 74238         NON           BLO.GI.SI.I.PI </td <td>BLO.GI.K.LI.PI         61/2/G000033         748         SIRLLCC.S/AGO 10ML 00/2022620         /// DCONF. MULTIP 1000 P2           BLO.GI.LLI.PI         601/RC003012         154         CER.HED.GHR.CHY8/LOCH 005MORE         (DCOD. 900073            BLO.GI.LLI.PI         601/RC003013         154         CER.MED.GHR.CHY8/LOCH 005MORE         (DCOD. 900073            BLO.GI.LLI.PI         601/RC003013         154         CER.MED.GHR.CHY8/LOCH 005MORE         (DCOD. 900074            BLO.GI.LLI.PI         601/RC003010         2573         TAMPONE NKSUE MEROCEL 0X2X1,5         (DCOD. 900075            BLO.GI.LLI.PI         901/RC003016         154         NSTRO 0MRCTRPI 12X100         4754406850            BLO.GI.SI.PI         900/RC000073         3757         SUTURA SETA CD. K834H         NON + *0           BLO.GI.SI.PI         906/RC00021         3757         SUTURA PDS II.CD. K834H         NON + *0           BLO.GI.SI.PI         906/RC000221         3757         SUTURA PDS II.CD. K834H         NON + *0           BLO.GI.SI.PI         906/RC000213         2618         SUTURA PDS II.CD. K432E         \$0           BLO.GI.SI.PI         906/RC000213         2618         SUTURA SETA O.TSCH CONV213 NON + *0           BLO.GI.SI.PI</td> <td>BLO.GI.KLI.PI         61 2/6500033         748         SIRLLCCS/AGO 10ML 00202620         //DCONF.MULTIP.1000 PZ         D.73           BLO.GI.LLI.PI         601RC003012         154         CER.MED.CHIR. CM9XUBCH.COSMORE         (DCOD. 000075            BLO.GI.LLI.PI         601RC003013         154         CER.MED.CHIR. CM9XUBCH.COSMORE         (DCOD. 000075            BLO.GI.LLI.PI         601RC00301         154         CER.MED.CHIR. CM9XUBCH.COSMORE         (DCOD. 000075            BLO.GI.LLI.PI         601RC00301         2473         TAMPONE NASALE MEROCEL 8X2X1,5         (DCOD. 000075            BLO.GI.SI.I.PI         900RC000301         2473         TAMPONE NASALE MEROCEL 8X2X1,5         (DCOD. 000075            BLO.GI.SI.I.PI         900RC000201         3757         SUTURA SETA.CD. X834H         NON + *0           BLO.GI.SI.I.PI         906RC000221         3757         SUTURA PDS II.CD.2425E         \$D           &lt;</td> <td>BLO.GI.KLI.PI         6128500033         740         SIRLLCCS/AGO 10HL 00202620         //DCNF MULTP.100 PZ         D.73         10           BLO.GI.LLI.PI         601RC003012         154         CERMED.CHR. CM9XIDCM COSMORDE         (DCO.M. PO00757</td> <td>BLO.GI.LLI.PI         61265000033         748         SIRLLCCS/AG0 10ML 002022620         //DCNHE MULTIP.1000 PZ         D.73         10         0           BLO.GI.LLI.PI         601RC003012         154         CER.MED.CHR.CMYX10CH 0050066         (DCOD. 900873         8         0           BLO.GI.LLI.PI         601RC003013         154         CER.MED.CHR.CMYX10CH 0050066         (DCOD. 900873         4         0           BLO.GI.LLI.PI         601RC003013         154         CER.MED.CHR.CMYX10CH 0050066         (DCOD. 900873         2         0           BLO.GI.LLI.PI         601RC003016         154         CER.MED.CHR.CMYX20CH 00500066         (DCOD. 900875         2         0           BLO.GI.LI.PI         900RC003001         2673         TAMFONE NASALE MEROCEL 8X2X1,5         (DCOD. 900875          8         0           BLO.GI.SI.I.PI         900RC000017         3757         SUTURA SETA CD. 8334H         NON + °D         5         0           BLO.GI.SI.I.PI         906RC000213         3757         SUTURA FDS II CD.2432E         \$D         4         0           BLO.GI.SI.I.PI         906RC000213         3757         SUTURA FDS II CD.2432E         \$D         4         0           BLO.GI.SI.I.PI         906RC000213         3757</td> <td>BLO.GI.LI.PI         61 285000033         748         SIRLLCS/MG0 10ML 00/022620         //CONF_MULTP_1000         PZ         D.73         10         0         0         11           BLO.GI.LI.PI         601 RC030012         154         CER.NED.CHR. CMYX10CH COSMODE         (DCOD. 90073         8         0         0         13           BLO.GI.LI.PI         601 RC030013         154         CER.NED.CHR. CMYX10CH COSMODE         (DCOD. 90073         2         0         0         8         0         0         13           BLO.GI.LI.PI         601 RC030014         154         CER.NED.CHR. CMYX10CH COSMODE         (DCOD. 90073         2         0         0         8         0         0         33           BLO.GI.LI.PI         601 RL03016         154         NASTIO OMETINP 12010         672 3400850          10         0         0         33           BLO.GI.LI.PI         908C000070         7375         SUTURA SETA CD. K334H         NON + "0         5         0         0         1           BLO.GI.SI.I.PI         904RC000221         3757         SUTURA FDS II.CD. 2438E         \$D         4         0         0         3         0         0         3         0         0         3</td> <td>BLO.GI.LLI PI         61 265000033         748         SIRLLCCS/AG0 10ML 002022620         //CONF_MULTP_1000         PZ         D.73         10         0         0         118         0           BLO.GI.LLI PI         601 RC03012         154         CER.NED.CHR. CMYX10C1 COSM000E         (DCOD. 90073         8         0         0         130         0           BLO.GI.LLI PI         601 RC03013         154         CER.NED.CHR. CMYX10C1 COSM00E         (DCOD. 90073         2         0         0         80         0         113         0           BLO.GI.LLI PI         601 RC03013         154         CER.NED.CHR. CMYX10C1 COSM00E         (DCOD. 90073         2         0         0         80         0         0         30         0           BLO.GI.LI PI         601 RC03016         154         CER.NED.CHR. CMYX10C1 COSM00E         (DCOD. 90075         10         0         32         30           BLO.GI.LI PI         908C000017         3757         SUTURA SETA CD. K334H         NON + °D         5         0         0         27         0           BLO.GI.LI PI         9046C000221         3757         SUTURA SETA CD. K334H         NON + °D         3         0         1         0         32         0<!--</td--><td>BLO.GI.LLI PI         6128500033         748         SIRLLCCS/AGO 10/L 00/226/20         //DOMF.MULTIP1000 P2         D.73         10         0         0         118         0         0           BLO.GI.LLI PI         6018.003012         154         CERMED CHIR. CM9X10CM COSMORDE         (DOLD.0000773         88         0         0         130         0         0           BLO.GI.LLI PI         6018.003012         154         CERMED CHIR. CM9X15CH COSMORDE         (DOLD.0000773         4         0         0         113         0         0           BLO.GI.LLI PI         6018.003014         154         CERMED CHIR. CM9X15CH COSMORDE         (DOLD.0000775         2         0         0         0         0         32         30         2           BLO.GI.LLI PI         9008.003001         2673         TMMPONE NASALE MEROCEL 8X2X1,5         (DOLD.0000757         10         0         0         32         30         2           BLO.GI.LI PI         9008.0002017         3757         SUTURA SETA CD, 834H         NON + "0         3         0         0         27         0         0         0         27         0         0         0         0         0         0         0         0         0         0</td></td>	BLO.GI.K.LI.PI         61/2/G000033         748         SIRLLCC.S/AGO 10ML 00/2022620         /// DCONF. MULTIP 1000 P2           BLO.GI.LLI.PI         601/RC003012         154         CER.HED.GHR.CHY8/LOCH 005MORE         (DCOD. 900073            BLO.GI.LLI.PI         601/RC003013         154         CER.MED.GHR.CHY8/LOCH 005MORE         (DCOD. 900073            BLO.GI.LLI.PI         601/RC003013         154         CER.MED.GHR.CHY8/LOCH 005MORE         (DCOD. 900074            BLO.GI.LLI.PI         601/RC003010         2573         TAMPONE NKSUE MEROCEL 0X2X1,5         (DCOD. 900075            BLO.GI.LLI.PI         901/RC003016         154         NSTRO 0MRCTRPI 12X100         4754406850            BLO.GI.SI.PI         900/RC000073         3757         SUTURA SETA CD. K834H         NON + *0           BLO.GI.SI.PI         906/RC00021         3757         SUTURA PDS II.CD. K834H         NON + *0           BLO.GI.SI.PI         906/RC000221         3757         SUTURA PDS II.CD. K834H         NON + *0           BLO.GI.SI.PI         906/RC000213         2618         SUTURA PDS II.CD. K432E         \$0           BLO.GI.SI.PI         906/RC000213         2618         SUTURA SETA O.TSCH CONV213 NON + *0           BLO.GI.SI.PI	BLO.GI.KLI.PI         61 2/6500033         748         SIRLLCCS/AGO 10ML 00202620         //DCONF.MULTIP.1000 PZ         D.73           BLO.GI.LLI.PI         601RC003012         154         CER.MED.CHIR. CM9XUBCH.COSMORE         (DCOD. 000075            BLO.GI.LLI.PI         601RC003013         154         CER.MED.CHIR. CM9XUBCH.COSMORE         (DCOD. 000075            BLO.GI.LLI.PI         601RC00301         154         CER.MED.CHIR. CM9XUBCH.COSMORE         (DCOD. 000075            BLO.GI.LLI.PI         601RC00301         2473         TAMPONE NASALE MEROCEL 8X2X1,5         (DCOD. 000075            BLO.GI.SI.I.PI         900RC000301         2473         TAMPONE NASALE MEROCEL 8X2X1,5         (DCOD. 000075            BLO.GI.SI.I.PI         900RC000201         3757         SUTURA SETA.CD. X834H         NON + *0           BLO.GI.SI.I.PI         906RC000221         3757         SUTURA PDS II.CD.2425E         \$D           <	BLO.GI.KLI.PI         6128500033         740         SIRLLCCS/AGO 10HL 00202620         //DCNF MULTP.100 PZ         D.73         10           BLO.GI.LLI.PI         601RC003012         154         CERMED.CHR. CM9XIDCM COSMORDE         (DCO.M. PO00757	BLO.GI.LLI.PI         61265000033         748         SIRLLCCS/AG0 10ML 002022620         //DCNHE MULTIP.1000 PZ         D.73         10         0           BLO.GI.LLI.PI         601RC003012         154         CER.MED.CHR.CMYX10CH 0050066         (DCOD. 900873         8         0           BLO.GI.LLI.PI         601RC003013         154         CER.MED.CHR.CMYX10CH 0050066         (DCOD. 900873         4         0           BLO.GI.LLI.PI         601RC003013         154         CER.MED.CHR.CMYX10CH 0050066         (DCOD. 900873         2         0           BLO.GI.LLI.PI         601RC003016         154         CER.MED.CHR.CMYX20CH 00500066         (DCOD. 900875         2         0           BLO.GI.LI.PI         900RC003001         2673         TAMFONE NASALE MEROCEL 8X2X1,5         (DCOD. 900875          8         0           BLO.GI.SI.I.PI         900RC000017         3757         SUTURA SETA CD. 8334H         NON + °D         5         0           BLO.GI.SI.I.PI         906RC000213         3757         SUTURA FDS II CD.2432E         \$D         4         0           BLO.GI.SI.I.PI         906RC000213         3757         SUTURA FDS II CD.2432E         \$D         4         0           BLO.GI.SI.I.PI         906RC000213         3757	BLO.GI.LI.PI         61 285000033         748         SIRLLCS/MG0 10ML 00/022620         //CONF_MULTP_1000         PZ         D.73         10         0         0         11           BLO.GI.LI.PI         601 RC030012         154         CER.NED.CHR. CMYX10CH COSMODE         (DCOD. 90073         8         0         0         13           BLO.GI.LI.PI         601 RC030013         154         CER.NED.CHR. CMYX10CH COSMODE         (DCOD. 90073         2         0         0         8         0         0         13           BLO.GI.LI.PI         601 RC030014         154         CER.NED.CHR. CMYX10CH COSMODE         (DCOD. 90073         2         0         0         8         0         0         33           BLO.GI.LI.PI         601 RL03016         154         NASTIO OMETINP 12010         672 3400850          10         0         0         33           BLO.GI.LI.PI         908C000070         7375         SUTURA SETA CD. K334H         NON + "0         5         0         0         1           BLO.GI.SI.I.PI         904RC000221         3757         SUTURA FDS II.CD. 2438E         \$D         4         0         0         3         0         0         3         0         0         3	BLO.GI.LLI PI         61 265000033         748         SIRLLCCS/AG0 10ML 002022620         //CONF_MULTP_1000         PZ         D.73         10         0         0         118         0           BLO.GI.LLI PI         601 RC03012         154         CER.NED.CHR. CMYX10C1 COSM000E         (DCOD. 90073         8         0         0         130         0           BLO.GI.LLI PI         601 RC03013         154         CER.NED.CHR. CMYX10C1 COSM00E         (DCOD. 90073         2         0         0         80         0         113         0           BLO.GI.LLI PI         601 RC03013         154         CER.NED.CHR. CMYX10C1 COSM00E         (DCOD. 90073         2         0         0         80         0         0         30         0           BLO.GI.LI PI         601 RC03016         154         CER.NED.CHR. CMYX10C1 COSM00E         (DCOD. 90075         10         0         32         30           BLO.GI.LI PI         908C000017         3757         SUTURA SETA CD. K334H         NON + °D         5         0         0         27         0           BLO.GI.LI PI         9046C000221         3757         SUTURA SETA CD. K334H         NON + °D         3         0         1         0         32         0 </td <td>BLO.GI.LLI PI         6128500033         748         SIRLLCCS/AGO 10/L 00/226/20         //DOMF.MULTIP1000 P2         D.73         10         0         0         118         0         0           BLO.GI.LLI PI         6018.003012         154         CERMED CHIR. CM9X10CM COSMORDE         (DOLD.0000773         88         0         0         130         0         0           BLO.GI.LLI PI         6018.003012         154         CERMED CHIR. CM9X15CH COSMORDE         (DOLD.0000773         4         0         0         113         0         0           BLO.GI.LLI PI         6018.003014         154         CERMED CHIR. CM9X15CH COSMORDE         (DOLD.0000775         2         0         0         0         0         32         30         2           BLO.GI.LLI PI         9008.003001         2673         TMMPONE NASALE MEROCEL 8X2X1,5         (DOLD.0000757         10         0         0         32         30         2           BLO.GI.LI PI         9008.0002017         3757         SUTURA SETA CD, 834H         NON + "0         3         0         0         27         0         0         0         27         0         0         0         0         0         0         0         0         0         0</td>	BLO.GI.LLI PI         6128500033         748         SIRLLCCS/AGO 10/L 00/226/20         //DOMF.MULTIP1000 P2         D.73         10         0         0         118         0         0           BLO.GI.LLI PI         6018.003012         154         CERMED CHIR. CM9X10CM COSMORDE         (DOLD.0000773         88         0         0         130         0         0           BLO.GI.LLI PI         6018.003012         154         CERMED CHIR. CM9X15CH COSMORDE         (DOLD.0000773         4         0         0         113         0         0           BLO.GI.LLI PI         6018.003014         154         CERMED CHIR. CM9X15CH COSMORDE         (DOLD.0000775         2         0         0         0         0         32         30         2           BLO.GI.LLI PI         9008.003001         2673         TMMPONE NASALE MEROCEL 8X2X1,5         (DOLD.0000757         10         0         0         32         30         2           BLO.GI.LI PI         9008.0002017         3757         SUTURA SETA CD, 834H         NON + "0         3         0         0         27         0         0         0         27         0         0         0         0         0         0         0         0         0         0

Fig 183 - "Orders" module

Click the **Search** button on the command bar (Fig 183 **B**).

The list of resources whose features match with those specified in the filters is displayed (Fig 183 C).

Click the **Reports** button on the command bar (Fig 183 D). The "Orders" option activates (Fig 184).

	ORDERS	
_	REPORTS	*
	Fig 184	

Click the "Orders" option.

The print report is created. A print preview is displayed (Fig 185).

B Group G1 b. ALL            Producer code         Description         Expiration         Used         Oty         Calore t         Kit         Min         Max         Surga         Outer Code           770016         22         BENDA ELAST.ANTTALL20/S FLEXA         1         0	Γ			ORDER	S							
ALL       Producer code       Description       Expiration       Used       Ch       Cabine       T       M       Max       Support       Cabine         INNCIPALE       PRINCIPALE PER FESS       1       0	tockRoom	BLO		Time	interval 02	/11/2010	-	17/11/	2010			
Producer code         Description         Expiration         Used         Oty         T         RC Privator         Cabine           EINCIPALE         PRINCIPALE         PRINCIPALE	abinets Group	G1										
Producer code         Description         Expiration         Used         City         K         KI         Min         Naze         Supp.           770016         22         BENDA ELAST.ANTTALL20XS FLEXA         1         0 <th>Cabinet</th> <th>ALL</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>(A)</th>	Cabinet	ALL										(A)
DINCEPALE         PRINCIPALE PER FEES         1         0         0         0         2         5         5	Code	Producer code	Description	Evolution	Unerel	<b></b>	Cabin		Min		C	V
770016       22       BENDA ELAST.ANTIALL20X5 FLEXA       1       0	51.PRINCIPALE			Expiration			0					Orders
D02013         2618         SUTURA PREMILENE C0090213 NON + °D         3         1         0	02R7770016											
B00270         995         TELO C/FORD TRI.50X60 3.376.18         /D300         255         1         0         0         0         0	906RC002013				-							
000015       1694       AGO X ASP.CTOLOG.CHEM.COLNON+       1       4       0       1	915R7800270	895	TELO C/FORO TRI.50X60 3.376.18 /D300		255	1	0	0	0	0	0	
000017         3757         SUTURA SETA CD, K834H         NON + *D         5         13         12         1         0         0         0	504R0000015	1694	AGO X ASP.CITOLOG.CHIBA CCH.NON+		1	4	0	0	0	0	0	
2000785       1136       GUAINA COPRITELECAM.13,5X250       5       22       21       1       0       0       0	906RC000017	3757	SUTURA SETA CD. K834H NON + 9D		5	13	12	1	0	0	0	
000785       1136       GUANA COPRITELECAM.13,5X250       5       22       21       1       0       0       0	512RL000029	748	SIR.LL.CC.S/AGO 3ML PENTA		6	21	0	0	0	0	0	
D00220         3757         SUTURA POS II CD. 2443E         \$D         4         27         0         0         0         0	515RS000785	1136	GUAINA COPRITELECAM. 13,5X250		5	22	21	1	0	0	0	
003001         2673         TAMPONE NASALE MEROCEL BX2X1,5         10         32         30         2         0         0         0	906RC000220	3757	SUTURA PDS II CD. Z443E \$D		4	27	0	0	0	0	0	
000221         3757         SUTURA POS II CD. 2423E         \$00         4         32         0         0         0         0	509R1130012	683	SONDA PROST.DUFOUR CD.11332030		1	30	0	0	0	0	0	
Billill       22       AGO SPINALE 23G PIC       (DCCOC)       4       37       36       1       0       0       0	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5		10	32	30	2	0	0	0	
790070         754         TELO CHIR.CM 25X30 COC.2037         /D         1         38         0         0         0         0	906RC000221	3757	SUTURA PDS II CD. Z423E \$D		4	32	0	0	0	0	0	
090011         5546         DRENPIATTO NIS-XX10MM 24130         /D         2         40         0         0         0         0	504R7811113	22	AGO SPINALE 22G PIC /DCOD.		4	37	36	1	0	0	0	
000462         22         BISTURI N.11 STER. CD03443010011 )0         1         49         0	915R7790070	754	TELO CHIR.CM 25X38 COD.2037 /D		1	38	0	0	0	0	0	
790204         154         RUBINETTO 3 VIE COLPRCOP99005         (D(EX         1         63         0	516R2090011	5546	DREN.PIATTO MIS.4X10MM 24130 /D		2	40	0	0	0	0	0	
003016         154         NASTRO OMNISTRIP 12X100 6P2.540666(D         8         64         0         0         0         0            220010         3757         COTONINI SOFT BSX10P2.         00-1407         5         67         66         1         0         0            020016         505         UPCOMINI SOFT BSX10P2.         00-1407         5         67         66         1         0         0            020015         505         UPCOMINI SOFT BSX10P2.         00004         1         72         0         0         0            0505110         22         AGH STER-21GK1 1/2 PIC INDOLOR +D         5         78         77         1         0         0            209004         5966         CONTENT-CONTA AGH CO.13181467         (D         1         78         0         0         0            209004         5965         CONTENT-CONTA AGH CO.12808 (D         1         79         0         0         0            2080021         2821         SACCHE X COLOSTONIA COLO.12808 (D         1         79         0         0         0            208 Magn	605RS000462	22	BISTURI N.11 STER. CD03443010011 )D		1	49	0	0	0	0	0	
228001         3757         COTONINI SOFT BSX10PZ. 80-1407         5         67         66         1         0         0            790036         505         UROGARD SACCA URINA STER. 2000ML         1         72         0         0         0         0            805110         22         AGH TSTR-12GN 11/2 PCI INDICION         5         78         77         1         0         0         0            20004         5996         CONTENT CONTA AGH CD.31181467         (D         1         78         0         0         0         0            20004         5995         CONTENT CONTA AGH CD.31181467         (D         1         79         0         0         0         0            20004         5995         CONTENT CONTA AGH CD.12808 (0         1         79         0         0         0            200321         2821         SACCHE X COLOSTOMIA COD. 12808 (0         1         79         0         0         0         0            80 Request-CopyrgH E 107 - 2018 (HESH HESH X         Page         Page	516R7790204	154	RUBINETTO 3 VIE COD.PRC0999005 (D(E)	ĸ	1	63	0	0	0	0	0	
790036         505         UROGARD SACCA URINA STER. 2000ML         1         72         0         0         0         0            805110         22         AGH STER. 2001JL 2PIC INDUCOR +D         5         78         77         1         0         0            20004         5996         CONTENT.CONTA AND CO.31181467         (D         1         78         0         0         0            20004         5996         CONTENT.CONTA AND CO.31181467         (D         1         78         0         0         0            2000321         2821         SACHE X COLOSTOMIA COD. 12808 (D         1         79         0         0         0            200321         2821         SACHE X COLOSTOMIA COD. 12808 (D         1         79         0         0         0            200321         2821         SACHE X COLOSTOMIA COD. 12808 (D         1         79         0         0         0            200321         2821 (MIL HE MIL- HE MILL         Page         Page         Page	501R1003016	154	NASTRO OMNSTRIP 12×100 6PZ.540685(D		8	64	0	0	0	0	0	
805110 22 AGHI STER.21GK1 1/2 PIC INDOLOR +D 5 78 77 1 0 0 0 200001 5995 CONTENT.CONTA AGHI CD.31181467 (D 1 78 0 0 0 0 0 0 2000021 2821 SACCHE X COLOSTOMIA COD. 12808 )D 1 79 0 0 0 0 0 Na Waxgemit-Copylet 199 - 200 y UB1/1 - Ng/Meen/Maex X Page	503RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407		5	67	66	1	0	0	0	
209004 5996 CONTENT.CONTA AGHI CD.31181467 (D 1 78 0 0 0 0 0 000321 2821 SACCHE X COLOSTOMIA COD. 12808 (D 1 79 0 0 0 0 0 Na Responsit-Copyrgit © 1997 - 2010 y UEDI (- 19) Amerikana A	508R7790036	505	UROGARD SACCA URINA STER. 2000ML		1	72	0	0	0	0	0	
000321 2821 SACCHE X COLOSTOMIA COO. 12808 )0 1 79 0 0 0 0 0 Page Page Page Page Page Page Page Page	504R7805110	22	AGHI STER.21GX1 1/2 PIC INDOLOR +D		5	78	77	1	0	0	0	
на Жааринт-орудт 6 199 - 200 ну чести - Нулики и Нави 2 Раде	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		
	rau <sup>wa</sup> Stock Maxagemen	t-Copingit C 1997 - 2010	by UNICS and - a tipoliwawa.confections.ct								Page	
	1/1		ADDONS FIND	10(	0/2	DDI	NT	DI	TIME		ЕV	DODT

The last column on the right can be used to specify the quantities to be ordered (Fig 185 A).

# 18. 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



The following screen opens (Fig 186).

RETURN - OP	ERATION LIST AREA		_	_		Below stock
ALL			TIONS			
BLO I	PLANNED	READY	RUNNING	_	TERMINA	TED
BLO 2		BLO NORTH CHICAGO, SERIATE TESE UROLOGIA	1 CHICAGO, GLORENZA BLO ALCOLIZZAZIONE CISTI R 14.00 ORTOPEDIA E TRAUMATOLO	RENALE IGIA		
BLO 3		1 CHESTERFIELD, BORGAROTORINESE BLO Microlaringoscopia diretta 12.28 ORL E CH.CERVICO-FACCIALE				
BLO 4		5 HOFFMAN ESTATE SORRENTO				
BLO 5		BLO Emorroidectomia sec. Milligan Morgan 08.00 ORL E CH.CERVICO-FACCIALE				
BLO 6						
BLO 7						
BLO 8						
BLO 9						
BLO IO						
		UNKNOWN	ALL			

Fig 186 - Operation list

## 18.1. 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 187).



On the left of the rectangles the planned room, block and time are displayed (Fig 187 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<sup>®</sup> 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*<sup>®</sup> *Stock Management procedures.* 

The patient name, the planned operation and the requesting hospital unit are displayed on the right of the operation rectangle (Fig 187 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 188).



Fig 188

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

i

*The operation states are described in detail in the DIGISTAT<sup>®</sup> Smart Scheduler and DIGISTAT<sup>®</sup> 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 189).

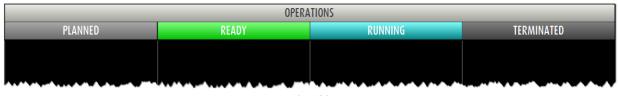


Fig 189

On the left of the screen a list of buttons makes it possible to filter the operations displayed (Fig 190).

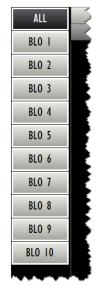


Fig 190 - Filter buttons

Each button corresponds to a room.

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

The selected button appears highlighted.

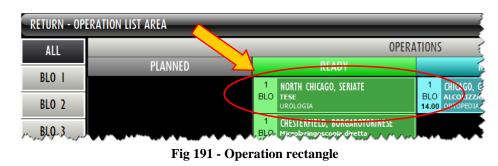
The **All** button displays the complete list again.

The **Unknown** button on the command bar activates the "unknown operation return" procedure, described in paragraph 18.5.

# 18.2. Operation selection

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

click the corresponding rectangle (Fig 191).



The screen making it possible to record the "returns" will open (Fig 192).

Position         Code         Producer         Description         Used         Return           FBLG1Nowi HaterialLLP         6018/00310         154         CEXHED.KHR. (H9/LOCH 05016006 (DCOD. 900973         D.99/08         2           BBLG1Nowi HaterialLLP         6058/000462         22         BBTURI NL1 STER. C003443010013 (D         D.895/09         1           BBLG1Nowi HaterialLLP         6058/000462         22         BBTURI NL2 STER. C003443010023 (D         D.895/09         1           BBLG1Nowi HaterialLLP         6128/072/07         55         SIRSTER.10HL TERLIFORMUN 22 STER. C003403100023 (D         D.895/09         1           BBLG1Nowi HaterialLLP         6128/072/07         55         SIRSTER.0HL TERLIFORMUN 22 STER. C00340310002 (D         D.895/09         1           BBLG1Nowi HaterialLLP         6128/072/013         54         SPIGKA PUZDA BBTUR C0.4140 (D         D.895/09         2           BBLG1Nowi HaterialLLP         9008/072/013         54         SPIGKA PUZDA BBTUR C0.4140 (D         D.285/02 D.972/09         2           BBLG1Nowi HaterialLLP         9008/000467         498         SET GARA 10460 STRAT RX (ES D.102010207857 SX 21/08 20/08 D.972/09         2           BBLG1Nowi HaterialLLP         9008/000467         3757         SUTURA VICKIT C0.131141 M (SK00 STGAT RX (CO ST300 D)         D DEL102/07 <th>STOCKROOM -ALL-</th> <th>CABINETGROUPS -ALL-</th> <th>-ALL-</th> <th>-</th>	STOCKROOM -ALL-	CABINETGROUPS -ALL-	-ALL-	-
RBLG1.Nuovi HaterialLLPI         60585000462         22         BISTURI NL1 STER. C003443010011 j0         D.895/09         I           RBLG1.Nuovi MaterialLLPI         60585000469         22         BISTURI NL1 STER. C003443010013 j0         D. 895/09         I           RBLG1.Nuovi MaterialLLPI         60585000469         22         BISTURI NL3 STER. C003443010023 j0         D. 895/09         I           RBLG1.Nuovi MaterialLLPI         612R7820007         505         SISTER.10HI TERUHO LATEX FREE         //D20/21/22 G C053105213         D.734/07         I           RBLG1.Nuovi MaterialLLPI         612R7820007         505         SISTER.10HI TERUHO LATEX FREE         //DC00.00202710         D.734/07         2           RBLG1.Nuovi MaterialLLPI         616RC770013         154         SPUGNX PULLIA BISTURI CDAL40 (D         2           RBLG1.Nuovi MaterialLLPI         900R700046         498         SET GARZA 10X60 817Rat RX CF.5         JOCID.05300709F055 12/8 20/20 D.972/09         2           RBLG1.Nuovi MaterialLLPI         900R700046         498         SET GARZA 10X60 817Rat RX CF.5         JOCID.053001 L1/1/2 D.972/09         2           RBLG1.Nuovi MaterialLLPI         900R7000454         3757         SUTURA VICRI CD. V304H         *0.501001 L1/1/2 D.972/09         2           RBLG1.Nuovi MaterialLLPI         906R7000454 <td< th=""><th>Position</th><th>← Code</th><th>Producer Description</th><th>Used Retu</th></td<>	Position	← Code	Producer Description	Used Retu
RBLG1.Nowi MaterialLLPI         605K5000469         22         BISTUNI N.23 STER. C003443010023         jD         D. 895/09         1           RBLG1.Nowi MaterialLLPI         612R1820007         505         SIRSTER.10HL TERMID LATES, FREE. (7021/122 G CD.S1052138         D.734/07         1           RBLG1.Nowi MaterialLLPI         612R1820007         748         SIRST20HL ECC.PENTAFERTE         //OCOD. 002022710         D.734/07         2           RBLG1.Nowi MaterialLLPI         616X770013         54         SIRST20HL ECC.PENTAFERTE         //OCOD. 002022710         D.734/07         2           RBLG1.Nowi MaterialLLPI         616X770013         54         SIRST20HL ECC.PENTAFERTE         //OCOD. 002022710         D.734/07         2           RBLG1.Nowi MaterialLLPI         900R770208         498         ***SET GRZA 7X9 IdSTR. RX CF.5         JDCID4380709F0051         12/8 20/20 D.972/09         4           RBLG1.Nowi MaterialLLPI         900R700467         498         SET GRZA 7X9 IdSTR. RX CF.5         JDCID4380709F0051         12/8 20/20 D.972/09         2           RBLG1.Nowi MaterialLPI         900R700467         498         SET GRZA 7X9 IdSTR. RX CF.5         JDC00L0330010 T.12/12 D.972/09         1           RBLG1.Nowi MaterialLPI         900R700467         3757         SUTUAA VICRT. CD. 703HH         °D         DEL14/06	▶ RBLGI.Nuovi Materiali.LI.PI	601RC003012	154 CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873 D.99/08	2
RBLG1.Nuovi HaterialLLPI         612R7820007         505         SIR.STER.10HL TEUHO LATEX FREE         //20/21/22         G CD.S1052138         D.734/07         1           RBLG1.Nuovi HaterialLLPI         612R100700         748         SIRSL20HL ECC/FNIDEFATE         //20/02.0721/0         D.734/07         2           RBLG1.Nuovi HaterialLLPI         616RC700010         148         SPUGKX PULZA BISTUB CD.AL.40 (0         2           RBLG1.Nuovi HaterialLLPI         090R770024         48         ***SET         GARA 7X9 ISSTR. NX CF.5         j0C.ID43B0709F055         12/8 20/20         D.972/09         2           RBLG1.Nuovi HaterialLLPI         900R7000467         498         ***SET         GARA 7X9 ISSTR. NX CF.5         j0C.ID43B0709F055         12/8 20/20         D.972/09         2           RBLG1.Nuovi HaterialLLPI         900R7000467         498         *SET GARA 10X40 BISTUB X CF.5         j0C.ID43B0709F055         12/8 20/20         D.972/09         2           RBLG1.Nuovi HaterialLLPI         900R7000467         3757         SUTUAA 10X68         551 GARA 10X60 ST.011 X L2/2         D.972/09         2           RBLG1.Nuovi HaterialLLPI         900R7000543         3757         SUTUAA 10X68         051 MIL 372/2         D         DE1L4/266         2           RBLG1.Nuovi HaterialLLPI         906R7001	RBL.GI.Nuovi Materiali.LI.PI	605R5000462	22 BISTURI N.11 STER. CD03443010011 )D D.895/09	1
RBLG1.Nuovi HaterialLLPI         612RL000700         748         SIR.ST.20HL ECC.PENTAFERTE         //DCOD. 002022710         D.734/07         2           RBLG1.Nuovi HaterialLLPI         616RC70013         154         SPUGLX PULZA BETURI CD.L40 (D         2           RBLG1.Nuovi HaterialLLPI         900R770208         498         ****5ET GARZA 7X9 16STR. RX CF.5         DCIDI380709F0SS 12/8 0/20 D.972/09         2           RBLG1.Nuovi HaterialLLPI         900R70006047         948         SET GARZA 10X400 83TRA ITR AC CF.5         DICID0380709F0SS T 23 (0020) D.972/09         2           RBLG1.Nuovi HaterialLLPI         900RC00047         948         SET GARZA 10X400 83TRA ITR AC CF.5         DICID01055 FX 3 (1020) D.972/09         2           RBLG1.Nuovi HaterialLLPI         900RC000453         3757         SUTUAA VICKT. CD. V30HH         *0         DEL14/06         2           RBLG1.Nuovi HaterialLLPI         906RC000453         3757         SUTUAA VICKT. CD. V30HH         *DCALBRO USP 4/0         3           RBLG1.Nuovi HaterialLLPI         906RC000454         3757         SUTUAA VICKT. CD. V30HH         *DCALBRO USP 4/0         3           RBLG1.Nuovi HaterialLLPI         906RC000452         5896         SUTUAA VICKT. CD. V30HH         *DCALBRO USP 4/0         3           RBLG1.Nuovi HaterialLLPI         906RC000422         586 <td>RBLGI.Nuovi Materiali.LI.PI</td> <td>605R5000469</td> <td>22 BISTURI N.23 STER. CD03443010023 )D D. 895/09</td> <td>1</td>	RBLGI.Nuovi Materiali.LI.PI	605R5000469	22 BISTURI N.23 STER. CD03443010023 )D D. 895/09	1
RBLG1.Nuovi HaterialLI.PI         6168.C770013         154         SPUGNX.PULLIA BGTUNI CD.AL.40 (D         2           RBLG1.Nuovi HaterialLI.PI         9008.770028         498         ***ET GARZA 7X9 16378. RX CF.5         [DCLID4380709F05S1 12/8 20/20 D. 972/09)         4           RBLG1.Nuovi HaterialLI.PI         9008.7000407         498         ***ET GARZA 7X9 16378. RX CF.5         [DCLID4380709F05S1 12/8 20/20 D. 972/09)         2           RBLG1.Nuovi HaterialLI.PI         9008.000407         498         **ET GARZA 1006.0001 TL1/12         D972/09)         2           RBLG1.Nuovi HaterialLI.PI         9008.000453         3757         SUTURA VICKIT CD. V304H         *DGLIBAD USP 4/0         3           RBLG1.Nuovi HaterialLI.PI         9068.000453         3757         SUTURA VICKIT CD. V304H         *DGLIBAD USP 4/0         3           RBLG1.Nuovi HaterialLI.PI         9068.000454         3757         SUTURA VICKIT CD. V304H         *DGLIBAD USP 4/0         3           RBLG1.Nuovi HaterialLI.PI         9068.000454         3757         SUTURA VICKIT CD. V304H         *DGLIBAD USP 4/0         3           RBLG1.Nuovi HaterialLI.PI         9068.000124         548         STUGA ADESNO CT12520         *DGLIBAD USP 4/0         1           RBLG1.Nuovi HaterialLI.PI         9158.1000024         2618         TELO SVRA ADESNO CT15509	RBLGI.Nuovi Materiali.LI.PI	612R7820007	505 SIR.STER.IOML TERUMO LATEX FREE /D20/21/22 G CD.SSI052138 D.734/07	1
RBLG1.Nuovi HaterialLLPI         900R7770208         498         ****SET GARZA 7X9 16STR. KX (F.5	RBLGI.Nuovi Materiali.LI.PI	612RL000700	748 SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/07	2
RBLG1.Nuovi         HaterialL1.P1         900RC000467         498         SET GARZA 10X60         8STATI RX         CF.5         JDD23D1020F0S5         PX 3(10X20)         D.972/09         2           BBLG1.Nuovi         HaterialL1.P1         900RC000467         266         SET TAIP. GARZA HH.10 RX         CF.5         JDC0D.         157030010         1.12/12         D.972/09         1           RBLG1.Nuovi         HaterialL1.P1         900RC000453         3757         SUTURA VICKYL CD. V31H         *D         DEL1.4/06         2           RBLG1.Nuovi         HaterialL1.P1         900RC000454         3757         SUTURA VICKYL CD. V30HH         *DCALBRO USP 4/0         3           RBLG1.Nuovi         HaterialL1.P1         900RC00032         549         SUTURA NIST. ESOQUECK PS1422         /D         DEL103/07         3           RBLG1.Nuovi         HaterialL1.P1         906RC000324         5896         SUTURA NEXT         *DCALBRO 370         DEL 14/06         1           RBLG1.Nuovi         HaterialL1.P1         915R100002         2618         TEL0 SENZA ADESINO (175509         /D         DEL55/07         1           RBLG1.Nuovi         HaterialL1.P1         915R100002         2618         TEL0 CON ADESINO (175590         /D         DEL55/07         2	RBLGI.Nuovi Materiali.LI.PI	616RC770013	154 SPUGN.X PULIZIA BISTURI CD.AL.40 (D	2
RB_G1.Nuovi HaterialLI.PI         900RL000290         206         SET TAHP. GARZA HH.10 RX CF.5         jDC:00. 157030010 T.12/12         D.972/09         1           RB_G1.Nuovi HaterialLI.PI         900RC000453         3757         SUTURA VICKT. CD. V30HH         *D         DEL14/06         2           RB_G1.Nuovi HaterialLI.PI         900RC000454         3757         SUTURA VICKT. CD. V30HH         *D         DEL14/06         2           RB_G1.Nuovi HaterialLI.PI         900RC001034         3757         SUTURA VICKT. CD. V30HH         *D         DEL103/07         3           RB_G1.Nuovi HaterialLI.PI         900RC00124         5896         SUTURA NIKT. RESOQUICK P03/42         70         DEL103/07         3           RB_G1.Nuovi HaterialLI.PI         91SR100002         2618         TEL0 SENX ADESNO (175509         70         DEL103/07         1           RB_G1.Nuovi HaterialLI.PI         91SR100002         2618         TEL0 CON ADESNO (175509         70         DEL55/07         1           RB_G1.Nuovi HaterialLI.PI         91SR100002         2618         STRUKA ADESNO (175509         70         DEL55/07         2           RB_G1.Nuovi HaterialLI.PI         91SR100002         2618         STRUKA ADESNO (175509         70         DEL55/07         2           RB_G1.Nuovi HaterialLI.	RBL.GI.Nuovi Materiali.LI.PI	900R7770208	498 ***SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05S 12/8 20/20 D.972/09	4
RBLG1.Nuovi HaterialLI.PI         906RC000453         3757         SUTURA VICRTL CD. V311H         °D         DEL14/06         2           RBLG1.Nuovi HaterialLI.PI         906RC000454         3757         SUTURA VICRTL CD. V304H         °DCALUBRO USP 4/0         3           RBLG1.Nuovi HaterialLI.PI         906RC00130         5449         SUTURA VICRTL CD. V304H         °DCALUBRO USP 4/0         3           RBLG1.Nuovi HaterialLI.PI         906RC00124         596         SUTURA NOLYORE NR31422         /D         DET.1032/07         3           RBLG1.Nuovi HaterialLI.PI         906RC00124         596         SUTURA NOLYONE CD. L1222         °DCALUBRO 3/0         DET.14/06         1           RBLG1.Nuovi HaterialLI.PI         915R1000024         2618         TEL0. SENZA ADESIYO (/T)330         /D         DEL325/07         1           RBLG1.Nuovi HaterialLI.PI         915R1000028         2618         TEL0.CON ADESIYO (/T)330         /D         DEL325/07         2           RBLG1.Nuovi HaterialLI.PI         915R1000028         2618         STRUSCA ADESIYO (/T)330         /D         DEL325/07         2           RBLG1.Nuovi HaterialLI.PI         915R100002         2618         STRUSCA ADESIYO (/T)330         /D         DEL325/07         2           RBLG1.Nuovi HaterialLI.PI         915R100002 <td>RBLGI.Nuovi Materiali.LI.PI</td> <td>900RC000467</td> <td>498 SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F055 P.X 3(10X20) D.972/09</td> <td>2</td>	RBLGI.Nuovi Materiali.LI.PI	900RC000467	498 SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F055 P.X 3(10X20) D.972/09	2
RBLG1.Nuovi         HaterialLI.PI         906RC000454         3757         SUTURA         VICKIL CO. V304H         °DCALIBRO USP 4/0         3           RBLG1.Nuovi         HaterialLI.PI         906RC00130         5449         SUTURA         SUTURA         PCALIBRO USP 4/0         3           RBLG1.Nuovi         HaterialLI.PI         906RC00132         5449         SUTURA         SUTURA         PCALIBRO USP 4/0         DET.1032/07         3           RBLG1.Nuovi         HaterialLI.PI         906RC00132         5896         SUTURA         POLVSOBE CO.L1222         °DCALIBRO J/O         DEL.14/06         1           RBLG1.Nuovi         HaterialLI.PI         915R1000024         618         TELO SENX ADESINO (H75590         /D         DEL.525/07         2           RBLG1.Nuovi         HaterialLI.PI         915R1000024         2618         TELO CON ADESINO (H75590         /D         DEL.525/07         2           RBLG1.Nuovi         HaterialLI.PI         915R1000024         2618         STRICA ADESING (H75590         /D         DEL.525/07         2           RBLG1.Nuovi         HaterialLI.PI         915R1000020         2618         INTERVENTI DI FH1051         IN6070         /D         DEL.525/07         1	RBL.GI.Nuovi Materiali.LI.PI	900RL000290	206 SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 157030010 T.12/12 D.972/09	1
RBLG1.Nuovi         HaterialL1.P1         9068C00130         5449         SUTURA SINT. RESOQUICK PR31422         //         DET.1032/07         3           RBLG1.Nuovi         HaterialL1.P1         9068C00132         5896         SUTURA SINT. RESOQUICK PR31422         //         DEL.1032/07         3           RBLG1.Nuovi         HaterialL1.P1         9068C001324         5896         SUTURA POLYSORB CD. L1222         *DCALIBRO 3/0         DEL.14/06         1           RBLG1.Nuovi         HaterialL1.P1         91581000024         2618         TELO SENZA ADESINO (V175509         //0         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         91581000024         2618         STRUCA ADESINO (V17590         //0         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         91581000022         2618         STRUCA ADESINO (V17590         //0         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         91581000022         2618         INTERVENTI DI FHIOSI IN6070         /D         DEL525/07         1	RBLGI.Nuovi Materiali.LI.PI	906RC000453	3757 SUTURA VICRYL CD. V311H °D DEL14/06	2
RBLG1.Nuovi         HaterialL1 P1         906RC001324         5896         SUTURA         POLYSORB         CD. LL222         °DCALBBRO 7/0         DEL         14/06         I           RBLG1.Nuovi         HaterialL1 P1         915R1000024         2618         TELO SENX ADESNO (175509         /D         DEL.552/07         I           RBLG1.Nuovi         HaterialL1 P1         915R1000028         2618         TELO CON ADESNO (175509         /D         DEL.552/07         2           RBLG1.Nuovi         HaterialL1 P1         915R1000029         2618         STRUCK ADESNO (175509         /D         DEL.552/07         2           RBLG1.Nuovi         HaterialL1 P1         915R1000029         2618         STRUCK ADESNO (175600007)         /D         DEL.552/07         2           RBLG1.Nuovi         HaterialL1 P1         915R1000029         2618         INTERVENTI D1 FH051         IN6070         /D         DEL.552/07         1	RBLGI.Nuovi Materiali.LI.PI	906RC000454	3757 SUTURA VICRYL CD. V304H °DCALIBRO USP 4/0	3
RBLG1.Nuovi         HaterialL1.P1         915R1000024         2618         TELO SENZA ADESINO CH75X90         /D         DEL525/07         1           RBLG1.Nuovi         HaterialL1.P1         915R1000028         2618         TELO CON ADESINO CH75X90         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         STRSCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         STRSCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi         HaterialL1.P1         915R1000029         2618         INTERVENTI DI FH1051         IN6070         /D         DEL525/07         1	RBL.GI.Nuovi Materiali.LI.PI	906RC001303	5449 SUTURA SINT. RESOQUICK PR31422 /D DET.1032/07	3
RBLG1.Nuovi HaterialLI.PI         915R1000028         2618         TELO CON ADESINO CH75X90         /D         DEL525/07         2           RBLG1.Nuovi HaterialLI.PI         915R1000029         2618         STRISCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi HaterialLI.PI         915R1000029         2618         STRISCIA ADESINA         /D         DEL525/07         2           RBLG1.Nuovi HaterialLI.PI         915R1000032         2618         INTERVENTI DI FINOSI IN6070         /D         DEL525/07         1	RBLGI.Nuovi Materiali.LI.PI	906RC001324	5896 SUTURA POLYSORB CD. LL222 °DCALIBRO 3/0 DEL 14/06	1
RBLG1.Nuovi HaterialL1.P1         915R1000029         2618         STRISCIA ADESIVA         /D         DEL525/07         2           RBLG1.Nuovi HaterialL1.P1         915R1000022         2618         INTERVENTI DI FINOSI IN6070         /D         DEL525/07         1	RBLGI.Nuovi Materiali.LI.PI	915R1000024	2618 TELO SENZA ADESIVO CM75X90 /D DEL525/07	1
RBLG1.Nuovi Hateriai.L1.P1 915K1000032 2618 INTERVENTI DI FINOSI IN6070 /D DEL525/07 I	RBLGI.Nuovi Materiali.LI.PI	915R1000028	2618 TELO CON ADESIVO CM75X90 /D DEL525/07	2
	RBLGI.Nuovi Materiali.LI.PI	915R1000029	2618 STRISCIA ADESIVA /D DEL.525/07	2
RBLGI.Nuovi Hateriali.LI.PI 916RC209004 5896 CONTENT.CONTA AGHI CD.31181467 (D DEL 619/08 2	RBL.GI.Nuovi Materiali.LI.PI	915R1000032	2618 INTERVENTI DI FIMOSI IN6070 /D DEL525/07	1
	RBLGI.Nuovi Materiali.LI.PI	916RC209004	5896 CONTENT.CONTA AGHI CD.31181467 (D DEL 619/08	2

Fig 192 - "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 192 A).

The data area displays the list of all the resources picked for the selected operation (Fig 192 B).

## 18.3. "Returns from operation": screen structure

The "Returns from operation" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 18.3.1. Filters

STOCKROOM -ALL-	CABINETGROUPS	-ALL-	CABINET -ALL-	RESET
	Fig 193 - Filters	on the "Re	turns 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 7.4.2 for instructions on the filters in the "Stock Management" system.

#### 18.3.2. Data area

The data area, if no filter is specified, displays the list of all the resources picked for the selected operation (Fig 194).

A Code	Producer	. Description		Used	Ret	m
601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873	D.99/08	2		0
605RS000462	22	BISTURI N.II STER. CD03443010011 )D	D.895/09	1		0
605RS000469	22	BISTURI N.23 STER. CD03443010023 )D	D. 895/09	1		(
612R7820007	505	SIR.STER.IOML TERUMO LATEX FREE /D20/21/22 G CD.SSI0S2138	D.734/07	1		0
612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710	D.734/07	2		0
616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D		2		0
	601RC003012 605RS000462 605RS000469 612R7820007 612RL000700	▲         Code         Producer           601RC003012         154           605RS000462         22           605RS000469         22           612R7820007         505           612RR00700         748           616RC770013         154	601RC003012         154         CER.MED.CHIR.         CM9X10CM         COSMORE         (DCD.         900873           605RS000462         22         BISTURI N.11         STER.         CD03443010011         )D           605RS000469         22         BISTURI N.23         STER.         CD03443010023         )D           612R7820007         505         SIR.STER. IOHL TERUMO LATEX FREE         /D20/21/22         G CD.SS1052138           612RL000700         748         SIR.ST.20ML ECC.PENTAFERTE         /DC0D.         002022710	601RC003012         154         CER.MED.CHIR. CM9X10CH         COSMOROE         (DCOD.         900873         D.99/08           605RS000462         22         BISTURI N.11         STER.         C003443010011         D         D.895/09           605RS000469         22         BISTURI N.23         STER.         C003443010023         D         D. 895/09           612R7820007         505         SIRSTER.10ML         TERUMO         LATEX         FREE         ///20/21/22         G CDS1052138         D.734/07           612RL000700         748         SIRST_20ML         ECC.PENTAFERTE         //DCOD.         002022710         D.734/07	601RC003012         154         CER.HED.CHIR. CH9X10CH         COSHOROE         (DCOD.         900873         D.99/08         2           605RS000462         22         BISTURI N.11         STER. CD03443010011 )D         D.895/09         1           605RS000469         22         BISTURI N.23         STER. CD03443010023 )D         D. 895/09         1           612R7820007         505         SIRSTER.10ML TERUMO LATEK FREE         ///20/21/22 G CD.SS1052138         D.734/07         1           612RL000700         748         SIRST_20ML ECC.PENTAFERTE         //DCOD.         02022710         D.734/07         2	601RC003012         154         CER.MED.CHIR. CM9X10CH         COSMOROE         (DC0D.         900873         D.99/08         2           605RS000462         22         BISTURI N.11         STER.         C003443010011         D         D.895/09         1           605RS000469         22         BISTURI N.23         STER.         C003443010023         D         D. 895/09         1           612R7820007         505         SIRSTER.10ML         TERUMO         LATEX         FREE         ///20/21/22         G CDS1052138         D.734/07         1           612RL000700         748         SIRST2.0ML         ECC.PENTAFERTE         //DC0D.         02022710         D.734/07         2

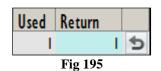


Each row corresponds to a resource. For each resource the following data can be displayed:

- 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 194 A). When a value is specified, before clicking the **Update** button on the command bar, the cell is highlighted light blue (Fig 195).



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 18.4 for the "Returns" specification procedure.

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

The command bar on the "Returns from operation" screen (Fig 196) contains the buttons making it possible to manage the screen contents.

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

Fig 1	96
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The numeric buttons on the upper line of the command bar (Fig 197) can be used to insert the resource quantities.

I	2	3	4	5	6	7	8	9	0
			Fig 19	7 - Nur	neric b	uttons			

Click one of the numbers to write it in the "Return" field (Fig 194 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.

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.

## **18.4.** How to record the returned resources

To record a returned resource, on the "Returns from operation" screen (Fig 192).

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  $\blacktriangleright$  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.

### **18.4.1.** 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.

## **18.5.** Returned resources from unknown operation

When returning a resource picked for unknown operation:

select the "Returns from operation" module by clicking the icon on the lateral bar.

The "Operation list" screen opens (Fig 198):

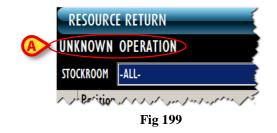
RETURN - OPE	RATION LIST AREA			Below stock
ALL			ATIONS	
BLO I	PLANNED		RUNNING	TERMINATED
BLO 2		1 NORTH CHICAGO, SERIATE BLO TESE UROLOGIA	1 CHICAGO, GLORENZA BLO ALCOLIZZAZIONE CISTI RENALE 14.00 ORTOPEDIA E TRAUMATOLOGIA	
BLO 3		1 CHESTERFIELD, BORGAROTORINESE BLO Microlaringoscopia diretta 12.28 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				
		Fig 198 - Opera	ALL	

Fig 198 - Operation list

Click the **Unknown** button on the command bar (Fig 198 A).

The "Returns from operation" screen will open (Fig 199). The indication "unknown operation" appears on top of the screen instead of the indication of the selected operation (Fig 199 A).

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



To record the "Returns" use the procedures described in paragraphs 18.4 and 18.4.1.

## 18.6. Display all the picked resources

The **All** button on the command bar (Fig 200 **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.

RETURN - OP	ERATION LIST AREA			Below stock
ALL			RATIONS	
BLO I	PLANNED	READY	RUNNING	TERMINATED
BLO 2		BLO NORTH CHICAGO, SERIATE TESE UROLOGIA	1         CHICAGO, GLORENZA           BLO         ALCOLIZZAZIONE CISTI RENALE           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				
		UNKNOWN	ALL	
		Fig 200	)	

To display the list of all pickings

click the All button on the command bar (Fig 200 A).

The following screen opens (Fig 201)

TARX DATE         END DATE         IS/07/2010         END DATE         IS/07/2010           STOCKAOOH         ALL         CABINET GROUPS         ALL         CABINET ALL         CABINET ALL         Resur           Position         Code         Producer         Description         Used         Resur           NOGLALLP         9158100007         3192         TELI CH 758/06 KADSING CD384 /0         DEL525/07         I           BLOGIALLPI         91581000079         3192         TELI CH 2408/270 DOPPASS.CD200/CN /D         DEL525/07         I           BLOGIALLPI         91581000079         3192         TELI CH 758/06 CO384 /D         DEL525/07         I           BLOGIALLPI         91581000078         3192         TELI CH 758/06 CO4 ADSING CD544 /D         DEL525/07         I           BLOGIALLPI         91581000088         3192         TELI CH 758/05 SADESING B454 /D         DEL525/07         I           BLOGIALLPI         91581000088         3192         TELI CH 758/05 SADESING B454 /D         DEL525/07         I	RESOURCE R		_	_	_	_		_	_	_	_	_	_		_	_	<b>()</b>	Below :
Position         Code         Producer         Description         Used         Return           ▶ BL0.GLALL PI         915R1000071         3192         TELI CH 75X90 CON ADESWO C0304 /D         DEL525/07         L           ▶ BL0.GLALL PI         915R1000078         3192         TELI CH 75X90 CON ADESWO C0304 /D         DEL525/07         L           ▶ BL0.GLALL PI         915R1000078         3192         TELI CH150X180 5/ ADESWO C0304 /D         DEL525/07         L           ▶ BL0.GLALL PI         915R1000079         3192         TELI CH170X70 DOPPASCODOVCVI /D         DEL525/07         L           ▶ BL0.GLALL PI         915R1000079         3192         TELI CH170X70 DOPPASCODVCVI /D         DEL525/07         L	START DATE	15/07/201	0	•		END DATE	15/07/20	10	•									
BLO.GI.ALI.PI         915R1000071         3192         TELI CH 75X90 CON ADESIVO CD304 /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000073         3192         TELI CH 75X90 CON ADESIVO CD304 /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000073         3192         TELI CH150X180 5/ ADESIVO CD304 /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000073         3192         TELI CH170X200 COVA ADESIVO CD454 /D         DEL525/07         I           BLO.GI.ALI.PI         915R1000073         3192         TELI CH175X90 CON ADESIVO CD454 /D         DEL525/07         I	STOCKROOM	-ALL-				- CAB	INETGROUP	-ALL-				4	CABINET	-ALL-				
BLO.GI.A.LI.PI         915R1000078         3192         TELI CHISOX180         5/ ADESIVO CD308         //         DEL525/07         1           BLO.GI.A.LI.PI         915R1000079         3192         TELI CHISOX180         5/ ADESIVO CD308         //         DEL525/07         1           BLO.GI.A.LI.PI         915R1000087         3192         TELI CHISOX170         DEL525/07         1	Position						r Cod	le	Producer .	Descri	ption						Used	Retur
BLO.GI.ALI.PI         915R1000079         3192         TELI CH240X270         DOPP ASS.CD200/CN /D         DELS25/07         I           BLO.GI.ALI.PI         915R1000087         3192         TELI CH 75X00         CON ADESIVO CD454 /D         DELS25/07         I																		1
BLO.GI.A.LI.PI 915R1000087 3192 TELI CH 75X90 CON ADESIVO CD454 /D DEL525/07 I																		
BLO.GLA.L.PI 915R1000088 3192 TEU CH 75X90 5/ADESNO 8454 //DDROREPELLENTI DELS25/07 1																		
	BLO.GI.A.LI.PI				 		915	R1000088	3192	TELI CM	75X90 S/A	DESIVO B	454 /DI	DROREPELLENTI	DEL	.525/07		1
	1 2	3	4	5	6	7	8	9	0			+	<i></i>	C		NEXT		

Fig 201 - All the picked resources

Use the "Start date" and "End date" filters (Fig 201 A) to select the relevant period of time. Only the resources picked in the period indicated are displayed. Use the other filters (Fig 201 B) to display the pickings relating to a specific stockroom, cabinets group or cabinet.

Use the procedures described in paragraphs 18.4 and 18.4.1.

# 19. 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

click the corresponding icon

The following screen opens (Fig 202 - List of operation).

WASTE - OPER	RATION LIST AREA			🕀 Below stock
ALL		OPERA	ATIONS	
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 MADERA, SULMONA BLO Ernioplastica inguinale monolaterale 08.00 CHIRURGIA GENERALE	3 MALDEN, TRAVAGLIATO BLO Emicolectomia sinistra laparoscopica CHIRURGIA GENERALE
BLO 3	3 BISMARCK, CLUSONE BLO Settoplastica Funzionale 08.00 ORLE 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		4 PENSACOLA, WBOWALENTIA BLO Colecistectomia laparotomica + CIO + 16.50 Casa di Cura UROLOGIA	5 MALDEN, PORDENONE BLO Adenotonsillectomia bambini 09.11 ORL E CH.CERVICO-FACCIALE	
BLO 5		5 HOFFMAN ESTATE, SORRENTO	USITI ORE E CHICERVICOPACCIALE	
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				
		UNKNOWN	ALL	

Fig 202 - List of operations

## 19.1. 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 203).



Fig 203 - Operation rectangle

On the left of the rectangles the planned room, block and time are displayed (Fig 203 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<sup>®</sup> 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*<sup>®</sup> *Stock Management procedures.* 

The patient name, the planned operation and the requesting hospital unit are displayed on the right of the operation rectangle (Fig 203 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 204).



Fig 204

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

i

*The operation states are described in detail in the DIGISTAT<sup>®</sup> Smart Scheduler and DIGISTAT<sup>®</sup> 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 205).

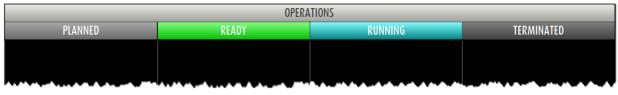


Fig 205

On the left of the screen a list of buttons makes it possible to filter the operations displayed (Fig 206).

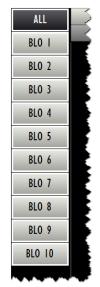


Fig 206 - Filter buttons

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 19.5.

# 19.2. Operation selection

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

 $\blacktriangleright$  click the box corresponding to the operation (Fig 207).



Fig 207 - Operation-rectangle

The "Resource waste" screen opens (Fig 208).

Nuovi Materiali.LI PI         601 RC003013         154         CER.MED.CHIR. CH9XLSCM. OSSM0ROE. (D.COD. 900874         D. 99/08           K.L.PI         603 RC22001         3757         COTONIN SOFT ESXL9P2. 80-1407. )0C7. 10F2X208USTE=20072. DET. 549/09           F.L.I.PI         604 RZ7005110         22         AGHI STER.21GKI 1/2. PIC INDOLOR. +D           F.L.I.PI         604 RZ7005110         22         AGHI STER.21GKI 1/2. PIC INDOLOR. +D           F.L.I.PI         604 RZ7005110         22         AGHI STER.21GKI 1/2. PIC INDOLOR. +D           F.L.I.PI         604 RZ700510         24         AGHI STER.21GKI 1/2. PIC INDOLOR. +D           F.L.I.PI         604 RZ700510         24         AGHI STER.21GKI 1/2. PIC INDOLOR. +D           Nuovi Materiali.LI.PI         604 RZ700530         2941         OXI A. 2 LUMI CPALLE 200. CPR121 /D         DET. 759/07           H.L.PI         607 RC100922         748         SIR.L.d0ML PENTERET 002022970 /D         D. 734/07         IL           K.LI.PI         612 RL000700         748         SIR.1.20ML ECC.PMTAFERTE         /DC0.0. 002022710         D.734/07           H.L.PI         616 RC000762         2690         CAN HYNKASUER.0R.1.6.2.5.0.5.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0	▶         Norwi HatrialLLPI         6414003013         154         CERNED.0014         D593/00         1           KLIPI         6635C22000         3757         COTONINI SOFT ESCIPZ         061407         D0C11072208UST=20072         DET. 549/09         2           FLIPI         66447200510         22         Add115EL20172         DET. 549/09         2           FLIPI         66447200510         22         Add115EL20172         DET. 549/09         2           FLIPI         66447200510         22         Add115EL20172         DET. 549/07         1           Novi MaterialLLPI         66447201113         22         Add115EE20571         DET. 549/07         1           Novi MaterialLLPI         66472017323         241         CAT.2         UMI C7RLC 000 CR4237000         DET. 549/07         1           HLIPI         6478000780         748         SIRLLAMIC CR415256         DOC0.000412170         DET. 549/07         1           DLIPI         6435000780         748         SIRLLAMIC CR415804785         D. 744/07         1           DLIPI         64360000272070         DET.549/07         DET.549/07         DET.549/07         1           NLIPI         643600002720         248         SIRLEPINEE00115205200         DOC0.0	STOCKROOM BLO		~	CABINETS GROUP	GI		- CABINE	ALL		•	R
ALI PI         6438C22901         3757         COTONINI SOFT BSX10PZ         80-1407         DOCT.10FZX020EUST=200FZ         DET. 5497/09           FLL PI         64447805110         22         Addit STER JOSX11/27. PC         NDOLOR         + D           FLL PI         6447805110         22         Addit STER JOSX11/27. PC         NDOLOR         + D           FLL PI         6447805110         22         Addit STER JOSX11/27. PC         NDOLOR         + D           FLL PI         6447805110         22         Addit STER JOSX11/27. PC         NDOLOR         + D           FLL PI         6447805110         22         Addit STER JOSX11/27. PC         NDOLOR         + D           Murvi MaterialLL PI         647613055         2941         CAT & 2 LUMI C/FALLC DU C/FN121. //         DET. 75/107           HLL PI         6498C50876         3308         TUBO CONNEST/FF         DOLD SUP/FV10300         DMH 7X10 LUNGH MT3 - DET.37/09           KLL PI         6128L000700         748         STR.1.0441. ECC FMIREERM         DOLD 0.002022710         D.734/07         I           DLI PI         6168C000722         2040         CONNAROURE ROLL COLOR/FV10800         DET.37/09         I           ALL PI         90087770208         490         STT <adone (b025="" (d27="" 135="" lob<="" maree="" th=""><th>ALL PI         4038C220001         3757         COTONIN SOFT EXXIPZ         B01407         D0CF INF2X0BUSTE=200FZ         DEF. S49/09         2           FLI PI         604477065109         22         AGHI STER.105K1 1/2 CL NOLOUR +0         2           FLI PI         604477065109         22         AGHI STER.105K1 1/2 CL NOLOUR +0         2           FLI PI         604477065109         22         AGHI STER.105K1 1/2 CL NOLOUR +0         2           FLI PI         60447705510         22         AGD SFMUE 22G FIC         70000.03440344000         D734/07         1           Newi MaxriaiLL PI         6078C13957         2341         CXA 2 LUB CONCRYT0300         D00HT 7X10 LUBGHTTS         DET.359/07         1           HL FI         6078C13957         3363         DMH 7X10 LUBGHTTS         DET.347/07         2           KLI PI         6128L00720         748         SIRLL 6/HL PERGERTE 60202970 /0         D.734/07         1           D L FI         6128L00720         748         SIRLL 6/HL PERGERTE 60202970 /0         D.734/07         1           D L FI         6128L00720         748         SIRLL 6/HL PERGERTE 60202970 /0         D.734/07         1           D L FI         6128L00720         208         SIRLL 6/HL PERGERTE 60202971 /0         D.724/0</th><th>Position</th><th></th><th></th><th></th><th>Code -</th><th>Producer</th><th>. Description</th><th></th><th></th><th>Used</th><th>Wa</th></adone>	ALL PI         4038C220001         3757         COTONIN SOFT EXXIPZ         B01407         D0CF INF2X0BUSTE=200FZ         DEF. S49/09         2           FLI PI         604477065109         22         AGHI STER.105K1 1/2 CL NOLOUR +0         2           FLI PI         604477065109         22         AGHI STER.105K1 1/2 CL NOLOUR +0         2           FLI PI         604477065109         22         AGHI STER.105K1 1/2 CL NOLOUR +0         2           FLI PI         60447705510         22         AGD SFMUE 22G FIC         70000.03440344000         D734/07         1           Newi MaxriaiLL PI         6078C13957         2341         CXA 2 LUB CONCRYT0300         D00HT 7X10 LUBGHTTS         DET.359/07         1           HL FI         6078C13957         3363         DMH 7X10 LUBGHTTS         DET.347/07         2           KLI PI         6128L00720         748         SIRLL 6/HL PERGERTE 60202970 /0         D.734/07         1           D L FI         6128L00720         748         SIRLL 6/HL PERGERTE 60202970 /0         D.734/07         1           D L FI         6128L00720         748         SIRLL 6/HL PERGERTE 60202970 /0         D.734/07         1           D L FI         6128L00720         208         SIRLL 6/HL PERGERTE 60202971 /0         D.724/0	Position				Code -	Producer	. Description			Used	Wa
FLI PI         60447805109         22         AGHI STER.19GXI 1/2 PIC INDUOR         + D           FLI PI         60447805110         22         AGHI STER.19GXI 1/2 PIC INDUOR         + D           FLI PI         60447805110         22         AGHI STER.19GXI 1/2 PIC INDUOR         + D           FLI PI         60447805110         22         AGO SPINAL 22 G PIC         / DOCD.0340364000         D.734/07           Nuowi MaterialiLLPI         60477013052         2941         CAT & LUMI C/FALL CU DUC/R121 //D         DET         759/07           HLI PI         609RCS055976         3308         TUBO CONNESS F/F COD X5PY710300         DMM 7X10 LUNGH MT3 -         DET 359/07           KLI PI         612RL000700         748         SIRL1.40HL FEMDERTE 002022707 //         D.734/07         I           D.I.I PI         612RL000700         748         SIRL1.40HL FEMDERTE 00202270 //         D.734/07         I           Nuovi MaterialiLI PI         6146C0007/02         2098         GAUN YANKURE NGL D.131014065         D         DET 327/09           Nuovi MaterialiLI PI         6146C0007/22         2098         CAUN YANKURE NGL D.131014065         D         DET 927/09         I           ALI PI         900RC003001         2/37         TAMPONE KERAZ 7X9 I GSTR X7X0 Z0/20 277/09         I<	FLLP         494R7085109         22         AGHI STERJISKI 1/2 PIC INDUCK +0         2           FLLPI         494R7085110         22         AGHI STERJISKI 1/2 PIC INDUCK +0         2           FLLPI         494R7085110         22         AGHI STERJISKI 1/2 PIC INDUCK +0         2           FLLPI         494R70510933         241         CXA 2 LUMI CPALCO UD CPR121 /0         DET.759/17         1           HLLPI         494RX55576         3388         TUBE COMPRESS // FX00058776 10300 JOHN 7X10 LUMEHTT3 - DET.354/07         2           KLLPI         412RL000322         748         SIRLLOHN ERSE // FX0002797 /0         D.734/07         2           KLLPI         412RL000322         748         SIRLLOHN ERSE // FX0002797 /0         D.734/07         2           KLLPI         412RL00032         748         SIRL12ML ECCHENTRETE // CX00.002022710         D.734/07         2           KLLPI         414R000762         2698         CANN YANKURE NO.CO.002022710         D.734/07         1           DLLPI         414R000762         2698         CANN YANKURE NO.CO.002022710         D.734/07         1           Novi MaxerialLLPI         73         37%         DENAGO FLEGON LEG 1020 (27/15 INDUE // ENAURD         D.724/07         1           Novi MaxerialLPI <td< td=""><td>🕨 Nuovi Materiali.LI</td><td>.PI</td><td></td><td></td><td>601RC003013</td><td>154</td><td>CER.MED.CHIR. CM9X15CM COSMO</td><td>ROE (DCOD. 900874</td><td>D.99/08</td><td>1</td><td></td></td<>	🕨 Nuovi Materiali.LI	.PI			601RC003013	154	CER.MED.CHIR. CM9X15CM COSMO	ROE (DCOD. 900874	D.99/08	1	
FLI.PI         68447805110         22         AGHI STER.21GKI 1/2 PIC INDUOR +D           FLI.PI         6447801113         22         AGHI STER.21GKI 1/2 PIC INDUOR +D           FLI.PI         6447801113         22         AGHI STER.21GKI 1/2 PIC INDUOR +D           Nuovi MaterialLI.PI         640760353         2411         CITA 2 LUIR (PRLE 226 PIC         // OCD0. 0344034000         D.734/07           HLI PI         6407603553         308         TUBO CONNESS F/C 00.05PV1200         DMM 7X10 LUIGH HT3 - DET3A/09           KLI PI         61212000700         748         SIRLLofNL FEMFERTE 002022970 /D         D.734/07           KLI PI         61218007805         136         GUINA CONTRELEDENT 135250         JOCD0.00000         DET3A/09           HLI PI         6121800780         136         GUINA MORETELEDENT 135250         JOCD0.0000         DET3A/09           HLI PI         616200762         2698         CMM YMKRUER 0RL CD 1218014045 JD         DET3A/09           Nuovi MaterialLI.PI         713         9         376         DERINGGIO FLEXM APDL REG 1025 (277.135 IDROF. RENNE         D718           ALL PI         90087707088         498         SET 104PONE 64823 MH140 CFE 05 20/00 L598300414 12/2 20/20 D 972/09         I           ALL PI         90080000029         265         SET 1	FLLPI         60447805110         22         AGH STER_216X1 1/2 PIC INDURAR +0         2           FLLPI         60447805110         22         AGD START         1           Newi MatrialLLPI         6077013093         2411         CITA 2 LUNI (*PARKE 226 PIC         7000.004354400         D.734/07         1           HLLPI         60770130933         2411         CITA 2 LUNI (*PARKE 2022707         D         D.734/07         2           KLLPI         6176100700         748         SRLLOHUL DU CREIL 2000.0022707         D         D.734/07         2           KLLPI         6176100700         748         SRLLOHUL FERTREFITE 70000.0022270         D         D.734/07         2           KLLPI         6176100707         748         SRLLOHUL FERTREFITE 70000.00222710         D <td>ALL.PI</td> <td></td> <td></td> <td></td> <td>603RC229001</td> <td>3757</td> <td>COTONINI SOFT BSX10PZ. 80-14</td> <td>17 )DCF:10PZX20BUSTE = 200PZ</td> <td>DET. 549/09</td> <td>2</td> <td></td>	ALL.PI				603RC229001	3757	COTONINI SOFT BSX10PZ. 80-14	17 )DCF:10PZX20BUSTE = 200PZ	DET. 549/09	2	
FLI PI         60447811113         22         AGO SPINALE 22G PIC         //DCOD. 03440364000         D.734/07           Nuovi MaterialiLLPI         6077.13953         2941         CATA 2: LUMI C/PALLCO UD C/R121 / D         DET. 759/07           HLI PI         6097.039576         3308         TUBO CONLEST/F         DOD.GKPY710300         DMT PX10 LUNGHTT3 -         DET. 379/07           KLI PI         6127.000700         748         SIRLLOHL CHUT FURFERTE 00202270 /D         D.734/07         I           DLI PI         6127.000700         748         SIRLLOHL FURFERTE 00202270 /D         D.734/07         I           DLI PI         6127.000700         749         SIRLST 20HL ECCFEMEREER         /// DCOD.00200.00222710         D.734/07         I           HLI PI         6136.000780         1136         GUNIAK COPRTELEGAM 13,5X250         DOCD.000.00222710         D.734/07         I           HLI PI         6136.000780         1136         GUNIAK COPRTELEGAM 13,5X250         DOCD.000.0001         DET.34/09           HLI PI         6136.000782         1136         GUNIAK COPRTELEGAM 13,5X250         DOCD.000.000202710         D.734/07           Nuovi MaterialiLI PI         90087.070708         498         STE GAV2A.799 6JT         D.718/079         D.718           ALI PI	F.Ll.PI         60447811113         22         A60 SPINALE 226 PIC         //DCOD. 0344034000         D.734/07         1           Noviv MaterialLLPI         6077013053         2941         CVL a 2 LUMI C/PALL DUD C/RL31 //D         DET. 37/07         1           H.LL PI         6098055976         3308         TUB o COMMESS F/F COD JSF/710300         DOTM 7X10         LUNA HT 3 - DET 34/09         2           K.LL PI         6128000302         748         SILL GML PREVENTE 1002/072707 /0         D.734/07         1           D.L PI         6128000700         748         SILL GML PREVENTE 1002/072707 /0         D.734/07         1           D.L PI         6136000722         269         CMAN WANG CONTELECAM 15,75259         DOC00 0000         DET 34/09         2           H.L PI         616600072         269         CMAN WANG CONTELECAM 15,75259         DOC00 00001         DET 34/07         1           Newi Material LL PI         713         9         3796         DEEWAGIO FLEXM APD LEG 10X25 (027-135 URDGF. REMALE         D718         1           ALL PI         90087770208         48         SET TAMPONE MASKE MEGOE 10X21, 55 (120 2.00 972/09         1           ALL PI         90081000239         26         SET TAMPONE GAZA PM 140 C/FE.GF.SjDCOL 1560430041A 12/0 20/20 D.972/09         1	F.LI.PI				604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOL	R +D		2	
Nuovi         MaterialLI.PI         607RCI30953         2941         CATA 2: LUMI C/PALLCD.UD.CPR121 /D         DET. 759/07           HLI.PI         6098C505976         3388         TUBO CONNESS.F/F. DOD.SKP710300         DDMH 7X10 LUNGH HT3 -         DET. 374/09           KLI.PI         6128L000502         748         SIRL.JOMIL PENTPERTE 002022970 /D         D.734/07         II           KLI.PI         6128L00070         748         SIRL.JOMIL PENTPERTE 002022970 /D         D.734/07         II           DLI.PI         6135C00785         1136         GUNNA COPRITELCOM 13,5X259         DOCD.00001         DET. 737/09           Nuovi MaterialLI.PI         6146C0072         2498         COMIN YANAUGR 0RL Ch.2110014065         D         DET.927/09           Nuovi MaterialLI.PI         713         9         3766         DRENNGID FLEXIM NDL REG 10X25 (D27.153 10067. RENUE         D718           ALLPI         9087707030         98         SET 64827.7X9         IST.RT YOUNT NDL VEC 5         D010450300410. 102/12 0.977/09         I           ALLPI         9086000300         2673         TMPONE MASAL MM 40 CFER.ST 20/20 0.977/09         I           ALLPI         9086000302         266         SET TMPYGE 6482A MM 40 CFER.ST 20/20 0.977/09         I           SLLPI         90860000299         2	Nuvvi Materiali LI PI         6077C130933         2941         CAT A 2 LUMI CPALLCD UD CPN121 /D         DET. 759/07         1           H.LI PI         6098C505976         3358         TUBO COMRESS.F/F C00.807701300         DOM TX10         LUNGH MT.3 -         DET.3//09         2           KLI PI         612RU00700         748         SIR.12.0HL CO.00.0202270         D.734/07         1           D.LI PI         612RU00700         748         SIR.12.0HL CO.00.02022710         D.734/07         1           D.LI PI         615R000705         113.6         GUANA COPRITELEOM135X250         DCOD.002022710         D.734/07         1           D.LI PI         615R000705         113.6         GUANA COPRITELEOM135X250         DCOD.002022710         D.734/07         1           Newi Material.LI PI         713         9         379         DERSocion FLEMA KPU RE ON COL.00201207105         16           NLI PI         90087770208         498         SET GAR2A X90 LSTR. RX CF.5         DCID438070FDS5 12/8 20/20 D.972/09         16           NLI PI         9008700200         266         SET TAPR.66A2A M10 10X CF.5 DICC0.550439041A 12/8 20/20 D.972/09         14           ALI PI         9008700200         266         SET TAPR.66A2A M10 10X CF.5 DICC0.157040100 T 12/12 D.972/09         4	F.LI.PI				604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOL	IR +D		2	
HLIPI         609RC305976         3308         TUBO CONNESS F/F COD JGP/710300         DMM 7X10         LINGH MT 3 -         DET 34/09           KLIPI         612RL000302         748         SIRLL0ML FEMDFERTE         0202270         D.734/07         I           KLIPI         612RL000302         748         SIRLL0ML FEMDFERTE         0202270         D.734/07         I           KLIPI         612RL000700         748         SIRLL0ML FEMDFERTE         02022710         D.734/07         I           DLIPI         613R000782         136         GUMM COPRTELOMI SXX50         DOC00 0001         DET 34/09           HLIPI         614R000742         2498         COM NAMAUER OLD (D.131041A65)         D         DET 927/09           Novel MaterialLIPI         713         9         376         ORN NAMAUER OLD (D.131041A65)         D         DET 927/09         I           ALLPI         900RC003001         2473         TMPONE MX2DL MAPOL REG 10X25 (D27.155 DROFE REMLE         D718           ALLPI         900RC003001         2473         TMPONE MX2DL MAPOL REG 10X25 (DC0.15703010141A 12/8 20/20         D.972/09         I           ALLPI         900RC003001         2473         TMPONE MX2LM MAID CFE CF5 DC01.15803041A 12/2 20/20         D.972/09         I           S	H.LI.PI       609RC505976       3388       TUBO CONNESS.F/F COD.SEP/710300       DDMM 7X10       LUNGH HT.3 -       DET.34/07       2         K.LI.PI       612RL000300       748       SEILLOMI, EDR.TERREE       /DOCD.       D32022710       D.734/07       2         K.LI.PI       612RL000300       748       SEILLOMI, EDR.TERREE       /DOCD.       D32022710       D.734/07       2         H.LI.PI       615R6000755       113       GUANA COMPTELCON115/X250       DOCO.00010       DET.34/09       2         H.LI.PI       616R00072       2989       OMN YMAKUER ONL CD.120014045       DD       DET.927/09       1         Novi MaterialLI.PI       713       9       3760       DEG.MSG307 HEX/IN APOL REG 10X25       (DCCL.08507765512/28 J2/02 D.972/09       16         N.LI.PI       900RC003001       2673       TMMONE NKALE MEROCEL 0XX1,5       (DCCL.9801040402)0       DEL.97/09       4         A.LI.PI       900RC000202       266       SET TMPR 642A MH 10 KPC CF.SIDC.156433001A1 129       20270.0       3270       972/09       4         SLI.PI       900RC000017       3757       SUTUA SET NOK CF.STD.00031A1 129       20270.0       4         Novi MaterialLI.PI       900RC000017       3757       SUTUA SET NK CF.STD.1050A30041A1 129	F.LI.PI				604R7811113	22	AGO SPINALE 22G PIC	/DCOD. 03440364000	D.734/07	1	
KLI PI         612RL000302         748         SIR.LL 6/ML PENTFETER 002022970         D.734/07           KLI PI         612RL000700         748         SIR.ST.20ML ECC.EMIXFERTE         /// OCO.00.02022710         D.734/07         I           D.LI.PI         613RL000700         748         SIR.ST.20ML ECC.EMIXFERTE         // OCO.00.002022710         D.734/07         I           D.LI.PI         615R50007785         1136         GUNNA COPRTELECMI 13,5X250         )DCOD.00001         DET.34/09           H.LI.PI         616RC000762         208         CANINAROUER ON LOC.12014405         )D         DET.97/19           Nuovi Material.LI.PI         713         9         376         DERMOGIO FLEXIM APDL REG 10X5 (D27-135 ID60F REMLE         D// 18           ALI.PI         90087770208         498         SET GAP2A.TXP I GSTR. RX CF.5         )DC.10438070F055 I2/0 20/20 D.972/09         I           ALI.PI         90087000028         20/6         SET TAMPONE GAR2A MF4.0 CFE.CF.5)DC.105438070F055 I2/0 20/20 D.972/09         I           ALI.PI         90087000709         20/6         SET TAMPONE GAR2A MF4.0 CFE.CF.5)DC.0 I560430041A 12/6 20/20 D.972/09         I           ALI.PI         90087000709         216         SET TAMPONE GAR2A MF4.0 CFE.CF.5)DC.0 I560430041A 12/0 20/20 D.972/09         I           SLI.PI	KLI PI         612R000302         748         SIR LL6PIL         D.734/07         2           KLI PI         612R000700         748         SIR L122PIL ECC PENDERER         ///// 0000222710         D.734/07         11           DLI PI         612R000705         1136         GUUNA COPRTELEONI 13,5X250         ///// 000001         DET34/07         21           HLI PI         615R000705         1136         GUUNA COPRTELEONI 13,5X250         //// 000001         DET34/07         21           Newi Materiali LI PI         713         9         3794         DEEMAGIO FLEXIM AND CRE TEG0022970 /0         DET927/09         11           ALI PI         90007770208         498         SST GRAZ 709 IGST RX KF 5         //// 000001601001201         DE1927/09         16           NLI PI         90000770208         498         SST GRAZ 709 IGST RX KF 5         /// 00001404/02/00         04         ALI PI         90000208         206         SET TMPONE MASLE MEGOL BX22 /0 20 0.972/09         1           ALI PI         900002090         206         SET TMPONE GAZZ MM 140 CF8 (GES) /// 0001 572/09         1           ALI PI         900000209         206         SET TMPONE GAZZ MM 140 KF8 (GES) /// 0001 572/09         1           ALI PI         9000000000         90         SUTURA SINT	Nuovi Materiali.LI	.PI			607RC130953	2941	CAT.A 2 LUMI C/PALL.CD.UD.CPRID	1 /D	DET. 759/07	1	
KLI PI         612RU00700         740         SIRST 20HL ECC.PENTAFERTE         //DC00.002022710         D.734/07         I           D.LI PI         615K000785         1136         GUUNA CORPRETECIMUM 13,5X250         30000 00001         DET 34/09           H.LI PI         616K000762         2698         GUUNA CORPRETECIMUM 13,5X250         30000 00001         DET 34/09           HLI PI         616K000762         2698         GUUNA CORPRETECIMUM 13,5X250         30000 00001         DET 34/09           Nuovi Materiali LI PI         713         9<376	KLI.PI         612RL000700         748         SIRST20ML ECC.PENTMEERTE         //COD. 002022710         D.734/07         11           D.L.PI         615E000775         113.6         GUANA CORTRELECANTISZS250         //DO.00001         DET34/09         2           H.L.PI         616E000762         2698         CANN YANKAUER ONL CD.120014065         //DO.00001         DET34/09         1           New MaterialLLPI         713         9         37%         DEEMAGIO FEXITA APD LEG IOX5 (D27-153 DROF. REMALE         D718         1           ALLPI         90087770208         498         SET GAR2A 7X9 IOSTR RX CF 5         //DO.00014040200         DEL9709         16           NLIP         90080000288         206         SET TMPONE MASE PEROECE RXX1,5         (CO.0.0004040200         DEL9709         14           ALLPI         90080000288         206         SET TMPONE MASE PEROECE RXX1,5         (CO.0.0004040200         DEL9709         14           ALLPI         90080000298         206         SET TMPONE MASE PEROECE RXX1,5         (CO.0.0004040200         DEL9709         14           SLLPI         90080000299         206         SET TMPONE MASE PEROECE RXX1,5         (CO.0.00040401010         DEL972/09         14           ALLPI         90080000299         216	H.LI.PI				609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710	00 )DMM 7X10 LUNGH.MT.3 -	DET.34/09	2	
D.LI.PI         6158000785         1136         GUNNA. COPRITELCOM.13,5X250         DCOD.00001         DET.34/09           H.LI.PI         616K00072         209         OMM YANKUER ORL (D.1210014065)         D         DET.927/09           Nuovi MaterialLI.PI         713         9         376         DRENAGIO FLEXIMA JPL REG 10X25 (D27.135 IDR0F. REINALE         DT18           ALL PI         900K002001         2673         TAMPONE MKSLE MER. OCEL 8X2X1,5         (DC00.0000402N0         DEL 99/08           ALL PI         900K002002         2673         TAMPONE MKSLE MER. OCEL 8X2X1,5         (DC00.0004002N0         DEL 99/08           ALL PI         900K002082         266         SET TAMPONE GAZA MH.40         CFS D.50C10350430941A 12/8 20/20 D.972/09         D           ALL PI         900K000209         266         SET TAMPONE GAZA MH.40         OFFS CFS DOCD. 15703010 112/12 D.972/09           SLI PI         900K000209         266         SET TAMPONE GAZA MH.40 OFFS CFS DOCD. 15703010 112/12 D.972/09           SLI PI         900K000209         266         SET TAMPONE GAZA MH.40 ON + °D         D           Nuovi MaterialLI.PI         906K0001097         2618         SUTURA SINTSAFLQUKC104247N0N + °D(DEL14/06)           Nuovi MaterialLI.PI         916KC000003         3192         NITURA SINTSAFLQUKC104247N0N + °D(DEL14/0	D.LI.PI         615R5000785         1136         GUANA COPRTELECAM 13,5X250         DCOD.00001         DET:34/09         2           H.LI.PI         616600072         2698         CAMINARXAUER. ORL.CD.120014045         D         DET:927/09         I           Newi MaterialLI.PI         713         9         3796         DREMAGGIO FLEXIM APOL REG 10X25 (027.153         IRORE. REMALE         DT18         I           ALL PI         90067770208         498         SET (4962, XY)         DCLD.83870976955         12/8 207.00         D77.09         I6           NLI PI         90067003001         2673         TMPIONE NASLE MEROCEL 8X2X1,5         (DCCD.800040402N0         DEL: 99/08         4           ALI PI         9006003001         2673         TMPIONE NASLE MEROCEL 8X2X1,5         (DCCD.801404042N0         DEL: 99/08         4           ALI PI         9006000200         266         SET TMPE (6424 MI 10: KC 75: )DCCD.150433041A         I2/8 20720         9772/09         4           SLI PI         9064C00017         3757         SUTUAR SINT SELQUIKCI 46247/004 - 90(EL: 14/06)         I           Newi Materiali LI PI         9064C00017         3757         SUTUAR SINT SELQUIKCI 46247/004 - 90 EL: 525/07         I           Newi Materiali LI PI         9168C099001         3757	K.LI.PI				612RL000302	748	SIR.LL.60ML PENTAFERTE 0020229	70 /D	D.734/07	2	
H.Ll.Pl         61 66 C000762         2699         CNNN YXNKUER ORL CD.1210014065         D         DET.927/09           Nuovi Materiali.LLPI         713         9         3776         DERNAGIO FLEXIM APOL REG 10X25 (027-135 1000-F. REINLE         D/19           ALL PI         9008/7770208         498         SET G462X 797 163TR. RX: CF.5         100.10380/09F055 12/0 20/20 10.977/09         I           ALL PI         9008/00208         20/3         TMMPONE MSALE MEXOC (027.3         D0001040001X)         Det.97/09           ALL PI         9008/L00208         20/3         DET.927/09         D.977/09         D.977/09           ALL PI         9008/L00208         20/3         TMMPONE MSALE MEXOC (027.3         DEC.97/08         D.977/09           ALL PI         9008/L00209         20.6         SET TMMPONE G482X MM140 C/FE CF.5)DC0.150430414.12/0         D.977/09           ALL PI         9008/L00209         20.6         SET TMMPONE G482X MM140 C/FE CF.5)DC0.15703010 T12/12         D.977/09           SLL PI         9008/C000017         3757         SUTURA SINT SAFLQUIKCI04/247NON + °D(DEL14//06)         Novi Materiali.LI.PI           Nuovi Materiali.LI PI         9108/C000000         979         PROTESI PTEF DULEK MESH N0182X4 CM - DEL582/09           ALL PI         9108/L000003         3192         INTERFEET MILK	H.LI.PI       61 6RC000762       2690       CNNHYBNKUER ORL CD.218014065       D       DET.927/09       1         Nurvi Materiali.LI.PI       713       9       3796       DEKMOGIO FLEXIMA MPL REG 10825 (027-135 URDOF. RENALE       D718       1         ALI.PI       90087770208       498       SET.66282 X91 ISTR. RX CF.S       JDC.ID438070FD85 12/8 20/20 D.972/09       16         NLI.PI       900807770208       498       SET.66282 X91 ISTR. RX CF.S       JDC.ID438070FD85 12/8 20/20 D.972/09       16         ALI.PI       9008000288       206       SET.TMPFONE.NSAME HENCEL BXX75. (0C:D. 000404052010       D12/12 D.972/09       1         ALI.PI       9008000290       206       SET.TMPFONE.NSAME HENCEL BXX75. (0C:D. 00040405210 D.12/12 D.972/09       1         SLI.PI       9008000290       206       SET.TMPFONE.NSAME/DNN + °D       2         Newi Materiali.LI.PI       9068000017       3757       SUTURA SINT.SETLQUKC1046247400H * °D(DEL14/06)       1         Newi Materiali.LI.PI       91080200000       69       POTEST PTE DULEX MEST       018242 2018/24 CH * DEL58/25/07       1         Newi Materiali.LI.PI       91080200008       3757       TROCR 15X100 CEL B/25S B1SUT       0       1         Newi Materiali.LI.PI       9166006068       3757       TROCR 15X100 CEL B/25S B1SU	K.LI.PI				612RL000700	748	SIRST.20ML ECC.PENTAFERTE	/DCOD. 002022710	D.734/07	11	
Nuovi         Materiali IL Pl         713         9         37%         DRENAGGIO FLEXIMA APOL REG 10X25         (D27-135         IDROF. RENALE         D718           ALL PI         90087770208         498         SET GARZA 7X9         1637         100025         (D27-135         IDROF. RENALE         D718           ALL PI         90087770208         498         SET GARZA 7X9         1637         100020         D477         D47008         1000200         D477         D47008         D48         D4700709         I         I         I         D4007070208         1007         D4700709         I         I         I         D400700709         D410707000         D4107070000         D4107070000         D4107070000         D4107070000         D4107070000         D4107070000         D41070700000         D41070700000         D410707000000         D410707000000000000000000000000000000000	Nuvvi Materiali LI PI         713         9         376         DREWAGGIO FLEXIMA APOL REG 10X25 (027-135 IDROF. REWLE         D718         1           ALI PI         90087770208         498         SET GARZA TX9 10STR. RX CF.5         D0CID/380709FDS 12/8 20/20 D.972/09         16           NLI PI         9008002080         267         TMMONE WASL MEROCEL BXX1,5         (DCD). 00040402N0         DEL 99/08         4           ALI PI         9008000280         266         SET TMMPONE WASL MEROCEL BXX1,5         (DCD). 00040402N0         DEL 99/08         4           ALI PI         90080000280         266         SET TMMPONE WASL MEROCEL BXX1,5         (DCD). 00040402N0         DEL 99/08         4           ALI PI         90080000280         266         SET TMMPONE WASL MEROCEL BXX1,5         (DCD). 00040112 28 20/20         D7/209         4           SLI PI         90080000280         266         SET TMMPONE GARZ MM 10 RX CF.5         (DCD). 00177/09         4           SLI PI         9068000107         3757         SUTURA SETA CD. 834M         NON + *D         2         2           Nowi Materiali LI PI         90680000037         3192         INTER/TENTI NSGO/0RECCH A8907/CN /D         DEL 582/07         1           Newi Materiali LI PI         91680000039         3172         TGOJR	D.LI.PI				615RS000785	1136	GUAINA COPRITELECAM.13,5X250	)DCOD.00001	DET.34/09	2	
ALI PI         900R7770208         498         SET GARZA 7X9 16STR. RX CF.5         10C.104380709F05S 12/0 20/20 D.972/09         1           NLI PI         900RC003001         2673         TMMPONE NKSLE PROCEL 8X2X1,5         (DC0.0.0800400400)         DEL. 99/08           ALI PI         900RL000288         206         SET TMMPONE GARZA MM140 C/FE CF.5)DC.10.1560430041A.12/0.20/20 D.972/09         ALI PI           ALI PI         900RL000290         206         SET TMMPONE GARZA MM140 C/FE CF.5)DC.10.1560430041A.12/0.20/20 D.972/09           SLI PI         900RL000290         206         SET TAMPO GARZA MM140 C/FE CF.5)DC.10.15703010 T.12/1.2         0.972/09           SLI PI         900RL000290         266         SET TAMP GARZA MM140 C/FE CF.5)DC.10.15703010 T.12/1.2         0.972/09           Nuovi MateriaiLL PI         906RC000107         3757         SUTURA SIRT SEFLQUIKC104247NON+*DDELE14/06)           Nuovi MateriaiLL PI         916RC200000         699         POTESI PTFE DULEK MESH 0118/42 J016X24 CM * -         DEL582/09           ALI PI         916RC000000         919         NRTGFK/MT.NNSOVRECH.MESH 0018/42 J016X24 CM * -         DEL582/07           ALI PI         916RC000000         977         TROCAR ISX100 CEL BALES B15LT         DEL52/07	ALI PI       900R7770208       498       SET GAR2A 7X9 IASTR. RX CF-5       )DC.ID4380709FDSS 12/8 20/20 D.972/09       16         NLI PI       900RC003001       2673       TMPONE MASKE MEROCEL BXXX,5       (DC.OL.0000404/20/0       DEL 99/08       44         ALI PI       900RL002082       266       SET TMPONE GAR2A TMM ID RX CF-5       jDCD1/560430041A 12/8 20/20 D.972/09       14         ALI PI       900RL002020       266       SET TMPONE GAR2A TMM ID RX CF-5       jDCD1/560430041A 12/8 20/20 D.972/09       14         SLI PI       900RC00007       3757       SUTURA SETA CD. K832H       MON + *0       2         Newi MaterialLI PI       900RC000007       3757       SUTURA SETA CD. K832H       NON + *0       2         Newi MaterialLI PI       910RC000007       3157       SUTURA SETA CD. K832H       NON + *0       DEL 582/09       1         Newi MaterialLI PI       910RC000003       3192       INTERVENT INSO/ORECCH AB907/OF /0       DEL 582/07       1         Newi MaterialLI PI       916RC000097       3552       AFPL CUP M/L IM S30 NON ORD.+       /DR0TAMTE LAPROSCOPIO       DEL 582/07       1         Newi MaterialLI PI       916RC0009010       5522       AFPL CUP M/L IM S30 NON ORD.+       /DR0TAMTE LAPROSCOPIO       DEL 183/07       1         Novri	H.LI.PI				616RC000762	2698	CANN.YANKAUER ORL CD.1218014	65 )D	DET.927/09	1	
NLL PI         9006C003001         2673         TMPONE NKSALE MEROCEL 8X2X1,5         (DCOD. 0800400402N0         DEL 99/08           ALL PI         9006L00308         266         SET TMPONE GAR2A MH40         CPEC F5/D0CD. 156430041A         12/2         20/20         9.972/09           ALL PI         9006L00309         266         SET TMPONE GAR2A MH40         CPEC F5/D0CD. 15703010         12/12         20/20         9.972/09           ALL PI         9006L000299         266         SET TMPONE GAR2A MH40         CPEC F5/D0CD. 15703010         12/12         D.972/09           S.LI. PI         9006L000197         2618         SUTURA SINTSAFLQUKC1046247N0N + °D(DEL14/06)           Nuovi MaterialLI.PI         906R200010         699         PROTESI PTEC DUELEX MESH 011842         D18/204070           ALL PI         916R209000         699         NOTESI PTEC DUELK MESH 011842         D18/204070         DEL 592/09           ALL PI         915R1000037         3192         NTERFYENT INSO/ORECCH #8907/CN /D         DEL 592/07           Nuovi MaterialLI.PI         915R1000037         3192         NTERFYENT INSO/ORECCH #8007/CN /D         DEL 525/07	N.LI.PI       900RC003001       2673       TAMPONE NKSALE MEROCEL 8X2X1,5       (pcc0.0000400402.00       DEL 99/08       4         ALI.PI       900RC00228       266       SET TAMPONE NKSALE MEROCEL 8X2X1,5       (pcc0.000016112/2)       20/20/20       D972/09       1         ALI.PI       900RC002029       266       SET TAMPONE SGR2A. MH0 RX: CF.Spc0.150433081A       12/8       20/20/20       D972/09       1         ALI.PI       900RC00207       3757       SUTURA SER K.O. R834H       10/04.74700.H       *0       2         Nuovi Materiali.LI.PI       906RC000107       3757       SUTURA SER K.O. R834H       10/04.74700.H       *0       DEL 502/09       1         Nuovi Materiali.LI.PI       910RC209000       699       POTESI PTE DULEX MESH 011824 (2018/24 CH -       DEL 502/09       1         NLI.PI       910RC209000       929       INTERFYTIN NGORCECH 148/07/07.07 //       DEL 502/07       1         Nuovi Materiali.LI.PI       910RC09000       3757       TROCKR 15X100 CEL B/LESS B15LT       0       1         Nuovi Materiali.LI.PI       910RC090010       5522       APPL CUP M/L IM 530 NON ORD.+ //DROTANTE LAPAROSCOPIO       DEL 183/07       1         Nuovi Materiali.LI.PI       910RC090010       5522       APPL CUP M/L IM 530 NON ORD.+ //DROTANTE LAPAROSCOPIO<	Nuovi Materiali.LI	.PI			713 9	3796	DRENAGGIO FLEXIMA APDL REG I	DX25 (D27-135 IDROF. RENALE	D718	1	
ALL PI         900RL00288         206         SET TAMPONE GAR2A MPL40 C/FB.CF.5]DCD.1560430041A 12/8 20/20         D.972/09           ALL PI         900RL00290         266         SET TAMPONE GAR2A MPL40 C/FB.CF.5]DCD.1560430041A 12/8 20/20         D.972/09           S.LL PI         900RL00290         266         SET TAMP. GAR2A MPL40 KX CF.5         D.972/09           Nurvi Materiali.LI.PI         906RC001079         2618         SUTURA SINT.SAFLQUIKC1046247N0N + °D(DEL14/R6)           Nurvi Materiali.LI.PI         910RC209000         699         PNOTESI PTEF DUELS MESH 0118/42 (D16XA CM -         DEL582/09           ALL PI         915R1000033         3192         INTERFENTIN KOS/OREC/CH A6907/CN //D         DEL582/07           Nurvi Materiali.LI.PI         916RC000083         S77         TROCRA TSX100 CE BARSE SITST (D         DEL525/07	ALI PI       908RL000288       266       SET TMPFONE GMZA MM 40 C/FB.GF.SjbCD.1560430041A 12/8 20/20 D.972/09       1         ALI PI       908RL000270       266       SET TMPFONE GMZA MM 40 C/FB.GF.SjbCD.156043001A 12/8 20/20 D.972/09       4         SLI PI       908RL000270       266       SET TMPFONE GMZA MM 40 KY GF.SjbCD.1560430010 T.12/12 D.972/09       4         SLI PI       908RL000270       267       SET TMPF.GMZA MM 14 NY GF.SjbCD.1560430010 T.12/12 D.972/09       4         Nuvvi MaterialLI PI       908RC001099       2618       SUTURA SINT SAFLQUIKC104247NON + *D(DEL14766)       1         Nuvvi MaterialLI PI       916RC09000       699       PADTESI PTE DULEX MESH 0118242 J018XX Ch - DEL582/09       1         ALI PI       915R1000039       3122       INTERVENTI NSG/ORECOH A8907/Ch //D       DEL582/09       1         Nuvvi MaterialLI PI       916RC090010       3572       TROOM ISNO/RECOH A8907/Ch //D       DEL582/07       1         Nuvvi MaterialLI PI       916RC090010       5522       AFPL.CUP M/L IM 530 NON ORD.+ /DR/TAME LAPAR/05COPIO       DEL183/07       1         Nuvvi MaterialLI PI       916RC090010       5522       AFPL.CUP M/L IM 530 NON ORD.+ /DR/TAME LAPAR/05COPIO       DEL183/07       1         Nuvvi MaterialLI PI       916RC090010       5522       AFPL.CUP M/L IM 530 NON ORD.+ /DR/TAME LAPAR	ALLI.PI				900R7770208	498	SET GARZA 7X9 16STR. RX CF.5	)DC.ID43B0709F055 12/8 21	0/20 D.972/09	16	
A.LI.P1         900R.000290         206         SET TAMP. GAR2A MM.10 RX CF.5         DOCD.         J57303010 T12/12         D.972/09           S.LI.P1         906R.000007         3757         SUTURA SETA CD. K834H         NON + *0           Nuovi Materiali.LI.P1         906R.000109         2418         SUTURA SINT SAFLQUIKC 10424.2700N +*00ELL14/06)           Nuovi Materiali.LI.P1         910RC200000         699         PROTESI PTFE DULEX MESH 0110/42 )D18X24 CM -         DEL582/09           A.LI.P1         916RC000008         3757         TROCKR ISX100 CEL 8/JEST (DC         DEL52/07           Nuovi Materiali.LI.P1         916RC000008         3757         TROCKR ISX100 CEL 8/JEST (DC	ALLFI       900RL000290       206       SET TMP: GAR2A MH 10 RX: GF5       0/DC00.157030010 T.12/12       D.972/09       4         SLI.FI       906RC000017       3757       SUTURA SETA. CD. R83H       NoH + *D       2         Novi Material.LI.PI       906RC000097       2618       STATA SITUSAFLQUICID4247N0A+*D(0EL14/26)       1         Novi Material.LI.PI       910RC020900       69       PADTES IPTE DUEX MESH. 010EXX CM - DEL582/09       1         ALLFI       915R1000037       3192       INTERVENTI NSGO/0RECCH A6907/CN /D       DEL582/07       1         Nuvi Material.LI.PI       916RC0000910       3757       TBOORN 15X100       CE       REXT         Nuvi Material.LI.PI       916RC0000910       3757       TBOORN 15X100       CE       REXT       1         Novi Material.LI.PI       916RC000910       5522       AFPLCUP M/L IM 530 NON 0RD.+ /DROTINTE LAPROSCOPIO       DEL183/07       1         Novi Material.LI.PI       916RC000910       5522       AFPLCUP M/L IM 530 NON 0RD.+ /DROTINTE LAPROSCOPIO       DEL183/07       1	N.LL.PI				900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X	,5 (DCOD. 0800400402N0	DEL. 99/08	4	
S.LI.PI         906RC000107         3757         SUTURA SETA CD. K834H         NON +         °D           Nuovi Materiali.LI PI         906RC001099         2418         SUTURA SINT SEFLQUIKCI (M42A7NON+ °D(DELI 4/06)           Nuovi Materiali.LI PI         910RC20000         699         POTESI PTFE DULEX MESH 0110242         D108/24 CM -         DEL502/09           ALL PI         915RC00000         312         INTERFERING NOS/OPECIN MESH 0110242         DEL525/07           Nuovi Materiali.LI PI         916RC00000         3757         TROCKR 15X100 CEL B/LESS B15LT         (D	S.LI.PI       906RC000017       3757       SUTURA SETA CD. K834H       NON + *0       2         Novvi Materiali LI.PI       906RC00007       218       SUTURA SINT.SELQUIKCI 4624700N *00[EL14766]       1         Nevvi Materiali LI.PI       910RC209000       649       PSTEI PTE DULEX MESH       018242       018242       01       DEL502/09       1         Nuvvi Materiali LI.PI       910RC209000       649       PMCV000027       3102       INTERVETIN NOVO-*00[EL14760]       1       DEL502/09       1         Nuvvi Materiali LI.PI       910RC209000       649       PMCV000RC011       DEL525/07       1       1         Nuvvi Materiali LI.PI       916RC06008       3757       TBO/0R       ISX100       CD       1       1         Nuvvi Materiali LI.PI       916RC060080       3757       TBO/0R       ISX100       CD       1       1         Nuvvi Materiali LI.PI       916RC06009010       5522       APPL CUP M/L IM 530 NON 0RD + //DR/TAME LAPAROSCOPIO       DEL183/07       1	ALLI.PI				900RL000288	206	SET TAMPONE GARZA MM.40 C/FB	.CF.5)DCD.1560430041A 12/8 2	0/20 D.972/09	1	
Nuovi         Materiali.L1 Pl         90.66.001099         261.8         SUTURA SINT SAFLQUIKCI 04/247NON + *D(DEL14/06)           Nuovi         Materiali.L1 Pl         91.062,09000         699         PROTES IPTE DULEK NESH         0118/24 (DH -         DEL582/09           ALL PI         91.51000033         3192         INTERFENTING/OPECIAL #8590 (DTC)         DEL552/07           Nuovi         Materiali.L1.Pl         91.66000408         3757         TROORA ISX100 CEL BASES BIST (D	Novi Materiali LI PI         90.6RC001099         2618         SUTURA SINTSAFLQUIKC104247N0N+*D(DEL1476)         1           Novi Materiali LI PI         91.0RC020000         690         PROTESI PTE DULEX MESH         01.0242 (D1024) CT -         DEL582/09         1           ALI PI         91.5R1000033         3192         INTERVENTI NSC/ORECCH A8907/CN /D         DEL582/07         1           Newi Materiali LI PI         91.6RC000033         3172         TROVA INSCIDE CEL A8907/CN /D         DEL525/07         1           Newi Materiali LI PI         91.6RC004060         3757         TROVA INSCIDE CEL A8907/CN /D         DEL183/07         1           Newi Materiali LI PI         91.6RC090910         5522         APPL CLIP M/L IM 530 NON ORD + /DROTANTE LAPAROSCOPIO         DEL183/07         1	ALLI.PI				900RL000290	206	SET TAMP. GARZA MM.10 RX CF.	5 )DCOD. 157030010 T.12/12	D.972/09	4	
Nuovi         Materiali.LI.Pl         9106/209/000         699         PROTESI         PTFE         DULEX         MESH         DIEL582/09           A.LI.Pl         91581000039         3192         INTERVENTI         NGO/RECHI AB907/CN /D         DEL525/07           Nuovi         Materiali.LI.Pl         916800608         3757         TROCAR ISX100         CEL255/07	Nuovi         Materiali LI PI         910R/209000         699         PROTESI PTFE DULEX MESH 0118242 (D1-         DEL 582/09         1           ALI PI         915R1000339         3192         INTER/FATI NGG//0R/COL /D         DEL 525/07         1           Nuovi         Materiali LI PI         916RC00608         3757         TROCAR 15X100 CEL BZ/LSS         DEL 525/07         1           Nuovi         Materiali LI PI         916RC00608         3757         TROCAR 15X100 CEL BZ/LSS         DEL 183/07         1           Nuovi         Materiali LI PI         916RC009010         5522         APPL CUP M/L IM 530 NON ORD. + /DROTANTE LAPAROSCOPI0         DEL 183/07         1	S.LI.PI				906RC000017	3757	SUTURA SETA CD. K834H NO	N + °D		2	
A.LI.PI         91581000039         3192         INTERVENTI NASO/ORECCHI AB907/CN /D         DEL525/07           Nuovi Materiali.LI.PI         91660206008         3757         TROCAR ISX100         CEL 92/LESS B15LT         (D	ALL PI 915R1000039 3192 INTERFORTI NOSO/ORECCHI AB907/CN //D DEL 525/07 I Nuovi Materiali LI PI 9166004608 3757 TROOM ISXIDO CEL B/LESS BISLT (D I Nuovi Materiali LI PI 9166009010 5522 APPLICUP M/L IM 530 NON ORD.+ //DROTANTE LAPRIOSCOPIO DEL 183/07 I	Nuovi Materiali.LI	.PI			906RC001099	2618	SUTURA SINT.SAFILQUIKCI 046247N	DN + °D(DEL.14/06)		1	
Nuovi Materiali.LI.PI 916RC000008 3757 TROCAR ISXIOO CEL BJLESS BISLT (D	Nuovi Materiali LI. PI 91 GRC080608 3757 TROCKR 15X100 CEL B/LESS B15LT (D I Nuovi Materiali LI. PI 91 GRC0800910 5522 APPL CLIP M/L IM 530 NON ORD. + //DROTANTE LAPAROSCOPIO DEL 183/07 I	Nuovi Materiali.LI	.PI			910RC209000	699	PROTESI PTFE DULEX MESH OII	8242 )D18X24 CM -	DEL.582/09	1	
	Nuovi Materiali LI.PI 916/RC090910 5522 APPLCUP M/L IM 530 NON ORD.+ J/DROTANTE LAPAROSCOPIO DEL 183/07 I	A.LI.PI				915R1000039	3192	INTERVENTI NASO/ORECCHI AB907	/CN /D	DEL.525/07	1	
Nuovi Materiali LLPI 9168C090910 5522 APPLCUP M/L IM 530 NON ORD.+ //DROTANTE LAPAROSCOPIO DEL 183/07		Nuovi Materiali.LI	.PI			916RC060608	3757	TROCAR ISXIOO CEL B/LESS BIS	T (D		1	
		Nuovi Materiali.LI	.PI			916RC090910	5522	APPLICLIP M/L IM 530 NON ORD	+ /DROTANTE LAPAROSCOPIO	DEL.183/07	1	
1 2 3 4 5 0 7 0 7 0 The second se					LOCK SCAN		SCAN	IMPORT			CLOSE	

Fig 208 - 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 208 A).

The data area displays the list of all the resources picked for the selected operation (Fig 208 B).

## **19.3.** Wasted materials management: screen structure

The "Wasted materials management" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 19.3.1. Filters

STOCKROOM -ALL-	CABINETGROUPS -ALL-	CABINET -ALL-	➡ RESET
	Fig 209 - Filters on the "Wasted r	naterials 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 7.4.2 for instructions on the filters in the "Stock Management" system.

### 19.3.2. Data area

The "Resource waste" screen, if no filter is active, displays all the resources picked for the selected operation (Fig 210).

Position	Code 🔶	Producer	. Description	Used	Waste
Nuovi Materiali.LI.PI	601RC003013	154	CER.MED.CHIR. CM9XI 5CM COSMOROE (DCOD. 900874 D.99.	/08 I	
A.LI.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BUSTE=200PZ DET. 549/	09	
F.LI.PI	604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D		l .
F.LI.PI	604R7805110	22	AGHI STER.21 GXI 1/2 PIC INDOLOR +D	1	!
F.LI.PI	604R7811113	22	AGO SPINALE 22G PIC /DCOD. 03440364000 D.734/07	1	
Nuovi Materiali.LI.PI	607RCI 30953	2941	CAT.A 2 LUMI C/PALL.CD.UD.CPRI21 /D DET. 759/0	7 1	
H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 LUNGH.MT.3 - DET.34.	/09 7	!
K.LI.PI	612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D D.734/07	1	!
K.LI.PI	61 2RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/0	7	
D.LI.PI	615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00001 DET.34/1	19 7	!
H.LI.PI	61 6RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D DET.927/09	1	
Nuovi Materiali.LI.PI	713 9	3796	DRENAGGIO FLEXIMA APDL REG 10X25 (D27-135 IDROF. RENALE D	718 1	
A.LIPI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F055 12/8 20/20 D.972/0	0	i 👘
N.LI.PI	900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 0800400402N0 DEL. 99/0	8	r i i i i
A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.1560430041A 12/8 20/20 D.972/	)9	
A.LI.PI	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 157030010 T.12/12 D.972/09	4	ł l

Fig 210

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 210 A). After value specification, and before clicking the **Update** button on the command bar, the cell is highlighted light blue (Fig 211).



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

See paragraph 19.4 ro the wasted resources recording procedure.

i

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

### **19.3.3.** The command bar of the "Waste" screen

The command bar on the "Waste" screen (Fig 212) contains the buttons making it possible to manage the screen contents.

		2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
14	$\bigtriangledown$		/				LOCK	SCAN	START	SCAN	IMPORT			CLO	BSE
										Fig	212				

The numeric buttons on the upper line of the command bar (Fig 213) can be used to insert the resource quantities.

I	2	3	4	5	6	7	8	9	0
			Fig 21	3 - Nur	neric b	uttons			

Click one of the numbers to write it in the "Waste" field (Fig 210 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.

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.

## 19.4. How to record a "waste"

To record the fact that a resource was wasted, on the "Waste" screen (Fig 208).

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.

## 19.4.1. 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.

## 19.5. Waste for unknown operation

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

select the "Returns from operation" module by clicking the select the "Returns from operation" module by clicking the select the "Returns from operation" module by clicking the select t

The "Operation list" screen opens (Fig 214):

WASTE - OPER	RATION LIST AREA			🕀 Below stock
ALL		OPERA	TIONS	
BLO I	PLANNED	READY	RUNNING	TERMINATED
	1 MANSFIELD, MAGLIE BLO. Ort mano - dito a scatto - tenolisi	1 CHESTERFIELD, BORGAROTORINESE BLO Microlaringoscopia diretta	2 HADERA, SULMONA BLO Ernioplastica inguinale monolaterale	3 MALDEN, TRAVAGLIATO BLO Emicolectomia sinistra laparoscopica
BLO 2	08.00 ORTOPEDIA E TRALMATOLOGIA	12.28 ORL E CH.CERVICO-FACCIALE	08.00 CHIRURGIA GENERALE	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 TRALMATOLOGIA	4 BISMARCK, ARZIGNANO BLO PROTESI PENIENA 08.00 UROLOGIA	
BLO 4		4 PENSACOLA, VIBOWALENTIA BLO Colecistectomia laparotomica + CIO + 16.50 Casa di Cura UROLOGIA	5 MALDEN, PORDENONE BLO Adenotonsillectomia bambini 09.11 ORL E CH.CERVICO-FACCIALE	
BLO 5		5 HOFFMAN ESTATE, SORRENTO	03.11 ORE CONCENTRON RECEARE	
BLO 6		BLO Emorroidectomia sec. Milligan Morgan 08.00 ORL E CH.CERVICO-FACCIALE		
BLO 7				
BLO 8				
BLO 9				
BLO IO				
BLO II				
BLO 12				
BLO PI				
CCH I				
CCH 2				
CCH 3				
DEA I				
		A		
		UNKNOWN	ALL	
		Fig 214 - Operat	tion list	

Fig 214 - Operation list

Click the **Unknown** button on the command bar (Fig 214 A).

The "Resource waste" screen opens (Fig 216). The indication "Unknown operation" appears on top of the screen instead of the indication of the selected operation (Fig 215, Fig 216 **A**).

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



ALLPI         603RC22901         3757         COTONINI SOFT BSX107Z.         80-1407         DOCE:107EXC08USTE=200PZ         DET: 547/09           FLL PI         604R7080510         22         AGHI STER.195KI 1/2 PIC INDOLOR. + D         FLL PI           FLL PI         604R7080510         22         AGHI STER.195KI 1/2 PIC INDOLOR. + D           FLL PI         604R7801110         22         AGHI STER.216KI 1/2 PIC INDOLOR. + D           FLL PI         604R7801110         22         AGHI STER.216KI 1/2 PIC INDOLOR. + D           FLL PI         604R7801113         22         AGHI STER.205KI 1/2 PIC INDOLOR. + D           FLL PI         604R7801113         22         AGHI STER.205KI 1/2 PIC INDOLOR. + D           Movi Materiali LI PI         607RC130953         2941         CATA 2 LUTHI C/PALLCD UD C/PIL21. /D         DET.35/07           KLL PI         612R000700         748         STRL LOWIN FEWFERTE: 000202707 /D         D.73/4/07           DL PI         615R000785         1136         GUINNA COMPRIELEOWIT 1,5X250         DOCOD 00001         DET:32/09           HL IPI         614R000762         2698         COMIN YANGURG REDMA AFDI LEG 10X25 (027-135 IDROF, RENLE         DTET:37/09           Nuori Materiali LIPI         713         9.376         DERMGGO FEEMM AFDI LEG 10X25 (027-135 IDROF, RENLE <t< th=""><th>2</th><th>D.99/08</th><th>900874 D.99/08</th><th></th><th>(</th><th></th><th>l</th><th></th><th></th><th></th><th></th></t<>	2	D.99/08	900874 D.99/08		(		l				
▶ Nuwi MaterialLI PI         60180003013         154         CER.MED.CHIR. CM9X15CH 005M0R0E (0C00. 900874         D.99708           A.LI.PI         6038C20901         3757         COTONINI SOFT ESKUPZ. 80.1407         D0C-1072208USTE=20072         DET. 549709           F.LI.PI         60447305109         22         AGHI STER.105K1 1/2 PIC INDOLOR. +D         ELI.PI           F.LI.PI         604473051109         22         AGHI STER.126K1 1/2 PIC INDOLOR. +D         D.734707           Nuwi MaterialLI.PI         60447305110         22         AGO STINUE 226 PIC         I/D CODD. 0344034000         D.734707           Nuwi MaterialLI.PI         6047305109         24         AGO STINUE 226 PIC         I/D CODD. 0344034000         D.734707           Nuwi MaterialLI.PI         60477053038         TUDE OCMNESS F/F COD.057710300         DMT X10 LUNGHTI 3-         DET34709           KLI.PI         6128L000700         748         SIRLL 60ML PENTFERTE 002022970 /0         D.734707           KLI.PI         6128L000700         748         SIRST 20ML ECCERMARERTE         J/D DET34709           DLI.PI         616KC000782         1136         GUNNA CORTELEGAML 35X259         J/D DET37709           Nuwi MaterialLI.PI         713         9         376         DEMAGIO FELEGAMA APDL REG 10X25 (027-135 10R0F. RENALE         D/T 2	1 1		900874 D.99/08								Positio
Fill PI         60447805109         22         AdHI STER.19GXI 1/2 PIC INDUOR         + D           Fill PI         6044780510         22         AdHI STER.19GXI 1/2 PIC INDUOR         + D           Fill PI         6044780510         22         AdHI STER.19GXI 1/2 PIC INDUOR         + D           Fill PI         6044780110         22         AdHI STER.21GXI 1/2 PIC INDUOR         + D           Nuovi MaterialiLL PI         60478010953         2941         CATA 2 LUHI C/PALLCO UD C/R121 /D         DET.759/07           HLI PI         6090505976         3308         TUBO CONNESS /Fr. 000.5897/10300         DMM XI0 LUNGH HT3 -         DET.379/07           KLI PI         6124000700         746         SIRLLGOML PRITERER 00.0222970 /D         D.734/07           DLI PI         6135000785         1136         GOUNNA COPRTELE0041 35/250         DODO 00001         DET.379/07           DLI PI         6165000762         2698         CONN YMKRUE ORL 0218014045         D         DET.927/09           Nuowi Materiali LI PI         713         9.376         DREMGGIO FLEMM APOL REG 10/25 (D/27.15 DIORF. REMLE         D/11           ALL PI         9006L000300         2673         TMPHONE MKSLE MERCEL 05/25 (D/27.15 DIORF. REMLE         D/12         D/21.097/09           ALL PI         9006L00030	2	T DET 540/00		CER.MED.CHIR. CM9XI5CM COSMOROE (DCOD. 900874					4		
Fill PI         60447805109         22         AdHI STER.19GXI 1/2 PIC INDUOR         + D           Fill PI         6044780510         22         AdHI STER.19GXI 1/2 PIC INDUOR         + D           Fill PI         6044780510         22         AdHI STER.19GXI 1/2 PIC INDUOR         + D           Fill PI         6044780110         22         AdHI STER.21GXI 1/2 PIC INDUOR         + D           Nuovi MaterialiLL PI         60478010953         2941         CATA 2 LUHI C/PALLCO UD C/R121 /D         DET.759/07           HLI PI         6090505976         3308         TUBO CONNESS /Fr. 000.5897/10300         DMM XI0 LUNGH HT3 -         DET.379/07           KLI PI         6124000700         746         SIRLLGOML PRITERER 00.0222970 /D         D.734/07           DLI PI         6135000785         1136         GOUNNA COPRTELE0041 35/250         DODO 00001         DET.379/07           DLI PI         6165000762         2698         CONN YMKRUE ORL 0218014045         D         DET.927/09           Nuowi Materiali LI PI         713         9.376         DREMGGIO FLEMM APOL REG 10/25 (D/27.15 DIORF. REMLE         D/11           ALL PI         9006L000300         2673         TMPHONE MKSLE MERCEL 05/25 (D/27.15 DIORF. REMLE         D/12         D/21.097/09           ALL PI         9006L00030		Z DEL 549709	2X20BUSTE = 200PZ DET. 549/09	COTONINI SOFT BSXLOPZ. 80-1407 )DCF:LOPZX20BUSTE = 200PZ	603RC229001						A.LI.PI
FLI PI         6044781113         22         AGO SPINALE 22G PIC         /DCOD. 03440364000         D.734/07           Nuovi HaterialiLLPI         607RC13053         2941         COTA 2. LIMI C7RLLC DUD.CFR121 /D         DET 759/07           HLI PI         609RC30576         3308         TUBO CONLESS F/F. COD.DSR9710300         DDHT XYL0 LUNGH MT.3 -         DET 35/07           KLI PI         612RL003070         748         SIRLLCAMP. FEMTREETE         DCOD.00222710         D.734/07           LL PI         612RL003070         748         SIRLST.20ML ECC.PENTAFERTE         /DCOD.00222710         D.734/07           DLI PI         615RC000785         1136         GUUNAL CORFITELEOVILLS TO DCOD.00222710         D.734/07           HLI PI         615RC000785         2069         CANIVABURE 0R. CD.121041465         D         DET 327/09           Nuovi MaterialiLLPI         713         9         3760         DENAGGIO FLEXIMA APOL REG 10X25 (027-135 IDROF. REINALE 2017/035 IDROF. REINALE 2018/237/036 IDROF. REINALE 2018/237/09         D/TE 327/09           NLI PI         900RC003001         2673         TIMPORE MASLE MEROCEL 8XXI,5 (DCOD. 0000400400.ND DEL 99/08         ALL PI         900RL002302         2673         TIMPORE MASLE MEROCEL 8XXI,5 (DCOD. 0000400400.ND DEL 99/08         D/TE 3700				· · · · · · · · · · · · · · · · · · ·	604R7805109						F.LI.PI
Nuovi Hateriali.LI PI         607RCI 30953         2941         CATA 2 LUPII C/PALLCD UD CPRI 21 /D         DET. 759/07           H LI PI         609RCI 30957         3308         TUBIO CONNESS F/F COD CMPT 710.000         DDMT 7X10 LUNGH HT 3 -         DET. 759/07           K LI PI         612RL000700         748         SRLL down (FMT eFATRE ETE 000.22977 /D         D. 734/07           K LI PI         612RL000700         748         SRL stander (FMT eFATRE ETE 000.22977 /D         D. 734/07           D LI PI         612RL000700         748         SRL stander (FMT eFATRE ETE 000.20270 /D         D. 734/07           H LI PI         615RL000785         1136         GUNNA COPRTELEON 13,5X250         DODO 00001         DET 3/709           Nuowi Materiali.LI PI         713         9.796         DREMGGIO FLEMM AFDL REG 10X25 (D/ 7.135 DID0F. REMUE D/ 1709         D. 71/09           Nuowi Materiali.LI PI         900RC003001         673         TMPNOE MASLE MEROCEL 0X2X1,5         D/00C0.0004040400         DE 1.997/09           NLI PI         900RL0002001         266         SET TAMPIONE GARL MINO RX CFE 5/DOC.100300141 1/22 2/20/20         D/72/09           ALI PI         900RL0002001         266         SET TAMPIONE GARL MINO RX CFE 5/D/DCC.10040407M0         DEL 97/09           ALI PI         900RL0002002         266         SET T	2			AGHI STER.21 GXI 1/2 PIC INDOLOR +D	604R7805110						F.LI.PI
HLI PI         609RCS05976         3308         TUBO CONNESS.F/F COD.SE/F/T COD.SE		D.734/07	03440364000 D.734/07	AGO SPINALE 22G PIC /DCOD. 03440364000	604R7811113						F.LI.PI
HLI PI         609RCS05976         3308         TUBO CONNESS F/F COD X5P/710300         DDMM         TX10 LUNGH.MT.3         DET 34/09           K.LI PI         612AL000302         749         SIR.LL.0ML FEM7RETE 002022970         D.734/07           K.LI PI         612AL000300         749         SIR.LL.0ML FEM7RETE 002022970         D.734/07           K.LI PI         612RL000700         749         SIR.LL.0ML FEM7RETE 002022970         D.734/07           D.LI PI         615K000785         136         GUINN COPRTELEONI 132X50         JOCO.000000         DET 34/09           H.LI PI         616C000762         2698         COMINYNKRUER ORL 0.1218014045         JD         DET 34/09           Nuovin Material:LI.PI         713         9         376         DERINGGIO FLEXM APDL REG 10X25 (277-135 1060F. RENKE         D17/09           NLI PI         900R707008         498         SET 6402X 797 105 1070/05 12/0 20/20 0.972/09         D17/209           NLI PI         900R1000288         266         SET TAMPONE 6602X MM 40 CFE CF.5)DC 0.1560430041A 12/2 20/20 0.972/09         D.11/2         D.972/09           ALI PI         900R1000208         266         SET TAMPONE 6602X MM 40 CFE CF.5)DC 0.1560430041A 12/2 20/20 0.972/09         D.972/09           ALI PI         900R10000207         3757         SUTURA SETA C	1	DET. 759/07	DET. 759/07	CATIA 2 LUMI C/PALLICD.UD.CPRI 21 /D	607RCI 30953				1	ateriali.LI.F	Nuovi M
KLI PI         612RL000502         746         SIR LL 0ML PENTRFERTE 002022970         D         D.734/07           KLI PI         612RL000700         749         SIRST 20ML ECC PENTRFERTE         1/2000.002022710         D.734/07           DLI PI         615R500705         713         GUNNA COPRTELEQMI 13,5X230         JOC D0.002022710         D.734/07           DLI PI         615R500785         1136         GUNNA COPRTELEQMI 13,5X230         JOC D0.00001         DET 34/09           Muovi MaterialLL PI         713         9         37%         DENAGGIO FEZ/040         JOC 27-135         IDR0F. RENAE         D716           ALL PI         900R770208         498         SET GAR2A 7/29         ISTR. RX CF 5         JOC IDL3807047655         JD2 20220         D727/09           NLL PI         900R770208         498         SET GAR2A 7/29         ISTR. RX CF 5         JOC IDL38070476512/2         20/20         D727/09           ALL PI         900RL000280         266         SET TAMPONE GAR2A MML 0 RX CF 5         JOC D0.15/08/300/41A 12/2         20/20         D 2/27/09           ALL PI         900RL000280         266         SET TAMPONE GAR2A MML 0 RX CF 5         JOC D0.15/08/300/41A 12/2         D/27/09           ALL PI         900RC000007         3777         SUTURA SETA CD.	) 2	DET.34/09	XIO LUNGH.MT.3 - DET.34/09								H.LI.PI
KLI PI         612RU00700         748         SIRST.20ML ECC.PENTAFERTE         //DCOD. 002022710         D.734/07           D.LI PI         615K000785         1136         GUNNA. COPRTELEOM 13,5X250         >>>>>>>>>>>>>>>>>>>>>>>>>>>>	2			,	612RL000302						K.LT.PI
D.LI.PI         6155000785         1136         GUNINA COPRITELICAM 13,5X250         DCOD 00001         DET.34/09           H.LI.PI         6164C000762         2698         CAM YANAUUER OLE (D.210014065)         D         DET.927/09           Nuovi MaterialiLLPI         713         9         3796         CAM YANAUUER OLE (D.210014065)         D         DET.927/09           NLI.PI         9007070030         2673         TMPFONE NAPOL REG 10X25 (D27.135 DROF. REINALE         D711           ALI.PI         9007003001         2673         TMPFONE NASALE MEDOCE (BX2X1,5)         (DC0.000040402N0)         DEI.97/09           ALI.PI         9007003002         266         SET TAMPFONE GAR2. MM 10         RX C F5. JDC0.1560430041A 12/6 20/20         D.972/09           ALI.PI         9006C0000017         3757         SUTURA SETA CO.000450402N0         D.972/09           S.LI.PI         9006C0000017         3757         SUTURA SETA CD. K384H         NON + °D         D           Nuovi Materiali.LI.PI         9006C0000017         3757         SUTURA SETA CD. K384H         NON + °D         D           Nuovi Materiali.LI.PI         9106C2000007         699         PROTESI PHFE DULEX MESH 0110242 JD18X24 CM + °D DEL5X8/00         DEL5X2/0	11	D.734/07	02022710 D.734/07	SIRST.20ML ECC.PENTAFERTE /DCOD. 002022710	612RL000700						K.LI.PI
Nuovi         MaterialiLLPI         713         9         3796         DREWAGGIO FLEXMMA APOL REG 10X25         (D27-135 10R0F, REIMALE         D716           ALL PI         900R/770208         499         SEE GARZA 7X9 16STR, RX CF.5         D510L9380709F0S5 1129         20/20 D.972/09           NLI PI         900R/003001         2673         TAMPONE MSALE MEROCEL 8X2X1,5         (DC00. 000040402N0         DE1 99/08           ALI PI         900R/003001         2673         SET TAMPONE MSALE MEROCEL 8X2X1,5         (DC00. 000040402N0         DE1 99/08           ALI PI         900R/003209         266         SET TAMPONE GARZA MM 10 EX CF.5 DOC1.057030010 1.12/12         D.972/09           ALI PI         900R/000209         20.6         SET TAMPONE GARZA MM 10 EX CF.5 DOC1.057030010 1.12/12         D.972/09           SLI .PI         900R/000017         3757         SUTURA SETA CD. K834H         NON + * * 0           Nuovi MaterialiLI.PI         900R/0000017         216         SUTURA STATI NOS-FLUQUE(1.470.6)           Nuovi MaterialiLI.PI         901RC209000         699         PROTESI FTFE DULEX MESH 0110242 201 00.24 (M -         DEL582/0	2	DET.34/09	J001 DET.34/09	GUAINA COPRITELECAM. 13,5X250 )DCOD.00001							D.LI.PI
A.LI.PI         90087770208         498         SET GARZA 7X9 16STR. RX CF.5         10C.104380709F08S 12/8 20/20 D.972/09           N.LI.PI         9008C003001         2673         TMPONE NKSALE MEROCEL 8X2X1,5         (DC.000.0000402N0         DEL 9/v08           A.LI.PI         9008C003002         2673         TMPONE NKSALE MEROCEL 8X2X1,5         (DC.000.0000402N0         DEL 9/v08           A.LI.PI         9008L000288         266         SET TMPONE GARZA MM.40         CFS CF.500C1.550430041A 12/8 20/20         D.972/09           A.LI.PI         9008L000290         266         SET TMPONE GARZA MM.40         CFS D.DC.00.         157030010 12/12/2         D.972/09           S.LI.PI         9008L000290         266         SET TAMP.6GRZA MM.10         RX CF.5         DOCD. 157030010 12/12/2         D.972/09           S.LI.PI         9008L000290         261         SUTURA SETA CO. K334H         NoN + °D         D           Nuovi MaterialLI.PI         9068C0010197         2618         SUTURA SETA CO.N *0*O(DEL 14/06)         DEL 582/0           Nuovi MaterialLI.PI         9108C209000         699         PROTESI PTFE DULEX MESH 0118242         D18X24 CM -         DEL 582/0	1	DET.927/09	DET.927/09	CANN.YANKAUER ORL CD.1218014065 )D DE	616RC000762						H.LI.PI
NLI PI         900RC003001         2673         TMPPONE NKSALE MEROCEL 0X2X1,5         (DCOD. 0800400402N0         DEL 99/08           ALL PI         900RL002388         206         SET TMPPONE G&R2A MH140         CPER CF.SJ0CD. 1550430041A         1/28 20/20         0.972/09           ALL PI         900RL002390         206         SET TMPPONE G&R2A MH140         CPER CF.SJ0CD. 1570430010         1.21/2         0.972/09           S.LI. PI         900RC000017         3757         SUTURA SETA CD. K834H         NON + °D         D           Nuowi Material.LI.PI         906RC0000017         3757         SUTURA SETA CD. K834H         NON + °D         D           Nuowi Material.LI.PI         910RC2070000         699         PROTESI PTFE DULEX MESH 0110242         D108X24 CM -         DEL 582/0	3 1	D718	35 IDROF. RENALE D718	,	713 9				4	ateriali.LI.F	Nuovi M
N.LI.PI         900R.C003001         2673         TMMPONE NKSALE MEROCEL 0X2X1,5         (DCOD. 0000400402N0         DEL 99/08           A.LI.PI         900R.L00238         20.6         SET TMMPONE GAR2A MM140         CFE CF.SJ0CD. 1550430041A         1.2/2         20/20         0.972/09           A.LI.PI         900R.L00290         20.6         SET TMMPONE GAR2A MM140         CFE SJ0CD. 157030010         11.2/12         0.972/09           S.LI.PI         900R.C000097         3757         SUTURA SETA CD. K834H         Non + * 0         0           Nuowi Material.LI.PI         906R.C001097         26/8         SUTURA SETA CD. K834H         Non + * 0         0           Nuowi Material.LI.PI         910RC209000         699         PROTESI PTFE DULEX MESH 0110242 J018X24 CM -         DEL 582/0	16	0/20 D.972/09	30709F05S 12/8 20/20 D.972/09	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F055 12/8 20/2	900R7770208						A.LI.PI
ALI.PI         900RL000290         206         SET TAMP, GARZA MM.10 RX. CF.5         jocod.         157030010 T12/12         D.972/09           S.LI.PI         906RC000017         3757         SUTURA SETA CD. K834H         NON + *0           Nuovi Materiali.LI.PI         906RC000099         2618         SUTURA SETA CD. K834H         NON + *0(DEL14/06)           Nuovi Materiali.LI.PI         910RC200000         699         PROTESI PTFE DULEX MESH 0118242 (DI 6X24 CM -         DEL582/0	4	DEL. 99/08	0800400402N0 DEL 99/08	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD. 0800400402N0	900RC003001						N.LI.PI
S.LI.Pl         906RC000017         3757         SUTURA SETA CD. K834H         NON +         °D           Nuovi         Materiali.LI.Pl         906RC001099         2618         SUTURA SINT.SFILQUIKC104/247NON +         °D(DEL14/06)           Nuovi         Materiali.LI.Pl         910RC209000         699         PROTESI PTFE DULEX MESH 0118242 (D16X24 CM -         DEL582/0		20/20 D.972/09	60430041A 12/8 20/20 D.972/09	SET TAMPONE GARZA MM.40 C/FB.CF.51DCD.1560430041A 12/8 20/2	900RL000288						A.LI.PI
S.LI.Pl         906RC000017         3757         SUTURA SETA CD. K834H         NON +         °D           Nuovi         Materiali.LI.Pl         906RC001099         2618         SUTURA SINT.SFILQUIKC104/247NON +         °D(DEL14/06)           Nuovi         Materiali.LI.Pl         910RC209000         699         PROTESI PTFE DULEX MESH 0118242 (D16X24 CM -         DEL582/0	4	2 D.972/09		SET TAMP. GARZA MM.10 RX CF.5 \DCOD. 157030010 T.12/12	900RL000290						A.U.PI
Nuovi Materiali.LI.PI         906RC001099         2618         SUTURA SINTSAFLQUIKC1046247N0N+°D(DEL14/86)           Nuovi Materiali.LI.PI         910RC2070000         699         PROTESI PTFE DULEX MESH 0110242 JD18X24 CM -         DEL582/0	2			SUTURA SETA CD. K834H NON + °D	906RC000017						
Nuovi Materiali.LI.PI 910RC209000 699 PROTESI PTFE DULEX MESH 0118242 )D18X24 CM - DEL582/0	1		14/06)	SUTURA SINT.SAFILQUIKCI 046247NON + °D(DEL.14/06)	906RC001099				1	ateriali.LI.F	Nuovi M
	9 1	DEL.582/09			910RC209000				4	ateriali.LI.F	Nuovi M
	· I	DEL.525/07			915R1000039						A.LI.PI
Nuovi Materiali.LI.P1 916RC060608 3757 TROCAR I5X100 CEL B/LESS B15LT (D	1			TROCAR ISXIOD CEL B/LESS BISLT (D	916RC060608				1	ateriali.LI.F	Nuovi M
	7 1	) DEL.183/07	INTE LAPAROSCOPIO DEL.183/07	``					4	ateriali.LI.F	Nuovi M

Fig 216 - Resource waste for unknown operation

To record the "Waste" use the procedures described in paragraphs 19.4 and 19.4.1.

# 19.6. Display all pickings

The **All** button on the command bar (Fig 217 **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.



Fig 217

To display the list of all pickings

click the All button on the command bar (Fig 217 A).

The following screen opens (Fig 218)

START DATE	02/11/2010	*	END DAT	E 18/11/2010	-					
STOCKROOM	BLO		- CABI	NETS GROUP GI		- CA	BINET ALL		•	RE
Position				Code	Producer	. Description			Used	Waste
🕨 L.LT.PI				601RC003012	154	CER.MED.CHIR. CM9X10CM COSM	DROE (DCOD. 900873	D.99/08	8	
S.LI.PI				906RC000220	3757	SUTURA PDS II CD. Z443E	\$D		4	
C.LI.PI				608R7790036	505	UROGARD SACCA URINA STER. 20	DOML (DCOD.UDBE3112P	'01 DEL 1033/08	1	
ALL.PI				900R7770208	498	SET GARZA 7X9 16STR. RX CF.5	)DC.ID43B0709F05S	12/8 20/20 D.972/09	61	
F.LI.PI				916RC209004	5896	CONTENT.CONTA AGHI CD.311814	67 (D	DEL 619/08	1	
F.LI.PI				616RC770013	154	SPUGNIX PULIZIA BISTURI CDIALA	0 (D		1	
C.LI.PI				916RS000310	1767	TAPPO LL X CATETERE VENOSO	(DCOD.380000988	800-VYGON DET.393/08	10	
ALL PI				900RL000290	206	SET TAMP. GARZA MM.10 RX CF	.5 )DCOD. 157030010	T.12/12 D.972/09	8	
S.LI.PI				601R1003016	154	NASTRO OMINISTRIP 12X100 6PZ.5	40685(D	D. 99/08	8	
S.LI.PI				906RC000017	3757	SUTURA SETA CD. K834H NO	IN + °D		5	
H.LI.PI				616RC000762	2698	CANN.YANKAUER ORL CD.1218014	065 )D	DET.927/09	4	
H.LI.PI				616RS000762	2452	CANN.YANKAUER STANDARD SP380	0 /DD.149/07		1	
U.LI.PI				61 6RCI 30900	5167	GLISSEN GEL COD. 400176	=DX_CATET.VESC./	'ENDOSC. DET.780/10	5	
G.LI.PI				616R2090011	5546	DREN.PIATTO MIS.4X10MM 24130	/D	D.510/07	2	
G.LI.PI				916R7805056	3308	DREN.SOFFIETTO DRG/500/A/UNI	/ /DS/DREN.E TROCA	R- 500ML - D.510/07	2	
K.LI.PI				612RL000029	748	SIR.LL.CC.S/AGO_3ML_PENTA_LATE	K /DCOD. 002022420 -	D.734/07	6	
K.LI.PI				612RL000302	748	SIR.LL.60ML PENTAFERTE 002022	970 /D	D.734/07		
ALL.PI				915R1000036	2618	INTERVENTI CISTOSCOPIA I N6071	/D	DEL 525/07	1	
K.LI.PI				612RL000701	748	SIRST.30ML ECC.PENTAFERTE	/DCOD. 002022810	D.734/07	1	
ALLI.PI				603RC229001	3757	COTONINI SOFT BSX10PZ. 80-14	07 )DCF:10PZX20BUSTE	=200PZ DET. 549/09	5	
S.LI.PI				906RC011367	5449	SUTURA SETA 0 75CM CD.41428	=DRESORBA	DEL.771/10	6	
D.LI.PI				915R7790070	754	TELO CHIR.CM 25X38 COD.2037	/D	DEL.750/07	1	
K.LI.PI				612R7820007	505	SIRSTER.IOML TERUMO LATEX FR	EE /D20/21/22 G CD.9	SI 0S2138 D.734/07	3	
A.LI.PI				915R1000037	2618	COPRICAVI (MATERIALE X UROLOG	IA) /D	DEL.525/07	1	
A.LIPI				915R1000013	2618	INTERVENTI SULLA SPALLA IN606	8 /D	DEL 525/07	1	
K.LI.PI				612RS000033	748	SIR.LL.CC.S/AGO TOML 002022620	I /DCONF.MULTIP.1000	) PZ D.734/07	10	
E.LI.PI				605RS000462	22	BISTURI N.I.I. STER. CD03443010	OTT )D	D.895/09	1	
F.LI.PI				908RC000321	2821	SACCHE X COLOSTOMIA COD. 128	08 )D	DET.240/09	1	
F.LI.PI				604R7805111	22	AGHI STER.23GXI 1/4 PIC INDOL	OR +D		1	
ALL.PI				915R1000044	3192	INTERVEN ATROFIA MASCAB935/C	V /DC/ PRELCRESTA I	LIACA DEL.525/07	1	
F.LI.PI				604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOL	OR +D		6	
1 2	3	4 5	6 7	8 9	0	. +,	- (	: NEXT	Г	

Fig 218 - Display all pickings

Use the "Start date" and "End date" filters (Fig 218 A) to select the relevant period of time. Only the resources picked in the period indicated are displayed. Use the other filters (Fig 218 B) to display the pickings relating to a specific stockroom, cabinets group or cabinet.

Use the procedures described in paragraphs 19.4 and 19.4.1.

# **20.** Operation kit setup procedure

The DIGISTAT<sup>®</sup> "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 219).

OPERATION S	ELECTION FOR KI	T SETUP						@	Below stock
PLANNED DATE		14/07/2010	•			MAIN OPERATION			
OPERATING BLOCK		Blocco Operator	io	-		OPERATING ROOM			•
HOSPITAL UNIT				•					
STOCKROOM		BLO		•					
Block	Room Patier	nt Name	Operation	_	_	H.U.	Planned Date	Status	
			-						
	$\neg$	VIEW A	ш 1	LABEL	DETAILS		SEARCH	VALIDATE	SELECT

Fig 219

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

The "Kit setup" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 20.1.1. Filters

~	OPERATING ROOM	V
-		
•		
-	•	$\frac{1}{2}$

Fig 220 - Filters on the "Kit setup" screen

The filters available on the "Kit setup" screen (Fig 220) 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 20.1.2) 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 7.4.2 for a general description of the filters in the "Stock Management" system.

#### 20.1.2. Data area

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

To display the list of operations,

- ➢ set the filters values (Fig 221 A).
- Click the **Search** button on the command bar (Fig 221 **B**).

The list of operations will be displayed, as a table, in the data area (Fig 221 C).

PLANNED DATE		14/07/2010	•	MAIN OPERATION			
OPERATING BLOCK		Blocco Operatorio	<b>*</b>	OPERATING ROOM			
HOSPITAL UNIT			•				
STOCKROOM		BLO	•				
Block	Room		Operation	H.U.	Planned Date	Status	
		STREAMWOOD CORB			14/07/2010	In preparation	
Blocco Operatorio			Colecistectomia laparoscopica		14/07/2010	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			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	
					0		
					B		

Fig 221 - 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<sup>®</sup> Smart Scheduler system. See the Smart Scheduler documentation for instructions on the operation lock/unlock procedures (see Fig 222 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<sup>®</sup> 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 222 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	
the Addie	x~2/_/	MINUPA MERCIACUE	Magenet Mark Mark Mark Mark Mark Mark Mark Mark	COMPROATE COL	1 10 m 10 m 10 m 10 m	and the open and and and and and and and and and an	$\sim$

**Fig 222** 

#### 20.1.3. Command bar

This paragraph explains the functionalities of the buttons on the command bar (Fig 223).



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 224).

0	RESERVE
0	PLANNED
	VIEW ALL
1.0	Fig 224

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<sup>®</sup> 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 20.8 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 20.1.2).

Use the **Validate** button to access the kit validation functionalities. See paragraph 20.2 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.

## 20.2. 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

	VALLEY STREAM E	ESANAINBRIANZA - (	olecistectomia laparoscopica - Planned Date: 14/07/2010 - Block: Blocco Operatorio	- Room:	
1	PRINCIPA	LE PER COLECISTE	TOMIA LAPAROSCOPICA		
	Code	Producer code	Description	<ul> <li>Planned Qty</li> </ul>	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	1	1 2
	916RC000512	2618	CARICATORE CLIP CHALLENGER (DCOD. PL579T DEL.930/08	1	1 2
	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873 D.99/08	1	1 2
	916RC209004	5896	CONTENT.CONTA AGHI CD.31181467 (D DEL 619/08	1	1 2
	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D DET.34/09	1	I 3
	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D DEL525/07	1	1 3
	916RC909001	905	PROLRUB.3VIE CM 25 COD.IN041632 (DDIAM.3X4,IMM DEL282/08	1	1 3
	916RC040303	3757	SACCHETTO RIMOZ.REPER.COD.POUCH (D DEL.930/08	1	1 3
	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 3
	916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG299101*)DX LAPARO 2 VIE - DEL 140/07+309/09	1	1 2
	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710 D.734/07	1	1 2
	616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL.40 (D	I	1 3
	915R1000001	5672	STRISCIA ADESIVA COD.258347 /D DEL.525/07	2	2 2
	906RC001453	3757	SUTURA VICRYL CD. V603H °D DEL 14/06	2	2 2
	906RC000401	5896	SUTURATRICE CUTANEA ROYAL 054887 )D35W DEL410/09	1	1 3
	915R1000003	5672	TELO ADES. CM.75X90 COD.252312 /D DEL.525/07	1	1 3
	915R1000002	5672	TELO CM.75X90 COD.250491 /D DEL525/07	I	1 3
ſ	CONVERSI	ONE PER COLECIS	ECTOMIA LAPAROSCOPICA Description	Planned Qty	Selected Qty
	▶ 605RS000468	22	BISTURI N.22 STER. CD03443010022 )D D. 895/09	1	1 2
	616RS000762	2452	CANN.YANKAUER STANDARD SP3800 /DD.149/07	1	1 2
	916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604 /DSPIRAL DRAIN D. 510/07	1	1 2
	616R7709154	2298	SIST.REDON 400ML CD.24732 =D DET.103/10	1	1 2
	906RC000303	5896	SUTURA POLYSORB CD. LL223 °DCALIBRO 2/0 DEL 14/06	1	1 2
	906RC000309	5896	SUTURA POLYSORB CD. LL224 °D DEL 14/06	1	1 2
	906RC000003	3757	SUTURA SETA CD. 680H °D DEL14/06	1	1 3
	906RC001010	5896	SUTURA SURGIPRO II CD.VP935X °DSINT.NON ASS.MON.POLIP. DEL 14/06	1	1 3
	906RC010451	3757	SUTURA VICRYL CD, V346H °D DEL 14/06		2, 3
	I 2	3 4	5 6 7 8 9 0 .	+/- C N	NEXT
	/		SEARCH	VALIDATE CON	NTINUE CL

Fig 225 - Kit validation screen

The screen displays on top the main operation data (patient name, operation, planned date and location - Fig 225 A).

All the resources that are part of the kit are listed on screen, divided in groups corresponding to subkits (Fig 225 A).

The name of every group is indicated on the top-left corner of each group (Fig 226).

Code	Producer code	Description			Planned Qty	Selected Qty	
▶ 605RS000468	22	BISTURI N.22 STER. CD03443010022	)D	D. 895/09		1	1
616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07		1	l I	3
916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604	/DSPIRAL DRAIN	D. 510/07	1	l I	3
616R7709154	2298	SIST.REDON 400ML CD.24732	=D	DET.103/10	1	1	3
906RC000303	5896	SUTURA POLYSORB CD. LL223	°DCALIBRO 2/0	DEL 14/06		1	3
906RC000309	5896	SUTURA POLYSORB CD. LL224	°D	DEL 14/06	1	I.	3
906RC000003	3757	SUTURA SETA CD. 680H	°D	DEL 14/06	1	1	3
906RC001010	5896	SUTURA SURGIPRO II CD.VP935X	°DSINT.NON ASS.MON.POLIP.	DEL.14/06	1	1	3
906RC010451	3757	SUTURA VICRYL CD. V346H	°D	DEL 14/06	2	2	3
906RC000458	3757	SUTURA VICRYL CD. V371H	°DCALIBRO USP I EP 4	DEL 14/06	3	3	3
609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -	DET.34/09	1	1	3

Fig 226 - 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 227).



#### Fig 227

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 20.2.1.

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 228 - the kit status is now "To be prepared validated");

INNED DATE		14/07/2010	<b>*</b>	MAIN OPERATION			
ERATING BLOCK		Blocco Operatorio	*	OPERATING ROOM			
SPITAL UNIT			•				
CKROOM		BLO	•				
Block	Room	Patient Name	Operation	H.U.	Planned Date	Status	
		STREAMWOOD CORB			ER 14/07/2010	In preparation	
Blocco Operatorio			Colecistectomia laparoscopica		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		0
Blocco Operatorio		TAMARAC PESCHIERA		UROLOGIA	14/07/2010	To be prepared validated	
Blocco Operatorio Blocco Operatorio		TAMARAC REGGIOCAL UPLAND BOVOLONE	VARICOCELE-LEGATURA INGUINALE	UROLOGIA	PL 14/07/2010 08.00 14/07/2010 10.05		

Fig 228 - 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 20.3

#### 20.2.1. 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.

#### 20.2.1.1. 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 *icon* 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 229). That is an "Undo" button. Click it to bring back the resource to the original quantity.

▶ 616RC770013	▶ 616RC770013 154 SPUGN.X PULIZIA BISTURI CD.AL.40 (D					
		Fig 229 - Quantity has been changed				

#### 20.2.1.2. 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 230.* 

Fig 230 - Deleted resource

¢

#### 20.2.1.3. 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 RESOU	RCE - BLO							Below stock
Description								
Code		Lot		Seria	1			
Producer code		Category						
Position		Code	Producer code	Resource			Ca	tegory
	KEYBOARD		search NAME	POSITION	LABEL	SEARCH	SELECT	CLOSE
	nero orado				and the fit		1122.01	

Fig 231 - Search screen

Search for the wanted resource using the functionalities described in paragraph 28.

The resource will be added to the list (Fig 232). The planned quantity is 0. The new required quantity (editable) is 1.

604R7811113	22	AGO SPINALE 22G PIC	/DCOD. 03440364000	D.734/07	0	I.	× 5
			Fig 232 - Res	source added			

# 20.3. 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 233.

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 BESANAI	NBRIANZA - Colecistectomia la	paroscorea - P	lanned Date: 14/07/2010 - Block: Blocco Operatorio - Room	
Print date 1	3/07/2010 12 40			
Contraction of the second sec second second sec	PER COLECISTECTOMIA LAP	AROSCOPICA		
_				
BLO.G1.A.L1.P1	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X	1
BLO.G1.A.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
Chanu <sup>me</sup> Stock Management - Copyright © 2009 by	UMS arl - http://www.unitedma.it		Page	10.0
			0	

Fig 233 - Kit creation (example)

The resources are ordered by group. At the beginning a header (indicated in Fig 233 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 233 C.

The area indicated in Fig 233 **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 234).



Use the **Print** button (Fig 233 **D**) on the command bar to print the document. The system's print functionalities are described in paragraph 6.8.1.

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.

# 20.4. Kit creation for an operation

The "Kit creation" screen (Fig 235) can be used to record the actual picking of the kit resources and to verify their quantities.

		AN OPERATI Ainbrianza -		paroscopica - Plannec	Date: 14/07/2010	- Block: Blocco Ope	eratorio - Room:		•	Below stoc
Kit	Position	Code	Producer code			· · ·			Selected Qty Qt	y
		_								
	2	3 4	5 6	7 8	9 0		+/-	C	NEXT	_
		$\nabla$	SEARCH	VIEW ALL	LOCK SCAN	START SCAN	IMPORT			CLOSE

Fig 235 - 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 20.6.2).

!

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.

# 20.5. Kit creation screen description

The screen shown in Fig 235 is formed of three main areas:

- the header;
- the data area;
- the command bar.

These areas are described in the following paragraphs.

#### 20.5.1. Header

The header displays the data of the operation for which the kit is being prepared.

KIT (	KIT CREATION FOR AN OPERATION											
	🚛 🖉 🐨 🚛 🖬 🚛 🚛 👘 Colecistectomia Iaparoscopica - Planned Date: 14/07/2010 - Block: Blocco Operatorio - Room:											
Kit	t I	Position	Code	Producer code	Description							
m		1~1~5~1	~	sector and	len and a de a general de grad a de a ferre de a ferre de a de de a ferre de a de a de a de a de de a de a ange							

Fig 236 - Header

These data are:

- the patient name;
- the operation;
- the operation planned date and time;
- the planned block and room.

#### 20.5.2. 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 237 A).

-				OPERATION									<b>B</b>	elov
	10 DQ			- Coleci	stector	nia laparos	scopica - Planned	Date: 14/07/2010 - Block:	Blocco Ope	eratorio - Room:				
	Kit			Position	Cod	le	Producer code	Description				Selected Qty	Qty	
				BLO.GI.A.LI.PI		R1000006	5672	INTERVENTI DI LAPAROSCOPIA	/D		EL525/07	1	1	
				BLO.GI.A.LI.PI		RC000467	498	SET GARZA IOX60 8STRATI RX C				1	- T	
				BLO.GI.A.LI.PI		R1000003	5672	TELO ADES. CM.75X90 COD.2523			DEL.525/07	I.	1	
				BLO.GI.K.LI.PI		RL000700	748	SIR.ST.20ML ECC.PENTAFERTE	/DCOD. 00		D.734/07	I	- T	
	PRINCIPALE	PER CO	LECI	BLO.GI.H.LI.PI	605	RS000462	22	BISTURI N.II STER. CD034430100	II)D		D.895/09	1	1	
t														
		2	3		5	6	7 8	9 0		+/-	ſ	NEXT		
	1	2	3	4	5 SEAR	6	7 8 VIEW ALL	9 0 Lock scan star	T SCAN	+/- IMPORT	C	NEXT		UF

Fig 237 - Recorded resources

The list "grows" as the resources are entered (either manually or by barcode scan). Each row corresponds to a resource (Fig 238).

	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 238 - Resource											

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 239).

PRINCIPALE PER COLEC	605RS000462	22	BISTURI N.II STER. CD03443010011 )D	D.895/09	I	1	
			<b>Fig 239</b>				

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 240).

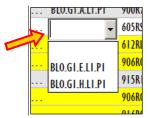


Fig 240 - Information selection

Numeric values can be inserted using either the numeric keyboard on the command bar or the workstation keyboard.

#### 20.5.3. The command bar

The command bar (Fig 241) 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

Fig 241 - 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
			Fig 24	2 - Nun	neric bu	ittons			

Use the numeric buttons (Fig 242) to indicate the quantities. Click one of the numbers to write the number in the "Quantity" field.

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.

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 28). Click this button to open the screen shown in Fig 244.

Use the **View All** button to display the complete list of resources needed for the selected kit. See paragraph 20.6.6 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 20.6.3 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 20.6.5 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.

## **20.6.** 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.

#### 20.6.1. Manual procedure

To manually record the resource picking

click the Search button on the command bar (Fig 243).

I	2	3	4	5	6	3
/	7	7	7 (	SEA	RCH	$\mathbf{b}$
_		Fi	ig 243			

the search screen opens (Fig 244). The screen is described in paragraph 28.

SEARCH RESOURCE - BLO						Below stock
Description						
Code	Lot		Serial			
Producer code	Category					
Position	Code	Producer code	Resource		Cat	tegory
KEYBOAR	D	SEARCH FOR: NAME PO	SITION LABEL	SEARCH	SELECT	CLOSE
		244 - Search				

- Search the wanted resource using the functionalities described in paragraph 28.
- > 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 245 **A**).

KIT CREATION FOR AN				D					Below stock
Kit	Position	Code 900RC000467	Producer code 498	Description	- Block: Blocco Upo		972/09		
					,,				
					_				
I 2 3	4 5		7 8	9 0		+/-	C	NEXT	
	✓ :	SEARCH	VIEW ALL	LOCK SCAN	START SCAN	IMPORT		CANCEL	UPDATE

- Specify the resource quantity in the "Quantity" field (Fig 245 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.

#### 20.6.2. 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 245),

 $\blacktriangleright$  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.

#### 20.6.3. Lock scan

The **Lock Scan** button on the command bar (Fig 246) 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		/	SEA	RCH	VIEW	ALL	LOCK	SCAN	START SCAN	IMPORT			CLOSE
	Fig 246 - C									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 247).

This workstation has been locked by the user 🔊									
Re-enter password to unlock window and finish the scan of barcodes	KE CONT	RD NUE							
	Advanced o	ptions 퐞							



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

After barcodes reading,

- ▶ insert your password in the field indicated in Fig 247 A.
- Click the Continue button (Fig 247 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 248).

Q	W	E		R		T		Y		U		I		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		,		:		?			Enter	I	2	3
La	ck														+		-		=		Del	0		
																							CLOSE	

Fig 248 - Virtual keyboard

#### 20.6.3.1. 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 249).

This workstation has been locked by the	user ADMIN	
Re-enter password to unlock window and finish the scan of barcodes		KEYBOARD CONTINUE dvanced options
F	Tig 249	

The window changes in the following way (Fig 250).

This workstation has been locked by the u	ser ADMIN
Re-enter password to unlock window and finish the scan of barcodes	KEYBOARD
	CONTINUE
Enter username and password of user with Username Password	Advanced options <b>A</b> permission to unlock forcibly the workstation
	UNLOCK

Fig 250 - Advanced options

- ▶ Insert the username of the new user in the "Username" field (Fig 250 A).
- ▶ Insert the password of the new user in the "Password" field (Fig 250 B).
- Click the Unlock button (Fig 250 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.

#### 20.6.4. Start scan

The Start Scan button on the command bar (Fig 251) 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	/	/	SEA	RCH	VIEW	ALL	LOCK	SCAN	START SCAN	IMPORT			CLOSE
	Fig 251 Command bar													

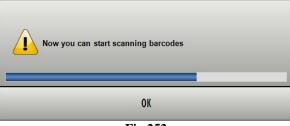
Fig 251 - Command bar

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 (Fig 252).





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,

 $\blacktriangleright$  log in again (see paragraph 6.5 for the log in procedure).



icon on the lateral bar to access the "Kit creation" screen again. Click the

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 253).

KIT CREATION FOR AN OPERATION - Press STOP SCAN to import scanned products

Fig 253

#### 20.6.5. Import

The **Import** button on the command bar (Fig 254) makes it possible to import into the system the data read with a wireless barcode reader having internal memory.

ļ	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
1	7	1	/	SEA	RCH	VIEW	ALL	LOCK	SCAN	START SCAN	IMPORT	)		CLOSE
	Fig 254 - 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 appear, informing the user on the import procedure state.

DOWNLOADING BARCODES FROM WIRELESS READER	
Connecting to barcode reader.	
Fig 255	
DOWNLOADING BARCODES FROM WIRELESS READER	
Connecting on Serial Port 1	

Fig 256

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

#### 20.6.6. The "View all" option

The View All button on the command bar displays the complete list of resources needed for the selected operation (Fig 257).

Code           91585000786         9066C01453           9066C01453         6168C770013           91581000002         9058100002           9008C00467         91581000001           91581000001         91581000001           91581000001         91581000001           91581000001         9168C00001           9168C000001         9168C000001           9168C000001         9168C000001           9168C000001         9168C000001           9168C000001         9168C000001           9168C000001         9168C000001           9068C000001         9168C000002           9068C000001         9168C000002           9068C000001         9168C000002           9068C000001         9168C000002           9068C000001         9168C000001	Producer code 5672 3757 154 5672 5672 5672 5672 905 3757 498 905 3757 498 905 3757 498 2618 154 5996 222 493 5996	GUAINA COPRITELEC 13225 SUTURA VICN'L CD. V60H SPUGNX PULZIA BISTURI C INTERVENTI DI LAPAROSCOF TELO CH.75X90 COD.25046 SET GARZA 10X60 83TRATI STRISCIA ADESINA COD.258 TELO ADES. CH.75X90 COD PROLUBU.3VIE CH. 25 COD SACCHETO RIMOZ.REPER.CO "***EE GARZA 10X70 IGSTR. SIR ST.20HL ECC.PENTAFER SET LAV.AFPSOCHED SO. CEMPED.CHR. CH9X10CH CONTENT.CONTA.AGHL COJ BISTUNI N.11 STER. CD34 SET GARZA 10X1 IGSTR.S. SUTURATICE CUTANEA RON	PD AL40 (0 DAL40 (0 KA (7D) KA (75.5)0102301029F(4 47 /0 252312 /0 UN041532 (000411.534,1F D.POUCH (0 KA (75.5)0C.104380 E /0CO0.002022 E /0CO0.002022 E (0CO0.01245) COC0.002021 E (0CO0.01245) COC0.00001 E (0CO0.01245) COC0.01245 E (0CO0.01245) E	DEL525/07 DEL525/07 H1 DEL282/08 DEL930/08 DE930/08 D109F055 12/8 20/20 D.972/09 710 D.734/07 IVE - DEL140/07 + 309/09 T1 DEL4970/08 DEL 619/08 DEL 619/08 DEL 6395/09 8 32/40 DEL972/09	Selected Qty	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
6168C770013 91581000002 9008C000467 91581000002 9168C000003 9168C040001 9168C040001 9168C040001 9168C00010 9168C00010 9168C00012 9168C00012 9168C000012 9168C000012 9168C0000402 9008C000401 91682090002	154 5672 5672 5672 5672 5672 5672 5672 5672	SPUGNX PULIZIA BISTURI CI INTERVENTI DI LAPROSCOLI TELIO CH. 75X90 COD.25049 SET GARZA IOX60 BSTRATI STRISCIA ADESNA COD.258 PROLRUB.3VIE CH 25 COD SACCHETTO RINCA REPRECCA "***SET GARZA TX9 IGSTR. SIG LAV.ASP.SOCOMZ BEST. CARICATOR CUP CHALLENC CERITED.CHIR. CH9X10CH CONTENTI ALTI STER. CD34 SET GARZA 1001 IGSTR.S. SUTURATIRCE CUTANEA ROI	D.A.L.40 (D A /D A /D A /D A /D A /D A /D A /D A /	DEL.525/07 DEL.525/07 DEL.525/07 DEL.525/07 DEL.525/07 141 DEL.282/08 1709F055 12/8 20/20 D.972/09 170 D.734/07 170 D.734/07 171 DEL.40/071409/09 171 DEL.40/071409/08 173 D.99/08 DEL.61/08 DEL.61/08 DEL.61/08		0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
91581000006 91581000002 91581000001 91581000001 91581000001 9168C090001 9168C090001 9168C090001 9168C00012 9168C00012 9168C00012 9168C000042 90087505269 9068C000401 91682090002	5672 5672 498 5672 905 3757 498 748 748 5094 2094 2094 2094 2094 2094 2094 2094 2	INTERVENTI DI LAPAROSCOI TELIO CH.75X90 COD.25049 SET GARZA 10X60 85TRATI STRISCIA ADESINA COD.2583 TELIO ADESI, CH.75X90 COD PROLAUSJWE CH. 25 COD SACCHETIO RIHOZARPER.CO "***SET GARA 7X0 IASTR. SIR ST.2011 ECC.PENTAFER SET LAV, JAPS/SOCVIED SO. CARAICADEE CLIP CHALLEN CERVIED.CHR. CH9X10CH CONTENTLOHTA. AGHI CO.3 BISTURI N.11 STER. CO34 SET GARA 10X1 IASTR.S. SUTURATRICE CUTANEA RON	A         /D           I         /D           K         (F.5) j0102301020F(           AT         /D           253312         /D           IN041632         (DDUA1344,11           POUCH         (D           POUCH         (D           POUCH         (D           E         /DCL00.002022           F6         (DC00.002023)           S05H060E         (PC00.00001)           1181467         (D           9010011         )D           IL0         CF.5/DCD.23481	DEL.525/07           DSS P.X 3(10020) 0.972/09           DEL.525/07           DEL.525/07           DEL.282/08           DEL.282/08           DEL.93/08           1709 F055 1/28 20/20 0.977/09           710 D.734/07           18 VE - DEL.140/07+309/09           71 DEL.93/08           873 D.99/08           DEL.40/09           DEL.40/07		
91581000002 9008C000467 91581000001 91581000003 9168C040003 90087770208 6128L000700 9168C003012 6018C003012 6186C003012 9168C003012 9168C209004 60585000462 90087305269	5672 498 5672 5672 905 3757 905 3757 905 3757 905 248 5094 2618 5094 2618 5094 2618 5896 22 2493 5896	TELO CH.75X90 COD.25049 SET GARA IOX60 83TAIT STRISCIA ADESINA COD.258 TELO ADES. CH.75X90 COD PROLRUB.3VIE CH.25 COD SACCHETTO RINOZ.REPER.CO "***ET GARA IOX720 IOSTRA SET LAV/AFPSOCOMED SO CARICATORE CLIP CHALLENG CONTENT.CONTA ACHI CO.3 BISTUM N.11 STER. COD43 SET GARA? IOX10 IOSTRA. SUTURATIRCE CUTANEA RON	/D           XX         CF.3 (0023) 0020FL           XX         CF.3 (0024) 0020FL           252312         /D           DEVUCH         D           DPUCH         D           DPUCH         D           COLOBASO         COLOBASO           KC F5.0         DCOLOBASO           SOSHOBE         (DCOD. 00202           SOSHOBE         (DCOD. 00202 </td <td>DEL.525/07           DSS P.X 3(10020) 0.972/09           DEL.525/07           DEL.525/07           DEL.282/08           DEL.282/08           DEL.93/08           1709 F055 1/28 20/20 0.977/09           710 D.734/07           18 VE - DEL.140/07+309/09           71 DEL.93/08           873 D.99/08           DEL.40/09           DEL.40/07</td> <td></td> <td></td>	DEL.525/07           DSS P.X 3(10020) 0.972/09           DEL.525/07           DEL.525/07           DEL.282/08           DEL.282/08           DEL.93/08           1709 F055 1/28 20/20 0.977/09           710 D.734/07           18 VE - DEL.140/07+309/09           71 DEL.93/08           873 D.99/08           DEL.40/09           DEL.40/07		
900RC000467 915R1000001 915R1000003 916RC040303 900R7770208 612RL000700 916RC003012 916RC003012 916RC003012 916RC003012 916RC003012 916R209004 605RS000462 900RC300461 916R2090002	498 5672 5672 905 3757 498 748 2618 2618 154 5896 22 248 25896 23 2493 25896	SET GARZA 10X60 83TAATI STRUCIA ADESINA COD 2538 TELO ADESI. CH. 35X90 COD PMCLNUB.39VIE CH. 25 COD SACCHETTO RINOZAFEPEC. STRUT.2011 ECC PHINAFERI SET LAW. JARF SOCOMED SO. CARICATORE CLIP CHAILENI CONTENT.CONTA AGHI CD.3 BISTURIN. 11 STRE. CD1441 SUTURATINCE CUTANEA ROM	RX         CF.5         JDID23D1020FL           Z52312         /D         JDID23D1020FL           Z52312         /D         JDID101120FL           DF0UCH         (D         IDUCH           D.POUCH         (D         JDID103D120FL           D.POUCH         (D         IDUCH         IDU010300           E         //DCO0.00220E         JDID103D20FL         JDID103D20FL           ER         (DCO0.PLS79)         OCO0.900E         IB1040F         (D           JB10011         (D         JD10011         JD         IU0         FLS102D23481         12/	555 P.X. 3(10X20) D.972/09           DEL.525/07           DEL.525/07           HI         DEL.82/08           109F055 12/8 20/20 D.972/09           1709 D.734/07           VIE - DEL.140/07-309/09           171         DEL.93/08           173         D.9.9/08           173         D.9.9/08           DEL.61/07         D.99/08           205/09         DEL.61/07           18 32/40         DEL.97/09		
91581000001 91581000003 9168C09001 9168C09001 9168C09001 9168C003010 9168C003010 9168C003010 9168C003012 9168C003012 9168C0003012 9168C000012 9168209004	5672 5672 905 3757 490 748 748 2618 2618 2618 2618 2618 2618 2618 261	STRISCIA ADESINA COD.258 TELO ADES. CH.75X90 COD. PROLRUB.3VIE CH. 25 COL SACCHETTO RINOLAREPER.CO. SIR.ST.2011. ECC.PENITAERIS SET LAV.ASP.SOCOMED S.O. CARICATORE CLIP CHALLENE CERITED.CHIR. CH9X10CH CONTENTI. OLI SATE.S. SUTURATIRCE CUTANEA ROI	47 /D 252312 /D D-POUCH (D NK (C5.) DOL(D4308) KK (C5.) DOL(D4308)	DEL525/07 DEL525/07 H1 DEL282/08 DEL930/08 DE930/08 D109F055 12/8 20/20 D.972/09 710 D.734/07 IVE - DEL140/07 + 309/09 T1 DEL4970/08 DEL 619/08 DEL 619/08 DEL 6395/09 8 32/40 DEL972/09	2 1 1 2 1 1 1 1 1 1 1 1 1 1	
91581000003 9168C090001 9168C040303 9008770208 6128L000700 9168C003012 9168C000512 9168C0000512 9168C209004 6058S000462 90087505269 9068C000401 91682090002	5672 905 3757 498 5094 2618 154 5896 22 22 493 5896	TELO ADES. CH.75X90 COD PROLOUB.3VIE CH.25 COD SACCHETTO RIMOZ REPER.CO ""SEE GRAR X00 ISTR. SIR.51.2011. ECC.PENTAFERR SET LAV./APF.30C0VIED SO. CADACATORE CLUP CHALLEN CERMED.CHR. CH9X10CM CONTENT.CONTA.AGHI CO.3 BISTUNI N.11 STER. CD34 SET GARAR 1001 ISTRS. SUTURATRICE CUTANEA RON	252312 /D IN041632 (DDIAH.3X4, IP D.POUCH (D RX CF.5 )DC1D43800 6 /DC0D.002022 KG299101*)DX LAPARO 2 ER (DC0D. PL579 COSHOROE (DC0D.9008 I181467 (D 3010011 )D ILO CF.5)DCD.23481 12/	DEL.525/07 111 OEL.282/08 DEL.282/08 DEL.282/08 DEL.282/07 1709 D.734/07 170 D.734/07 170 D.734/07 170 D.749/09 170 D.249/08 DEL.419/08 DEL.419/08 DEL.959/09 18 32/40 DEL.972/09		0 0 0 0 0 0 0 0 0 0 0 0 0
9168C909001 9168C040303 90087770208 6128L00700 9168C003010 9168C003012 9168C005012 9168C209004 60585000462 90087305269 9068C00401 91682090002	905 3757 498 748 5094 2618 154 5896 22 22 493 5896	PROLRUBJVIE CH 25 COU SACCHETTO RINOZREPER.CO SIRCIJONI ECC.PENTAFERR SIRCIJONI ECC.PENTAFERR SIRCIJONI ECC.PENTAFERR SET LAV.AFSOOMED 5.0 CARICATORE CLIP CHALLEN CER.HED.CHIR. CM9XIOCM CONTENT.CONTA AGHI CD 3. BISTURI N.II STER. SUTURATRICE CUTANEA ROM	IN041632 (DDIAH.3X4,1H D.POUCH (D RX CF.5 )DC.ID43800 E /DC0D.002022 ER (DC0D.002022 ER (DC0D.PL579 COSMOROE (DC0D.9008 1181467 (D 3010011 )D ILO CF.5)DCD.23481 12/	DEL.282/08           DEL.930/08           0709455         12/8 20/20 D 972/09           7/10         D.734/07           YWE         DEL.140/07 - 309/09           YT         DEL.930/08           373         D.99/08           DEL.61/08         0.959/09           DEL.61/08         0.959/09           Y8         32/40         DEL.97/09	               	
9166C040303 90087770208 6128L000700 9166C000512 6016C000512 9166C209004 6058C000402 90087505269 9066C000401 91682090002	3757 498 748 5094 2618 154 5896 22 22 493 5896	SACCHETTO NINOZ REPER.CC ****SET GARZA TX9 16STR SIR SIZOIL ECCPENTAFERT SET LAV/ASPSOCOMED S.OC CARCATORE CLIP CHALLENG CER/MED.CHIR. CM9X10CM CONTENT.CONTA CHIP CO BISTURI N.I I STER. CD344 SET GARZA 1001 16STR.S. SUTURATRICE CUTANEA ROM	D.POUCH (D RX CF.5 )DC.ID43B0 E /DC0D_002022 GG299101*)DX LAPARO 2 ER (DC0D_PL579 COSMOROE (DC0D_9008 181467 (D 3010011 )D ILO CF.5JDCD.23481 12/	DEL.930/08 1709F0SS 12/8 20/20 D.973/09 1710 D.734/07 171 DEL.950/08 173 DEL.950/08 273 D.99/08 DEL.619/08 2855/09 18 32/40 DEL.972/09		0 0 0 0 0 0 0 0 0 0 0 0
90087770208 6128L000700 9168C003010 9168C00312 9168C03012 9168C209004 6058S000402 90087505269 9068C000401 91682090002	498 748 5094 2618 154 5896 22 493 5896	***SET GARZA 7X9 165TR. SIR.ST.2011 ECC.PENTAFERT SET LAV.JAFS.SOCONED S.O. CARICADRE CLIP CHAILEN CER.NED.CHIR. CH9X10CH CONTENT.CONTA AGHI CD.3 BISTURI N.11 STER. CD034 SET GARZA 10X10 165TR.S. SUTURATRICE CUTANEA ROM	RX CF.5         )DCID4380           E         /DC0D.002022           KG299101*)DX LAPARO 2         2           ER         (DC0D.PL579           COSHOROE         (DC0D. 9008           1181467         (D           3010011         )D           ILO CF.5JDCD.23481         12/	1709F055 12/8 20/20 D.972/09 1710 D.734/07 1716 DEL140/07+309/09 17 DEL930/08 173 D.99/08 DEL 619/08 0.895/09 18 32/40 DEL972/09		0 0 0 0 0 0 0 0
61281.000700 9166.C003010 9166.C003012 6018.C003012 9168.C209004 60585000462 90087505269 9068.C000401 9168.2090002	748 5094 2618 154 5896 22 493 5896	SIR.ST.20HL ECC.PENTAFERT SET LAV./ASP.SOCOMED S.O. CARICATORE CLIP CHALLEN CER.HED.CHIR. CH9X10CH CONTENT.CONTA AGHI CD.3 BBTURI N.I STER. CD034 SET GARZA 10X10 16STR.S. SUTURATRICE CUTANEA ROY	E /DCOD. 002022 IG299101*)DX LAPARO 2 ER (DCOD. PL579 :OSHOROE (DCOD. 9008 1181467 (D 3010011 )D ILO CF.5)DCD.23481 12/	1710         D.734/07           12 VE         DEL140/07+309/09           17         DEL930/08           1873         D.99/08           DEL 61/08         DEL 61/08           0.885/09         D.895/09           18 32/40         DEL972/09		0 0 0 0 0 0 0
916RC003010 916RC000512 601RC003012 916RC209004 605RS000462 900R7505269 906RC000401 916R2090002	5094 2618 154 5896 22 493 5896	SET LAV./ASP.SOCOHED S.O. CARICATORE CLIP CHALLEN CER.HED.CHIR. CH9X10CM CONTENT.CONTA AGHI CD.3 BISTURI N.11 STER. CD034 SET GARZA 10X10 16STR.S. SUTURATRICE CUTANEA ROY	4G299101*)DX LAPARO 2 ER (DCOD. PL579 :OSMOROE (DCOD. 9008 1181467 (D 3010011 )D ILO CF.5)DCD.23481 12/	2 VIE - DEL140/07+309/09 DT DEL930/08 373 D.99/08 DEL 619/08 D.895/09 78 32/40 DEL972/09		0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
916RC000512 601RC003012 916RC209004 605RS000462 900R7505269 906RC000401 916R2090002	2618 154 5896 22 493 5896	CARICATORE CLIP CHALLEN CER.MED.CHIR. CM9X10CM CONTENT.CONTA AGHI CD.3 BISTURI N.11 STER. CD034 SET GARZA 10X10 16STRS. SUTURATRICE CUTANEA ROX	ER (DCOD. PL579 Cosmoroe (dcod. 9008 1181467 (d 3010011 )d 1LO CF.5)dCD.23481 12/	DEL930/08           873         D.99/08           DEL 619/08         D.895/09           78 32/40         DEL972/09	       	0 0 0 0 0
601RC003012 916RC209004 605RS000462 900R7505269 906RC000401 916R2090002	154 5896 22 493 5896	CER.MED.CHIR. CM9X10CM CONTENT.CONTA AGHI CD.3 BISTURI N.11 STER. CD034 SET GARZA 10X10 16STR.S. SUTURATRICE CUTANEA ROY	COSHOROE (DCOD. 9008 1181467 (D 3010011)D ILO CF.5)DCD.23481 12/	873 D.99/08 DEL 619/08 D.895/09 /8 32/40 DEL972/09		0 0 0 0 0 0
916RC209004 605RS000462 900R7505269 906RC000401 916R2090002	5896 22 493 5896	CONTENT.CONTA AGHI CD.3 BISTURI N.11 STER. CD034 SET GARZA 10X10 16STR.S. SUTURATRICE CUTANEA ROY	181467 (D 3010011-)D 1LO-CF.5)DCD.23481-12/	DEL 619/08 D.895/09 /8 32/40 DEL972/09	l l	0 0 0 0
605R5000462 900R7505269 906RC000401 916R2090002	22 493 5896	BISTURI N.II STER. CD034 SET GARZA IOXIO I6STR.S. SUTURATRICE CUTANEA ROY	3010011_)D 1LO_CF.5)DCD.23481_12/	D.895/09 /8 32/40 DEL.972/09	l. I	0
900R7505269 906RC000401 916R2090002	493 5896	SET GARZA IOXIO I6STR.S. Suturatrice cutanea roy	ILO CF.5)DCD.23481 12/	/8 32/40 DEL.972/09	-	0
906RC000401 916R2090002	5896	SUTURATRICE CUTANEA ROY	,		2	
916R2090002			AL 054887 )D35W			
	5546	DEFINICCIO CIUC CIU LO CE		DEL410/09	<u> </u>	0
906RC010451		DRENAGGIO SILIC.CH 19 CE	.24604 /DSPIRAL DRAI	N D. 510/07		0
	3757	SUTURA VICRYL CD. V346H	°D	DEL 14/06	2	0
906RC000309	5896	SUTURA POLYSORB CD. LL2	24 °D	DEL 14/06	l I	0
906RC001010	5896	SUTURA SURGIPRO II CD.VF	935X °DSINT.NON A	SS.MON.POLIP. DEL 14/06		0
616RS000762	2452	CANN.YANKAUER STANDARD	SP3800 /DD.149/07		I	0
609RC505976	3308	TUBO CONNESS.F/F COD.AS	PY710300 )DMM 7X10 L	LUNGH.MT.3 - DET.34/09		0
616R7709154	2298	SIST.REDON 400ML CD.2473		DET.103/10	<u> </u>	0
906RC000303	5896	SUTURA POLYSORB CD. LL2	3 °DCALIBRO 2	1/0 DEL 14/06		0
906RC000003	3757	SUTURA SETA CD. 680H	°D	DEL14/06		0
906RC000458	3757	SUTURA VICRYL CD. V371H	°DCALIBRO U	SPIEP4 DEL 14/06	3	0
605RS000468	22	BISTURI N.22 STER. CD034	3010022 )D	D. 895/09		0
5 6	7 8	9 0		+/- C	NEXT	
4	609RC505976 616R7709154 906RC000033 906RC000033 906RC000458 605R5000468	6098c505976         3308           616871709154         2298           9068c000033         5896           9068c000458         3157           9088c000458         3157           60585000468         22           4         5         6         7         8	609RC505976 3308 TUBO CONNESS.F/F COD.AS 616R709154 2298 SIST.REDON 400HL CD.2473 906RC600033 5896 SUTURA POLYSORB CD.122 906RC600043 3757 SUTURA STEA CD. 680H 906RC600458 3757 SUTURA VICR1. CD. V371H 605R5000468 22 BISTURI N.22 STER. CD0344	6098C505976         3308         TUBO CONNESS.F/F COD.ASPY710300 (DMH 7X10 61687709154         2298         SIST.REDON 400HL (D.24732         =0           906RC000030         5896         SUTURA POLYSOR CD. L1223         *0CALIBO 0           906RC000003         3757         SUTURA POLYSOR CD. L1223         *0CALIBO 0           906RC0000458         3757         SUTURA VICKYL CD. V371H         *0CALIBO 0           605R5000468         22         BISTURI N.22 STER. CD03443010022 (D           4         5         6         7         8         9         0         .	6098C505976         3308         TUBO CONNESS.F/F. COD ASPY170300         JOHIT 7X10 LUNCH.HT.3         DET.34/09           616872709154         2298         SIST.REDOM 400HL CD.24732         =D         DET.103/10           90466000303         5896         SUTURA POLYSORE CD. L1223         *DCALIBRO 2/0         DEL.14/06           9046C000033         3157         SUTURA VICKIN. CD. 1371H         *D         DEL.14/06           9046C000458         3157         SUTURA VICKIN. CD. 1371H         *DCLUBRO USP 1         EP.4         DEL.14/06           6055K5000468         22         BISTURI N.22 STER. CD0343010022 JD         D         D.895/09	6098c505976         3308         TUBO CONNESS.F/F COD ASPT710300         JDHN 7X10         LINGH.NT.3         DET.34/09         I           616X7709154         2298         SISTEREON MONIL (D.24732         =D         DET.163/10         I           906RC000033         5896         SUTURA POLYSOR (D. L1223         "DCALIBRO 2/0         DEL.163/10         I           906RC000033         5896         SUTURA POLYSOR (D. L1223         "DCALIBRO 2/0         DEL.14/06         I           906RC000033         3757         SUTURA SETA (D. 680H         "D         DEL.14/06         I           906RC000458         3157         SUTURA VKENT (D. 1971H         "DCALIBRO USP I EP 4         DEL.14/06         3           605RS000468         22         BISTURI N.22 STER. CD03443010022 JD         D. 895/09         I           4         5         6         7         8         9         0          +/-         C         NEXT

Fig 257 - 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.

#### 20.6.7. 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 258 A for an example.

Kit	Position	Code	Producer code	Description			Sele	Qty
PRINCIPALE PER COLECI		915RS000786	5672	GUAINA COPRITELEC.13X250 21	351103)D	DET.34/09	X	0
PRINCIPALE PER COLECI		906RC001453	3757	SUTURA VICRYL CD. V603H	°D	DEL.14/06	( <sup>2</sup> )	0
PRINCIPALE PER COLECI		616RC770013	154	SPUGN.X PULIZIA BISTURI CD.AL	L40 (D		$\checkmark$	0
PRINCIPALE PER COLECI		915R1000006	5672	INTERVENTI DI LAPAROSCOPIA	/D	DEL.525/07	L. L.	0
PRINCIPALE PER COLECI		915R1000002	5672	TELO CM.75X90 COD.250491	/D	DEL.525/07	1.00	0
PRINCIPALE PER COLECI		900RC000467	498	SET GARZA 10X60 8STRATI RX	CF.5 )DID23D1020F055 P.X 3(10X)	20) D.972/09	1	0



The quantity of resource indicated as necessary will be automatically inserted in the "Used quantity" cell (Fig 259 A).

1	Kit	Position	Code	Producer code	Description			Selected Qty	A	
	PRINCIPALE PER COLECI		915RS000786	5672	GUAINA COPRITELEC. 13X250 2135110	13)D	DET.34/09	1	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	DEL525/07	1	0	
					Fig 259					

# 20.7. 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 260 A).

[	Kit Position	Code	Producer code	Description		Selected Qty	Qty	
	PRINCIPALE PER COLECI	915RS000786	5672	GUAINA COPRITELEC.13X250 21351103)D	DET.34/09	l.	0	
	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		l.	0	
	PRINCIPALE PER COLECI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D	DEL.525/07	l.	0	
	PRINCIPALE PER COLECI	915R1000002	5672	TELO CM.75X90 COD.250491 /D	DEL.525/07	l.	0	
$\frown$	PRINCIPALE PER COLECI	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F055 P.X 3(10X20)	D.972/09	l.	0	
	PRINCIPALE PER COLECI BLO.GI.A.LI.PI			STRISCIA ADESIVA COD.258347 /D		2	1	
	PRINCIPALE PER COLECI	915R1000003	5672	TELO ADES. CM.75X90 COD.252312 /D	DEL.525/07	l. I	0	
$\frown$	PRINCIPALE PER COLECI	916RC909001	905	PROLRUB.3VIE CM 25 COD.IN041632 (DDIAM.3X4,1MM	DEL.282/08	l. I	0	
(A)	PRINCIPALE PER COLECI BLO.GI.D.LI.PI					1	2	✓ ×
	PRINCIPALE PER COLECI	900R7770208	498	***SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F055 12/8 20	/20 D.972/09	2	0	
	PRINCIPALE PER COLECI	612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 002022710	D.734/07	l.	0	
	PRINCIPALE PER COLECI	916RC003010	5094	SET LAV./ASP.SOCOMED S.ONG299101*)DX LAPARO 2 VIE - DEL 140/	07+309/09	l.	0	$\smile$
-				Eta 260 Encontiona				



The  $\bowtie$  icon on the right of the row (Fig 260 **B**) cancels the resource from the list. After clicking the  $\bowtie$  icon the row appears as in Fig 261.

#### Fig 261 - Cancelled resource

The  $\checkmark$  icon on the right of the row (Fig 260 B) accepts an exception as a correct value. After clicking the  $\checkmark$  icon the row appears as in Fig 262. The cell indicating the recorded quantity remains yellow to indicate that it still is an exception.



In both cases you can use the 🔊 button as "Undo" button.

5

# 20.8. 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 263) 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 CONTINU								
Fig 263 print label								

Fig 263 - 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 264).

This document usually goes with the kit, into the operating room.

Operation Barc	ode				
		RIANZA - Colecistectomia laparoscopica - Planned Date: 14/	07/2010 - BI	lock: Blocco Operatorio - F	loom:
Print date	14/0	7/2010 11.19 GROUP PRINCIPALE PER COLECIST	ECTOMIA L	APAROSCOPICA - Colecis	tectomia laparoscopica
WELL FORME					
916RC000512	2618	CARICATORE CLIP CHALLENGER (DCOD. PL57	79T (1/1)	BLO.G1.T.L1.P1	
906RC000401	5896	SUTURATRICE CUTANEA ROYAL 054887 )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.ONG299101*)DX LAPA	RO (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 /D	(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 )D	(1/1)	BLO.G1.E.L1.P1	
612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD.	(1/1)	BLO.G1.K.L1.P1	
Oranu <sup>me</sup> Stock Manageme	ent - Copyright © 2009 by UM	15 6rl - http://www.unitedm6.it			Page

Fig 264 - Kit content (print report)

See paragraph 6.8.1 for the system's print functionalities.

# 21. 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 265).

INNED DATE	13/07/2010	<b>•</b>		MAIN OPERATION				
SETUP DATE		•		OPERATING ROOM				
ERATING BLOCK	Blocco Operate	orio	<b>•</b>	HOSPITAL UNIT				
Block Room	Patient Name	Operation		_	H.U.	_	Status	Planned Date
			LABEL	PRINT		SEARCH		DETUDN //
	$\bigtriangledown$		LADEL	FKINI		SEARCH		RETURN KIT

Fig 265 - Operation selection for "return from kit"

This screen makes it possible to find and select the operation for which the resources are returned.

# 21.1. Screen structure

The "Return from kit" screen is structured according to the general description offered in paragraph 7.4, 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.

#### 21.1.1. Operation selection - Filters



Fig 266 - 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 7.4.2 for general instructions on how the filters work.

#### 21.1.2. 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 laparoscopica	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	FIMOSI	UROLOGIA	To be prepared validated	14/07/2010

Fig 267

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.

#### 21.1.3. Operation selection - Command bar

The command bar contains several buttons (Fig 268). This paragraph explains the functions of each button.

$\nabla$		LABEL	PRINT		SEARCH	RETURN KIT
	F	'ia 268 - Co	mmand ha	r		

Fig 268 - Command bar

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 20.8).

The **Print** button makes it possible to print the kit resources complete list again, in case of need (see paragraph 20.8).

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 21.2 and following.

# 21.2. "Operation kits give back" screen description

To access the "Operation kits give back" screen,

on the "Operation selection" screen (Fig 265),

> 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 269).

PRINCIPALE PER	COLECISTECTO	MIA LAPAROSCOPI	CA								R	ETURN AL
Position	Code	Producer code	Descript	ion							Used	Return
BLO.GI.F.LI.PI	616RC770013	154	SPUGN.X	PULIZIA BIST	URI CD.AL.40	(D					1	0
BLO.GI.I.LI.PI	916RC909001	905	PROLRUB	.3VIE CM 25	COD.IN0416	32 (DDIAM.	3X4, I MM	DEL	_282/08		I	0
BLO.GI.A.LI.PI	915RS000786	5672	GUAINA C	OPRITELEC. I	3X250 21351	103)D		D	ET.34/09		1	0
BLO.GI.A.LI.PI	915R1000003	5672	TELO ADE	S. CM.75X90	COD.252312	/D		DE	L525/07		1	0
BLO.GI.S.LI.PI	906RC001453	3757	SUTURA V	ICRYL CD. V	603H	°D		0	DEL14/06		2	0
BLO.GI.T.LI.PI	906RC000401	5896	SUTURATR	ICE CUTANE/	ROYAL 0548	87 )D35W		D	EL410/09		I	0
BLO.GI.A.LI.PI	900R7505269	493	SET GARZ	A 10X10 16	TR.S.FILO CF.	5)DCD.234	31 12/8 32/40	DEL 9	72/09		2	0
BLO.GI.A.LI.PI	900R7770208	498	***SET G	ARZA 7X9 I	STR. RX CF.	)DC.I	D43B0709F05S 12	/8 20/20	D.972/09		2	0
BLO.GI.E.LI.PI	605RS000462	22	BISTURI N	LII STER. C	D0344301001	I)D		D.8	895/09		1	0
BLO.GI.A.LI.PI	915R1000001	5672	STRISCIA	ADESIVA COD	.258347	/D		DEL	.525/07		2	0
BLO.GI.K.LI.PI	612RL000700	748	SIR.ST.201	IL ECC.PENT	FERTE	/DCOD. 0	02022710	D.	.734/07		1	0
BLO.GI.A.LI.PI	900RC000467	498	SET GARZ	A 10X60 851	RATI RX CF	5 1010230	1020F055 P.X 3(10	)X20) D.9	72/09		1	0
BLO.GI.T.LI.PI	916RC000512	2618		RE CLIP CHA			PL579T		L930/08			0
BLO.GI.LLI.PI	601RC003012	154			OCM COSMOR	OE (DCOD	900873		D.99/08		1	0
BLO.GI.D.LI.PI	916RC040303	3757			ER.COD.POUC			DE	L930/08		1	0
BLO.GI.F.LI.PI	916RC209004	5896			CD.3118146				619/08			0
BLO.GI.A.LI.PI	915R1000002	5672		75X90 COD.2		/D			EL.525/07			0
BLO.GI.A.LI.PI	915R1000006	5672		TI DI LAPAR		/D			525/07			0
BLO.GI.H.LI.PI	916RC003010	5094					ARO 2 VIE - DEL					0
		IOMIA LAPAROSCO									R	ETURN A
Position	Code	Producer code	Descript	ion							Used	Return
► BLO.GI.H.LI.PI	616RS000762	2452			DARD SP3800	/DD.1-	19/07				0360	0
BLO.GI.S.LI.PI	906RC000458	3757		ICRYL CD. V			SRO USP I EP 4	DEL	14/06		2	0
BLO.GI.S.LI.PI	906RC010451	3757		ICRYL CD. V		°D			EL 14/06		2	0
BLO.GI.S.LI.PI	906RC000003	3757		ETA CD. 680		°D			EL14/06		1	0
BLO.GI.H.LI.PI	609RC505976	3308					7X10 LUNGH.MT.3		DET.34/09			0
BLO.GI.S.LI.PI	906RC000303	5896		OLYSORB CD		/	BRO 2/0		EL 14/06			0
BLO.GI.G.LI.PI	916R2090002	5546			. LL223	/DSPIRA		D. 510				0
BLO.GI.S.LI.PI	906RC000309	5896		OLYSORB CD		°D	DIVAIN		EL 14/06			0
	906RC000309			URGIPRO II			NON ASS MON POLI					0
	3 4	5896	JUTUKA S	<u>0KGIPKO II</u> 8	9	USINI.	ION ASS. HUN. POLI	C. UCLI	4/00	C	NEXT	

Fig 269 - Returns from kit

The screen displays on top the main operation data (patient name, operation, planned date and location - Fig 269 A).

All the resources that are part of the kit are displayed on screen, divided in groups corresponding to sub-kits (Fig 269 **B**).

The name of every group is indicated on the top-left corner of each group (Fig 270 A).

01	VVERSIONE PE	R COLECISTECT	OMIA LAPAROSCO	PICA			RE	ETURN ALI
	Position	Code	Producer code	Description			Used	Return
×	BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUER STANDARD SP3800	/DD.149/07		- I	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	DEL14/06	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	I.	0

Fig 270 - Resources group

The **Return All** button on the right (Fig 270 **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 271. 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
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
BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300	)DMM 7X10 LUNGH.MT.3 -	DET.34/09	L. L. L.	1.1
BLO.GI.S.LI.PI	906RC000303	5896	SUTURA POLYSORB CD. LL223	°DCALIBRO 2/0	DEL 14/06	1	1
BLO.GI.G.LI.PI	916R2090002	5546	DRENAGGIO SILIC.CH 19 CD.24604	/DSPIRAL DRAIN	D. 510/07	L. L. L.	1.1
BLO.GI.S.LI.PI	906RC000309	5896	SUTURA POLYSORB CD. LL224	°D	DEL 14/06	L. L. L.	1
BLO.GI.S.LI.PI	906RC001010	5896	SUTURA SURGIPRO II CD.VP935X	°DSINT.NON ASS.MON.POLIP.	DEL14/06	L. L. L.	1.1
BLO.GI.E.LI.PI	605RS000468	22	BISTURI N.22 STER. CD03443010022	)D	D. 895/09	L. L. L.	1.1
BLO.GI.G.LI.PI	616R7709154	2298	SIST.REDON 400ML CD.24732	=D	DET.103/10	1	1

Fig 271 - 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.

#### 21.2.1. 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.

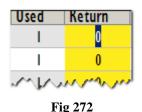
- 2. Use the numeric buttons on the command bar to specify the returned resource quantity.
- 3. Click the **Update** button on the command bar.

OR

1. Click the "Returned quantity" cell (Fig 272) 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 272).



- 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

#### 21.2.2. 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 UD STK IU 0003 ENG V02

 $\succ$  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.

# 22. 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 23).

A specific procedure exists, to associate a generic kit to an emergency operation (this procedure is described in paragraph 24).

Generic kits creation, monitoring and management procedures are performed on the "Generic kit management" module.

To access this module

click the corresponding iconon the lateral bar.

The following screen opens (Fig 273).

GENERIC KIT MAI	NAGEMENT	_	_	_	_	_	_		Below stock
KIT SERIAL					KIT NAME				
KIT CODE					MAIN OPERATION				
RESOURCE CODE					RESOURCE NAME				
STOCKROOM				*					
Position	Kit se	erial number	Kit name	_	_	_	Expiratio	n Status	_
	$\overline{\Delta}$	NEW KIT	RETURN KIT	TRANFER KIT	NEAR TO EXP	DETAILS	LABEL	PRINT	SEARCH
	- V				kits man				

Fig 273 - Generic kits management

# 22.1. "Generic kit management" - Screen structure

The "Return from kit" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

#### 22.1.1. Filters



Fig 274 - Filters on the "Generic kits management" screen

The filters available on the "Generic kits management" screen (Fig 274) 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 7.4.2 for instruction on the use of filters in the DIGISTAT<sup>®</sup> "Stock Management" system.

#### 22.1.2. 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 275 A).
- Click the **Search** button on the command bar (Fig 275 **B**).

The list of kits is displayed as a table (Fig 275 C). If no value is specified the system displays the list of all the existing kits.

GENERIC KIT M	ANAGEMENI							Below st
KIT SERIAL				KIT NAME				
KIT CODE				MAIN OPERATION				
RESOURCE CODE				RESOURCE NAME				
	0		×					
Position		Kit serial number	Kit name			Expira	ution Statu	s
🕨 BLO.GT.GKITT.LT.	l	SC3F219555A6F4CC0	PRINCIPALE PER FESS				11/2011	¥alid kit
BLO.GI.GKITI.LI.	l	SAF53780EBCF445A7	PRINCIPALE PER FESS			22/0	11/2011	¥alid kit
BLO.GI.GKITI.LI.	l .	S05AC041203CD4F88	PRINCIPALE PER ADDOMINOPL	ASTICA - MAGGIORE		22/0	11/2011	¥alid kit
BLO.GI.GKITI.LI.	1	S20302591340F4628	PRINCIPALE PER IATA + BUR	CH		22/0	11/2011	With anomalies
BLO.GI.GKITI.LI.	I	SB4158A709C604C33	PRINCIPALE PER FESS			22/0	11/2011	¥alid kit
_								
	V	NEW KIT R	ETURN KIT TRANFER KIT	NEAR TO EXP	DETAILS	LABEL	PRINT	Ear

Fig 2/5 - 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 22.3 and 22.4) 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.

## 22.1.3. Command bar

This paragraph explains the functionalities relating to each button on the command bar (Fig 276).



Use the arrow buttons  $\square$  and  $\square$  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 22.2.

The Return Kit button activates the "Generic kit return" procedure, described in paragraph 22.3.

Use the **Transfer Kit** button to activate the "Generic kit transfer" procedure, described in paragraph 22.4.

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 22.5).

The **Label** button makes it possible to print the kit sticker label again.

The **Print** button opens a menu containing two options (Fig 277).

PRINT	SCREEN									
PRINT KIT										
PRINT	SEARCH									
Fig 277										

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. The system's print functionalities are described in paragraph 6.8.1.

Use the **Search** button to display the list of existing generic kits on the "generic kits management" screen. See paragraph 22.1.2.

## 22.2. 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 278).



Fig 278 - 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 278 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 279 A.
- Click the **Search** button on the command bar (Fig 279 **B**).
- $\blacktriangleright$  The list of operations matching the specified values is displayed (Fig 279 C).

STAN	OPERATION SELECTION						Belo
CODE 💌	1			NAME fess			
Code	Name	Descriptio	n				
> 346	FESS: 20 minuti	ORL: FESS:	20 minuti				
347	FESS: 40 minuti	ORL: FESS:					
348	FESS: 70 minuti	ORL: FESS:					
351	FESS: Polipotomia nasale	ORL: FESS:	Polipotomia nasale				
					(D)	<b>(B)</b>	
1							
$ \land$	$\nabla$				SELECT	SEARCH	
			Fig				

> 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 279 D).

The following screen opens (Fig 280 - Standard kit selection).

STANDARD KIT	SELECTION - FESS	: Polipoto	omia nasi	ale							_		🕒 Belo	w stock
Kit									Generic kit		Kits to be			
PRINCIPALE	PER FESS									3			1	
1 2	3 4	5	6	7	8	9	0		+/-	C		W.		
	$\overline{\nabla}$	DET	AILS			MO	/E UP	MOVE DOWN		_		CONTINUE		CLOSE
	V	DEI	AILS		• •							CONTINUE		CLUSE

Fig 280 - 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 281).



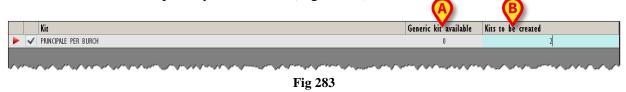
Fig 281 - 2 kits configured for the same operation

If one of the checkboxes is deselected the corresponding row changes as in Fig 282. Only the selected kits are prepared.



Fig 282 - Only one kit will be prepared

For each kit the available quantity is indicated (Fig 283 A).



- ▶ Insert the number of generic kits to be created in the field indicated in Fig 283 **B**.
- Click the **Continue** button on the command bar (Fig 280 C).

A print report is generated, containing the list of resources that are part of the kit. A print preview is displayed (Fig 284).

Dperation C		LINIC NI	T MANAGEMENT REPORT
GROUP P	Colposospensione secondo Burch PRINCIPALE PER BURCH		
Print date 23	3/11/2010 13.52		
BLO.G1.A.L1.P1	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F05S 12/8 6
BLO.G1.A.L1.P1	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D1020F05S P.X 6
BLO.G1.A.L1.P1	900R \$000038	498	SET GARZA LAP.40X50 RX 12STR CF.4)DFD3D40S0F12NA04 1
3L0.G1.A.L1.P1	915R1000046	5672	TELO CM.75X90 BIACCOPP. 21321212 /D 2
BLO.G1.A.L1.P1	915R1000047	5672	STRISCE ADESIVE CD. 2EB01201 /D 2
BLO.G1.A.L1.P1	915R1000049	5672	INTERVENTO CELIOSCOPIA /D 1
BLO.G1.C.L1.P1	607R7840027	5167	CAT VESC. SIL 2VCH16 FOLEY (DCOD. 189205 - DEL. 1
BLO.G1.C.L1.P1	608R7790038	154	SACCA URINA STER.2000ML DAS (DCOD AS322 1
BLO.G1.E.L1.P1	605RS000467	22	BISTURI N.21 STER. 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 (D DEL. 1
BLO.G1.H.L1.P1	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM 7X10 1
BLO.G1.H.L1.P1	616RS000762	2452	CANN. YANKAUER STANDARD SP3800 /DD.149/07 1
BLO.G1.K.L1.P1	612R7820007	505	SIR.STER.10ML TERUMO LATEX FREE /D20/21/22 G 1
BLO.G1.L.L1.P1	601RC003012	154	CER.MED.CHIR. CM9X10CM COSMOROE (DCOD. 900873 2
BLO.G1.L.L1.P1	601RC003015	154	CER.MED.CHIR. CM9X25CM COSMOROE (DCOD. 900877 2
BLO.G1.S.L1.P1	906RC000002	3757	SUTURA SETA CD. P1691H =D0 3
BLO.G1.S.L1.P1	906RC000206	5896	SUTURA POLYSORB CD. LL225 NON + °D 2
3LO.G1.S.L1.P1	906RC000309	5896	SUTURA POLYSORB CD. LL224 NON + °D 2
3LO.G1.S.L1.P1	906RC000450	3757	SUTURA VICRYL 3/0 70CM CD. V316H =D 2
3L0.G1.S.L1.P1	906RC000451	3757	SUTURA VICRYL CD. V347H \$D 2
BLO.G1.S.L1.P1	906RC000452	3757	SUTURA VICRYL CD. V317H °D DEL.14/06 4
BLO.G1.S.L1.P1	906RC001193	3757	SUTURA VICRYL CD. JV237 °D DEL. 14/06 2
BLO.G1.S.L1.P1	906RC001350	3757	SUTURA VICRYL 0 70CM CD. V334H =D 6
BLO.G1.S.L1.P1	906RC001460	3757	SUTURA VICRYL 2 90CM CD. V360H =D 3
rasJ™ Stock Maxagement - Cop	ynig it 60 1997 - 2010 by UNESsri- t\$puñwww.nihedmis.ft		Page
			$\frown$
			(A).

Close the print preview (Fig 284 A).

The generic kit creation screen opens (Fig 285). This screen is described in detail in paragraph 22.2.1.

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	İty
			Please scan ba		sources using se	arch button.			
1 2	3 4	5 6	7 8	9 0		+/-	С	NEXT	
	$\neg$	SEARCH	VIEW ALL	LOCK SCAN	IMPORT	NEXT KIT	DETAILS		CLOSE
				Fig	285				

Insert the kit's resources (either manually or by barcode scan). See paragraphs 20.6, 20.7 and 20.8 for a detailed description of the resources specification procedures.

- Specify the kit's expiration date in the field indicated in Fig 286 **B**.
- Specify the stockroom in which the kit will be located (use the field indicated in Fig 286 C for this purpose). Selection is enabled only if several options are available.

	condo Burch - PRINCIPA									
EXPIRATION DATE	3/01/2011 🔹			C	STOCKROOM	BLO.GI.GKITI.LI.PI				
Position	Code	Producer code	Description	_				Selected Qty	Qty	
BLO.GI.E.LI.PI	605RS000467	22		STER. CD0344301002	,	D.895/09		1	I.	
BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUE	r standard sp3800	/DD.149/07			I	1	
BLO.GI.C.LI.PI	607R7840027	5167	OAT VESC.SIL.2	YCHI6 FOLEY	(DCOD. 189205 - DEL.	1033/08		1	- I	
BLO.GT.L.LT.PT	601RC003012	154	CER.MED.CHIR.	. CM9XLOCM_COSMOR	DE (DCOD. 900873	D.99/08		2	3	$\checkmark$
BLO.GI.L.LI.PI	601RC003015	154	CER.MED.CHIR.	CM9X25CM COSMOR	DE (DCOD. 900877	D.99/08		2	2	
BL0.GI.F.LI.PI	916RC209004	5896	CONTENT.CONT	TA AGHI CD.31181467	(D	DEL. 619/08		1	1	
BLO.GI.A.LI.PI	915R1000049	5672	INTERVENTO C	ELIOSCOPIA	/D	DEL.525/07		1	I.	
BL0.GL.C.LL.PL	608R7790038	154	SACCA URINA S	STER.2000ML DAS	(DCOD <i>A</i> 5322	DEL. 1033/08		1	1	
								6	5	$\checkmark$
BLO.GI A.LI.PI	900R7770208	498	SET GARZA 7X	9 16STR. RX CF.5	)DC.ID43B0709F055 12	/8 20/20 D.972/09		6	6	
BLO.GLA.LL.PI	900RS000038	498	SET GARZA LAP	P.40X50 RX 12STR CF	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 FREE	/D20/21/22 G CD.SSI	DS2138 D.734/07		1	1	
BLO.GI.F.LI.PI	616RC770013	154	SPUGN.X PULIS	ZIA BISTURI CD.AL.40	(D			1	1	
BLO.GI.A.LI.PI	915R1000047	5672	STRISCE ADESIN	VE CD. 2EB01201	/D	DEL.525/07		2	2	
BLO.GI.S.LI.PI	906RC000309	5896	SUTURA POLYS	ORB CD. LL224 NON	+ °D	DEL. 14/06		2	2	
BLO.GI.S.LI.PI	906RC000206	5896	SUTURA POLYS	ORB 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 VICRYL	L 0 70CM CD. V334H	=D	DEL. /10		6	6	
BLO.GI.S.LI.PI	906RC010451	3757	SUTURA VICRYL	L 0 90CM CD. V346H	=D	DEL.771/10		2	2	
BLO.GI.S.LI.PI	906RC001460	3757	SUTURA VICRYL	L 2 90CM CD. ¥360H	=D	DEL. /10		3	3	
BLO.GLS.LL.PT	906RC000450	3757	SUTURA VICRYL	L 3/0 70CM CD. V31	KH ≕D	DEL.771/10		2	3	$\checkmark$
BLO.GI.S.LI.PI	906RC001193	3757	SUTURA VICRYL	L CD. (V237	°D	DEL.14/06		2	2	
BLO.GLS.LL.PI	906RC000452	3757	SUTURA VICRYL		°D	DEL.14/06		4	4	
BLO.GI.S.LI.PI	906RC000451	3757	SUTURA VICRYL		\$D			2	2	
BLO.GI.T.LI.PI	906RC000401	5896	SUTURATRICE (	CUTANEA ROYAL 05488	37 1D35W	DEL.410/09		1		
BLO.GI.A.LI.PI	915R1000046	5672		0 BIACCOPP. 213212	,	DEL.525/07		2	2	
BLO.GI.H.LI.PI	609RC505976	3308			0 )DMM 7X10 LUNGH.M			1		
					,					
1 2	3 4 5	6 7	8	9 0		+/-	C	NEXT		4
	$\overline{\Delta}$	SEARCH V	EW ALL	LOCK SCAN	IMPORT	NEXT KIT	DETAILS	CANCEL		UPD

Click the **Update** button on the command bar (Fig 286 A).

A window opens, making it possibile to specify the number of sticker labels to be printed (Fig 287).

Enter the number of lat	oels you want to p	orint						
PRINCIPALE PER BURCH								
	CLOSE	CONTINUE						
Fig 287								

- > 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 288).

		G	ENERIC K	IT CREAT	ION REP	ORT		
Gerial	\$9044FF320EA							
ROUP	PRINCIPAL	E PER BURCH						
xpiration Date	23/01/2011	Prepa	aration date	24/11/2010 09	.27			
NOMALIES 01RC003012	154	CER.MED.CHIR. CN	/9X10CM COSM	OROE (DCOD. 9	00873	D.99/08	(3/2)	
	498	SET GARZA 10X60					(5/6)	
06RC000450	3757	SUTURA VICRYL 3/		,	DEL.771	,	(3/2)	
VELL FORMED				-			(	
05RS000467	22	BISTURI N.21 STER	2. CD0344301002	1 )D	D.895/09		(1/1)	
16RS000762	2452	CANN. YANKAUER	STANDARD SP3	800 /DD.149/07			(1/1)	
07R7840027	5167	CAT VESC.SIL.2VC	H16 FOLEY	(DCOD. 189205	DEL. 1033/08		(1/1)	
01RC003015	154	CER.MED.CHIR. CM	/9X25CM COSM	OROE (DCOD. 9	00877	D.99/08	(2/2)	
16RC209004	5896	CONTENT.CONTA	AGHI CD.3118148	67 (D	DEL. 619	/08	(1/1)	
15R1000049	5672	INTERVENTO CELI	OSCOPIA	/D	DEL.525/07		(1/1)	
08R7790038	154	SACCA URINA STE	R.2000ML DAS	(DCOD AS322	DEL.	1033/08	(1/1)	
00R7770208	498	SET GARZA 7X9 16	STR. RX CF.5	)DC.ID43B0709F	05S 12/8 20/2	D D.972/09	(6/6)	
00RS000038	498	SET GARZA LAP.4	0X50 RX 12STR	CF.4)DFD3D40S0	F12NA04 12/8	32/40	(1/1)	
12R7820007	505	SIR.STER.10ML TE	RUMO LATEX FR	REE /D20/21/22 (	GCD.SS10S21	38	(1/1)	
16RC770013	154	SPUGN.X PULIZIA	BISTURI CD.AL.4	0 (D			(1/1)	
15R1000047	5672	STRISCE ADESIVE	CD. 2EB01201	/D	DEL.525/0	7	(2/2)	
06RC000309	5896	SUTURA POLYSOF	RB CD. LL224 NC	N + °D	DEL 1	4/06	(2/2)	
06RC000206	5896	SUTURA POLYSOF	RB CD. LL225 NO	N + °D			(2/2)	
asJ *** Stock Maxagement - Copyrig	1140 1997 - 2010 by UMIS 611	- Mpaliwww.antechna.it						Page
								- 10

> 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 280 **B**) the system goes to the beginning of the creation procedure of following kit (Fig 285). The screen header indicates the number of the kit we are creating (in Fig 289 the second kit of three is being created).



When the last kit is created the system goes back to the generic kit management screen.

KIT SERUL         KIT UMIE           NIT CODE         HAIN OPERATION           RESOURCE CODE         RESOURCE MALE           Posicion         Kit serial number           RESOURCE MALE         Series           BLOGI GIOTILLE         Series           BLOGI GIOTILLE         Series           Series         Series           BLOGI GIOTILLE         Series <t< th=""><th>GENERIC KIT MANAGEME</th><th>NT</th><th></th><th></th><th></th><th></th><th></th><th>(</th><th>Below stock</th></t<>	GENERIC KIT MANAGEME	NT						(	Below stock
EGUIACE CODE         RESOURCE INITE           OctADON         ELO         Espiration         Stacus           Position         Kit serial number         Kit name         Espiration         Stacus           BLOG GOTTLL IP         SesSTatilizedFastAS         PRINCIPALE PRA POSITION/DUCTOR         22/11/2011         Vaid kit:           BLOG GOTTLL IP         SSSX041782CH48         PRINCIPALE PRA POSITION/DUCTOR         22/11/2011         Vaid kit:           BLOG GOTTLL IP         SSSX041782CH48         PRINCIPALE PRA POSITION/DUCTOR         22/11/2011         Vaid kit:           BLOG GOTTLL IP         SSSX041782CH48         PRINCIPALE PRA PESS         22/11/2011         Vaid kit:           BLOG GOTTLL IP         SSSX19955MAR4CO         PRINCIPALE PRE PES         22/11/2011         Vaid kit:           BLOG GOTTLL IP         SSY19955MAR4CO         PRINCIPALE PRE BURCH         22/11/2011         Vaid kit:           BLO GI GOTTLL IP         SSY19955MAR4CO         PRINCIPALE PRE BURCH         22/11/2011         Vaid kit:           BLO GI GOTTLL IP         SSY19955MAR4CO         PRINCIPALE PRE BURCH         22/11/2011         Vaid kit:           BLO GI GOTTLL IP         SSY14FF320E3/458E         PRINCIPALE PRE BURCH         22/11/2011         With anomalier	IT SERIAL				KIT NAME				<u> </u>
VOCKOUT         ILO         Position         Kit serial number         Kit name         Expiration         Status           BLOG IGUITLLER         SMS73000E0744587         PRINCIPALE FER FESS         220/1/2011         Yald kit           BLOG IGUITLLER         SUSSIDAT/2020AFE8         PRINCIPALE FER ADDOMINIVE/LISTICA - Maggione         220/1/2011         Yald kit           BLOG IGUITLLER         SUSSIDAT/2020AFE8         PRINCIPALE FER ADDOMINIVE/LISTICA - Maggione         220/1/2011         Yald kit           BLOG IGUITLLER         SUSSIDAT/2020AFE8         PRINCIPALE FER ADDOMINIVE/LISTICA - Maggione         220/1/2011         Yald kit           BLOG IGUITLLER         SUSSIDAT/2020AFE68         PRINCIPALE FER ADDOMINANDALTICA - Maggione         220/1/2011         Yald kit           BLOG IGUITLLER         SUS3/1955AFE400         PRINCIPALE FER FESS         220/1/2011         Yald kit           BLOG IGUITLLER         SUS3/1952AFE400         PRINCIPALE FER FESS         220/1/2011         Yald kit           BLOG IGUITLLER         SUS4/F520EA7XSEE         PRINCIPALE FER BURCH         23/01/2011         With anomalies	IT CODE				MAIN OPERATION				
Pesition         Kit serial number         Kit name         Expiration         Status           BLOG (GATTLLLP)         SPSSD041208C044587         PRINCIPALE FER FESS         2201/2011         Yaid kit           BLOG (GATTLLP)         SPSSD041208C044587         PRINCIPALE FER ADDOMINIOPLASTICA - MagdioRE         2201/2011         Yaid kit           BLOG (GATTLLP)         SPSSD041208C04458         PRINCIPALE FER ADDOMINIOPLASTICA - MagdioRE         2201/2011         Yaid kit           BLOG (GATTLLP)         SSU302573404620         PRINCIPALE FER FESS         2201/2011         Yaid kit           BLOG (GATTLLP)         SSU304573404620         PRINCIPALE FER FESS         2201/2011         Yaid kit           BLOG (GATTLLP)         SSU30457345600         PRINCIPALE FER FESS         2201/2011         Yaid kit           BLOG (GATTLLP)         SSU44FF320EX4556E         PRINCIPALE FER BURCH         22/01/2011         Yaid kit           BLOG (GATTLLP)         S9044FF320EX4556E         PRINCIPALE FER BURCH         22/01/2011         With anomalies	ESOURCE CODE				RESOURCE NAME				
BLOG IGKTILLIPI         S49537081805744587         PINICIPIALE FER FESS         22/01/2011         Yalid kit:           BLOG IGKTILLIPI         S05X041205C04F68         PINICIPIALE FER ADDOMINOPLATICA - MAGGIORE         22/01/2011         Yalid kit:           BLOG IGKTILLIPI         S05X041205C04F68         PINICIPIALE FER ADDOMINOPLATICA - MAGGIORE         22/01/2011         Yalid kit:           BLOG IGKTILLIPI         S283205134946280         PINICIPIALE FER FESS         22/01/2011         Yalid kit:           BLOG IGKTILLIPI         S281598709C044333         PINICIPIALE FER FESS         22/01/2011         Yalid kit:           BLOG IGKTILLIPI         S282593595444C00         PINICIPIALE FER FESS         22/01/2011         Walid kit:           BLOG IGKTILLIPI         S39044F5320E3/455E         PINICIPIALE FER BURCH         23/01/2011         Wirth anomalier	TOCKROOM BLO			*					
BLO.GI.GKTTLLI.PI         SDSXD41203CD4F88         PRINCIPALE PER ADDOMINOPUSTICA - MAGGIORE         22/01/2011         Yaiid kit.           BLO.GI.GKTTLI.PI         S20320130464028         PRINCIPALE PER ADD.         22/01/2011         With anomalies           BLO.GI.GKTTLI.PI         S204153017064023         PRINCIPALE PER FESS         22/01/2011         Yaiid kit.           BLO.GI.GKTTLI.PI         S20457407064023         PRINCIPALE PER FESS         22/01/2011         Yaiid kit.           BLO.GI.GKTTLI.PI         S20457407064023         PRINCIPALE PER FESS         22/01/2011         Yaiid kit.           BLO.GI.GKTTLI.PI         S2045747520827458E         PRINCIPALE PER FESS         22/01/2011         With anomalies	Position	Kit serial number	Kit r	name			Ex	piration Status	5
BLO.GI.GKTT.LI.PI         \$23032591348F4628         PRINCIPALE PER KIX + BURCH         \$2701/2011         With anomalies           BLO.GI.GKTT.LI.PI         \$5413807050464233         PRINCIPALE PER FES         \$2701/2011         With anomalies           BLO.GI.GKTT.LI.PI         \$525202775526         PRINCIPALE PER FESS         \$2701/2011         With anomalies           BLO.GI.GKTT.LI.PI         \$59044FF320E77456E         PRINCIPALE PER BURCH         \$2301/2011         With anomalies	BLO.GI.GKITI.LI.PI	SAF53780EBCF445A7	PRINC	CIPALE PER FESS				22/01/2011	Yalid kit
BLD.G.I.GKTT.LI.PI         SE4158X70FC604C33         PRINCIPALE PER ESS         22/01/2011         Yalid kit           BLD.G.I.GKTT.LI.PI         SC352105554F4C00         PRINCIPALE PER ESS         22/01/2011         Yalid kit           BLD.G.I.GKTT.LI.PI         S7944FF520EX7455E         PRINCIPALE PER BURCH         23/01/2011         With anomalies	BLO.GT.GKITT.LT.PT	S05AC041203CD4F88	PRINC	CIPALE PER ADDOMINOPLA	STICA - MAGGIORE			22/01/2011	¥alid kit
BLO.G.I.GKTT LI.PI         SC3F21955586F4CC0         PRINCIPALE PER EURCH         22/01/2011         Weth anomalies           BLO.G.I.GKTT LI.PI         SYM4FF320E6/458E         PRINCIPALE PER EURCH         25/01/2011         Weth anomalies	BLO.GT.GKITT.LT.PT	\$20302591340F4628	PRINC	CIPALE PER IATA + BURG	н			22/01/2011	With anomalies
ELD.GI.GKTILLI PI \$9044FF320E7/458E PRINCIPALE FER EURCH 23/01/2011 With anomalies	BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINC	CIPALE PER FESS				22/01/2011	¥alid kit
	BLO.GI.GKITI.LI.PI	SC3F219555A6F4CC0	PRINC	CIPALE PER FESS				22/01/2011	¥alid kit
	BLO.GI.GKITI.LI.PI	S9044FF320EA745BE	PRINC	CIPALE PER BURCH				23/01/2011	With anomalies
Fig 290	Δ	NEW KIT	RETURN KIT	TRANFER KIT	NEAR TO EXP	DETAILS	LABEL	PRINT	SEARCH

## 22.2.1. Generic kit creation screen description

The generic kit creation screen, shown in Fig 291, is formed of three main areas:

- the header (Fig 291 A);
- the data area (Fig 291 **B**);
- the command bar (Fig 291 C).

	AFINATION DATE	23/01/2011 🔹				STOCKROOM	BLO.GI.GKITI.LI.PI			
7	Position	Code	Producer code	Description				Selected Oty	Qty	Т
	BLO.GI.E.LI.PI	605RS000467	22	BISTURI N.21 STER.	CD03443010021 )	)	D.895/09	1	1	-
	BLO.GI.H.LI.PI	616RS000762	2452	CANN.YANKAUER STA	NDARD SP3800	/DD.149/07		1	1	
	BLO.GI.C.LI.PI	607R7840027	5167	OAT VESC.SIL.2VCHI	6 FOLEY (E	COD. 189205 - DEL	1033/08	1	1	
				CER.MED.CHIR. CM9				2	3	1
1	BLO.GI.L.LI.PI	601RC003015	154	CER.MED.CHIR. CM9	X25CM COSMOROE	(DCOD. 900877	D.99/08	2	2	
	BLO.GI.F.LI.PI	916RC209004	5896	CONTENT.CONTA AG	HI CD.31181467	(D	DEL. 619/08	I	1	
	BLO.GI.A.LI.PI	915R1000049	5672	INTERVENTO CELIOS	COPIA	D	DEL.525/07	I.	1	
	BLO.GI.C.LI.PI	608R7790038	154	SACCA URINA STER.	2000ML DAS (	DCOD AS322	DEL. 1033/08	I.	1	
								6	5	
	BLO.GI ALI PI	900R7770208	498	SET GARZA 7X9 165	STR. RX CF.5 )	DC.ID43B0709F055 12	/8 20/20 D.972/09	6	6	
	BLO.GI.A.LI.PI	900RS000038	498	SET GARZA LAP.40X	50 RX 12STR CF.4)I	FD3D40S0F12NA04_1	2/8 32/40 D.972/09	I.	1	
	BLO.GT.K.LT.PT	612R7820007	505	SIR STER I OML TERU	IMO LATEX FREE /	D20/21/22 G CD.SST	IS2138 D.734/07	1	1	
	BLO.GI.F.LI.PI	616RC770013	154	SPUGN.X PULIZIA B	ISTURI CD.AL.40 (D			1	1	
	BLO.GI A.LI.PI	915R1000047	5672	STRISCE ADESIVE CO	). 2EB01201 /	D	DEL.525/07	2	2	
	BLO.GI.S.LI.PI	906RC000309	5896	SUTURA POLYSORB	CD. LL224 NON +	°D	DEL. 14/06	2	2	
	BLO.GI.S.LI.PI	906RC000206	5896	SUTURA POLYSORB	CD. LL225 NON +	°D		2	2	
	BLO.GI.S.LI.PI	906RC000002	3757	SUTURA SETA CD. P	1691H :	=D0	DEL.771/10	3	3	
	BLO.GI.S.LI.PI	906RC001350	3757	SUTURA VICRYL 0 7	'OCM CD. V334H	=D	DEL. /10	6	6	
	BLO.GI.S.LI.PI	906RC010451	3757	SUTURA VICRYL 0 9	OCM CD. V346H	=D	DEL.771/10	2	2	
	BLO.GI.S.LI.PI	906RC001460	3757	SUTURA VICRYL 2 9	OCM CD. ¥360H	=D	DEL. /10	3	3	
								2	3	
	BLO.GI.S.LI.PI	906RC001193	3757	SUTURA VICRYL CD.	J¥237	'D	DEL.14/06	2	2	
	BLO.GT.S.LT.PT	906RC000452	3757	SUTURA VICRYL CD.	¥317H	°D	DEL.14/06	4	4	
	BLO.GT.S.LT.PT	906RC000451	3757	SUTURA VICRYL CD.	¥347H	6D		2	2	
	BLO.GI.T.LI.PI	906RC000401	5896	SUTURATRICE CUTAN	IEA ROYAL 054887 (	D35W	DEL.410/09	1	1	
	BLO.GI.A.LI.PI	915R1000046	5672	TELO CM.75X90 BM	ACCOPP: 21321212.	/D	DEL.525/07	2	2	
	BLO.GI.H.LI.PI	609RC505976	3308	TUBO CONNESS.F/F	COD.ASPY710300	)DMM 7X10 LUNGH.M	T.3 - DET.34/09	1	1	

The following paragraphs describe these three areas.

### 22.2.1.1. 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 292) 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 F	PER IATA + BUR	CH + COLPOSACROPESSIA - (2/3)		D Below	stock
	lsterectomia totale ad	dominale + burch +	colposacropessia	- PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA			
A	EXPIRATION DATE 23/0	01/2011 -		B STOCKROOM BLO.G I.GKITI.LI.PI			¥
-	Position	Code	Producer code	Description	Selected Qty	Qty	
	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~			Fig 292 - Header	port of a st	a proprio	mm

Under the blue bar the name of the kit is displayed again.

The field indicated in Fig 292 A makes it possible to specify the expiration date of the kit being created.

The field indicated in Fig 292 **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.

#### 22.2.1.2. 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 291 B).

The list "grows" as the resources are inserted (either manually or by barcode scan). Each row corresponds to a resource (Fig 293).

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 293 - 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. •

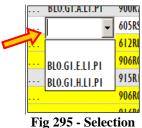
The  $\triangleright$  icon placed on the left of a row indicates the selected row.

The mandatory fields are highlighted light blue.

The possible fields highlighted yellow must be specified by the user (Fig 294).

Position	Code	Producer code	Description		Selected Qty	Qty	
7	605RS000467	22	BISTURI N.21 STER. CD03443010021 )D	D.895/09	2	2	
			<b>Fig 294</b>				

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 295).



Numeric values can be inserted using both the numeric buttons on the command bar and the physical workstation keyboard.

#### 22.2.1.3. The command bar

The command bar (Fig 296) 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.



Fig 296 - 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
			Fig 29	7 - Nui	neric b	uttons			

Use the numeric buttons (Fig 297) 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 28).

Use the **View All** button to display the complete list of resources needed for the selected kit. See paragraph 20.6.6 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 20.6.3 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 20.6.5 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 284).

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.

## 22.2.2. Kit resources recording procedures

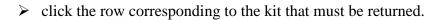
The procedures that must be activated to record the resources of a generic kit are the same used to record the resources of the kits associated to a specific operation. See paragraphs 20.6, 20.7 and 20.8 for a detailed description of these procedures.

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.

# 22.3. 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	tus
BLO.GI.GKITI.LI.PI	SAF53780EBCF445A7	PRINCIPALE PER FESS	22/01/2011	Yalid 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 anomalie
BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINCIPALE PER FESS	22/01/2011	Yalid kit
BLO.GI.GKITI.LI.PI	SC3F21955586F4CC0	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.GI.GKITI.LI.PI	S9044FF320EA745BE	PRINCIPALE PER BURCH	23/01/2011	With anomalie

To return a generic kit, on the generic kits management screen (Fig 298),



The  $\triangleright$  icon appears on the left (Fig 298 A).

Click the **Return Kit** button on the command bar (Fig 298 **B**).

The following screen opens (Fig 299).

VIT CEDIAL							NIA			
KIT SERIAL						RETURN STOCKROOM	BLO			
Position	Code	Producer code	Description	_	_	_	_	_	Used	Return
						esources using se				
						esources using so				
						esources using se				
						esources using so				
						esources using so				
						esources using so				
						esources using so				
						isources using se				
						esources using se				
						esources using se				
						esources using se				

Fig 299 - Generic kit return

Either insert the kit serial number in the field indicated in Fig 299 A, or scan the kit's barcode.



If, in the generic kit management screen (Fig 298), 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 300, 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.

NERICKITRE S: 20 minuti -	PRINCIPALE PE	R FESS							Belov Belov	
SERIAL saf5378	80ebcf445a7				🥜 RETURN STOCKROOM	BLO				
Position	Code	Producer code	Description					Used	Return	Was
BLO.GI.A.LI.PI	603RC229001	3757	COTONINI SOFT BSXLOPZ.	80-1407 )DCF:10F	ZX20BUSTE=200PZ DET. 5	549/09		1	. I.	
BLO.GI.A.LI.PI	915R1000039	3192	INTERVENTI NASO/ORECCHI	AB907/CN /D	DEL.	525/07		1	1	
BLO.GI.A.LI.PI	900R7770208	498	SET GARZA 7X9 16STR. RX	CF.5 )DC.ID43	30709F05S 12/8 20/20 D.97	2/09		8	8	
BLO.GI.A.LI.PI	900RL000290	206	SET TAMP. GARZA MM.10 R	CF.5 )DCOD.	157030010 T.12/12 D.972	/09		2	2	
BLO.GI.A.LI.PI	900RL000288	206	SET TAMPONE GARZA MM.40	C/FB.CF.5)DCD.15	60430041A 12/8 20/20 D.9	72/09		I	I.	
BLO.GI.D.LI.PI	615RS000785	1136	GUAINA COPRITELECAM.13,5)	(250 )DCOD.01	1001 DET.	34/09		I	I.	
BLO.GI.F.LI.PI	604R7805109	22	AGHI STER.19GXI 1/2 PIC	NDOLOR +D				I.	I.	
BLO.GI.F.LI.PI	604R7805110	22	AGHI STER.21 GXI 1/2 PIC	NDOLOR +D				I.	I.	
BLO.GI.F.LI.PI	604R7811113	22	AGO SPINALE 22G PIC	/DCOD.	03440364000 D.734	/07		1	I.	
BLO.GI.H.LI.PI	616RC000762	2698	CANN.YANKAUER ORL CD.12	8014065 )D	DET.927/	09		1	I.	
BLO.GT.H.LT.PT	609RC505976	3308	TUBO CONNESS.F/F COD.AS	¥710300 )DMM 1	XIO LUNGH.MT.3 - DE	T.34/09		1	I.	
BLO.GT.K.LT.PT	612RL000302	748	SIR.LL.60ML PENTAFERTE 00	2022970 /D	D.734/	07		1	I.	
BLO.GT.K.LT.PT	61 2RL000700	748	SIR.ST.20ML ECC.PENTAFERT	/DCOD. 0	02022710 D.7.	34/07		1	I.	
BLO.GLN.LLPI	900RC003001	2673	TAMPONE NASALE MEROCEL	8X2XI,5 (DCOD.	0800400402N0 DEL	99/08		2	2	
BLO.GI.S.LI.PI	906RC000017	3757	SUTURA SETA CD. K834H	NON + °D				1	1	
2	3 4	5	6 7 8	9	0	+/-	C	NEXT CANCEL		PDATE
								UANCEL	0	

The screen shown in Fig 300 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 301).

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.

ſ	Posizione	Codice	Codice pro	Descrizione	Usati	Reso /	Rottura
	🕨 BLO.GI A.LI .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.ALI.PI	915R1000001	5672	STRISCIA ADESINA COD.258347 /D DEL525/07 ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	r <b>1</b>		
				Fig 301			Ŭ

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 302). 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	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.				1
BLO.G1.A.L1.P1 BLO.G1.A.L1.P1	900RL000290 915R1000039	206 3192	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. INTERVENTI NASO/ORECCHI AB907/CN /D				2
	913(1000039	3196					*
BLO.G1.D.L1.P1		Producer code					
Source	Code	TTOUCOT 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	
BLO.G1.H.L1.P1	609RC505976	3308	TUBO CONNESS.F/F COD.ASPY710300 )DMM		OLIVINE	Expiration	Qty 1
BLO.G1.H.L1.P1	616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D				1
BLO.G1.K.L1.P1							
		Producer code					
Source	Code		Description	Lot	SERIAL	Expiration	Qty
BLO.G1.K.L1.P1 BLO.G1.K.L1.P1	612RL000302 612RL000700	748 748	SIR.LL.60ML PENTAFERTE 002022970 /D SIR.ST.20ML ECC.PENTAFERTE /DCOD.				1
	01211000700	740	SIXISTIZUME ECCIPENTIAPENTE ///////////////////////////////////				
BLO.G1.N.L1.P1		Producer code					
Source	Code		Description	Lot	SERIAL	Expiration	Otv
0 rasJ™ Stock Masagement - Cop <sub>i</sub> rigit 6	D 1997 - 2010 by UNIS and - Attpollowers	na filecilma . It				Page	1/2

When the print preview is closed the generic kits management screen is displayed again (Fig 303).

KIT SERIAL			KIT NAME		
KIT CODE			MAIN OPERATION		
RESOURCE CODE			RESOURCE NAME		
STOCKROOM	BLO				
Position		Kit serial number	Kit name	Expiration Sta	itiis
► BLO.GI.GKI	I.LI.PI	SC3F219555A6F4CC0	PRINCIPALE PER FESS	22/01/2011	Yalid kit
BL0.GL.GKIT	I.LI.PI	S05AC041203CD4F88	PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	22/01/2011	¥alid kit
BLO.GI.GKI	I.LI.PI	S20302591340F4628	PRINCIPALE PER IATA + BURCH	22/01/2011	With anomal
BL0.GL.GKI	I.LI.PI	SB4158A709C604C33	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GT.GKIT	I.LI.PI	S9044FF320EA745BE	PRINCIPALE PER BURCH	23/01/2011	With anomal
BL0.GL.GKI	I.LI.PI	SD1D95E58F0B6402B	PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA	23/01/2011	¥alid kit

To record the transfer of a generic kit, on the generic kit management screen (Fig 303),

> click the row corresponding to the kit that must be transferred.

The  $\blacktriangleright$  icon appears on the left (Fig 303 A).

Click the **Transfer Kit** button on the command bar (Fig 303 **B**).

The following screen opens (Fig 304).

FESS: 20 minuti	- PRINCIP	ALE PER FESS						
KIT SERIAL								
STOCKROOM		- CABINETS GROU	JP ALL	- CABINET AL	L	LOCATION	- POSITION ALL	Ŧ
Position	Code	Producer code	Description					Qı
						ing search button.		

Either insert the kit serial number in the field indicated in Fig 304 A, or scan the kit barcode.



If, in the generic kit management screen (Fig 303) 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 305 A.

The screen changes to display the list of resources that will be transferred (Fig 305).

FESS: 20 mi	nuti - PRINCIPALE PE	R FESS						
KIT SERIAL	sc3f219555a6f4cc0							
STOCKROOM	RBL 🔽	CABINETS GROUP	- CABINET GKITI	- LOCATI	ON	- POSITION PI	-	R
Position	Code	Producer code	Description					
🕨 BLO.GI AL	1.P1 603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10P	X20BUSTE=200PZ DE	ET. 549/09			
BLO.GI A.L	I.PI 915R1000039	3192	INTERVENTI NASO/ORECCHI AB907/CN /D	ſ	DEL.525/07			
BLO.GI AL	I.PI 900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43E	:0709F055 12/8 20/20 [	D.972/09			
BLO.GI AL	1.P1 900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 ()DCOD. I	57030010 T.12/12 D.4	972/09			
BLO.GI AL	I.PI 900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.15	0430041A 12/8 20/20	D.972/09			
BLO.GI.D.L	I.PI 615RS000785	1136	GUAINA COPRITELECAM.13,5X250 )DCOD.00	001 !	DET.34/09			
BLO.GI.F.L	I.PI 604R7805109	22	AGHI STER.19GXI 1/2 PIC INDOLOR +D					
BLO.GI.F.L	I.PI 604R7805110	22	AGHI STER.21GXI 1/2 PIC INDOLOR +D					
BLO.GI.F.L	I.PI 604R7811113	22	AGO SPINALE 22G PIC /DCOD.	03440364000 D	.734/07			
BLO.GI.H.L	I.PI 616RC000762	2698	CANN.YANKAUER ORL CD.1218014065 )D	DET.9	927/09			
BLO.GI.H.L	I.PI 609RC505976	3308	TUBO CONNESS.F/F COD.JSPY710300 )DMM 7	(10 LUNGH.MT.3 -	DET.34/09			
BLO.GI.K.L	1.PI 612RL000302	748	SIR.LL.60ML PENTAFERTE 002022970 /D	D.7	734/07			
BLO.GT.K.L	1.PI 612RL000700	748	SIR.ST.20ML ECC.PENTAFERTE /DCOD. 00	2022710	D.734/07			
BLO.GL.N.L	I.PI 900RC003001	2673	TAMPONE NASALE MEROCEL 8X2X1,5 (DCOD.	0800400402N0 DF	EL. 99/08			
BLO.GT.S.L	1.P1 906RC000017	3757	SUTURA SETA CD. K834H NON + °D					
Δ	$\neg$		Fig				CANCEL	UPD

- Specify, in the "Cabinet group", "Cabinet", "Location", "Position" fields (indicated in Fig 305 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 303).

		KIT NAME		
KIT CODE		MAIN OPERATION		
RESOURCE CODE		RESOURCE NAME		
STOCKROOM BLO		-		
Position	Kit serial number	Kit name	Expiration Statu	15
BLO.GI.GKITI.LI.PI	SAF53780EBCF445A7	PRINCIPALE PER FESS	22/01/2011	Yalid 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.GI.GKITI.LI.PI	SC3F21955586F4CC0	PRINCIPALE PER FESS	22/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	SD1D95E58F0B6402B	PRINCIPALE PER IATA + BURCH + COLPOSACROPESSIA	23/01/2011	¥alid kit
BLO.GI.GKITI.LI.PI	S9044FF320EA745BE	PRINCIPALE PER BURCH	23/01/2011	With anomal

To display the details of a generic kit, on the generic kits management screen (Fig 306),

> click the row corresponding to the kit whose details must be displayed.

The  $\triangleright$  icon is displayed on the left (Fig 306 A).

Click the **Details** button on the command bar (Fig 306 **B**).

The screen changes in the following way (Fig 307). The details of the selected kit are displayed in the area shown in Fig 307 A.

GENERIC KIT MANAGEMENT						
IT SERIAL			KIT NAME			<u>v</u>
IT CODE			MAIN OPERATION			
ESOURCE CODE			RESOURCE NAME			
TOCKROOM BLO			*			
Position	Kit serial number	Kit name		Exa	iration Statu	s
BLO.GI.GKITI.LI.PI	SC3F219555A6F4CC0	PRINCIPALE			2/01/2011	Yalid kit
BLO.GI.GKITI.LI.PI	S05AC041203CD4F88	PRINCIPALE	PER ADDOMINOPLASTICA - MAGGIORE	2	2/01/2011	¥alid kit
BLO.GT.GKITT.LT.PT	S20302591340F4628	PRINCIPALE	PER IATA + BURCH	2	2/01/2011	With anomalies
BLO.GI.GKITI.LI.PI	SB4158A709C604C33	PRINCIPALE	PER FESS	2	2/01/2011	Valid kit
BLO.GT.GKITT.LT.PT	S9044FF320EA745BE	PRINCIPALE	PER BURCH	2	3/01/2011	With anomalies
BLO.GT.GKITT.LT.PT	SD1D95E58F0B6402B	PRINCIPALE	PER IATA + BURCH + COLPOSACROPESSIA	2	3/01/2011	¥alid kit
Ø						
	α		Expiration Date: 22/			
T CODE: 251.PRINCIPALE	cco		Expiration Date: 22/ Preparation date: 23			
T CODE: 251.PRINCIPALE T NAME: PRINCIPALE PER FESS						
T SERIAL HUHBER: SC3F2 1955546F4 T COBE: 251 FPINCIPALE T KAME: PRINCIPALE PER FESS ATUS: Valid kit	CO					
T CODE: 251.PRINCIPALE T NAME: PRINCIPALE PER FESS ATUS: Valid kir	αι					
T CODE: 251.PRINCIPALE T NAME: PRINCIPALE PER FESS		asale; FESS: 70 minuri; FE 	Preparation date: 23			

Fig 307

# 23. Associating a generic kit to an operation

To associate a generic kit to an operation,

click the click the lateral bar to access the operation selection screen (Fig 308).

OPERATION	SELECTION	FOR KIT SET	TUP	_	_	_	_	_		Below stock
PLANNED DATE		25/	11/2010	•			MAIN OPERATION			
OPERATING BLOC	K				•		OPERATING ROOM			•
HOSPITAL UNIT					•					
STOCKROOM		BLO			•					
Block	Reem	Patient Na	ame Ope	ration	_	_	H.U.	Planned Date	Status	Gen. Kit
Δ		$\overline{\Delta}$	VIEW ALL	*	LABEL	DETAILS	SEARCH	ASSOCIATE	VALIDATE	SELECT
					Fig	308				

This screen and the relating procedures are described in paragraph 20.

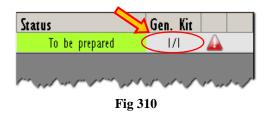
Use the search filters to search the operation that must be associated to the kit.

The row corresponding to the wanted operation is displayed. In the example shown in Fig 309 it is an "Addominoplastica" operation.

OPERATION SELEC	TION FOR KI	T SETUP						🕀 Below stock
PLANNED DATE		26/11/2010	V		MAIN OPERATION	addo		
OPERATING BLOCK				<b>~</b>	OPERATING ROOM			•
HOSPITAL UNIT				<b>~</b>				
STOCKROOM		BLO		•				
Block F	Room P	atient Name	Operation		H.U.	Planned Date	Status	Gen. Kit
Blocco Operatorio S	iala 5	Contraction of the	Addominoplastica		CHIRURGIA PL	26/11/2010 08.00	To be prepared	
norman property	~~~~~	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~				,		~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Fig 309

The cell indicated in Fig 309 A and enlarged in Fig 310 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 311). This screen's features and procedures are described in paragraph 20.2 and following paragraphs.

NORCOUND-7         498         SET GARZA 10X60 BSTINITIADIX CFES         DID 2301020F05S PX 3(10X20) D.972/09         ID           900R7770208         498         SET GARZA 70% 163TR RX CFES         DIDL2301020F05S PX 3(10X20) D.972/09         S           900R7770208         498         SET GARZA 70% 163TR RX CFES         DIDL2301020F05S PX 3(10X20) D.972/09         S           605R7700121         22         LXMA STER.N IS C0.03443000015         J0X BSTURI         D. 995/09         3           916RC209001         5896         CONTENT CONTA AGHI CO 31181467         (D         DEL 619/08         I           916RC209010         154         MATTIN DERMOGRAF. COD.00,0 (D         DEL 619/08         I         I           616RC70013         154         SPUEX PUEX EXTURI COLLUL (D         D.510/07         2         I	× × × ×
900RC000467         498         SET GA02A 10X60 BSTRATI RX CF.5 jbCl23D1028F05S PX 3(10x20) D 972/09         10           900RC000467         498         SET GA02A 10X60 BSTRATI RX CF.5 jbCl23D1028F05S 12/8 20/20 D 972/09         S           900RC770212         22         LMM STER.NI 5 CD 03443000015         jbCl23D1028F05S 12/8 20/20 D 972/09         3           910RC209010         5866         CONTENT-CONTR AGHT CD 3118/467         D         D         D         910/00         1           910RC209010         154         MATTA DERMOGRAF. COD RQ 01         D         DEL 619/08         1         1           910RC209010         154         MATTA DERMOGRAF. COD RQ 01         D         DEL 619/08         1         1           910RC209011         154         PULTA DERIMI CDAL40         D         D 10/07         2         1           910RC209013         154         SPUGHX PULTA DERIMI CDAL40         D         D 10/07         2         1           910RC209014         5546         DER NATIO RIS AX10MM 24130         /D 0 10/07         2         1         1           910RC209012         2452         CONN YANKURE STADRAD SP3800         /D0 149/07         1         1         1           910RC003012         154         CHRPD CHR, CMYXIDMC MC05M060E	× ×
900R7770208         498         SET GARZA 7X9 IGSTR. RX CF.5         DC.ID4380709F05S 12/0 20/20 D.972/09         S           d6SR7700121         22         LAMA STER.NI.S CD.0343000015         DX BSTURI         D. 095/09         3         A           g1RC209014         S896         CONTENT.CONTA. AGHI CD.31181467         (D         DEL 619/08         I         A           g1RC209010         IS4         MUTTA DEIMORGAR. CODA RQI 0         D         DEL 619/08         I         A           g1RC209010         IS4         SPUGNX. PULLZIA BISTURI CD.AL40 (D         I         I         A           g1RC209011         S54         SPUGNX. PULLZIA BISTURI CD.AL40 (D         I         I         A           g1RC209011         S54         DEM NOFFICIERT DRG/SG0/A/UMIY         V/D NOF         D         D         D         D         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G         G	×××
40587790121         22         LMMA STER.N.15 CD 03443000015         DX BISTURI         D. 895/09         3           91 (ARC209014         S896         CONTENT.CONTA. AGHL CD 31181467         (D         DEL 619/08         1           91 (ARC209014         154         MATTA DERTOGRAF: COD RQ 01         (D         DEL 619/08         1           01 (ARC209014         154         SPLIGAX: PULZIA ESTURI CD.AL40 (D         1         1           01 (ARC209014         5544         DER.M.PRITO: MEL ASTURIA: CD.AL40 (D         1         1           01 (ARC209014         5544         DER.M.PRITO: MEL ASTURIA: CD.AL40 (D         1         1           01 (ARC209014         5544         DER.M.PRITO: MEL ASTURIA: CD.AL40 (D         0         510/07         2           01 (ARC209014         5546         DER.M.PRITO: MEL ASTURIA: SD (AVA NOT         1         1         1           01 (ARC209565         3308         DER.N.SOFFIETTO: DRG/SDU/UNIV         /VD 1 (4707         1         1           045R0750574         3308         TUBO CONNESS F/F COD.ASYNTY / VD/VDRDE         DET 34/09         1         1           041RC003012         154         CER.NED CHR. CMYX20HC COSH006         COD.000875         D.99/08         4         4           041RC003014	×
VI ARC209004         5896         CONTENT CONTA AGHI CD 31181467         (D         DEL 619/08         I           VI ARC209010         154         MATTA DENHOGRAF: COD.RQ.01         (D         DEL 619/08         I           01 ARC209010         154         MATTA DENHOGRAF: COD.RQ.01         (D         DEL 619/08         I           01 ARC209010         154         MATTA DENHOGRAF: COD.RQ.01         (D         DEL 619/08         I           01 ARC209010         154         SPUGHX. PULZUR ESTURI CD.L4.00         D         D         D         GL           01 ARC209010         154         DREN DENIX PULZUR ESTURI CD.L4.00         D         D         D         D         GL         GL           01 ARC2090201         154         DREN DENIX PULZUR ESTURI CD.L4.00         D         D         D         D         D         D         D         D         GL	
9167.209010         154         MATTA DERMOGRAF. COD RQ 01         D         DEL.619708         1           6167.209013         154         SPUGHX. PULZIA. BESTURI CD.AL40         D         1         1           6167.209013         154         SPUGHX. PULZIA. BESTURI CD.AL40         D         1         1           6167.209013         154         SPUGHX. PULZIA. BESTURI CD.AL40         D         10         1           6167.209013         5546         DREN PIATTO ING. 4X10MP 24130         /D         D.510/07         2           6167.000742         2452         CANN YANKURER STADARD. SP3800         /DD.149/07         1         1           60167.003012         154         CER.MOCHKIN. CMXXXXMC CODO.KKYPT10800         JOHM 7X10 LUNGH MT.3 - DET.34/09         1         1           60167.003012         154         CER.MOCHKIN. CMXXXXMC CONDORE         (DCO.D. 900875         D. 99/08         4           60067.003017         5896         GAX2 YASEL CURITY 7,5X20 GAR (DCOD. 6.113         DEL N. 99/08         1         1	
61/8C770013         154         SPUGN.X PULZUA BISTURI CD AL40 (D         1           61/8C770013         154         DEN FARTO MIS AVIONE ZA LA0 (D         D.510/07         2           61/8C770013         5546         DEN FARTO MIS AVIONE ZA LA0 (D         D.510/07         2           91/8C7805056         3308         DEN SOFFIETTO DRG/S00/AVINITY //DS/DBENE TROCKA: S00/1L - D.510/07         2           60/8C050576         3308         TUB0 SOFFIETTO DRG/S00/AVINITY //DS/DBENE TROCKA: S00/1L - D.510/07         1           60/8C050576         3308         TUB0 CONNESS F/F COD X6P/7/18300         /VD 149/07         1           60/RC050512         154         CERNED CHIR. CMYXICH COSMORE (DCOD. 900/873         D.99/08         4           60/RC03012         154         CERNED CHIR. CMYXICH COSMORE (DCOD. 900/875         D. 99/08         4           60/RC03017         5896         GA/2X VASEL CURITY 7,5/20 GAR (DCOD. 6.113         DEL N. 9/9/08         1	X
61 (AR2090011         5546         DREN PIATTO MIS 4X10MM 24130         /D         D.510/07         2           91 (AR20900213         3308         DREN SOFFIETTO DRG/500/A/UNITY         /DS/DREN.E TROCKH: 500HL -         D.510/07         2           61 (AR500076/2         2452         CXNN YANKURER STANDORRO 578300         /D 0.149/07         1           60 (RC00376/2         3308         TUBO CONNESS F/F COD (AFV/0710300         )DM1M 7X10 (LINGH MT 3 -         DET 34/09         1           60 (RC003012         154         CER.MED.CHR. CMYX10CH COSHORGE (DCOD. 900875         D. 99/08         4           60 (RC003017         5896         GARZA YASEL CURTY 7,5X20 GRA. (DCOD. 6.113 DEL N. 99/08         1         6	×
PI 487305056         3308         DREN SOFFIETTO DRG/S01/X/UNIV         //DS/DREN E TROCKR- 500HL - D.510/07         2           61 465000762         2452         CMINI:YMIKUJER STANDARD SP3800         //DD.149/07         1         4           60 405000763         3308         TUBO CONNESS F/F COD.SKP7710300         /DD1149/07         1         4           60 405000762         154         CER.MED.CHR. CMYX1041 COSMOROE         (DOC.0. 900873         D.99/08         4           60 0003012         154         CER.MED.CHR. CMYX2041 COSMOROE         (DOC.0. 900875         D. 99/08         4           60 0003017         5896         GAVZA YXSEL CURITY 7,5X20 GR. (DOCD. 6.113         DEL N. 99/08         1         4	×
61 6/5000762         2452         CANN YANKAUER STANDARD \$73800         //DD.149/07         I           60 6/5000763         3308         TUBO CONNESS F/F COD SMP7/10800         JOHM 7X10         LUNGH MT.3 -         DET 34/09         I           60 6/5000764         3308         TUBO CONNESS F/F COD SMP7/10800         JOHM 7X10         LUNGH MT.3 -         DET 34/09         I           60 6/5000764         154         CER MED CHIR. CM9X10 HC COSMOROE         (DCOD. 900875         D. 99/08         4           60 6/5000761         154         CER MED CHIR. (M9X20H COSMOROE         DCOD. 900875         D. 99/08         4           60 6/5000761         5896         GAUZA YASEL CURITY 7,5X20 GRA         DCOD. 6.113         DEL N. 99/08         I	×
d09RC505976         3308         TUBO CONNESS F/F COD ASPY710300         DMM         7X10         LUNGH MT 3 -         DET 34/09         I           001RC003012         154         CER.NED.CHIR. CHYX10cH COSH0060         (COC.)         90/875         D.97/08         4           001RC003014         154         CER.NED.CHIR. CHYX10cH COSH0060         (COC.)         90/875         D. 97/08         4           000RC003017         5896         GM2X VASEL CURITY 7,5X20         GM2 (COCD.)         1         4	×
601RC103012         154         CER.MED.CHR. CM9X10CM C05M0R0E (DCOD. 900873         D.99/08         4           601RC003014         154         CER.MED.CHR. CM9X20CM C05M0R0E (DCOD. 900875         D. 99/08         4           600RC003017         5896         GARZA YASEL CURITY 7,5X20 GRA (DCOD. 6.113 DEL N. 99/08         1	×
601RC003014 154 CER.MED.CHR. CM9X20CM. CX5M0R0E (DCOD. 900875 D. 99/08 4 800RC003017 5896 GAKZA YX5EL CURITY 7,5X20 GRA. (DCOD. 6.113 DEL. N. 99/08 1	×
600RC003017 5896 GARZA YASEL CURITY 7,5X20 GRA. (DCoD. 6.113 DEL N. 99/08 I	×
	×
A 00100 D 00100 D 00100 A 001000 A 00100 A 001000 A 00100   A 001000 A 001000 A 001000 A 001000 A 0010000 A 0010000 A 001000	×
autrituojoto 1.54 monto UTRSTNIE 12X100 0F2.540005(D D. 357/00 4	X
906RC000221 3757 SUTURA PDS II CD. Z423E \$D 2	×
906RC000220 3757 SUTURA PDS II CD. 2443E \$D 4	×
906RC002023 2618 SUTURA PREMILENE C0090100 °DSINT.NN #SSORB.MON (POLIAMIDE) 2	×
906RC001036 3757 SUTURA PROLENE CD. 8698G °D I	×
906RC011367 5449 SUTURA SETA 0 75CM CD.41428 =DRESORBA DEL.771/10 I	×
906RC000009 3757 SUTURA SETA CD. P683H NON + °D DEL14/06 I	×
906RC000452 3757 SUTURA VICRYL CD. Y317H °D DEL14/06 2	×
066C011367 5449 SUTURA SETA 0 75CM CD-41428 =DRESORBA DEL.771/10 I 066C000009 3757 SUTURA SETA CD. P683H NON + °D DEL.14/06 I	1

Fig 311

For each kit the number of compatible generic kits is indicated (Fig 311 A).

Click the Associate button to associate the kit to the selected operation (Fig 311 B).

The screen changes in the following way (Fig 312).

PRINCIPAL	LE PER ADDOMINO	PLASTICA - MAGGIORE			Compatible generic	c kits: 1 ASSOCIA
ode	Producer code	Description			Planned Qty	Selected Qty
2	3 4	5 6 7	8 9 1	+/-		

Click the **Continue** button on the command bar (Fig 312 **A**).

A print report containing the list of items to be picked is created. A print preview is displayed (Fig 313). The report can be used to actually pick the resources.

Operation Barcode Addominoplastica - Planned Date: 26/11/2010 08:00 - Block: Blocco Operatorio - Room: Sala 5 Print date 26/11/2010 9:18 GROUP PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE BLO.G1.GKITI.L1.P1 PRINCIPALE PER ADDOMINOPLASTICA - MA	NGGIORE 1
Print date 26/11/2010 9.18 GROUP PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	GGIORE 1
GROUP PRINCIPALE PER ADDOMINOPLASTICA - MAGGIORE	.GGIORE 1
	GGIORE 1
BLO.G1.GKJTI.L1.P1 PRINCIPALE PER ADDOMINOPLASTICA - MA	GGIORE 1
OranJ™ Obok Maxagement - Copyright © 1997 - 2010 by UMS or - Hpulwee in Redmin. R	Page 1/1
Члаки — аноси жиладним на « содендитки пере « коло оку чико ки « пролижики инсино д	rage 171

Fig 313

Close the print preview.

The "Kit creation for an operation" screen is displayed (Fig 314). This screen's features and functionalities are described in paragraph 20.2 and following paragraphs.

KIT CREATION FOR .					ratorio - Room: Sala			e	Below stock
Kit Principale per ad	Position	- Planned Date: 2 Code 297.PRINCIPALE	Produce Descri			5	Ser	ial Sel. Qty I	Qty 0
1 2	3 4	5 6 Search	7 8 VIEW ALL	9 0 LOCK SCAN	START SCAN	+/- Import	REBUILD	NEXT CANCEL	UPDATE
				Fig	314				

Specify, where required, all the data relating to the kit to be picked: the quantity, the serial number, the position of each kit (Fig 315).

	Kit	Position	Code	Produce [	Percription	Serial	Sel. Qty	Qty	
	PRINCIPALE PER AD		97.PRINCIPALE	P	RUCIPALE PER ADDOMINOPLASTICA - MAGGIORE		l I	0	
		$\overline{}$		$\smile$					
r.]	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		~~	show the second	la for states street at the fat a fater state for a fat state for a fater an	1~,1^1-5~	$\sim \sim $	5~~~5~5	$\sim \sim \sim \sim$
					Fig 315				

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 314 **A**). The resources specification procedure (described in paragraph 20.6) 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	Enter the number of labels you want to print							
PRINCIPALE PER ADDOMIN MAGGIORE								
CLOSE CONTINUE								
Fig 316								

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 317).

Operation Barco	de	KI			
		oplastica - Planned Date: 26/11/2010 08.00 - Block: Blocd	o Operatorio - Ro	oom: Sala 5	
Preparation date		1/2010 10.06 GROUP PRINCIPALE PER ADDO	MINOPLASTICA -	MAGGIORE - Addomino	Print date 26/11/2010 oplastica
WELL FORMED 915R1000057	5672	INTERVENTI GRANDI CHIR PLASTICA /D	(2/2)	BL0.G1.A.L1.P1	
900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5	(10/10)	BL0.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 BISTU	RI (3/3)	BL0.G1.E.L1.P1	
916RC209004	5896	CONTENT. CONTA AGHI CD.31181467 (D	(1/1)	BLO.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	I.E (2/2)	BL0.G1.G.L1.P1	
616RS000762	2452	CANN.YANKAUER STANDARD SP3800 /DD.14	19/07 (1/1)	BL0.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 (DCC	D. (4/4)	BL0.G1.L.L1.P1	
601RC003014	154	CER.MED.CHIR. CM9X20CM COSMOROE (DCC	D. (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 <sup>114</sup> Stock Managemen	t-Copyrigit 60 1997 - 201	0 by UNICs ril - I thomas a fedra . It			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 318).

The state of the operation for which the association procedure was performed is now "Prepared" (Fig 318 **A**).

PLANNED DATE		26/11/2010	▼	MAIN OPERATION				
PERATING BLOCK				• OPERATING ROOM				-
IOSPITAL UNIT				•				
TOCKROOM		BLO		•				
Block	Room	Patient Name	Operation	H.U.	Planned Date	Status	Gen. Kit	
Blocco Operatorio	Sala 5	INCOME.	Addominoplastica	CHIRURGIA PL	26/11/2010 08.00	Prepared	1/1	
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	000-008	Estrazioni dentarie multiple	CHIR. MAXILLO	26/11/2010 09.31	To be prepared	0/1	
m. Jours / Sal	111-1	V	and the second of the second o	1 mar San Jan Jan Jan Jan Jan Jan Jan Jan Jan J	and second and and and and and and and and and a	and the states of	- Mark	~_/~



# 24. 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 icon on the lateral bar.

The following screen opens (Fig 319).

	GENERIC KIT A	SSOCIATION C	ERGENCY OPERATIO	N					Be	elow stock
	PATIENT CODE			<b>X</b>	Type the patient of	ode or scan his/her	writstband.			
	Patient Name	Operation					Block	Room	Planned time	Status
	Please select oper	ation first								
	KIT SERIAL			×	ADD KIT					
	Kit serial nun	nber	Kit name						Expiration Status	
B										
	Δ	$\neg$		DETAILS	PRINT					CLOSE
					Fig	319				

The screen is formed of two areas. The upper area is about the patient and operation to which the kit must be associated (Fig 319 A). The lower area is about the kit to be associated (Fig 319 B).

Either insert the patient code in the field indicated in Fig 319 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 320 - see the user manual of the DIGISTAT<sup>®</sup> 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 320).

PATIENT CODE	ENT CODE											
Patient Name	Operation		Block	Room	Planned time	Status						
<ul> <li>Institute act</li> </ul>	Addominoplastica		Blocco Operatorio	Sala 5	26/11/2010 08.00	Ready						
	1			~		,						
		Fig 320										

- Insert, in the field indicated in Fig 319 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 321 A).

A row corresponding to the kit to be associated is displayed (Fig 321 B).

PATIENT CODE	1,000000		or scan his/her writ:					
Patient Name	Operation			Block	Room	Planned	time	Statu
<ul> <li>INCOMPANY</li> </ul>	Addominoplastica			Blocco Operatorio	Sala 5	26/11/20	10 08.00	Ready
	åddominonlastica - Plannad (	are: 26/11/2010 08 00 - Black: Bla	a - Raam <sup>,</sup> Sala 5					
			o - Room: Sala 5					
kit serial	Addominoplastica - Planned I s05ac041203cd4f88	ate: 26/11/2010 08.00 - Block: Bloc Arate	o - Room: Sala 5					
	s05ac041203cd4f88		o - Room: Sala 5	2	1	Expiration	Status	ļ

- 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.

# **25.** Materials requests management

A specific module makes it possible to manage the materials requests.

To access this module

click the icon on the lateral bar.

The following screen opens (Fig 322)

RESOURCE REQL	JEST MANAGEME	NT		_				@	Below stock
FROM	16/11/20	10 💽				T0 26/11/20	10 🗾		
REQUEST CODE					REQUE	ST STATUS			•
REQUESTING STOCKRO	MO			•	FILLING ST	OCKROOM			•
StockRoom	Co	de Request autho	r Request creati	on Fill author	Fill date Filling	stockroom	Status	_	
	$\overline{\Delta}$	NEW	EDIT	DELETE	VIEW	FILL REQUEST		PRINT	SEARCH

Fig 322 - Materials requests management

The "materials request" procedure activates when one of the stockrooms configured in the system needs a certain resource and requests it to another stockroom.

## 25.1. "Requests management" - Screen structure

The "Requests management" screen is structured according to the general description offered in paragraph 7.4, see this paragraph for the screen general features. The present paragraph describes the screen specific features.

## 25.1.1. Filters

FROM	<mark>16</mark> /11/2010 🔹				T0	26/11/2010 -	
REQUEST CODE					REQUEST STATUS		•
REQUESTING STOCKROOM			•	F	LLING STOCKROOM		-
StockRoom	Code 🔶 Request auth	or Request creation	Fill author	Fill date	Filling stockroom	Status	
man	·····	hayd har stragetter	5-5-5-5-5	~~~	Martine A.	1- Austral and a start of the s	and a start and

Fig 323 - Filters on the "Requests management screen"

The filters available on the "Requests management screen" (Fig 323) 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 25.1.2) 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 7.4.2 for instructions on how the filters work.

## 25.1.2. 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 324 A).
- Click the **Search** button on the command bar (Fig 324 **B**).

The list of requests is this way displayed (Fig 324 C).

FROM	01/11/2010	-			TO 26/11/	2010 👻	
REQUEST CODE				R	EQUEST STATUS		
REQUESTING STOCKROOM			•	FILLI	NG STOCKROOM		
StockRoom	Code 🔶 Requ	est author Request creati	on 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		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		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		Filled	
DEA	2010-00019 ADM	09/11/2010			BLO	To be filled	

Fig 324 - 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.

## **25.1.3.** The command bar

This paragraph explains the functionalities relating to the different buttons on the command bar (Fig 325).

Δ	$\nabla$	NEW	EDIT	DELETE	VIEW	FILL REQUEST		PRINT	SEARCH		
Fig 325 - Command Bar											
Use the arrow buttons $\square$ and $\square$ to scroll up and down the screen contents in case											
the items ar	e too man	y to be di	splayed a	ll at the sa	me time.						

Use the New button to create a new request (see paragraph 25.2 for the detailed procedure).

Use the Edit button to edit a selected request (see paragraph 25.3 for the detailed procedure).

Use the **Delete** button to delete a selected request (see paragraph 25.4).

Use the **View** button to display the details of a selected request (see paragraph 25.5).

Use the Fill Request button to activate the request filling procedure (described in paragraph 25.6).

The **Print** button opens a menu making it possible to create two kinds of print reports (Fig 326).

PRINT F	REQUESTS
PRINT SELEC	TED REQUES
PRINT	SEARCH

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 25.1.2).

To create a new request

click the New button on the command bar.

The following screen opens ("Resource request creation" - Fig 327).

RESOU	IRCE REQI	JEST CRE	T CREATION 🕘 Below stock												
REQUESTI	NG STOCKR	DOM							·	FILLING STOCKRO	M				-
REQUEST	NOTES														
Requ	lest positi	DN	Co	de Pro	ducer code	Desc	ription				Notes		Re	q. qty	
										sources using se					
I	2	3	4	5	6	7	8	9	0		+/-	С	NEXT		
/	7	7	/	SEA	IRCH							PRINT		CLO	) SE
									Fig	327					

- > Specify the requesting and filling stockrooms in the fields shown in Fig 328.
- ▶ 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	
<i></i>	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	مىرە ئىرىمىرى	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	free free strategiesterers	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	and found of	and strates



➢ 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 28.

The list of resources is displayed (Fig 329).

QUESTING STOCKROOM Quest Notes	BLO		<u> </u>	STOCKROOM		
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	i i i	×
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	1	×
BLO.GI.A.LI.PI	900RS000039	498	SET GARZA LAPAR.80X80 RX 4STR.CF1)DFD5D8080FHSNA01 12/12	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.GLA.LL.PL	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.75XI20_COD.CI04 /D	DEL.525/07	1	×
BLO.GLA.LL.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	)EL.525/07	1	×
BLO.GLA.LL.PI	915R1000008	5672	SACCO MAYO COD. 258300 /D	DEL.525/07	1	×
BLO.GT.A.LT.PT	915R1000089	3192	SALVIETTE CD. GCI 2 /D	DEL.525/07		×
BLO.GLA.LL.PI	915R1000006	5672	INTERVENTI DI LAPAROSCOPIA /D	DEL.525/07		×
BLO.GLA.LI.PI	915RS100023	2618	TELO TAYOLO MADRE CM200X200 /D	DEL.525/07	1	×

Fig 329 - Requested resources list

Specify the quantity of each requested resource in the celle indicated in Fig 330 B (default quantity is 1).

It is possible to insert, if necessary, a specific note for each resource (Fig 330 A).

	Request position	Code	Producer code	Description			1.45	Reg. gty
	BLO.GLA.LL.PI	915R1000019	2618	CUFFIA X FLUOROSCOPIO	CM 80X90 /D	DEL.525/07	Urgent	3 🗙
	BLO.GLA.LL.PI	915R1000020		COPRI CAVI	/D	DEL.525/07	$\smile$	× 1
$\sim$	more the second	w love	a for the start of	March Start March	head from a factor of the	As the ment have been that he has	and marked and the	Number Vin Marken V
					Fig	330		

The  $\blacktriangleright$  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 331. The icon appearing at the end of the cancelled row can be clicked to restore the resource (it is an "Undo" button).

BLOGIALLEI RISRI000007 5672 CUFFIX X FLUOROSCOPIO 21305052 /0 DEL 525/07 L S

The rows highlighted pink (Fig 332) correspond to resources that are not available in the filling stockroom. The request can be created anyway, even though some resources are unavailable.

o. GI ALL PI 915R1000074 3192 TELI CM 75X90 5/ADESWO B304 /0 DEL 525/07 I 🗙

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.

### 25.3. How to edit an existing request

To edit an existing request

➤ use the filters on the "Requests management" screen (Fig 333 A) to display the row corresponding to the request that must be edited.

REQUEST CODE         REQUEST STATUS           StockRoom         Code         Request author         Request creation         Fill author         Fill date         Filling stocknooth           Bit         2010-00002         Request author         Request author         Bit         Bit         StockRoom         Status           Bit         2010-00002         Re         44/1/2010         Bit	FROM	02/11/2010	-				T0 29/11/2010	-	
StockRoom         Code         Request author         Request creation         Fill author         Fill author         Fill author         Fill author         Fill author         Fill author         Staus           RBL         2010-00001         AOM         04/11/2010         BLO         To be filled           DEA         2010-00002         IGR         04/11/2010         BLO         To be filled           DEA         2010-00003         IGR         04/11/2010         IGR         04/11/2010         BLO         To be filled           DEA         2010-00004         IGR         04/11/2010         IGR         04/11/2010         BLO         To be 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         09/11/2010         BLO         Filled           DEA         2010-00008         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00011         ADM         09/11/20	REQUEST CODE					3	EQUEST STATUS		
REL         2010-00001         ADM         04/11/2010         BL0         To be filled           DEA         2010-0002         IGR         04/11/2010         BL0         In progress           REL         2010-0003         IGR         04/11/2010         BL0         To be filled           DEA         2010-0004         IGR         04/11/2010         IGR         04/11/2010           DEA         2010-00064         IGR         04/11/2010         RBL         Filled           DEA         2010-00064         IGR         04/11/2010         RDR         BL0         Filled           DEA         2010-00066         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00069         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           RBL         2010-00010         ADM         09/11/2010         BCA         To be filled           BL0         2010-00011         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010	REQUESTING STOCKROOM				•	FILLI	NG STOCKROOM		
DEA         2010-0002         IGR         04/11/2010         EL0         In progress           RBL         2010-0003         IGR         04/11/2010         IGR         04/11/2010         To be filled           DEA         2010-0004         IGR         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00064         IGR         04/11/2010         ADM         09/11/2010         EL0         Filled           DEA         2010-00066         ADM         04/11/2010         ADM         09/11/2010         EL0         Filled           DEA         2010-00068         ADM         04/11/2010         ADM         09/11/2010         EL0         Filled           DEA         2010-00016         ADM         04/11/2010         ADM         09/11/2010         RBL         To be filled           BEL0         2010-00011         ADM         09/11/2010         ADM         09/11/2010         EL0         Filled           DEA         2010-00011         ADM         09/11/2010         RBL         In progress           DEA         2010-00013         ADM         09/11/2010         RBL         In progress           DEA         2010-00013         ADM <th>StockRoom</th> <th>Code 4</th> <th>Request author</th> <th>Request creation</th> <th>Fill author</th> <th>Fill date</th> <th>Filling stockroom</th> <th>Status</th> <th></th>	StockRoom	Code 4	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         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         2010-00005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00009         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           REL         2010-00010         ADM         09/11/2010         BL0         Filled         El           DEA         2010-00011         ADM         09/11/2010         BL0         Filled         El           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         In progress           DEA         2010-0001	RBL		ADM	04/11/2010			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         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         ELO         Filled           REL         2010-00009         ADM         04/11/2010         ADM         09/11/2010         BEC         Filled           BLO         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BEC         Filled           BLO         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11	DEA		IGR				BLO	In progress	
DEA         2010-00005         ADM         04/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00008         ADM         04/11/2010         ADM         09/11/2010         REC         Filled           REL         2010-00010         ADM         04/11/2010         ADM         09/11/2010         REC         Filled           BLO         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         In progress           DEA         2010-00016         ADM         09/11/2010         ELO	RBL	2010-00003	IGR	04/11/2010			BLO	To be filled	
DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00008         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           REL         2010-00008         ADM         04/11/2010         REC         To be filled           BL0         2010-00001         ADM         08/11/2010         REL         In progress           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         In progress           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         In progress	DEA	2010-00004	IGR	04/11/2010	IGR	04/11/2010	RBL	Filled	
DEA         2010-0000         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           RBL         2010-0009         ADM         04/11/2010         DEA         To be filled           BLO         2010-0009         ADM         04/11/2010         REL         In progress           DEA         2010-00010         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         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-00013         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         2010-00016         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled <t< td=""><td>DEA</td><td>2010-00005</td><td>ADM</td><td>04/11/2010</td><td>ADM</td><td>09/11/2010</td><td>BLO</td><td>Filled</td><td></td></t<>	DEA	2010-00005	ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
RBL         2010-0009         ADM         04/11/2010         DEA         To be filled           BL0         2010-0001         ADM         09/11/2010         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         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           DEA         2010-00017         ADM         09/11	DEA	2010-00006	ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
BLO         2016-0010         ADM         09/11/2010         ADM         09/11/2010         BLD         Filled           DEA         2016-0011         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-0012         ADM         09/11/2010         BLO         OF         Filled           DEA         2016-0012         ADM         09/11/2010         BLO         Filled           DEA         2016-0013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-0015         ADM         09/11/2010         ADM         09/11/2010         In progress           DEA         2016-0015         ADM         09/11/2010         ADM         09/11/2010         In progress           DEA         2016-0016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-0017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-0017         ADM         09/11/2010         BLO         Filled         Filled           DEA         2016-001018         ADM	DEA	2010-00008	ADM	04/11/2010	ADM	04/11/2010	RBC	Filled	
DEA         2010-00011         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         BL0         In progress           DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00014         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         BL0         Filled           DEA         2010-00014         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         BL0         Filled           DEA         2010-00018         ADM         09/11/2010         BL0         To be filled </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>	RBL	2010-00009	ADM	04/11/2010			DEA	To be filled	
DEA         2010-00012         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00013         XDM         09/11/2010         ADM         09/11/2010         BLO         In progress           DEA         2010-00016         XDM         09/11/2010         ADM         09/11/2010         BLO         In progress           DEA         2010-00016         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         XDM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         XDM         09/11/2010         BLO         Filled         Filled           DEA         2010-00018         XDM         09/11/2010         BLO         To be filled           DEA         2010-00018         XDM         09/11/2010         BLO         To be filled           DEA	BLO	2010-00010	ADM	08/11/2010			RBL	In progress	
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         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         Filled           DEA         2010-00017         ADM         09/11/2010         BLO         Filled           DEA         2010-00018         ADM         09/11/2010         BLO         To be filled           DEA         2010-00019         ADM         20/11/2010         BLO         To be filled	DEA	2010-00011	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00014         ADM         09/11/2010         ELO         In progress           DEA         2010-0015         ADM         09/11/2010         ELO         In progress           DEA         2010-0015         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-0016         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-0018         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA         2010-0018         ADM         09/11/2010         ELO         Filled         Filled           DEA         2010-0018         ADM         09/11/2010         ELO         To be filled           DEA         2010-0018         ADM         09/11/2010         ELO         To be filled           DEA         2010-0012         ADM         29/11/2010         ELO         To be filled	DEA	2010-00012	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00015         XDM         09/11/2010         BLO         In progress           DEA         2010-00016         XDM         09/11/2010         XDM         09/11/2010         BLO         Filled           DEA         2010-00016         XDM         09/11/2010         XDM         09/11/2010         BLO         Filled           DEA         2010-00018         XDM         09/11/2010         RDM         09/11/2010         BLO         Filled           DEA         2010-00018         XDM         09/11/2010         BLO         Filled           DEA         2010-00018         XDM         09/11/2010         BLO         To be filled           DEA         2010-00028         XDM         29/11/2010         BLO         To be filled           DEA         2010-00028         XDM         29/11/2010         BLO         To be filled	DEA	2010-00013	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-0017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-0017         ADM         09/11/2010         BLO         Filled           DEA         2010-0018         ADM         09/11/2010         BLO         Filled           DEA         2010-0018         ADM         09/11/2010         BLO         Filled           DEA         2010-0018         ADM         09/11/2010         BLO         To be filled           DEA         2010-0012         ADM         29/11/2010         BLO         To be filled	DEA	2010-00014	ADM	09/11/2010			BLO	In progress	
DEA         2016-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-00017         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-00018         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2016-00018         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	2010-00015	ADM	09/11/2010			BLO		
DEA         2010-00018         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	2010-00016	ADM	09/11/2010	ADM	09/11/2010	BLO		
DEA         2010-0019         ADM         09/11/2010         BLO         To be filled           DEA         2010-0020         ADM         29/11/2010         BLO         To be filled	DEA	2010-00017	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-0019         ADM         09/11/2010         BLO         To be filled           DEA         2010-0020         ADM         29/11/2010         BLO         To be filled	DEA						BLO	Filled	
	DEA	2010-00019	ADM	09/11/2010			BLO	To be filled	
	DEA	2010-00020	ADM	29/11/2010			BLO	To be filled	
0	BI0								
				a					

Click the relevant row.

The  $\blacktriangleright$  icon appears at the beginning of the row (Fig 333 **B**).

 $\blacktriangleright$  Click the **Edit** button on the command bar (Fig 333 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 334).

UEST NOTES								
Request position	Code	Producer code	Description			Notes	Reg. gty	
BLO.GI.A.LI.PI	915RS100023	2618	TELO TAVOLO MADRE CM200X200	/D	DEL.525/07			×
BLO.GI.A.LI.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.GI.A.LI.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.GLA.LL.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 80X	90 /D	DEL.525/07	Urgent	3	×
								×
BLO.GI.A.LI.PI	915RS000786	5672	GUAINA COPRITELEC.13X250 213511	03)D	DET.34/09		L.	×
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 I N6071	/D	DEL.525/07		1	×
BLO.GLA.LL.PI	915R1000004	5672	INTERVEN.MAGGIORI TORACE/ADDOM	E /D	DEL.525/07		1	×

Fig 334

- > 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.

### 25.4. How to delete an existing request

To delete an existing request

> use the filters on the "Requests management" screen (Fig 335 A) to display the row corresponding to the request that must be deleted.

REQUEST CODE         REQUEST STATUS           StockRoom         Code         Request author         Request creation         Fill author         Fill author         Fill author           RBL         2010-00002         RB         4010-00005         RB         4011/2010         BLO         To be filled           BBL         2010-00002         RB         6411/2010         BLO         To be filled           BBL         2010-00005         RB         6471/2010         BLO         To be filled           BBA         2010-00005         RB         6471/2010         BLO         To be filled           BBA         2010-00006         RM         6471/2010         BLO         Filled         Filled           BBA         2010-00006         RM         6471/2010         RBL         Filled         Filled           BBA         2010-00006         RM         6471/2010         RAM         6971/2010         BLO         Filled           BBA         2010-00006         RM         6471/2010         RAM         6971/2010         RAM         6971/2010           BBA         2010-00010         RM         6971/2010         RAM         6971/2010         RAM         69711/2010         RAM         6711/201	FROM	02/11/2010 🔹				TO 29/11/2010	•
STOCKROOM         Code         Request author         Request creation         Fill author         Fill date         Filling stocknoom           BEL         2010-00001         ADM         64/11/2010         BL0         To be filled           DEA         2010-00002         IGR         64/11/2010         BL0         To be filled           DEA         2010-00001         IGR         64/11/2010         BL0         To be filled           DEA         2010-00002         IGR         64/11/2010         IGR         6/11/2010           DEA         2010-00004         IGR         6/11/2010         IGR         6/11/2010           DEA         2010-00004         IGR         6/11/2010         RGR         BL0         To be filled           DEA         2010-00006         IGR         6/11/2010         ADM         0/11/2010         BL0         Filled           DEA         2010-00006         RDM         6/11/2010         ADM         0/11/2010         BL0         Filled           DEA         2010-00006         RDM         6/11/2010         ADM         0/11/2010         BL0         Filled           DEA         2010-00000         RDM         6/11/2010         RDM         0/11/2010         BL0 </th <th>REQUEST CODE</th> <th></th> <th></th> <th></th> <th>R</th> <th>EQUEST STATUS</th> <th></th>	REQUEST CODE				R	EQUEST STATUS	
RBL         2010-0001         ADM         04/11/2010         BL0         To be filled           DEA         2010-0002         IGR         04/11/2010         BL0         In progress           RBL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00003         IGR         04/11/2010         IGR         04/11/2010           DEA         2010-00005         KDM         04/11/2010         IGR         04/11/2010           DEA         2010-00005         KDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         KDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         KDM         04/11/2010         ADM         09/11/2010         BC         Filled           DEA         2010-00010         KDM         04/11/2010         ADM         09/11/2010         BC         Filled           BL0         2010-00010         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010	REQUESTING STOCKROOM			•	FILLI	NG STOCKROOM	
DEA         2010-0002         IGR         04/11/2010         BL0         In progress           BEL         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00004         IGR         04/11/2010         IGR         04/11/2010         BL0         To be filled           DEA         2010-00005         NDM         04/11/2010         IGR         04/11/2010         BL0         Filled           DEA         2010-00006         NDM         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         RE         To be filled           BEL         2010-00017         ADM         06/11/2010         RE         In progress         Interpress           DEA         2010-00017         ADM         09/11/2010         RE         In progress           DEA         2010-00017         ADM         09/11/2010         RD         Filled           DEA         2010-00012         ADM         09/11/2010         RD </th <th>StockRoom</th> <th>Code 🔶 Request author</th> <th>r Request creation</th> <th>Fill author</th> <th>Fill date</th> <th>Filling stockroom</th> <th>Status</th>	StockRoom	Code 🔶 Request author	r 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         RBL         Filled           DEA         2010-00005         XDM         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00005         XDM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         XDM         04/11/2010         ADM         01/11/2010         BL0         Filled           DEA         2010-00006         XDM         04/11/2010         ADM         04/11/2010         BL0         Filled           DEA         2010-00000         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           BL0         2010-00010         ADM         09/11/2010         RBL         In progress           DEA         2010-00011         ADM         09/11/2010         RDM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled	RBL		04/11/2010			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         2010-00009         ADM         04/11/2010         ADM         09/11/2010         BE         Filled           BL0         2010-00010         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           BL0         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         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 <td>DEA</td> <td>2010-00002 IGR</td> <td>04/11/2010</td> <td></td> <td></td> <td>BLO</td> <td>In progress</td>	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         RE         Filled           BL0         2010-00007         ADM         08/11/2010         REL         In progress         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         BL0         Filled           DEA         2010-00014         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         In progress           DEA         2010-00017	RBL	2010-00003 IGR	04/11/2010			BLO	To be filled
DEA         2010-00066         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00008         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           BEA         2010-00008         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           BED         2010-00016         ADM         04/11/2010         REL         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         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         09/11/2010         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0	DEA	2010-00004 IGR	04/11/2010	IGR	04/11/2010	RBL	Filled
DEA         2010-00000         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           REL         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         RDM         06/11/2010         EA           DEA         2010-00011         ADM         09/11/2010         RDM         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         2010-00015         ADM         09/11/2010         ADM         09/11/2010         ELO         In progress           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         ELO         In progress           DEA         2010-00017         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           DEA	DEA	2010-00005 ADM	04/11/2010	ADM	09/11/2010	BLO	Filled
REL         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         2010-00012         ADM         09/11/2010         BLO         Filled         Filled           DEA         2010-00013         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         09/11/2010	DEA	2010-00006 ADM	04/11/2010	ADM	09/11/2010	BLO	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         2010-00013         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         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         2010-00019         ADM <td>DEA</td> <td>2010-00008 ADM</td> <td>04/11/2010</td> <td>ADM</td> <td>04/11/2010</td> <td>RBC</td> <td>Filled</td>	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         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         ADM         09/11/2010         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         Filled           DEA         2010-0	RBL	2010-00009 ADM	04/11/2010			DEA	To be 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         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           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         2010-00017         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         DE <tr< td=""><td>BLO</td><td>2010-00010 ADM</td><td>08/11/2010</td><td></td><td></td><td>RBL</td><td>In progress</td></tr<>	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         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         2010-00018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-000020         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020 ADM	DEA	2010-00011 ADM	09/11/2010	ADM	09/11/2010	BLO	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         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         2010-00017         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         2010-000020         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020 ADM	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         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010           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         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled	DEA		09/11/2010	ADM	09/11/2010	BLO	Filled
DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00016         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00020         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled						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							1.4
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         ADM         09/11/2010         BLO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00012         ADM         09/11/2010         BLO         To be filled				ADM	09/11/2010		
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							
DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00020         ADM         29/11/2010         BLO         To be filled							
DEA 2010-00020 ADH 29/11/2010 BLO To be filled				april	0771172010		
				0			

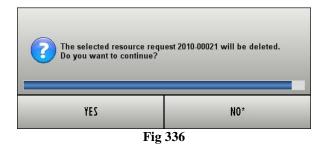
Fig 335 - Gestione richieste

> Click the relevant row.

The  $\blacktriangleright$  icon appears at the beginning of the row (Fig 335 **B**).

Click the **Delete** button on the command bar (Fig 335 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.

A confirmation is required (Fig 336).



 $\succ$  Click **YES** to delete the request.

To display the list of resources that are part of a request

➤ use the filters on the "Requests management" screen (Fig 337 A) to display the row corresponding to the request whose details must be displayed.

Roth         02/11/2010         0         22/11/2010         0           REQUEST GOE         REQUEST STATUS         FILLING STOCKROON         FILLING STOCKROON         Status           SockRoom         Code         Request author         Request creation         Fill author         Fill date         Filling stackroom         Status           BEA         2010-8001         Avrin Zavin         Fill author         Fill date         Fill date         Filling stackroom         Status           BEA         2010-8002         Kit         PA/1/2010         BEA         Fill date         Fill	RESOURCE REQUEST M	NANAGEMENT						Below sto
REQUEST CODE         REQUEST STATUS           StockRoom         Code         Request author         Request creation         Fill author         Fill date         Fill face         Fill face	FROM	02/11/2010 -				TO 29/11/2010	-	
StockRoom         Code         Request surface         Fill autor         Fill date         Fill date	REQUEST CODE				R	EQUEST STATUS		
BEL         2010-0000         ADM         04/11/2010         BL0         To be filled           DBA         2010-0002         IGR         04/11/2010         BL0         In progress           BEL         2010-0003         IGR         04/11/2010         BL0         To be filled           DEA         2010-0004         IGR         04/11/2010         KBL         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         2010-0006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0000         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0001         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				•				
BBL         2010-0001         Ath         04/11/2010         BL0         To be filted           DBA         2010-0002         IGR         04/11/2010         BL0         In progress           BBL         2010-0002         IGR         04/11/2010         BL0         To be filted           DBA         2010-0004         IGR         04/11/2010         AUM         04/11/2010         BL0         Filted           DBA         2010-0005         ADM         04/11/2010         AUM         04/11/2010         BL0         Filted           DBA         2010-0005         ADM         04/11/2010         AUM         09/11/2010         BL0         Filted           DBA         2010-0005         ADM         04/11/2010         AUM         09/11/2010         BL0         Filted           DBA         2010-0007         ADM         04/11/2010         ADM         09/11/2010         BL0         Filted           DBA         2010-0001         ADM         09/11/2010         ADM         09/11/2010         BL0         Filted           DBA         2010-00013         ADM         09/11/2010         BL0         Filted           DBA         2010-00013         ADM         09/11/2010         BL0	StockRoom	Code ^ Request author	Request creation	Fill author	Fill date	Filling stockroom	Status	
RBL         2010-0003         IGR         04/11/2010         IGR         04/11/2010         RU         To be filled           DBA         2010-0005         KM         04/11/2010         ADM         09/11/2010         BL0         Filled           DBA         2010-0005         KM         04/11/2010         ADM         09/11/2010         BL0         Filled           DBA         2010-0005         KM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0008         KM         04/11/2010         ADM         09/11/2010         BCC         Filled           DEA         2010-0008         KM         04/11/2010         ADM         09/11/2010         BCC         Filled           BL0         2010-00010         ADM         09/11/2010         BCD         Filled         Brogers           DEA         2010-00012         ADM         09/11/2010         BL0         Filled         BCD           DEA         2010-00013         ADM         09/11/2010         BL0         Filled         BCD           DEA         2010-00013         ADM         09/11/2010         BL0         Filled         BCD           DEA         2010-0	RBL						To be filled	
DEA         2010-0004         IGR         04/11/2010         IGR         04/11/2010         R8L         Filled           DEA         2010-0005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0006         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           BL         2010-00007         ADM         04/11/2010         ADM         04/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled         Illed           DEA         2010-00015         ADM         09/11/2010         BL0         Illed         Illed           DEA         2010-00015         ADM         09/11/2010         BL0         Filled         Illed         Illed	DEA	2010-00002 IGR	04/11/2010			BLO	In progress	
DEA         2010-0005         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0006         ADM         04/11/2010         ADM         09/11/2010         BEC         Filled           DEA         2010-0000         ADM         04/11/2010         ADM         09/11/2010         BEC         Filled           BE0         2010-0000         ADM         06/11/2010         BEL         In progress           DEA         2010-0001         ADM         06/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         Filled         In progress           DEA         2010-00013         ADM         09/11/2010         BL0         In progress         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         In progress           DEA         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-00019         ADM         09/11/2010	RBL	2010-00003 IGR	04/11/2010			BLO	To be filled	
DEA         2010-0006         ADH         04/11/2010         ADH         09/11/2010         EL0         Filled           DEA         2010-0006         ADM         04/11/2010         ADM         04/11/2010         BEC         Filled           BEL         2010-00010         ADM         04/11/2010         BEL         In progres           DEA         2010-00011         ADM         06/11/2010         BEL         In progres           DEA         2010-00012         ADM         06/11/2010         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         El0         Filled           DEA         2010-00013         ADM         09/11/2010         BL0         In progres         El0         In progres           DEA         2010-00015         ADM         09/11/2010         ADM         09/11/2010         El0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         El0         Filled           DEA	DEA	2010-00004 IGR	04/11/2010	IGR	04/11/2010	RBL	Filled	
DEA         2010-00008         ADM         04/11/2010         ADM         04/11/2010         REC         Filled           REL         2010-00009         ADM         04/11/2010         DEA         To be filled           BL0         2010-00011         ADM         08/11/2010         RBL         In progress           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         2010-00013         ADM         09/11/2010         BL0         In progress           DEA         2010-00016         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         2010-00017         ADM         09/11/2010         BL0         Filled           DEA         2010-000	DEA	2010-00005 ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
REL         2010-0009         ADM         04/11/2010         DEA         To be filled           BL0         2010-0001         ADM         06/11/2010         ADM         09/11/2010         BEL         In progress           DEA         2010-0001         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00012         ADM         09/11/2010         BL0         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         2010-00015         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         2010-00021         ADM         09/11/2	DEA	2010-00006 ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
BL0         2010-00010         ADH         08/11/2010         ADH         09/11/2010         BL0         Filled           DEA         2010-00011         ADH         09/11/2010         ADH         09/11/2010         BL0         Filled           DEA         2010-00012         ADH         09/11/2010         ADH         09/11/2010         BL0         Filled           DEA         2010-00013         ADH         09/11/2010         BL0         Filled         Filled           DEA         2010-00013         ADH         09/11/2010         BL0         In progress           DEA         2010-00015         ADH         09/11/2010         ADH         09/11/2010         BL0         In progress           DEA         2010-00016         ADH         09/11/2010         BL0         Filled         Interview           DEA         2010-00017         ADH         09/11/2010         BL0         Filled         Interview         Filled           DEA         2010-00017         ADH         09/11/2010         BL0         Filled         Interview         Filled           DEA         2010-00021         ADH         09/11/2010         BL0         To be filled         Interview           DEA	DEA	2010-00008 ADM	04/11/2010	ADM	04/11/2010	RBC	Filled	
DEA         2010-00011         ADM         09/11/2010         ADM         09/11/2010         EL0         Filed           DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         EL0         Filed           DEA         2010-00013         ADM         09/11/2010         ADM         09/11/2010         EL0         Filed           DEA         2010-00014         ADM         09/11/2010         EL0         In progress           DEA         2010-00015         ADM         09/11/2010         EL0         In progress           DEA         2010-00015         ADM         09/11/2010         EL0         In progress           DEA         2010-00017         ADM         09/11/2010         EL0         Filled           DEA         2010-00021         ADM         09/11/2010         EL0         To be filled           DEA         2010-00021         ADM         29/11/	RBL	2010-00009 ADM	04/11/2010			DEA	To be filled	
DEA         2010-00012         ADM         09/11/2010         ADM         09/11/2010         ELO         Filled           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         Filled           DEA         2010-00015         ADM         09/11/2010         ELO         Filled           DEA         2010-00017         ADM         09/11/2010         ELO         Filled           DEA         2010-00017         ADM         09/11/2010         ELO         Filled           DEA         2010-00018         ADM         09/11/2010         ELO         Filled           DEA         2010-00018         ADM         09/11/2010         ELO         Filled           DEA         2010-00019         ADM         09/11/2010         BLO         To be filled           DEA         2010-00021         ADM         29/11/2010         ELO         To be filled           DEA         2010-00021         ADM         29/11/2010         DEA         To be f	BLO	2010-00010 ADM	08/11/2010			RBL	In progress	
DEA         2010-00013         ADM         09/11/2010         RL0         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         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled           DEA         2010-00021         ADM         29/11/2010         DEA         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         El0         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         2010-00019         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00019         ADM         09/11/2010         BL0         To be filled         Filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled         Filled           DEA         2010-00021         ADM         29/11/2010         BL0         To be filled         Filled	DEA	2010-00012 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-00015         ADH         09/11/2010         ADH         09/11/2010         BL0         Filled           DEA         2010-00016         ADH         09/11/2010         ADH         09/11/2010         BL0         Filled           DEA         2010-00017         ADH         09/11/2010         BL0         Filled           DEA         2010-00018         ADH         09/11/2010         BL0         Filled           DEA         2010-00018         ADH         09/11/2010         BL0         Filled           DEA         2010-00019         ADH         09/11/2010         BL0         To be filled           DEA         2010-00012         ADH         09/11/2010         BL0         To be filled           DEA         2010-00021         ADH         29/11/2010         BL0         To be filled           DEA         2010-00021         ADH         29/11/2010         DEA         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         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         2010-00018         ADM         09/11/2010         ELO         Filled           DEA         2010-00018         ADM         09/11/2010         ELO         Filled           DEA         2010-00020         ADM         29/11/2010         ELO         To be filled           DEA         2010-00021         ADM         29/11/2010         ELO         To be filled           DEA         2010-00021         ADM         29/11/2010         DEA         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         BL0         Filled         Eld	DEA	2010-00015 ADM	09/11/2010			BLO	In progress	
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           DEA         2010-00021         ADM         29/11/2010         BLO         To be filled           B         3010-00021         ADM         29/11/2010         DEA         To be filled	DEA	2010-00016 ADM	09/11/2010	ADM	09/11/2010	BLO		
DEA         2010-00019         ADM         09/11/2010         BL0         To be filled           DEA         2010-00020         ADM         29/11/2010         BL0         To be filled           DEA         2010-00021         ADM         29/11/2010         BL0         To be filled           DEA         2010-00021         ADM         29/11/2010         DEA         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 PLO 2010-00021 ADM 29/11/2010 DEA To be filled B	DEA	2010-00018 ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
BD 2010-00021 ADM 29/11/2010 DEA To be filled	DEA	2010-00019 ADM	09/11/2010			BLO	To be filled	
B	DEA	2010-00020 ADM	29/11/2010			BLO	To be filled	
B	PL0	2010-00021 ADM	29/11/2010			DEA	To be filled	
	В		С					

 $\succ$  Click the row.

The  $\blacktriangleright$  icon appears at the beginning of the selected row (Fig 337 **B**).

> Click the  $\bigvee$  button on the command bar (Fig 337 C).

The list of requested resources is displayed. The list is in "read-only" mode, i.e. it cannot be edited by the user.

### 25.6. 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 338 A) to display the row corresponding to the request whose details must be filled.

REQUEST GODE         REQUEST ISATUS           StockRoom         Code         Request author         Request creation         Fill author         Fill data         Filling stockroom         Status           ReL         2010-0000         KR         0471/2010         BL0         To be filled           DRA         2010-0000         KR         0471/2010         BL0         Fill data           DRA         2010-0000         KR         0471/2010         BL0         Filled           DRA         2010-0010         KR         0471/2010         BL0         Filled           BL0         2010-0010         KR         0471/201	FROM	02/11/2010	•				TO 29/11/2010	•	
StockRoom         Code         Request author         Request creation         Fill author         Fill date         Filling stockroom         Status           RBL         2010-00001         ADH         04/11/2010         BL0         To be filled           DEA         2010-00002         IGR         04/11/2010         BL0         To be filled           DEA         2010-00003         IGR         04/11/2010         BL0         To be filled           DEA         2010-00005         IGR         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00005         ADH         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00005         ADH         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         ADM         09/11/2010         BL0         Filled           DEA<	REQUEST CODE					R	EQUEST STATUS		
BBL         2010-0000         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         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         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00007         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           BL0         2010-00017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         In progres           DEA         2010-00017         ADM         <	REQUESTING STOCKROOM				•	FILLI	NG STOCKROOM		
BBL         2010-00001         ADM         04/11/2010         BL0         To be filled           DEA         2010-00002         IGR         04/11/2010         BL0         In progress           RBL         2010-00005         IGR         04/11/2010         ISG         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         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           BL0         2010-00011         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         09/11/2010         BL0         Filled         Filled           DEA         2010-00013         ADM	StockRoom	Code	Request author	Request creation	Fill author	Fill date	Filling stockroom	Status	
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         XMH         04/11/2010         IGR         04/11/2010         RBL         Filled           DEA         2010-00005         XMH         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00005         XMH         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00005         XMH         04/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00010         ADM         04/11/2010         RBL         In progress           DEA         2010-00011         ADH         09/11/2010         RD         Filled           DEA         2010-00013         ADH         09/11/2010         RD         Filled           DEA         2010-00013         ADH         09/11/2010         BLO         Filled           DEA         2010-00013         ADH         09/11/2010         BLO         Filled	RBL							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         2010-00006         ADM         04/11/2010         ADM         09/11/2010         BC         Filled           BLO         2010-00001         ADM         04/11/2010         ADM         09/11/2010         BC         Filled           BLO         2010-00011         ADM         09/11/2010         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         In progress           DEA         2010-00015         ADM	DEA	2010-00002	IGR	04/11/2010			BLO	In progress	
DEA         2010-00005         ADM         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         64/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00006         ADM         64/11/2010         ADM         09/11/2010         RBC         Filled           BL0         2010-00007         ADM         64/11/2010         DEA         To be filled           BL0         2010-00010         ADM         69/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00011         ADM         69/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         69/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00013         ADM         69/11/2010         ADM         09/11/2010         BL0         In progress           DEA         2010-00015         ADM         69/11/2010         ADM         09/11/2010         BL0	RBL	2010-00003	IGR	04/11/2010			BLO	To be filled	
DEA         2010-0006         ADM         04/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-00008         ADM         04/11/2010         ADM         04/11/2010         RBC         Filled           BEL         2010-00009         ADM         04/11/2010         ADM         04/11/2010         RBC         Filled           BEL         2010-00010         ADM         06/11/2010         DEA         To be filled           BEA         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         2010-00012         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         BL0         Filled         In progress           DEA         2010-00014         ADM         09/11/2010         BL0         Filled           DEA         2010-	DEA	2010-00004	IGR	04/11/2010	IGR	04/11/2010	RBL	Filled	
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         RBL         In progress           DEA         2010-00010         ADM         06/11/2010         ADM         09/11/2010           DEA         2010-00011         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         In progress           DEA         2010-00015         ADM         09/11/2010         BL0         Filled         Inde           DEA         2010-00017         ADM         09/11/2010         BL0         Filled         In progress           DEA         2010-00017         ADM         09/11/2010         BL0         Filled	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         06/11/2010         RBL         In progress           DEA         2010-00011         ADM         06/11/2010         RBL         In progress           DEA         2010-00011         ADM         06/11/2010         BL0         Filled           DEA         2010-00013         ADM         06/11/2010         BL0         Filled           DEA         2010-00013         ADM         06/11/2010         BL0         Filled           DEA         2010-00014         ADM         06/11/2010         BL0         In progress           DEA         2010-00015         ADM         06/11/2010         BL0         In progress           DEA         2010-00016         ADM         06/11/2010         BL0         Filled           DEA         2010-00017         ADM<	DEA	2010-00006	ADM	04/11/2010	ADM	09/11/2010	BLO	Filled	
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         2010-00012         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         2010-00015         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           D	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         2010-00013         ADM         09/11/2010         ADM         09/11/2010         BLO         Filled           DEA         2010-00014         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         2010-00017         ADM         09/11/2010         BLO         Filled           DEA <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>	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         Filled           DEA         2010-00015         ADM         09/11/2010         BLO         In progress           DEA         2010-00015         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         09/11/2010 </td <td>BLO</td> <td>2010-00010</td> <td>ADM</td> <td>08/11/2010</td> <td></td> <td></td> <td>RBL</td> <td>In progress</td> <td></td>	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           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         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         2010-0014         ADM         09/11/2010         BL0         In progress           DEA         2010-0015         ADM         09/11/2010         BL0         In progress           DEA         2010-0015         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0018         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0019         ADM         09/11/2010         BL0         To be filled           DEA         2010-0020         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         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         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         2010-00020         ADM         29/11/2010         BL0         To be filled	DEA	2010-00013	ADM	09/11/2010	ADM	09/11/2010	BLO	Filled	
DEA         2010-0015         ADM         09/11/2010         BL0         In progress           DEA         2010-0016         ADM         09/11/2010         AOM         09/11/2010         BL0         Filled           DEA         2010-0017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0017         ADM         09/11/2010         ADM         09/11/2010         BL0         Filled           DEA         2010-0018         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	2010-00014	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         2010-00018         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						BLO		
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         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					ADM	09/11/2010	BLO		
DEA         2010-0018         ADM         09/11/2010         BLO         Filled           DEA         2010-0019         ADM         09/11/2010         BLO         To be filled           DEA         2010-0019         ADM         09/11/2010         BLO         To be filled           DEA         2010-0020         ADM         29/11/2010         BLO         To be filled									
DEA         2010-0019         ADM         09/11/2010         BLO         To be filled           DEA         2010-0020         ADM         29/11/2010         BLO         To be filled									
DEA 2010-00020 ADM 29/11/2010 BLO To br filled					1.011				
							0		

Fig 338 - Requests management

 $\succ$  Click the relevant row.

The  $\triangleright$  icon appears on the left (Fig 338 **B**).

Click the **Fill Request** button on the command bar (Fig 338 C).

The following screen opens (Fig 339 - "Resource request filling").

equest: 2010-0002	2 - Request au	thor: ADM - Requ	est date: 29/11/2010 - Request	ting stockroom: 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.GI.A.LI.PI	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	

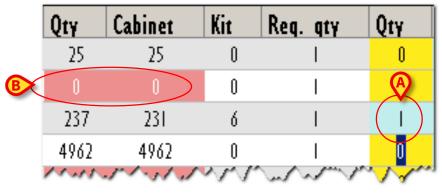
Fig 339

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 340 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 340 **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.

# 26. 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,

click the corresponding icon



on the lateral bar.

The following screen opens (Fig 341).

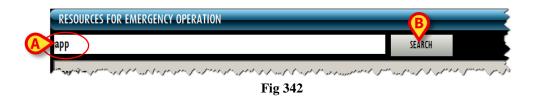
RESOURCES FOR EMERGENCY OPERATION		🕀 Below
	SEARCH	
Operation		
		DISPLAY RESOURCE
		DISFLAT RESOURCE

### 26.1. How to display the resources list for an operation

The field placed on top, indicated in Fig 341 **A**, makes it possible to search for the operation for which the resources list needs to be displayed.

To search for the operation

> type the operation name (or part of it) in the field indicated in Fig 342 A.



Click the **Search** button placed alongside the field (Fig 342 **B**).

The list of operations whose name includes the specified text is displayed (Fig 343 A).

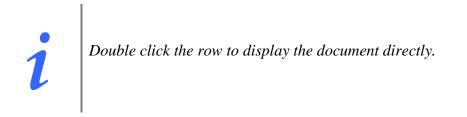
		RESOURCES FOR EMERGENCY OP	ERATION				Below stock
		арр			SEARCH		
		Operation					
	$ \land$	Appendicectomia Iaparoscopica					
		Appendicectomia Iaparoscopica (D.S.)					
		Appendicectomia laparotomica					
6		Appendicectomia laparotomica (D.S.)					
		Applicazione di IMF					
		Applicazione ferule mascellari					
	U	MAPPING PROSTATICO 20 PRELIEVI					
							Q
							DISPLAY RESOURCES
	-			 Fig	343		

Click the name of the relevant operation.

The name appears highlighted (Fig 343 **B**).

Click the **Display Resources** button on the command bar (Fig 343 C).

The document listing all the needed resources is displayed.



A print preview is displayed (Fig 344).

		RESOURC	ES	FOR EMERGENCY	OPERA	TION
	Date	15/07/2010				
S <del></del>	Operatio	Appendicecton	nia la	paroscopica		
Code	Description			Location	Qty	Barcode
		DICECTOMIA VLS		12000204202		
900R7505269		10X10 16STR.S.FIL 3481 12/8 32/40	.0	G1AL1.P1	1	
906RC000401	SUTURATRI 054887 )D35 DEL 410/09	CE CUTANEA ROY/ W	AL	G1.T.L1.P1	1	
916R2090001		SILIC.CH 15 DSPIRAL DRAIN	D.	G1.Nuovi Materiali L1.P1	1	
900RC000467	SET GARZA CF.5 (DID23) D.972/09	10X60 8STRATI RX D1020F05S P.X 3(1	0X20)	G1.Nuovi Materiali.L1.P1	1	
616RC770013	SPUGN.X PU	JLIZIA BISTURI CD.	AL.40	G1.Nuovi Materiali.L1.P1	1	
900RL000290		GARZA MM. 10 RX 0. 157030010 T. 12/	12	G1AL1.P1	1	
915R1000001	STRISCIA AL COD 258347 DEL 525/07			G1.Nuovi Materiali L1.P1	2	
605RS000462	BISTURI N.1 CD0344301 D.895/09			G1.Nuovi Materiali L1.P1	1	
916RC040303	SACCHETTO RIMOZ REPE DEL 930/08	D R.COD.POUCH (D	0	G1.Nuovi Materiali.L1.P1	1	
906RC002000	SUTURA LA	CCI SURGITIE EL21 B	1L	G1.S.L1.P1	1	
906RC000003	SUTURA SE DEL 14/06	TA CD. 680H	*D	G1.S.L1.P1	1	
916RC000512	CARICATOR	E CLIP CHALLENG	ER	G1.Nuovi Materiali.L1.P1	1	

Click the **Print** button on the command bar (Fig 344 **A**) to print the document.

The system's print functrionalities are described in paragraph 6.8.1.

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.

# 27. 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:

		ABINETS GROUP	CABINET ALL	LOCATION ALL		R	ESET
CKROOM ALL							
Position	^ Code	Producer code	Resource	Expiration			Kit
BLO.GI A.LI.PI	600R7770208	498	GARZA 7X9 I 6STR.FOLDREADY RX N+ (DTITO		5	5	
BLO.GI ALI.PI	600R7790104	498	GARZA PIEG.IODOF. 10% MT.I =DT.12/8		22	22	
BLO.GI A.LI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD. 035		0	0	
BLO.GI.A.LI.PI	602RC001100	206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N		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.002	30050000	0	0	
BLO.GI.A.LI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.002	30020000	0	0	
BLO.GI A.LI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE *** (DCOD. 021	21540 ***	9	9	
BLO.GI.A.LI.PI	602RCI 0001 I	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 0	2121542 *** DE	12	12	
BLO.GI.A.LI.PI	602RC100012	771	BENDA AUTOFIX LOX4 SLATTICE *** (DCOD. 1	121 21 543**** DEL	0	0	
BLO.GI.A.LI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD 10X20 (DCOD.	WVSP1020 DEL	37	37	
BLO.GI.A.LI.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10F	ZX20BUSTE = 200P	66	63	
BLO.GI A.LI.PI	603RC229002	3757	COTONINI SOFT BSXLOPZ. 80-140)DCF:LOPZX2	OBUSTE = 200PZ	0	0	
BLO.GI.A.LI.PI	61 6RS000083	2618	SET X TUR COD. 77885 (D		108	108	
BLO.GLA.LI.PI	900R7505269	493	SET GARZA LOXIO L6STR.S.FILO CF.5)DCD.23481	12/8 32/40	302	302	
BLO.GI ALI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 85TR CF.3 )DFD3D0	560F8SNN03 X	43	43	
BLO.GI.A.LI.PI	900R7505917	498	SET GARZA ZAFFI MTSX7CM 4STR.RX )DZZD507	F 12/8 32/40 1	236	236	
BLO.GI ALI.PI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43E	0709F055 12/8	340	298	
BLO.GI.A.LI.PI	900R7770211	493	SET GARZA 10X60 8STR. S.FILO CF.5)D12/8 FIL	ATO 32/40 BORD	312	312	
BLO.GI.A.LI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RXI2ST CF.I)DFD3D3	030F12NA01 12/8	73	73	
BLO.GI.A.LI.PI	900RC000467	498	SET GARZA LOX60 8STRATI RX CF.5 (DID23D)	020F05S P.X 3(1	423	406	
BLO.GI.A.LI.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.15	6043004IA 12/8	294	291	
BLO.GI.A.LI.PI	900RL000289	206	SET TAMP. GARZA MM.8 RX CF.5 (DCOD.		196	192	
BLO.GI.A.LI.PI	900RL000290	206	SET TAMP. GARZA MM.IO RX CF.5 )DCOD.		236	230	
BLO.GI ALI.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR CF.4)DFD3D4		74	71	
lesource			New Exp.	Stock	Cabinet Kit R	eal Oty	_
	DREADY RX N+ (DTITOLO 12)		new cxp.	JUCK		ear Qiy 5	

Fig 345 - Inventory

### 27.1. Inventory: screen structure

The "Inventory" screen is structured according to the general description offered in paragraph 7.4. See that paragraph for the screen general features. This paragraph describes the screen specific features.

#### 27.1.1. Filters



The filters available on the "Inventory" screen (Fig 346) 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 7.4.2 for instructions on how the filters work.

#### 27.1.2. Data area

The data area of the "Inventory" screen is formed of two parts (Fig 347).

DISTION 0.GLALL.PL 0.GLALL.PL 0.GLALL.PL 0.GLALL.PL 0.GLALL.PL 0.GLALL.PL 0.GLALL.PL	Code 60087770208 60087790104 60287770016 602RC001100	Producer code           498           498           22	Resource GARZA 7X9 I 6STR.FOLDREADY RX N+ (DTITOL GARZA PIEGIODOF, 10% MT.I =DT.12/8 BENDA ELIST.ANTIALL 20X5 FLEXA (DCOD. 03511		Stock Qty Cal 5 22	binet K 5 22
0.GLALI.PI 0.GLALI.PI 0.GLALI.PI 0.GLALI.PI 0.GLALI.PI	600R7790104 602R7770016 602RC001100	498 22	GARZA PIEG.IODOF. 10% MT.I =DT.12/8			
O.GI ALI.PI O.GI ALI.PI O.GI ALI.PI O.GI ALI.PI	602R7770016 602RC001100	22			22	22
.0.GI ALI.PI .0.GI ALI.PI .0.GI ALI.PI	602RC001100		BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD. 0351)	IN TRACKA		
.0.GI ALI.PI .0.GI ALI.PI				J2/UUUU	0	0
.0.GLA.LI.PI		206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N.	99/08	23	23
	602RC001102	206	BENDA ORLMTSXIOCM CD.12056105107(DDEL. N.	99/08	25	25
O GLALL PL	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT. (DCOD.0023	0050000	0	0
o.ur.&ur.ri	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.0023	0020000	0	0
.0.GLALI.PI	602RC100010	771	BENDA AUTOFIX 4X4 SLATTICE *** (DCOD. 0212	21540 ***	9	9
.0.GLALL.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 02	121542 ** DE	12	12
.0.GLALI.PI	602RC100012	771	BENDA AUTOFIX LOX4 SLATTICE ** (DCOD. 02	2121543**** DEL	0	0
.0.GLALL.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD LOX20 (DCOD. N	WSP1020 DEL	37	37
.0.GLALL.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10P7	D/20BUSTE = 200P	66	63
.0.GLALLPI	603RC229002	3757	COTONINI SOFT BSX10PZ. 80-140 )DCF:10PZX20	JBUSTE=200PZ	0	0
.0.GLALL.PI	616RS000083	2618	SET X TUR COD. 77885 (D		108	108
.0.GLALL.PL	900R7505269	493	SET GARZA LOXIO 16STR.S.FILO CF.5)DCD.23481 1	2/8 32/40	302	302
.0.GLALLPI	900R7505543	498	SET GARZA 5X60 LUNG RX 8STR CF.3 )DFD3D05	60F8SNN03 X	43	43
.0.GLALL.PL	900R7505917	498	SET GARZA ZAFFI MTSX7CM 4STR.RX )DZZD507F	12/8 32/40 1	236	236
.0.GLALL.PL	900R7770208	498	SET GARZA 7X9 L6STR. RX CF.5 )DC.ID43B0	J709F055 12/8	340	298
.0.GLALL.PL	900R7770211	493	SET GARZA 10X60 8STR. S.FILO CF.5)D12/8 FILA	(TO 32/40 BORD	312	312
.0.GLALL.PL	900R7790103	498	SET GARZA LAPAR.30X30 RXI2ST CF.I)DFD3D30	30F12NA01 12/8	73	73
.0.GLALL.PL	900RC000467	498	SET GARZA 10X60 8STRATI RX CF.5 )DID23D10	20F05S P.X 3(1	423	406
.0.GLALL.PL	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE 3PZ =D12/8 3	32/40 - 4 STRAT	488	488
.0.GLALL.PL	900RL000288	206	SET TAMPONE GARZA MM.40 C/FB.CF.5)DCD.156	0430041A 12/8	294	291
.0.GLALL.PL	900RL000289	206	SET TAMP. GARZA MM.8 RX CF.5 ()DCOD. 1	57033008 T.12/1	196	192
.0.GLALL.PL	900RL000290	206	SET TAMP. GARZA MM.10 RX CF.5 )DCOD. 1	57030010 T.12/1	236	230
.0.GLALL.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR CF.4)DFD3D40	SOF12NA04 12/8	74	71
esource			New Exp.	Stock 🔺	Cabinet Kit Rea	Qty
RZA 7X9 16STR.FOLD	DREADY RX N+ (DTITOLO 12/	8 FILATO 20/20 D. 42/08		5	5 0	5
	0.61 ALL PI 0.61	0 GI ALI PI 602RC100012 0 GI ALI PI 603R000013 0 GI ALI PI 603R0200013 0 GI ALI PI 603RC22001 0 GI ALI PI 603RC22001 0 GI ALI PI 900R7505543 0 GI ALI PI 900R7505543 0 GI ALI PI 900R7505543 0 GI ALI PI 900R7505797 0 GI ALI PI 900R75021 0 GI ALI PI 900R750103 0 GI ALI PI 900R750103 0 GI ALI PI 900R750103 0 GI ALI PI 900R000467 0 GI ALI PI 900R000470 0 GI ALI PI 900R000289 0	0.61 ALI.PI         602RC100012         771           0.61 ALI.PI         603R0000013         5355           0.61 ALI.PI         603R0000013         5355           0.61 ALI.PI         603R0220001         3757           0.61 ALI.PI         603R0220002         3757           0.61 ALI.PI         603R0220002         3757           0.61 ALI.PI         603R0220002         3757           0.61 ALI.PI         900R7505269         493           0.61 ALI.PI         900R7505543         498           0.61 ALI.PI         900R7505543         498           0.61 ALI.PI         900R770208         498           0.61 ALI.PI         900R770208         498           0.61 ALI.PI         900R770208         498           0.61 ALI.PI         900R770208         498           0.61 ALI.PI         900R00028         206           0.61 ALI.PI         900RC000470         498           0.61 ALI.PI         900RC00028         206           0.61 ALI.PI         900RL00228         206           0.61 ALI.PI         900RL00280         206           0.61 ALI.PI         900RL00280         206           0.61 ALI.PI         900RL00290         206	0.61 ALL PI         602RC100012         771         BENDR AUTOFIX 10X4 SLATTICE         ************************************	O.G.I.A.L.P.I         602RC10012         771         BENDA AUTOFIX 10X4 SLATTCE ***         (D.COD. 02121543*** DEL           O.G.I.A.L.P.I         6038000013         5355         MEDIOZ. TMT SUBLIPAD 10X20         (D.COD. 02121543*** DEL           O.G.I.A.L.P.I         6038000013         5355         MEDIOZ. TMT SUBLIPAD 10X20         (D.COD. 042715243*** DEL           O.G.I.A.L.P.I         6038000013         5375         COTONINI SOFT BSXI0PZ. 80-1407         (D.G.I.B.T200P)           O.G.I.A.L.P.I         60380229002         3757         COTONINI SOFT BSXI0PZ. 80-1407         (D.G.I.B.T200P)           O.G.I.A.L.P.I         6038020003         2418         SET X TUR. COD. 77865         (D.G.T.G.T200PZ)           O.G.I.A.L.P.I         90087505543         498         SET GARZA X26FI MISTAR FLIC GF.3 (D.D.D3807167081 X)           O.G.I.A.L.P.I         90087505547         498         SET GARZA X26FI MISTARK NO. 2020/03761 12/8 32/40 L           O.G.I.A.L.P.I         90087770214         498         SET GARZA X26FI MISTARK NO. 0275/97 12/8 32/40 L           O.G.I.A.L.P.I         90087770214         498         SET GARZA X26 MISTAR XC.F.S.D. (D.C.S)012/8 FLX0 32/40 B.080           O.G.I.A.L.P.I         90087770218         498         SET GARZA LARA 303030 RVLIST CF.10/0733/40 B.080           O.G.I.A.L.P.I         9008	0.61 ALL PI         602RC100012         771         BENDA AUTOFIX 10V4 SLATICE **         (DCOD. NVSF1020         DEL         0           0.61 ALL PI         603R0000013         5555         MEDIOZ TMT SURGINO 10X00         (DCOD. NVSF1020         DEL         37           0.61 ALL PI         603R0000013         5757         COTONNIN SOFT BSX1072.         80-140.         DOC1. NVSF1020         DEL         64           0.61 ALL PI         603RC29001         3757         COTONNIN SOFT BSX1072.         80-140.         DOC1. NVSF1020         DEL         64           0.61 ALL PI         614RC000083         2618         SET X TUR. COD. 77865         [D         108           0.61 ALL PI         900R7505269         493         SET GARZA XOR UNK BSTR. KSTR CF.3 (DPC50DC50F656NH03 X         43           0.61 ALL PI         900R750534         498         SET GARZA XOF UNK BSTR KSTR CF.3 (DPC50D50F6551NH03 X         43           0.61 ALL PI         900R7570208         498         SET GARZA XOF UNK BSTR KSTR CF.3 (DPC50D50F655110KB X         43           0.61 ALL PI         900R7570208         498         SET GARZA XOF UNK BSTR KSTR CF.5 (D1248012740 1         236           0.61 ALL PI         900R7770208         498         SET GARZA ROK MSTR KSTR CF.5 (D1248012740 1         312

Fig 347 - Inventory

The upper part of the screen lists all the resources that are in the inventory (Fig 347  $\mathbf{A}$ ). 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 347 **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;

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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.

- 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

i

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 348.



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 349).

RBL.GT.Nuovi Mater 609R7800240	597	SONDA GASTR. SIL. C2316-18 N+ /DCH 18	5	5 0
		Fig 349		

#### 27.1.3. The "Inventory" screen command bar

The command bar of the "Inventory" screen (Fig 350) 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.

	1	2	3	4	5	6	7	8	9	0		+/-	C	NEXT	
0	7			7	SEA	RCH		_	_	•	REFILL	PRINT			
								E							

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



Use the numeric buttons (Fig 351) 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 28).

Use the **Refill** button to access directly the refill functionalities for the selected resource. See paragraph 27.3 for the detailed procedure.

Use the **Print** button to print the resources inventory. See paragraph 27.4 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.

### 27.2. 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 352, for instance, only the actual quantity is editable.

Resource		New Exp. Stock 🔿	Real Qty	
🕨 SUTURA PROFIL CE	. P3059 °DSUT.FIBRA POL.INTR	.NN. ASS. 160	160	X
		Fig 352		

#### 27.2.1. How to change the quantities in stock

To change the quantity of resource in stock,

> 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 353 A).

			CININET	LOCITION.			DECEN
STOCKROOM		CABINETS GROUP ALL	CABINET ALL	LOCATION		*	RESE
Position	^ Code	Producer code	Resource	Expiration	Stock Qty	Cabinet	Kit
BLO.GLA.LI.PI	600R7770208	498	GARZA 7X9 16STR.FOLDREADY RX N+ (DTITO	.0 12/8 FILATO	5	5	;
BLO.GI A.LI.PI	600R7790104	498	GARZA PIEG.IODOF. 10% MT.I =DT.12/8		22	22	!
BLO.GI.A.LI.PI	602R7770016	22	BENDA ELAST.ANTIALL.20X5 FLEXA (DCOD. 0351	0270000	0	0	J .
BLO.GLA.LL.PI	602RC001100	206	BENDA ORL. MT5X2CM CD.12056105027(DDEL. N		23	23	
BLO.GI.A.LI.PI	602RC001102	206	BENDA ORL.MT5X10CM CD.12056105107(DDEL. N	. 99/08	25	25	\$
BLO.GLA.LL.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT. (DCOD.002		0	0	
BLO.GLA.LL.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.0023		0	0	
BLO.GI A.LI.PI	602RC100010	771	BENDA AUTOFIX 4X4 S.LATTICE *** (DCOD. 021	21540 ***	9	9	/
BLO.GLA.LL.PI	602RC100011	771	BENDA AUTOFIX 8X4 S. LATTICE *** (DCOD. 0)		12	12	-
BLO.GI.A.LI.PI	602RC100012	771	· · · · · · · · · · · · · · · · · · ·	2121543*** DEL	0	0	
BLO.GI.A.LI.PI	603R0000013	5355		WVSP1020 DEL	37	37	
BLO.GI A.LI.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10P	ZX20BUSTE = 200P	66	63	\$
BLO.GI.A.LI.PI	603RC229002	3757	COTONINI SOFT BSX10PZ. 80-140 )DCF:10PZX2	DBUSTE=200PZ	0	0	J
BLO.GLA.LL.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		302	302	!
🕨 BLO.GI A.LI.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 8STR CF.3 )DFD3D0	560F8SNN03 X	43	43	5
BLO.GI.A.LI.PI	900R7505917	498	SET GARZA ZAFFI MT5X7CM 4STR.RX )DZZD5071	· 12/8 32/40 1	236	236	5
BLO.GLA.LL.PI	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B	0709F05S 12/8	340	298	В
BLO.GLA.LI.PI	900R7770211	493	SET GARZA LOX60 8STR. S.FILO CF.5)D12/8 FIL	ATO 32/40 BORD	312	312	2
BLO.GI.A.LI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RXI2ST CF.I)DFD3D30	30F12NA01 12/8	73	73	3
BLO.GLA.LI.PI	900RC000467	498	SET GARZA LOX60 8STRATI RX CF.5 )DID23D11	120F05S P.X 3(1	423	406	s
BLO.GLA.LI.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.15	i0430041A 12/8	294	291	
BLO.GI ALI.PI	900RL000289	206	SET TAMP. GARZA MM.8 RX CF.5 )DCOD. I	57033008 T.12/1	196	192	2
BLO.GLA.LL.PI	900RL000290	206	SET TAMP. GARZA MM.IO RX CF.5 )DCOD. I	57030010 T.12/1	236	230	)
BLO.GI.A.LI.PI	900RS000038	498	SET GARZA LAP.40X50 RX 12STR CF.4)DFD3D40	SOFI2NA04 12/8	74	71	
Resource			New Exp.	Stock	Cabinet Kit F	Real Otv	
	G BX 85TB CE 3 10ED3D	0560F8SNN03 X 3(5X20) D.972/09	nen exp.	43			3 X

In the lower part of the screen the details of the selected resource are displayed (Fig 353 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).

### 27.2.2. Deleting an inventory item

To delete an inventory item, on the upper part of the screen,

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 354 A).

BLO.GI.ALI.PI         600R7770208         498         GAR2A         7X9 16STR.FOLDREADY RX N+ (DTITOLO 12/8 FLUXD         5         5           BLO.GI.ALI.PI         600R770104         499         GAR2A         PEGLODDE. 10% HT.I.         = 01.2/8<         22         22           BLO.GI.ALI.PI         600R770106         22         BEROA ELUST NATIALL 20X5 FLEXA         (DCO.D. 03510270000         0         0         0           BLO.GI.ALI.PI         602R01100         206         BEROA RUST NATIALL 20X5 FLEXA         (DCO.D. 03510270000         23         323           BLO.GI.ALI.PI         602R010102         206         BEROA RUST NATIALL 20X5 FLEXA         (DCO.D. 03230050000         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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.ALL.PI         60087770208         498         GARZA 7X9 ISTR.F0LDBEMOY RX N+         (DTTTOLO 12/8 FLATO           BLO.GI.ALL.PI         60087770208         498         GARZA 7X9 ISTR.F0LDBEMOY RX N+         (DTTTOLO 12/8 FLATO           BLO.GI.ALL.PI         60087770208         498         GARZA 7X9 ISTR.F0LDBEMOY RX N+         (DTTTOLO 12/8 FLATO           BLO.GI.ALL.PI         60087770208         428         BENDA RULT MINLL 2005 FLEXA (DOLD 0205102700EL N. 99/08           BLO.GI.ALL.PI         6028C001100         206         BENDA RULTMIXL 2005 FLEXA (DOLD 02030050000         BENDA RULTMIXL 2005 FLEXA (DOLD 02030050000           BLO.GI.ALL.PI         6028C003106         22         BENDA RULTMIXL 2005 FLEXA (DOLD 02030050000         BENDA RULTMIXL 2005 FLEXA (DOLD 02030050000           BLO.GI.ALL.PI         6028C003106         72         BENDA ALTOFIX 444 SLITTICE *** (DOCD 021230200000         BENDA ALTOFIX 444 SLITTICE *** (DOCD 02121543 ****         BENDA ALTOFIX 1044 SLITTICE *** (DOCD 02121543 ****         BENDA ALTOFIX 1044 SLITTICE **** (DOCD 02121543 ****         BENDA ALTOFIX 1044 SLITTICE *** (DOCD 02121542 ****	5 22 2 23 2 25 2 0 0 9 9 12 1	5 22 0 23 25 0 0
BLOGIALLPI         60087790104         498         GARZA PIEG.IODOF. 10% HT.1         =DT.12/8         22         22         22           BLOGIALLPI         60287770016         22         BEKAR ELKSTAMTIAL 20X5 FLAG (COLD. 05510270000         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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 ALI.PI         600R7790104         498         GARZA PIEG IODOF. 10% MT.I         =DT.12/8            BLO.GI ALI.PI         602R7770016         22         BENDA ELGTANTIALI20% FLEXA. (DCOD. 03510270000          E0           BLO.GI ALI.PI         602R707016         22         BENDA ELGTANTIALI20% FLEXA. (DCOD. 03510270000          E0           BLO.GI ALI.PI         602RC001100         206         BENDA OLIMITSZCHY CD.1026/018/02/ODEL N. 99/08         E0           BLO.GI ALI.PI         602RC001102         206         BENDA OLIMITSZCHY CD.128/618/510700EL N. 99/08         E0           BLO.GI ALI.PI         602RC001107         22         BENDA RESET FIX PIC (MAXAMT. (DCOD.00230000000000000000000000000000000000	22 2 0 23 2 25 2 0 0 9 9 12 1	22 0 23 25 0
BLO.GI ALI.PI         602R7770016         22         BENDA ELGS NATIBAL 20X5 FLEXA (DCOD. 03510270000         0         0         0         0         0           BLO.GI ALI.PI         602RC001100         206         BENDA OL, MTSX2CYC CD (236510502700EL N. 99/08)         23         23         23           BLO.GI ALI.PI         602RC001102         206         BENDA OL, MTSX1CYC CD (236510510700EL N. 99/08)         25         25           BLO.GI ALI.PI         602RC00107         22         BENDA RALESEEF FX PIC CH4XAMT. (DCOD.002301050000         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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.ALI.PI         602R7770016         22         BENDR ELACTANTIALI 20X5 FLEXA         (DCOD. 03510270000         (DCOD. 03510270000)         (DCOD. 03510270000)         (DCOD. 03510270000)         (DCOD. 03510270000)         (DCOD. 03510270000)         (DCOD. 03510370000)         (DCOD. 03510270000)         (DCOD. 03510270000)         (DCOD. 0351077000)         (DCOD. 035107700)         (DCOD. 0351077000)         (DCOD. 035107700)	0 23 2 25 2 0 0 9 12 1	0 23 25 0
BLO.GI ALI PI         602RC001100         206         BENDA ORL MTSX/2CM CD.1205/01652/200EL N. 99/08         23         23           BLO.GI ALI PI         602RC001102         206         BENDA ORL MTSX/0CM CD.0206/0163/02/00500000         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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.ALI.PI         6028C001100         206         BENDR ORL_MTSX2CM CD.12856105027(DDEL.N. 99/08           BLO.GI.ALI.PI         6028C001102         206         BENDR ORL_MTSX1CM CD.12856105027(DDEL.N. 99/08           BLO.GI.ALI.PI         6028C001102         206         BENDR ORL_MTSX1CM CD.12856105027(DDEL.N. 99/08           BLO.GI.ALI.PI         6028C001102         206         BENDR ARL ESEF. FK FK CM 6X4MT         COCOM 00230020000         COL           BLO.GI.ALI.PI         6028C00010         771         BENDR ALDFK 4X4 S LATTICE **         (DOCOM 02121542 ***)         DE           BLO.GI.ALI.PI         6028C100011         771         BENDR ALIDFK 4X4 S LATTICE **         (DOCOM 02121542 ***)         DE           BLO.GI.ALI.PI         6028C100012         771         BENDR ALIDFK 4X4 S LATTICE ***         (DOCOM 02121542 ***)         DE           BLO.GI.ALI.PI         6028C100013         5355         MEDIOZ. THT SUBGIRAD 10X00         (DOCOM 02121542 ***)         DE           BLO.GI.ALI.PI         6038C220001         3757         COTONILS OFT BSX10PZ.001407         DCI         BEI.OGI.ALI.PI           BLO.GI.ALI.PI         6038C220001         3757         COTONILS OFT BSX10PZ.001405TE=200PZ         DE           BLO.GI.ALI.PI         6038C220001         3757         COTONILS OFT BSX10PZ.001405TE=20	23 2 25 2 0 9 12 1	23 25 0
ELG GI ALL PI         6492RC001102         206         BENDA ORL MTSX10CM CD.12056105107000EL N. 99708         25         25           ELG GI ALL PI         6492RC003106         22         BENDA ELSELF FK PIC CMMANT. (DC00.00230050000         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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 ALLPI         d028C001102         206         BENDA BLISEF FIX FIC CM34HT         (0020 00230050000)           BLO GI ALLPI         d028C003106         22         BENDA ELSEF FIX FIC CM34HT         (0020 00230050000)         0020           BLO GI ALLPI         d028C003107         22         BENDA ELSEF FIX FIC CM34HT         (0020 00230050000)         0020           BLO GI ALLPI         d028C100010         771         BENDA AUTOFK 4V4 S. LATTICE **         (0020 .02121542 ** DE)           BLO GI ALLPI         d028C100011         771         BENDA AUTOFK 4V4 S. LATTICE **         (0020 .02121542 ** DE)           BLO GI ALLPI         d028C100012         771         BENDA AUTOFK 4V4 S. LATTICE **         (0020 .02121542 ** DE)           BLO GI ALLPI         d028C100013         5355         MEDIOZ TN SURGPRO 10X20         00200. MV510200 DEL)           BLO GI ALLPI         d0380200013         5355         MEDIOZ TN SURGPRO 10X20         00200. MV510200 DEL)           BLO GI ALLPI         d0380200013         3757         COTONINI SOFT B5X10PZ 80-1407         00C1192208LSTE=200P           BLO GI ALLPI         d038022002         3757         COTONINI SOFT B5X10PZ 80-1407         00C1192208LSTE=200P           BLO GI ALLPI         d1466000033         2618         SET K TUR C00. 77865         0 .	25 2 0 0 9 12 1	25 0 0
BLO GI ALI PI         6428C003106         22         BENDA ELSELF FIX PIC CH4XAMT.         (DCOD 00230050000         0         0         0           BLO GI ALI PI         64028C003107         22         BENDA ELSELF FIX PIC CH4XAMT.         (DCOD 00230050000         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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 ALI PI         6028C003106         22         BENDA ELSELF FIX FIC CM4XHTI.         (0COD.00230050000         (0COD.00230550000         (0COD.00230550000         (0COD.00230550000         (0COD.00230550000         (0COD.00230550000         (0COD.0023050000         (0COD.0023050000         (0COD.0023050000         (0COD.0023050000         (0COD.00230500000         (0COD.0023050000         (0COD.00230500000         (0COD.00230500000         (0COD.00230500000         (0COD.00230500000)         (0COD.00230500000)         (0COD.00230500000)         (0COD.00230500000)         (0COD.00230500000)         (0COD.00230500000)         (0COD.00230500000)         (0COD.00230500000)         (0C	0 0 9 12 1	0
BLO.GI.A.LI.PI         402RC003107         22         BENDA ELSELF FIX.PIC CH 8X4HT.         (DOCD.00230020000         0           BLO.GI.A.LI.PI         402RC100010         771         BENDA AUTOFIX X4X S LATTICE ***         (DOCD.02121542 ***         DE         12         12           BLO.GI.A.LI.PI         402RC100011         771         BENDA AUTOFIX X4X S LATTICE ***         (DOCD.02121542 ***         DE         12         12           BLO.GI.A.LI.PI         402RC100012         771         BENDA AUTOFIX X4X S LATTICE ***         (DOCD.02121543 ***         DE         12         12           BLO.GI.A.LI.PI         403RC000013         5555         MEDIOX.TIT SURGIPRO INXX0         (DOCD.02121543 ***         DE         37         37           BLO.GI.A.LI.PI         403RC20001         3757         COTONINI SOFT ESX10PZ.         0COD. NWSPID20 DEL         37         37           BLO.GI.A.LI.PI         403RC20002         3757         COTONINI SOFT ESX10PZ.         0.0         0         0         0           BLO.GI.A.LI.PI         403RC20002         3757         COTONINI SOFT ESX10PZ.         0.0         0         0         0         0         0         0         0         0         0         0         0         0         0         <	BLO.GI.A.LI.PI         602RC003107         22         BENDA ELSELF FIX FIC CM 6X4MT. (DCOD.00230020000           BLO.GI.A.LI.PI         602RC100010         771         BENDA AUTOFK 4X4 SLATICE **         (DCOD. 0212154) ***           BLO.GI.A.LI.PI         602RC100011         771         BENDA AUTOFK 4X4 SLATICE **         (DCOD. 0212154) ***           BLO.GI.A.LI.PI         602RC100012         771         BENDA AUTOFK 8X4 SLATICE **         (DCOD. 0212154) ***           BLO.GI.A.LI.PI         602RC100013         5355         MEDIOZ TITS SIRGIPAD IDCOI         (DCOD. 0212154) ***           BLO.GI.A.LI.PI         603RC29001         3757         COTONINI SOFT ESXI0PZ.         0PC-10PZ208USTE=200PL           BLO.GI.A.LI.PI         603RC29002         3757         COTONINI SOFT ESXI0PZ.         0PL-10PZ208USTE=200PL           BLO.GI.A.LI.PI         603RC29002         3757         COTONIN SOFT ESXI0PZ.         0PL-10PZ208USTE=200PL           BLO.GI.A.LI.PI	0 9 12 1	0
BLO GI ALI PI         602AC100010         771         BENDA AUTOFIX 4VA S LATTICE ***         (00:00. 02/21540 ****         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9         9	BLO GI ALI PI         602AC100010         771         BENDA AUTOFIX 4X4 SLATTICE         ***         (DCOD. 02121540 ****           BLO GI ALI PI         602AC100011         771         BENDA AUTOFIX 4X4 SLATTICE         ***         (DCOD. 02121543 *** DE)           BLO GI ALI PI         602AC100012         771         BENDA AUTOFIX 4X4 SLATTICE         ***         (DCOD. 02121543 *** DE)           BLO GI ALI PI         602AC100013         7571         BENDA AUTOFIX 10X4 SLATTICE         ***         (DCOD. 02121543 *** DE)           BLO GI ALI PI         603AC200013         5555         MEDIOZ THY SURGIPAD (DCOD. MVSPI020 DEL)         BLO GI ALI PI         603AC229002         3757         COTONINI SOFT BSXI0PZ.         80-1407         DOC.10P2X0BUSTE=200PZ         I           BLO GI ALI PI         603AC229002         3757         COTONINI SOFT BSXI0PZ.         80-1407         DOC.10P2X0BUSTE=200PZ         I           BLO GI ALI PI         604SC000033         2418         SET X TUR COD. 7785         (0         I           BLO GI ALI PI         604SC00003         2418         SET GARZA 10X10 I STRSFLID OS-500C02481 12/8 32/40          I           BLO GI ALI PI         900R7505269         493         SET GARZA 10X10 I STRSFLID OS-500C02491 12/8 32/40          I	9 12 1	
BLO GI ALI PI         602AC100011         771         BENDA AUTOFX (004 S. LATICE *** (0COD. 0212)542 *** 0E         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12         12	BLO GI ALI PI         602AC100011         771         BENDA AUTOFIX 8X4 S. LATTICE **         (DC00. 02121542 ** DE)           BLO GI ALI PI         602AC100012         771         BENDA AUTOFIX 10X4 S LATTICE **         (DC00. 02121542 ** DE)           BLO GI ALI PI         602AC100013         5355         MEDIOXE 11X1 SURGIPAD 10X20         (DC00. NVSP1020 DEL)           BLO GI ALI PI         603AC229001         3757         COTONINI SOFT BSX10PZ. 80-1407         DC01 PI22OBLISTE=200P           BLO GI ALI PI         603AC229002         3757         COTONINI SOFT BSX10PZ. 80-1407         DC01 PI22OBLISTE=200P           BLO GI ALI PI         614K5000083         2618         SET X TUR COD. 77865         0         D           BLO GI ALI PI         614K5000083         2618         SET K AURO. TONIN SOFT BSX10PZ. 80-1407. DOC: 10F2X08USTE=200P         D           BLO GI ALI PI         900R7505269         493         SET GARZA HOLI NO EXTRS FLID CF.5/DCD.23481 12/8 32/40         3           BLO GI ALI PI         900R7505543         498         SET GARZA HOLI NO EXTRS FLID CF.5/DCD.23481 12/8 32/40         3           BLO GI ALI PI         900R75055917         498         SET GARZA X600 MIR RX STR CF.3 D050D650F51NH048 X         3           BLO GI ALI PI         900R7505917         498         SET GARZA 7640 MIR RX	12 1	0
BLO GI ALI PI         602AC100012         771         BENDA AUTOFX 10/4 SLATICE **         (DCOD. 02121543***         DEL         0         0           BLO GI ALI PI         603R0000013         5355         MEDICZ. TINT SURGIPRO 10X/0         (DCOD. MMSP1020 DEL         37         37           BLO GI ALI PI         603R0000013         5355         MEDICZ. TINT SURGIPRO 10X/0         (DCOD. MMSP1020 DEL         37         37           BLO GI ALI PI         603RC220001         3757         COTONINI SOFT ESX10PZ.         0         0         0           BLO GI ALI PI         603RC220001         3757         COTONINI SOFT ESX10PZ.         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         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.A.LI.PI         602AC100012         771         BENDA AUTOFIX 10X4 SLATTICE ***         (DCOD. D2121543****         DEL           BLO.GI.A.LI.PI         6038000013         5355         MEDIOZE THY SURGIPAD 10X20         (DCOD. NMSF1020 DEL)           BLO.GI.A.LI.PI         6038C229001         3757         COTONINI SOFT ESX1072.         00-1047         DCF10F2X08USTE=200P           BLO.GI.A.LI.PI         6038C29002         3757         COTONINI SOFT ESX1072.         00-1072X08USTE=200P         E0.GI.A.LI.PI           BLO.GI.A.LI.PI         6038C29002         3757         COTONINI SOFT ESX1072.         00-1072X08USTE=200P         E0.GI.A.LI.PI           BLO.GI.A.LI.PI         616K500003         2618         SET X TUR         00.77085         (D)         I           BLO.GI.A.LI.PI         9087505249         493         SET GARZA INK0 I MSTR.SFLID CF.500504F82NH0         32           BLO.GI.A.LI.PI         9087505543         498         SET GARZA XIAO MKK0 K KSTR.GF.3.20F500566F82NH03 X         32           BLO.GI.A.LI.PI         9087505517         498         SET GARZA XIARA XAO UNG K KSTR.GF.3.20F500566F82NH03 X         32           BLO.GI.A.LI.PI         9087505917         498         SET GARZA XARA XAO UNG K KSTR.GF.3.207205076172/83 J.AU         32		γ.
BLO.GI.A.LI.PI         60380000013         5355         MEDICAZ. TNT SURGIPAD 10X20         (pCoD.         NMSP1020         DEL         37         37           BLO.GI.A.LI.PI         60380229001         3757         COTONINI SOFT ESX10PZ.         60.407         0.0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 <t< td=""><td>BLO.GI.A.LI.PI         60380000013         5355         MEDICAZ. TNT.SURGIPAD. 10x20         (00.00. NWSP1020         DEL           BLO.GI.A.LI.PI         60380229001         3757         COTONINI SOFT. BSX1092.         80-1407.         D0CF.10F2X208USTE=200P           BLO.GI.A.LI.PI         60380229002         3757         COTONINI SOFT. BSX1092.         80-1407.         D0CF.10F2X208USTE=200P           BLO.GI.A.LI.PI         616K000003         2618         SET X TUR. COD. 77865         0         11           BLO.GI.A.LI.PI         90087505269         4993         SET GAV23.10X10.163TRS.FLIO.CF.SplCoD.23481.12/8.3240         12           BLO.GI.A.LI.PI         90087505543         498         SET GAV23.10X10.163TRS.FLIO.CF.SplCoD.23481.12/8.3240         32           BLO.GI.A.LI.PI         900875055917         498         SET GAV28.24FFI MTSX7CH.45TR.RX         J022D5007F.12/8.3240.1         22</td><td>0</td><td>12</td></t<>	BLO.GI.A.LI.PI         60380000013         5355         MEDICAZ. TNT.SURGIPAD. 10x20         (00.00. NWSP1020         DEL           BLO.GI.A.LI.PI         60380229001         3757         COTONINI SOFT. BSX1092.         80-1407.         D0CF.10F2X208USTE=200P           BLO.GI.A.LI.PI         60380229002         3757         COTONINI SOFT. BSX1092.         80-1407.         D0CF.10F2X208USTE=200P           BLO.GI.A.LI.PI         616K000003         2618         SET X TUR. COD. 77865         0         11           BLO.GI.A.LI.PI         90087505269         4993         SET GAV23.10X10.163TRS.FLIO.CF.SplCoD.23481.12/8.3240         12           BLO.GI.A.LI.PI         90087505543         498         SET GAV23.10X10.163TRS.FLIO.CF.SplCoD.23481.12/8.3240         32           BLO.GI.A.LI.PI         900875055917         498         SET GAV28.24FFI MTSX7CH.45TR.RX         J022D5007F.12/8.3240.1         22	0	12
BLO.GI.A.LI.PI         663 63229001         3757         COTONINI SOFT ESXIPZ         00-10P2X0BUSTE=200P1         66         63           BLO.GI.A.LI.PI         6038C229001         3757         COTONINI SOFT ESXIPZ         00-10P2X0BUSTE=200P1         00         00           BLO.GI.A.LI.PI         61685000083         2618         SET X TUR COD. 77865         (0         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108         108	BLO.GI.A.LI.PI         603RC229001         3757         COTONINI SOFT BSX10PZ.         80-1407         DOCF.10PZX08USTE=200P           BLO.GI.A.LI.PI         603RC229002         3757         COTONINI SOFT BSX10PZ.         80-1407         DOCF.10PZX08USTE=200PZ         Image: Comparison of the state of the		0
BLO.GI.A.LI.PI         60380229002         3757         COTONINI SOFT ESXIPPZ. 80-140 jocf-IP20208USTE = 20072         0         0         0           BLO.GI.A.LI.PI         6165500003         2618         SET X TUR COD. 77855         0         108         108         108           BLO.GI.A.LI.PI         90087505269         493         SET GARZI NOLIO         6.0         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302 <t< td=""><td>BLO.GI.A.LI.PI         6038/C229002         3757         COTONINI SOFT ESXI0PZ         00-140         DOCF/10F2X08USTE=200FZ         0.1           BLO.GI.A.LI.PI         616/K000003         2618         SET X TUR. COD. 77865         0         1           BLO.GI.A.LI.PI         9008/7505269         493         SET K TUR. COD. 77865         0          3           BLO.GI.A.LI.PI         9008/7505269         493         SET GAVZI 10X10         16/KTS.FILO CF.5/DCD.23481         1/28         32/40          3           BLO.GI.A.LI.PI         9008/7505543         498         SET GAVZI 10X10         16/KTS.FILO CF.5/D0CD.23481         2/8          1           BLO.GI.A.LI.PI         9008/7505917         498         SET GAVZI 24/FFI HTSX7CH 45TR.RX.         J02ZD507F         1/29         32/40          2</td><td>37 3</td><td>37</td></t<>	BLO.GI.A.LI.PI         6038/C229002         3757         COTONINI SOFT ESXI0PZ         00-140         DOCF/10F2X08USTE=200FZ         0.1           BLO.GI.A.LI.PI         616/K000003         2618         SET X TUR. COD. 77865         0         1           BLO.GI.A.LI.PI         9008/7505269         493         SET K TUR. COD. 77865         0          3           BLO.GI.A.LI.PI         9008/7505269         493         SET GAVZI 10X10         16/KTS.FILO CF.5/DCD.23481         1/28         32/40          3           BLO.GI.A.LI.PI         9008/7505543         498         SET GAVZI 10X10         16/KTS.FILO CF.5/D0CD.23481         2/8          1           BLO.GI.A.LI.PI         9008/7505917         498         SET GAVZI 24/FFI HTSX7CH 45TR.RX.         J02ZD507F         1/29         32/40          2	37 3	37
BLO.GI.A.LI.PI         61.66500083         2618         SET X TUR. COD. 7785         (D         108         108           BLO.GI.A.LI.PI         90087595269         493         SET GAR2A 10X10         15376.5700 2340         1.2/8 32/40         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         30	BLO.GI.A.LI.PI         61.6K5000083         261.8         SET X TUR         COD.         77885         [0         1           BLO.GI.A.LI.PI         90087505269         49.3         SET GAV2X.IOXIO I.6STRS.FILO CF.SJDCD.23481         12/8 32/40          33           > BLO.GI.A.LI.PI         90087505543         49.8         SET GAV2X.IOXIO I.6STRS.FILO CF.SJDCD.23481         12/8 32/40          33           > BLO.GI.A.LI.PI         90087505917         49.8         SET GAV2X.PSFFI MTSX7CM 45TR.RX         j0220507F12/8 32/40          22	66 6	63
BLO.GI.A.LI.PI         90087505269         493         SET GAR2A 10X10 LGTBS.FLO CF.5JDCD.23481 12/8 32/40         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         302         301	BLO.GI.A.LI.PI         90087505269         493         SET GM2X.10X10         ISSTRS.FILO         CF.Sj0CD         23401         1         33           > BLO.GI.A.LI.PI         90087505543         498         SET GM2X.5X60         LUNG RX.6STR.CF.3         30F0300560F85NN03         X           BLO.GI.A.LI.PI         900875055917         498         SET GM2X.25FF1 MTSX7CM 45TR.RX.         30220507F12/8         32/40         1         2	0	0
> BLO.GI.A.LI.FI         90087565543         498         SET GM2A.SX60         LUNG EX. BST.G. GAZA SX60         43         43           BLO.GI.A.LI.FI         90087565517         498         SET GM2A.SX60         LUNG EX. BST.G. GAZA SZ40         236         236           BLO.GI.A.LI.FI         90087565517         498         SET GM2A.SX60         LUNG EX. BST.G. GAZA SZ41         236         236           BLO.GI.A.LI.FI         90087770208         498         SET GM2A.SX61 STR. RX. F5         DOLIA43807096053         12/8         340         296           BLO.GI.A.LI.FI         90087770218         498         SET GM2A.SX61 STR.STLO.G. F5, DIO 201078670970953         12/8         312         312           BLO.GI.A.LI.FI         90087790103         498         SET GM2A. LAPAR.30X30 RX125T GF.JD0F30309F12M001 12/8         312         312           BLO.GI.A.LI.FI         9008C000470         498         SET GM2A. LAPAR.30X30 RX125T GF.JD0F30309F12M001 12/8         312         312           BLO.GI.A.LI.FI         9008C000470         498         SET GM2A. LAPAR.30X30 RX125T GF.JD0F30309F12M001 12/8         433         468           BLO.GI.A.LI.FI         9008L000288         206         SET TMPONE GM2A.MM40.CFB.GF.SD,D0C1560430041A 12/8         448         448           BLO.GI.A.LI.FI         9008L000289 </td <td>▶ BLO.GI.A.LI.PI 900R7505543 498 SET GARZA 5X40 LUNG RX 15TR GF.3 10F0300560F831N03 X BLO.GI.A.LI.PI 900R7505917 498 SET GARZA 254F1 MT5X7CH 45TR.RX 10ZZD507F 12/8 32/40 1 22</td> <td>08 10</td> <td>108</td>	▶ BLO.GI.A.LI.PI 900R7505543 498 SET GARZA 5X40 LUNG RX 15TR GF.3 10F0300560F831N03 X BLO.GI.A.LI.PI 900R7505917 498 SET GARZA 254F1 MT5X7CH 45TR.RX 10ZZD507F 12/8 32/40 1 22	08 10	108
BLO.GI.A.LI.PI         900R7505917         498         SET GM2A. ZVFI MTSX7CH 4STR.RX. j0ZZD507F 12/8 3240 1         236         236           BLO.GI.A.LI.PI         900R770208         498         SET GM2A. ZVFI MTSX7CH 4STR.RX. j0ZZD507F 12/8 3240 0.000         340         298           BLO.GI.A.LI.PI         900R770208         498         SET GM2A. XVFI MTSX7CH 4STR.RX. j0ZZD507F 12/8 3240 0.000         312         312           BLO.GI.A.LI.PI         900R7770103         498         SET GM2A. INK40 GSTN SFLI.O CFJD12/8 FLIATO 32440 0.000         312         312           BLO.GI.A.LI.PI         900R000477         498         SET GM2A. IMPR 3008 GSTNATI RX. CF.S. j0L200507E12/80         423         406           BLO.GI.A.LI.PI         900R000477         498         SET GM2A. IMPR 3008 GSTNATI RX. CF.S. j0L201076FDS 78 32(         423         406           BLO.GI.A.LI.PI         900R000470         498         SET GM2A. IMPR 3002 GSTNATI RX. CF.S. j0L201076FDS 78 32(         423         406           BLO.GI.A.LI.PI         900R0000470         498         SET GM2A. IMPR 3002 GFT CF.S. j0L201500076FDS 78 32(         424         488         488           BLO.GI.A.LI.PI         900R000028         206         SET TMPR GM2A. MM40. CFE CF.S. j0L20150733000 T.12/1         294         291           BLO.GI.A.LI.PI         900	BLO.GI.A.LI.PI 90087505917 498 SET GARZA ZAFFI MTSX7CM 45TR.RX JDZZD507F 12/8 32/40 1 2	02 30	302
BLO.GI.A.LI.PI         900R7770208         498         SET GAR2A. YX9 ISTR. RX CF.5         DC.ID43807096955 12/8         340         298           BLO.GI.A.LI.PI         900R7770211         493         SET GAR2A. YX9 ISTR. RX CF.5         DC.ID43807096955 12/8         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312 </td <td></td> <td>43 4</td> <td>43</td>		43 4	43
BLO.GI.A.LI.PI         900R7770211         493         SET GAR2A 10X60 8STA. SFLID. GF.3pi.0/2/9 FLIATO 32/40 BORD         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312         312	BLO GLALLPI 900R7770208 498 SET GAR7A 7X9 LKSTR BX CE 5 DCLD43B0709E055 L2/8	36 23	236
BLO.GI.A.LI.PI         900R7790103         498         SET GM2A. LAPAR.30X30         XX12T         CF.10FD503030F12M01         12/8         73         73           BLO.GI.A.LI.PI         900RC000470         498         SET GM2A. LAPAR.30X30         XX12T         CF.10FD503030F12M01         12/8         423         466           BLO.GI.A.LI.PI         900RC000470         498         SET GM2A. LAPAR.30X30         XX12T         CF.50         D0201020F55 PX 3(1)         423         466           BLO.GI.A.LI.PI         900RC000470         498         SET GM2A. LAPAR.30X30         XX12T         CF.50         D0201020F55 PX 3(1)         423         466           BLO.GI.A.LI.PI         900RC000470         498         SET GM2A. LAPAR.5XX5 RX CUCTE 392 -012/8 3240 - 4 5TRAT         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 <td< td=""><td></td><td>40 29</td><td>298</td></td<>		40 29	298
BLO.GI.A.LI.PI         900RC000467         498         SET GMR2A L0X60 ESTMATI RX GF.S jDID/2501020F05S PX.3(1         423         406           BLO.GI.A.LI.PI         900RC000470         498         SET GMR2A L0X50 ESTMATI RX GF.S jDID/2501020F05S PX.3(1         488         488           BLO.GI.A.LI.PI         900RC000470         498         SET GMR2A L0X50 EST MAT (0X60 ESTMATI RX GF.S jDID/2501020F05S PX.3(1)         488         488           BLO.GI.A.LI.PI         900RL000289         206         SET TMAP() GMR2A MM.8 (0X GF.S jDID/250101021F05S PX.3(1)         294         291           BLO.GI.A.LI.PI         900RL000289         206         SET TMAP() GMR2A MM.8 (0X GF.S jDID/0501000 T.12/1)         196         192           BLO.GI.A.LI.PI         900RL000290         206         SET TMAP() GMR2A MM.8 (0X GF.S jDID/050100 T.12/1)         226         230           BLO.GI.A.LI.PI         900RL000290         206         SET TMAP() GMR2A MM.8 (0X GF.S jDID/05010 T.12/1)         226         230           BLO.GI.A.LI.PI         900RL000290         206         SET GMR2A L0P40X50 (0X 12578 GR.125780010 T.12/1)         226         230           BLO.GI.A.LI.PI         900RL000290         206         SET GMR2A L0P40X50 (0X 12578 GR.125780010 T.12/1)         226         230           BLO.GI.A.LI.PI         900RC000038         4	BL0 GL4.LLP1 900R7770211 493 SET GARZA L0X40 85TR, S.FL0 CF.51012/8 FLIATO 32/40 BORD 3	12 31	312
BLO.GI.A.LI.PI         900RC000470         498         SET GARZA LAP-SX25 RX CUCITE 3PZ         =01/28 32/40 - 4 STNAT         488         488           BLO.GI.A.LI.PI         900RC00028         206         SET TAMPONE GARZA MM40 CPE 0F.5)DCD.1560430041A 12/8         294         291           BLO.GI.A.LI.PI         900RL000289         206         SET TAMPONE GARZA MM40 CPE 0F.5)DCD0.157031000 T.12/1         196         192           BLO.GI.A.LI.PI         900RL000290         206         SET TAMPONE GARZA MM48 RX CF.5.         DC00.157031000 T.12/1         236         238           BLO.GI.A.LI.PI         900RL000208         206         SET TAMPONE GARZA MM48 RX CF.5.         DC00.157031000 T.12/1         236         238           BLO.GI.A.LI.PI         900RL000208         206         SET GARZA LAP 40X50 RX 125TR. CF.4)DFD304050F12/M04 12/8         74         236         238           BLO.GI.A.LI.PI         900R500038         498         SET GARZA LAP 40X50 RX 125TR. CF.4)DFD304050F12/M04 12/8         74         74           Resource         New Exp.         Stock * Cabinet         Kir         Real Qry	BL0.GI.A.LI.PI 900R7790103 498 SET GARZA LAPAR.30X30 RX125T CF.1)DFD3D3030F12NA01 12/8	73 7	73
BLO.GI.A.LI.PI         900RL000288         206         SET TAMPONE GARZA MM.40         C/ER.CF.S/D/CD.15/03/30041A         12/8         294         291           BLO.GI.A.LI.PI         900RL000289         206         SET TAMP. GARZA MM.80         C/ER.CF.S/D/CD.15/03/30041A         12/8         196         192           BLO.GI.A.LI.PI         900RL000299         206         SET TAMP. GARZA MM.10         RX CF.S         DOC00         157033000         T.12/1         196         192           BLO.GI.A.LI.PI         900RC000290         206         SET TAMP. GARZA MM.10         RX CF.S         DOC00         157033000         T.12/1         236         233           BLO.GI.A.LI.PI         900RC000038         498         SET GARZA MM.10         RX CF.S         DOC00         157033000         T.12/1         74           Resource         New Exp.         Stock * Cabinet         Kir	,		406
BLO.GI.A.LI.FI         900RL000288         206         SET TAMPONE GARZA MM.40         C/FE.CF.SJDCD.15/0i430041A         12/8         294         291           BLO.GI.A.LI.PI         900RL000289         206         SET TAMP. GARZA MM.80         CFS. D/COD. 157033000 T12/1         196         192           BLO.GI.A.LI.PI         900RL000290         206         SET TAMP. GARZA MM.10         RX CFS. D/COD. 157033000 T12/1         196         192           BLO.GI.A.LI.PI         900RC000038         498         SET GARZA MM.10         RX CFS. D/COD. 157033000 T12/1         236         238           BLO.GI.A.LI.PI         900RC000038         498         SET GARZA MM.10 RX CFS. D/COD. 1570330010 T12/1         74           Resource         New Exp.         Stock * Chinet         Kit         Real Qry	BLO GLALL PI 900RC000470 498 SET GARZA LAP.5x25 RX. CUCITE 3PZ =D12/8 32/40 - 4 STRAT 4	88 48	488
BLO.GI.A.LI.PI         900RL000289         206         SET TAMP. GARZA MM.8         RX         CF.5         DC00.         157033008         T.12/1         196         192           BLO.GI.A.LI.PI         900RL000290         206         SET TAMP. GARZA MM.8         RX         CF.5         DC00.         157033008         T.12/1         236         238           BLO.GI.A.LI.PI         900R5000038         498         SET GARZA LAP.40X50         RX         1278.         CF.40         74         74           Resource         New Exp.         Stock          Cabinet         Kit         Real Qry		94 29	291
BLO.GI.A.LI.PI         900RL000290         206         SET TAMP. GARZA MM.IO RX CF.5         0COD. IS7030010 T.12/1         236         238           BLO.GI.A.LI.PI         900R5000038         498         SET GARZA LAP-40X50 RX 125TR CF.4)DF03204050F12M044 12/0         74         74           Resource         New Exp.         Stock ~ Cabinet         Kit         Real Qry	,	96 19	192
BLD.GI.A.LI.P1         900R5000038         498         SET GARZA LAP-40X50         RX 12STR. CF.4)DFD304050F12W041         12/8         74           Resource         New Exp.         Stock ^ Cabinet         Kit         Real Qry		36 23	23
Resource New Exp. Stock + Cabinet Kit Real Qry	1	74 7	_
	Hun Carl A Calina We	Deal One	0
SEL GRAVA SKUU LUNG IN GSIN (C.S. JUPUSUUPOSINNUS X SJSX20] U.Y12/09			VIY
	▶ SET GARZA SX60 LUNG RX 85TR CF.3 )DED3D0560F85NN03 X 3(5X20) D.972/09 43 43	) 4	46



In the lower part of the screen the details of the selected resource appear (Fig 354 B).

In the lower part of the screen, on the row corresponding to the resource that must be deleted,

 $\succ$  click the *initial* button on the right (Fig 354 C).

The row appears now in strike-through characters (Fig 355).

Resource		New Exp.	Stock *	Cabinet	Kit	Real Qty	
							5
	Fig 35:	5					

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).

### 27.3. 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  $\triangleright$  icon appears on the left (Fig 356 A).

STOCKROOM	- (	ABINETS GROUP ALL	- CABINET ALL -	LOCATION ALL		- F	RE:
Position	^ Code	Producer code	Resource	Expiration	Stock Qty	Cabinet	K
BLO.GI.A.LI.PI	600R7770208	498	GARZA 7X9 16STR.FOLDREADY RX N+ (DTITOLO 12/8 FILATO		5	5	
BLO.GLA.LI.PI	600R7790104	498	GARZA PIEG.IODOF. 10% MT.1 =DT.12/8		22	22	
BLO.GLA.LL.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.GLA.LI.PI	602RC003106	22	BENDA ELSELF FIX PIC CM4X4MT. (DC0D.00230050000		0	0	
BLO.GLA.LI.PI	602RC003107	22	BENDA ELSELF FIX PIC CM 8X4MT. (DCOD.00230020000		0	0	
BLO.GLA.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 ALI.PI	602RCI 0001 2	771	BENDA AUTOFIX 10X4 SLATTICE *** (DCOD. 02121543*** DEL		0	0	
BLO.GI.A.LI.PI	603R0000013	5355	MEDICAZ. TNT SURGIPAD LOX20 (DCOD. NWSPL020 DEL		37	37	
BLO.GLA.LL.PI	603RC229001	3757	COTONINI SOFT BSX10PZ. 80-1407 )DCF:10PZX20BUSTE=200P.		66	63	
BLO.GLA.LT.PI	603RC229002	3757	COTONINI SOFT BSX10PZ. 80-140)DCF:10PZX20BUSTE=200PZ		0	0	
BLO.GI ALL.PI	61 6RS000083	2618	SET X TUR COD. 77885 (D		108	108	
BLO.GI ALI.PI	900R7505269	493	SET GARZA 10X10 16STR.S.FIL0 CF.5)DCD.23481 12/8 32/40		302	302	
🕨 🕨 BIOLGEALE.PI	900R7505543	498	SET GARZA 5X60 LUNG RX 85TR CF.3 (DFD3D0560F85NN03 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.GLA.LT.PT	900R7770208	498	SET GARZA 7X9 16STR. RX CF.5 )DC.ID43B0709F055 12/8		340	298	
BLO.GLA.LL.PI	900R7770211	493	SET GARZA 10X60 8STR. S.FILO CF.5)D12/8 FILATO 32/40 BORD		312	312	
BLO.GLA.LI.PI	900R7790103	498	SET GARZA LAPAR.30X30 RX12ST CF.1)DFD3D3030F12NA01 12/8.		73	73	
BLO.GLA.LL.PI	900RC000467	498	SET GARZA LOX60 8STRATI RX CF.5 (DID23D1020F05S P.X 3(1		423	406	
BLO.GLALL.PI	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE 3PZ =D12/8 32/40 - 4 STRAT		488	488	
BLO.GLA.LL.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.A.LI.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 ^	Cabinet Kit	Real Qty	
SET CAD76 EV(0, 110)	G RX 8STR CF.3 \DFD3D0560F	RSNN03 X 3(SY20) D 972/09		43	43 0	43	1.

Fig 356

click the **Refill** button on the command bar (Fig 356 B).

The "Resources refill" screen is displayed (Fig 357). The selected resource is displayed on this screen (Fig 357 A).

	REFILL	RESOUR	CES - BLO	).G1.A.L1	.P1											Below stock
	STOCKROO	BLO				+	CABINETS	GROUP	GI			- CABINET	A			BESET
	Posit	ion				Code 900RC0004	Produ	icer code	Descrip	<b>tion</b> 3. 1.0X60-85	STRATI RX CE.S IDIO	023D1020F055 P.X 3(1	0X201 D.97	2/09		Refill 🗙
									511 411			,				
-	I	2	3	4	5	6	7	8	9	0		+/-		C	NEXT	
	7	/	1	<u>^</u>	SE A	RCH	LOCK	SCAN	START		IMPORT		CANCEL		U	PDATE
										Fig	357					

- Specify, if required, the resource values (lot, serial number, etc...).
- Specify the "refill" quantity in the "Refill" field (Fig 357 B)
- > Click the **Update** button on the command bar.

The "Inventory" screen opens again (Fig 356). The resource values are updated.

### 27.4. 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 358).

				NTORY					
BLO.G1.A		Producer code							
Position	Code	Froducer code	Description	Lot	SERIAL	Expiration	Qty	Cabinet I	<it< th=""></it<>
L1.P1	600R7770208	498	GARZA 7X9 16STR.FOLDREADY RX				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
1.P1	900RC000470	498	SET GARZA LAP.5X25 RX CUCITE				488	488	0
1.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 *** Stock Mana	agemeit-Copyrigit© 1997 - :	10 by UNIS an - Mapaneseure	Redms .It					Page	
L1.P1 L1.P1 L1.P1 L1.P1	900RC000467 900RC000470 900RL000288 900RL000289	498 498 206 206	SET GARZA 10X60 8STRATI RX SET GARZA LAP.5X25 RX CUCITE SET TAMPONE GARZA MM.40 SET TAMP, GARZA MM.8 RX					423 488 294	423 406 488 488 294 291 196 192

Fig 358 - Print inventory

See paragraph 6.8.1 for a description of the system's print functionalities.

# 28. Search functionalities

A specific tool is available in the "Stock Management" system to search for the resources in stock

To access this tool

click the corresponding icon



on the lateral bar.

The following screen opens (Fig 359)

escription	Lot Category		Serial	Search fie
roducer code			Serial	Search fie
·	Category			
Position				
	Code	Producer code	Resource	Category
	Res	sults Area	•	
	Command			
	0011111	SEARCH FO	DR:	
			Results Area	

1

The screen shown in Fig 359 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 359 A there are the search fields.

The area indicated in Fig 359 B contains the search results.

The command bar is indicated in Fig 359 C.

### 28.1. 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.

#### 28.1.1. How to search for a resource

To search for a resource

 $\blacktriangleright$  insert the available data of the searched resource in the search fields (Fig 360 A).

	SEARCH RESOURC	E						Below stock
	Description	teli						
A	Code		Lot		Serial			
	Producer code		Category					
	Position	Code	Producer code Res	ource			- Category	
(	RBL.GI.Nuovi Mater	iali.LI.PI 915R1000059	2618 MON	OTELI FORO ELASTICO 200X3200	M /D	DEL.525/07		
	BLO.GI.A.LI.PI	915R1000059	2618 MON	OTELI FORO ELASTICO 200X3200	M /D	DEL.525/07		
	DEA.GI.Nuovi Mate	riali.L1.P1 915R1000059	2618 MON	OTELI FORO ELASTICO 200X3200	M /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		
$\sim$	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 CD30	8 /D	DEL.525/07		
	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		
		KEY	BOARD	NAME	POSITION	LABEL	SEARCH SELECT	
				Fig 3	360			

≻ Click the **Search** button on the command bar (Fig 360 **B**).

The list of resources corresponding to the data specified appears in the results area (Fig 360 C).

### 28.2. Results

Position	Code	Producer code	Resource	▲ 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
DEA.GI.Nuovi 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
🖌 BLO.GT.A.LT.PT	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
BLOGIALIPI	915R1000078	3192	TELI CHI SOXI 80 S/ ADESIVO CD308 (D	DEL 525/07
			Fig 261 Second regults	

The central part of the screen, indicated in Fig 359 **B** and shown in Fig 361 contains the results list.

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 361 **A** shows three resources selected.

### 28.3. The command bar

The command bar (Fig 362) 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 363).





Fig 361 - Search results

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 28.1.1. When the **Position** button is selected the search modality is that described in paragraph 28.4.

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 28.3.1.

Use the **Search** button to perform the search (see paragraph 28.1.1).

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 28). 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 361 A).

Click the **Select** button.

The selected item will be inserted in the current screen/procedure.

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 28.1.1.
- > 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 364).

PRINT LABELS							
Enter the number of labe	nt B						
CLOSE CONTINUE							
Fig 364							

- Specify the number of labels in the field indicated in Fig 364 A.
- Click the Continue button (Fig 364 B).

The labels required will be printed.

### 28.4. 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 365).

STOCKROOM -ALL-		CABINETGROUPS	-ALL-		- CABINET -ALL-		
Position	🔺 Code 🛛 P	roducer code Resource				Category	
BLO.GI.A.LI.PI	915R1000086 3	192 SACCO MAY	YO CM85X145 CD. E122	/DIDROREPELLENTE	DEL.525/07		
BLO.GI.A.LI.PI	915R1000081 3	I 92 KIT PACCO	TAVOLO COD.AC 202/TC	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000019 2	618 CUFFIA X	FLUOROSCOPIO CM 80X90	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000020 2	618 COPRI CAV	1	/D	DEL.525/07		
BLO.GI.A.LI.PI	915RS000786 5	672 GUAINA C	OPRITELEC.13X250 213511	03)D	DET.34/09		
BLO.GI.A.LI.PI	915R1000007 5	672 CUFFIA X	FLUOROSCOPIO 21305052	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000054 5	672 INTERVENT	TO MASTECTOMIA	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000013 2	618 INTERVENT	TI SULLA SPALLA IN6068	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000004 5	672 INTERVEN.	MAGGIORI TORACE/ADDOM	E /D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000036 2	618 INTERVENT	I CISTOSCOPIA IN6071	/D	DEL.525/07		
BLO.GI.A.LI.PI	602RC003106 2	2 BENDA EL	SELF FIX PIC CM4X4MT.	(DCOD.00230050000	DEL. 99/08		
BLO.GI.A.LI.PI	915R1000080 3	192 PIASTRE P	ORTATUBI A 6 COD. F050	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000022 2	618 INTERVENT	TI PROTESI ANCA IN6063	/DDIAFISI DI FEMORE	DEL.525/07		
BLO.GI.A.LI.PI	915R1000043 3	192 INTERVENT	TI SU COLLO AB937/CN	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000008 5	672 SACCO MA	YO COD. 258300	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000073 3	192 INTERVENT	TI VARICI CD.AC 208/TC	D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000006 5	672 INTERVENT	I DI LAPAROSCOPIA	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000074 3	192 TELI CM 7	5X90 S/ADESIVO B304	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000070 3	192 INTERVENT	TI ARTI INF. CD.AB100/V	D	DEL.525/07		
BLO.GI.A.LI.PI	915RS100023 2	618 TELO TAVO	DLO MADRE CM200X200	/D	DEL.525/07		
BLO.GI.A.LI.PI	915R1000027 2	618 INTERVENT	TI CHIR.MINORI IN6078	/D(INT. PROSTATA)	DEL.525/07		
BLO.GI.A.LI.PI	915R1000152 3	197 TELO (M 7	5X120 COD.C104	/D	DEL.525/07		

Fig 365 - Search by position

The screen displays the complete resources list.

Three filters are on top (Fig 365 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 366	

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 365 **B**) resets all the filters.

# **29. Enclosed Documentation**

The following documents are enclosed

1. End-user licence agreement. To be fully read, signed and sent to ASCOM UMS

#### END-USER LICENSE AGREEMENT FOR "DIGISTAT<sup>®</sup>", A ASCOM UMS PRODUCT

IMPORTANT—READ CAREFULLY. This ASCOM UMS End-User License Agreement ("Contract") is a Contract between the User (either a natural or corporate person) and the Firm ASCOM UMS S.r.l. unipersonale ("ASCOM UMS") for the "DIGISTAT<sup>®</sup>" System produced by ASCOM UMS. The product "DIGISTAT<sup>®</sup>" ("PRODUCT") comprises computer software and may include associated storage media, printed materials and "online" or electronic documentation. The PRODUCT also contains updates, if any, and integrative components for the original PRODUCT supplied by ASCOM UMS. Any software supplied with the PRODUCT and associated with a separate End-User License is licensed to the User in compliance with the said Contract's terms and conditions. By installing, copying, downloading, viewing or otherwise using the PRODUCT, the User agrees to be bound by the terms of this Contract. If the User does not agree to the terms and conditions of this Contract, he is not authorized to use the PRODUCT and must immediately stop using it.

#### PRODUCT LICENSE

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- 1. GRANT OF LICENSE. This License Contract grants the User the following rights:
  - **Application Software.** The User may install, use, access, view, run or otherwise interact ("RUN") with one copy of the PRODUCT or any previous version for the same operating system on a single computer, workstation, terminal, palmtop computer, pager, "intelligent telephone" or other electronic digital device ("COMPUTER").
  - **Storage/Network Use.** The User may also store or install a copy of the PRODUCT on a storage device, such as a network server, which is only used to RUN the PRODUCT on other computers over an internal network; however, the User must purchase and dedicate a license for each COMPUTER that RUNS the PRODUCT from the storage device. A PRODUCT license may not be concurrently shared or used on different COMPUTERS.
  - License Pack. If this package is an ASCOM UMS License Pack, the User is authorized to RUN a number of additional copies of this PRODUCT's software up to the number of copies specified above as "Authorized Copies".
  - **Copyright.** In compliance with legal regulations, ASCOM UMS holds all rights not expressly envisaged in this Contract.

#### 2. OTHER RIGHTS AND LIMITATIONS

- Limitations on Reverse Engineering, Decompilation, and Disassembly. The User may not reverse engineer, decompile, or disassemble the PRODUCT, except and only to the extent that such activity is expressly permitted by applicable law notwithstanding this limitation.
- Separation of Components. The PRODUCT is licensed as a single product. Its component parts may not be separated for use on more than one computer.
- **Trademarks.** This Contract does not grant the User any rights on any trademarks or ASCOM UMS registered trademarks.
- Sub-license and Rental. The User may not rent, sub-license, lease, or lend the PRODUCT.
- Technical Assistance Service. ASCOM UMS may provide the User with a Technical Assistance Service for the PRODUCT ("Technical Assistance Service"). Use of the Technical Assistance Service is governed by ASCOM UMS policies and programs, which are provided on request. Any additional software code provided to the User as part of the Technical Assistance Service shall be considered as part of the PRODUCT and subject to the terms and conditions of this Contract. Concerning technical information the User may give ASCOM UMS during the Technical Assistance Service, ASCOM UMS may use such information for its business purposes, including product support and development.

- **Termination.** Without prejudice to any other rights, ASCOM UMS may terminate this Contract if the User fails to comply with the terms and conditions of the same. In such an event, the User must destroy all copies of the PRODUCT and all its component parts.
- 3. **UPGRADES** If the PRODUCT is labeled as an upgrade ("Upgrade"), the User must be properly licensed to use a product identified by ASCOM UMS as being eligible for upgrades required to use the PRODUCT. A PRODUCT labeled as an upgrade replaces and/or supplements (and can deactivate) the PRODUCT that forms the basis for your eligibility for the upgrade. The User may use the resulting upgraded PRODUCT only in compliance with the terms of this Contract. If the PRODUCT is an upgrade for a component of a software program package licensed to the User as a single PRODUCT, the PRODUCT may be used and transferred only as part of that single PRODUCT package and may not be separated for use on more than one COMPUTER.
- 4. **COPYRIGHT** PRODUCT rights and copyright (including, but not only, every image, photo, animation, video, audio, music, text and "applet" integrated with the PRODUCT), annexed printed material and any copy of the PRODUCT are the property of either ASCOM UMS or its suppliers. Intellectual property title and rights on the contents the User may access by using the PRODUCT are the property of the respective owners and can be protected by copyright or by other laws and treaties on intellectual property. This Contract does not grant the right to use such contents. If the PRODUCT contains documentation supplied only in electronic format, the User is authorized to print a copy of the abovementioned electronic documentation. The User may not copy the printed material annexed to the PRODUCT.
- 5. **BACKUP COPY** After installing a copy of the PRODUCT in compliance with the terms of this Contract, the User may preserve the original media on which ASCOM UMS supplied him the PRODUCT only for backup or storage purposes. If he needs the original media to use the PRODUCT, he may create only one copy of the PRODUCT for backup or storage purposes. Except for this Contract's express specifications, the User may not run copies of the PRODUCT or of the annexed printed material for other purposes.

#### LIMITED WARRANTY

ASCOM UMS warrants for a period of twelve (12) months from the date of delivery of the PRODUCT to the User that: (a) the media on which the PRODUCT is supplied shall be free of material and of manufacturing defects under normal conditions of use; and (b) the PRODUCT shall perform substantially in accordance with its published specifications.

Except for the above specifications, the PRODUCT is supplied "just as it is". This Limited Warranty shall apply only to the initial User/licensee.

The sole obligation of ASCOM UMS under this warranty shall be, to the discretion of ASCOM UMS, either to repair or replace the PRODUCT or to refund the price paid for the purchase of the PRODUCT, provided that the defect of the PRODUCT is technically attributable to ASCOM UMS and that ASCOM UMS has authorized its return.

Responsibility for loss or damages suffered by the PRODUCT during its shipment in connection with this warranty shall vest on the party shipping the PRODUCT.

ASCOM UMS does not guarantee that the PRODUCT will be free from errors or that the User can operate the system without problems or interruptions.

Furthermore, due to the ongoing development of intrusion methods and attacks of networks, ASCOM UMS does not guarantee, notwithstanding its performance of the due checks and its preparation of upgrades based on the best knowledge and experience in existence from time to time, that the PRODUCT or other equipment systems, or the network itself on which the PRODUCT is used, will be invulnerable to intrusions and attacks.

It is the responsibility of the User to install and to maintain software means for the protection against intrusions or attacks (i.e. antivirus, firewall, etc.)

**Limitations**. This warranty does not apply if the PRODUCT: (a) has been installed, repaired, maintained or in any other way altered by persons not authorized by ASCOM UMS, (b) has not been used in compliance with ASCOM UMS instructions, (c) has been subjected to abnormal physical or electronic stress, improper or negligent use or accident, or (d) is granted only for pilot testing, evaluation, testing, demonstration purposes or free of charge, for which ASCOM UMS receives no payment as license fee.

Limitation of Liability. IN NO CASE WILL ASCOM UMS OR ITS SUPPLIERS BE HELD RESPONSIBLE FOR THE LOSS OF INCOME, PROFIT OR DATA OR FOR SPECIAL, INDIRECT, SUBSEQUENTIAL, INCIDENTAL OR PUNITIVE DAMAGES EITHER CAUSED, TRIGGERED OR RESULTING FROM THE USE OR INABILITY TO USE THE PRODUCT, EVEN IF ASCOM UMS OR ITS SUPPLIERS WERE INFORMED ABOUT THE POSSIBILITY THAT SUCH DAMAGES COULD OCCUR. Under no circumstance will either ASCOM UMS or its suppliers' responsibility cover compensation exceeding the price paid by the Client. UNDER NO CIRCUMSTANCE WILL THESE GENERAL CONTRACT CONDITIONS INVOLVE ACKNOWLEDGEMENT OF ASCOM UMS OR ITS SUPPLIERS' RESPONSIBILITY IN CASE OF DECEASE OR PERSONAL LESIONS RESULTING FROM THE USE OF THE PRODUCT. The said limitations shall apply even if this warranty fails to meet its essential purpose. THE ABOVEMENTIONED LIMITATIONS SHALL NOT APPLY IN THE STATES AND IN THE JURISDICTIONS WHICH DO NOT ALLOW LIMITATION OR EXCLUSION OF INCIDENTAL OR CONSEQUENTIAL DAMAGE.

This Contract and the warranty concerning the PRODUCT shall be subject to the Italian law. The United Nations Convention on the International Sales of Goods shall not apply. Should one or more provisions of this Contract be held as null or void by a Court of competent jurisdiction, the remaining provisions shall be considered as fully valid and effective. Except for what expressly provided for herein, this Contract constitutes the complete agreement between the parties on the license of the PPRODUCT and replaces any other conflicting or additional provision of the purchase order. The date of shipment of the PRODUCT by ASCOM UMS is recorded in the shipment documentation or in the PRODUCT delivery documentation.

#### **INTENDED USE**

The PRODUCT is a medical device composed only by software that is licensed exclusively to create an electronic copy of certain patients' data and recording of the unit's activity in order to provide:

- electronic documentation of the activity in the unit;
- information on the use of human resources and materials;
- deferred statistics for quality control;
- support to the diagnostic and therapeutic activities, within the limits of what specified herein below;
- support to the management of alarm coming from the connected medical devices;
- display of information to remote users for non-clinical purposes.

The PRODUCT is not aimed to administer or exchange energy to or from the human body or to transmit medicines, liquids or other substances to or from the human body.

The PRODUCT is not aimed to allow direct diagnosis or monitoring of vital physiological processes (by way of example cardiac performance, respiration or activity of CNS) and therefore the therapeutic or diagnostic procedure or maneuver, if any, deemed necessary by the user, shall be performed by him/her solely as consequence of the direct examination and of the scientific correspondence of the specific case with the data obtained through the use of the PRODUCT.

Based on the above features, the PRODUCT, even if designed to provide the maximum reliability, cannot guarantee the perfect correspondence of the provided data, nor can it substitute the direct verification of the same by the user. In any case, the PRODUCT must be used in compliance with the safety procedures reported in the user manual accompanying the Product.

The PRODUCT can be used close to the patient and to the medical devices in order to speed up the data entry, to decrease the chances of errors and to allow the user to verify the correctness of the data through the immediate comparison with the actual data and activities.

The user must implement adequate procedures to guarantee that potential errors occurring in the PRODUCT are promptly detected and corrected and do not constitute a risk to the patient and the operator. These procedures depend on the configuration of the Product and the method of use preferred by the user.

Only printouts that are signed (with digital signature or autograph) by authorized physicians or medical operators shall be considered valid clinical documents. In signing the aforementioned printouts, the user certifies that he/she has checked the correctness and completeness of the data present in the document.

Only these signed documents are a valid source of information for diagnostic or therapeutic processes and/or procedures.

The PRODUCT may provide, depending on the modules installed, access to information on drugs. This information is taken from official publications. It is responsibility of the user to periodically verify that this information is current and updated.

The PRODUCT can be connected to other medical devices in order to import data therefrom but is not aimed to control, monitor or influence the performances of the medical devices with which it is connected.

The PRODUCT may provide, depending on the modules installed, visual and acoustic indication of the status and operating conditions of the approved devices connected to the PRODUCT thus providing a support to the management of the alarms and to the planning of nursing workflow.

The information displayed by the PRODUCT is not meant to replace or replicate the original display of data, messages and alarms of the medical devices. The PRODUCT is not intended to control, affect or modify the normal use of those devices.

The PRODUCT does not substitute a "Nurse Call" system and it is not a "Distributed Alarm System" (as defined by the regulation EN 60601-1-8). Therefore, it must not be used in place of the direct monitoring of the alarms generated by the medical devices. This limitation is due, among the other reasons, to the specifications and limitations of the communication protocols of the medical devices and to the nature and limitations of the hospital local network.

#### INTENDED USERS

The PRODUCT must be used by properly trained physicians, nurses, administrative staff, system administrators, biomedical engineers and technicians.

Use of the system must be granted, by means of specific configuration of the passwords and active surveillance, only to trained personnel in possession of the professional qualifications to correctly interpret the information supplied and to implement the appropriate safety procedures.

Limited parts of the PRODUCT may be used by other categories of users for non-clinical purposes, to access a limited set of information and without the ability to alter existing information or enter new ones. For example patient's family member can access information of their relative.

#### INTENDED ENVIRONMENT

The PRODUCT can be used inside medical facilities in intensive care units, wards, operating blocks, operating theatres and other departments.

The PRODUCT is software-only medical device that can be run on a computer connected to the hospital local network and must be adequately protected against cyber-attacks.

The PRODUCT must be installed only on recommended PCs and/or operating systems.

In using the PRODUCT, the user declares to have understood and accepted the characteristics, limits and responsibilities contained herein and in the user manual.

#### **CONFLICTING TERMS**

Should the User and ASCOM UMS enter into an agreement for the supply and/or the license of the PRODUCT containing terms different from those contained herein, the terms of that agreement shall prevail on the terms of this Contract which are not compatible with them, it being understood that all the remaining terms of this Contract shall remain fully valid and the enforceable.

\* \* \* \* \*

Should you have any questions concerning this End-User License Contract, please contact the ASCOM UMS representative in your area or write to ASCOM UMS srl unipersonale, Customer Service, Via di Mucciana 19, 50026 San Casciano in Val di Pesa (Firenze), Italy (or use contacts listed below).

Date

Signature

#### SPECIFIC ACCEPTANCE OF CERTAIN PROVISIONS IN THIS CONTRACT

#### IMPORTANT—READ CAREFULLY

In compliance with articles 1341 and 1342 of the Italian Civil Code or to any other equivalent provision applicable in any other jurisdiction, I hereby declare that I have read, fully understood and specifically accept the following clauses of the ASCOM UMS End-User License Contract concerning the product "DIGISTAT®":

#### • COPYRIGHT

DIG UD STK IU 0003 ENG V02

- LIMITED WARRANTY
- LIMITATIONS
- LIMITED LIABILITY
- INTENDED USE
- **RESTRICTIONS**.

Date

Signature

# **30. Contacts**

#### • ASCOM UMS srl unipersonale

Via Amilcare Ponchielli 29, 50018, Scandicci (FI), Italy Tel. (+39) 055 0512161 Fax (+39) 055 8290392

• Technical assistance

support@unitedms.com

800999715 (toll free, Italy only)

• Sales and products information

sales@unitedms.com

• General info

info@unitedms.com

# **Appendix A: glossary**

The use of DIGISTAT<sup>®</sup> systems requires a basic knowledge of the most common IT terms and concepts. In the same way, the comprehension of this manual is subject to such knowledge. However, in order to improve access to the document and clarify the use of certain terms relating to the DIGISTAT<sup>®</sup> systems, we have included a glossary for quick (and obviously concise) reference for the clarification of terms.

Remember that the use of DIGISTAT<sup>®</sup> systems must only be granted to professionally qualified and properly trained personnel.

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Use of DIGISTAT<sup>®</sup> systems must only be granted to professionally qualified and properly trained personnel.

#### ALARM MESSAGE

An "Alarm message" coming from any one of the devices in use warns the user about an immediate danger for the patient or the users of the device. Alarm messages are of vital importance and must be managed with the highest priority.

#### BUTTONS

#### Function buttons

Buttons which, when clicked, make it possible to perform different operations or access different functions of the software. In Figure 2 the active function buttons are **New**, **Show**, **Delete**, **Change** and **Reports**.

#### Active button

Button which, in the context present, can be clicked and makes it possible to perform operations or access particular functions.

#### Inactive button

Button which, in the context present, cannot be clicked.

#### ✤ Make button active

Perform an operation which means that a certain button becomes clickable.

#### CHECKBOX

Small box, usually square, which can be clicked to select an option. It can also be called a "selection box".

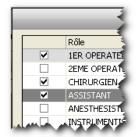


Figure 1 - Checkbox

Selection box

See "Checkbox".

#### CLICK

Move the mouse over a specific object and press one of the buttons (the left one unless otherwise specified).

#### Double Click

Click twice in rapid succession.

#### CLIENT

A computer connected to a server (see) in an information network that requests the server for one or more services.

#### **COMMAND BAR**

Term used to generically indicate a portion of screen containing different function buttons (Figure 2).

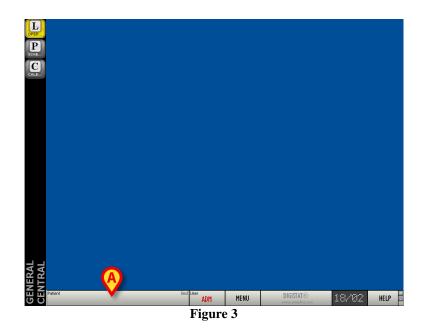
NEW	SHOW	DELETE	CHANGE <sup>^</sup>		LOCK	REPORTS			
Figure 2									

#### **CONFIGURATION**

The configuration of a software product is a series of operations and choices which determine the general set-up of the software and its operation and appearance. The configuration is not to be performed by the user (see) but by a system technician/administrator (see).

#### **CONTROL BAR**

The external portion of each page on the DIGISTAT<sup>®</sup> environment, comprised a control bar at the bottom and a side control bar. "Control Bar" is used to manage, among other things, access to the system (login - see), exit from the system (logout - see) and selection of the module required.



#### **CURSOR**

Moving mark indicating a position. It is often a short blinking vertical line indicatine where the user is inserting data.

#### DATABASE

A database is a collection of data organized so that it is easily accessible. The data in a database can be consulted, edited and updated.

#### DEFAULT

A value is classed as being "by default" when it is automatically used by the system if the user does not specify any other values.

#### DIGISTAT®

#### DIGISTAT<sup>®</sup> Module

Software designed and developed to offer a solution to a specific series of needs and problems.

#### ✤ DIGISTAT<sup>®</sup> System

A series of DIGISTAT<sup>®</sup> modules that work in an integrated, synchronized and interdependent way.

#### ✤ DIGISTAT<sup>®</sup> Environment

The combination that encompasses and characterizes all DIGISTAT<sup>®</sup> modules and systems

To "drag an item" means to move to an object with the cursor of the mouse, click and, keeping the button pressed, move the cursor across the page. The object moves with the cursor. The "dragged" items stops when you release the left button.

#### DRAG AND DROP

"Drag and drop" is the act of dragging an item to move it to a different point of the screen (see "drag").

#### EDIT

Modify the data on a screen.

#### Edit Mode

A screen is said to be in edit mode when it can be edited by the user.

#### Edit state

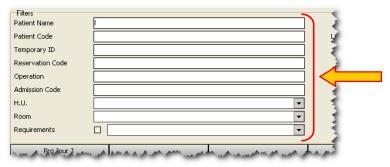
See "Edit Mode".

#### **EVENTS**

In the OranJ system, an event is a significant occurrence in the operating process which must be documented. The number and kind of possible events depend on the user needs and are set by configuration.

#### FIELD

Portion of screen in which you can enter data (digits, letters or both - Figure 4).



**Figure 4 - Fields** 

#### Free field

A field is "free" when you can enter any type of text or digit and it is not restricted to a series of pre-defined options.

#### LOCATION

The term "Location", when used within the DIGISTAT<sup>®</sup> environment, indicates the area (fo instance a department, or a ward) for which the system is configured.

#### LOG

Item recording in real-time and chronologically certain operations defined as "meaningful".

#### LOGIN (procedure)

The act of accessing (by means of username and password - see) the system.

#### ✤ Logout

The act of exiting the system.

#### MARKER

In the OranJ system, markers are events which are defined as characterizing every operating event. The number and nature of markers, as well as the logic of succession, can be configured to suit the user's needs. The OranJ system envisages 6 markers as standard:

- 1. Entrance to the block (the patient has undergone block check-in)
- 2. Entrance to the room (the patient has undergone room check-in)
- 3. Skin incision
- 4. Suture
- 5. Exit from the room (Operation done)
- 6. Exit from the block

#### **MESSAGE CENTER**

A software that manages the messages and the licences within the DIGISTAT<sup>®</sup> environment (see). The use of "Message Center" is reserved to the system administrators (see).

#### PAGE

Term used to indicate what can be seen on the screen in a specific moment.

#### PASSWORD

A password is a sequence of numbers and/or letters used to access a protected area. It should only be known to the user concerned.

#### PATIENT

#### ✤ Admitted Patient

Within the DIGISTAT<sup>®</sup> environment, the expression "admitted patient" means that the patient has been admitted to the hospital structure. The admission of a patient involves the assignment of a bed and a location. When a patient is admitted, the number of his/her bed appears alongside his/her name on the **Patient** button on the ControlBar (see Figure 3 **A**).

#### Patient registered in the database

The expression means that the name and data of a patient appear in the archive that we are consulting.

#### Patient Selected

Within the DIGISTAT<sup>®</sup> environment, when the patient is selected, his/her name appears on the **Patient** button on the ControlBar (see Figure 3 A).

#### **POP-UP**

Window containing a message for the user (see) which appears following the performance of any operation.

#### QUERY

A database interrogation performed to obtain a specific set of data.

#### RADIOBUTTON

Selection tool enabling to select one among many available options and having the feature: •. The selection of an option excludes the other options. See, for instance, the radiobuttons shown in Figure 5.

Terminale-Arm...
 Terminale-Sala O Sala-Armadio
 Montain Armadia

Figure 5

#### **READ-ONLY**

This expression means that a series of data cannot be edited by the user.

#### RECORD

A series of data organized rationally and composed of coherent items. An example of a record could be the patient data composed of name, last name, address, code, etc.

#### RESERVE

In the OranJ and Smart Scheduler systems, reserves are those operations which have not been assigned a time, block or room but which have been included in the daily schedule.

The "reserve" concept has been introduced to enable the immediate scheduling of emergency operations which become necessary from one minute to the next. The criterion observed for these urgent cases is "as soon as a place is free, the operation goes ahead".

#### SCREEN

Term used to indicate what can be seen on the computer screen in a specific moment.

#### SERVER

An informatic component (a computer, for instance) providing services to other components (tipically named "clients" - see) in an information network.

#### SLOT

In the Smart Scheduler system, the term "slot" indicates the range of time in which an operating room is available to a hospital unit for scheduling. From the graphic point of view, on the scheduling grid, the slot is one of the ochre yellow colored areas (Figure 6).



#### **STATE** (of the operation)

In the OranJ and Smart Scheduler systems, the "operation state" is the "stages" in which an operation is, in relation to the process necessary to its completion. There are 6 visible operation states in the two systems. These are

1) Foreseen – It has been decided that an operation must be performed for a specific patient.

- 2) Requested It has been declared that the operation can be included in the schedule of the structure where you are operating, therefore its scheduling has been requested.
- 3) Scheduled The operation has been included in the schedule of the structure where you are operating. The location and time of the operation have been decided.
- 4) Ready The patient has undergone check-in and is inside the surgical block.
- 5) In progress The patient has undergone room check-in. The operation is being performed.
- 6) Completed The patient is out of the operating room. The operation is over.

The Smart Scheduler system manages operations up to scheduling, i.e., in the three states described here. The OranJ system manages the operations from scheduling up to completion (the last 4 states). Within OranJ the states are characterized by different colors. The "scheduled" state is light gray; the "ready" state is green; the "in progress" state is blue; the "completed" state is dark gray.

#### SYSTEM ADMINISTRATOR

Specialized technician responsible for managing the IT system used. This is the first person to contact if you have any kind of problem.

#### TAB

Tabs like those of an address book, which you click to access a different page (Figure 7).



Figure 7 - Tab

#### TOOLTIP

A tooltip is an area containing information about one of the items displayed on screen. The tooltip appears when the mouse pointer passes over the specific item (clicking is not necessary).



Figure 8 - Tooltip

#### **TOUCH SCREEN**

Particular type of screen in which the operations usually performed using the mouse are performed by touching the surface of the glass.

#### USER

The person using the system.

#### User Connected

See "User Logged In".

#### User Logged In

User who has accessed the system (login - see) by entering his/her username and password and is therefore authorized to access some of its functions. The user logged in is also known as the "user connected".

#### User Logged-out

User who has not accessed the system (login) or who has exited the system (intentionally or otherwise) and cannot therefore access his/her functions without logging in again.

#### USERNAME

The name which identifies the user of a system. It can be composed of letters, numbers or both together.

#### WARNING MESSAGE

A "Warning message" warns the user that an ongoing situation or procedure could lead to a danger for the users or the patient. Warning messages are very important and must be managed as soon as possible.

#### WORKSTATION

In this manual the word "workstation" indicates the computer on which the software or part of it is installed.

# Appendix B – Residual risks

The risk management process has been actualized for the DIGISTAT<sup>®</sup> medical device according to the relevant technical regulations (EN14971, EN62304, EN62366). All the possible control measures have been defined to reduce all residual risks to the minimum level and make them this way acceptable considering the benefits brought in by the product. The total residual risk is also accettable if compared to the same benefits.

The risks listed below have been taken into consideration and reduced to the minimum level possible. Yet, given the inherent nature of the "risk" concept, it is not possible to completely remove them. It is therefore necessary, according to the regulations, let the users know each and every possible risk (even though remote).

- Impossibility in using the system or some of its functionalities, which can cause delays and/or errors in the therapeutic/diagnostic actions.
- Slowdown of device performance, which can cause delays and/or errors in the therapeutic/diagnostic actions.
- Circulation of users' and/or patients' sensible data.
- Unauthorized actions carried out by users, which can cause errors in the therapeutic/diagnostic actions and in the attribution of responsibilities of these actions.
- Wrong data insertion and display, which can cause errors in the therapeutic/diagnostic actions.
- Display of either partial or hard-to-read information, which can cause delays and/or errors in the therapeutic/diagnostic actions.
- Attribution of patient data to the wrong patient (patient exchange), which can cause errors in the therapeutic/diagnostic actions.
- Accidental data deletion, resulting in loss of data, which can cause delays and/or errors in the therapeutic/diagnostic actions.

#### RISKS RELATING TO THE HARDWARE PLATFORM IN USE

- Electric shock for the patient and/or the operator, which can cause injury and/or death for the patient/operator.
- Hardware components overheating, that can cause injury for the patient/operator.
- Infection contraction for the patient/operator.