



Pharmacy Information System (PhIS) and Clinic Pharmacy System (CPS)

User Manual Maintenance-Inventory

Version	: 12th Edition
Document ID	: U.MANUAL_MASTER_SETUP_INVENTORY



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Application reference: PhIS & CPS v2.5.1



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1.0 Introduction

1.1 Overview of PhIS

Pharmacy Information System or better known as PhIS is a complete and comprehensive system that integrates pharmacy related services that geared toward pharmacy excellence. This implementation would transform most of the current manual process to electronic system would benefit facility end user in the health care sector.

There are 12 modules to assist service delivery by the health care sector which comprises of:

1. Order Management
2. Inpatient Pharmacy
3. Outpatient Pharmacy
4. Medication Counselling
5. Ward Pharmacy
6. Pharmacy Inventory
7. Manufacturing of Cytotoxic Drug Reconstitution (CDR), Parenteral Nutrition (PN), IV Admixture & Eye Drop, Radiopharmaceuticals and Extemporaneous
8. Adverse Drug Reaction & Drug Allergic Card (ADR & DAC)
9. Clinical Pharmacokinetics Services (TDM)
10. Drug Information & Consumer Education (DICE)
11. Medication Therapy Adherence Clinic (MTAC)
12. Data Mining (PhARM)

1.2 Purpose and Objectives

This user manual outlines the Master Setup - Inventory module and its key features and functionalities. The primary objective is to guide users through the process of completing PhIS application process.

User will understand the following activities in detail:

- Master Setup - Inventory

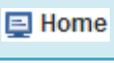
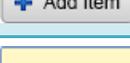
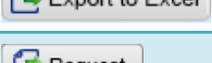
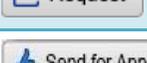
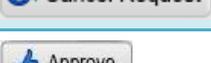
1.3 Organised Sections

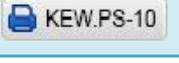
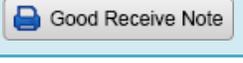
These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Master Setup - Inventory
- Section 4 : Acronyms

2.0 Application Standard Features

2.1 PhIS Legend

Standard Legend			
	Login to PhIS		Logout from PhIS
	Reset Login Screen		Expand Menu
	Display Home Tab		Expand Module
	Close All Open Tabs		Refresh Screen
	Add/Create New Record		Show Help
*	Mandatory Field		Calendar Icon
	Close Window		Radio Button
	Edit Record		Cancel
	Save		Add Item to the list
	Export and Open Report in Excel Format		Automatically Display/Retrieve Box
	Request for Approval		Cancel the Request
	Send for Approval		Approve Transaction
	Change Login Password		Collapse Menu
	Collapse Module		Search Record
	Print		Search Icon
<input type="checkbox"/>	Checkbox		Delete Record
	Delete Item from the list	<input type="text"/>	Empty Text Box
<input type="text"/>	Dropdown Box		Reject Transaction

Module Legend			
	View/Print KEW.PS-10		View/Print Goods Received Note

Note

- To learn more about Login Information, kindly click [Login Information](#) Modules for descriptive step.

3.0 Master Setup - Inventory

Overview

Application Master Setup describes the relationship, details of the data flow for each function; the details validation and data/ information that required to be setup before system ready.

This application enables the facility to perform any modification to existing setting. Master setup generally controlled by respective personal from each site, some changes must undergo HQ approval.

User Group

This module is intended for Pharmacist and Assistant Pharmacist at Main Store (subject to user assign by the facility).

Functional Diagram

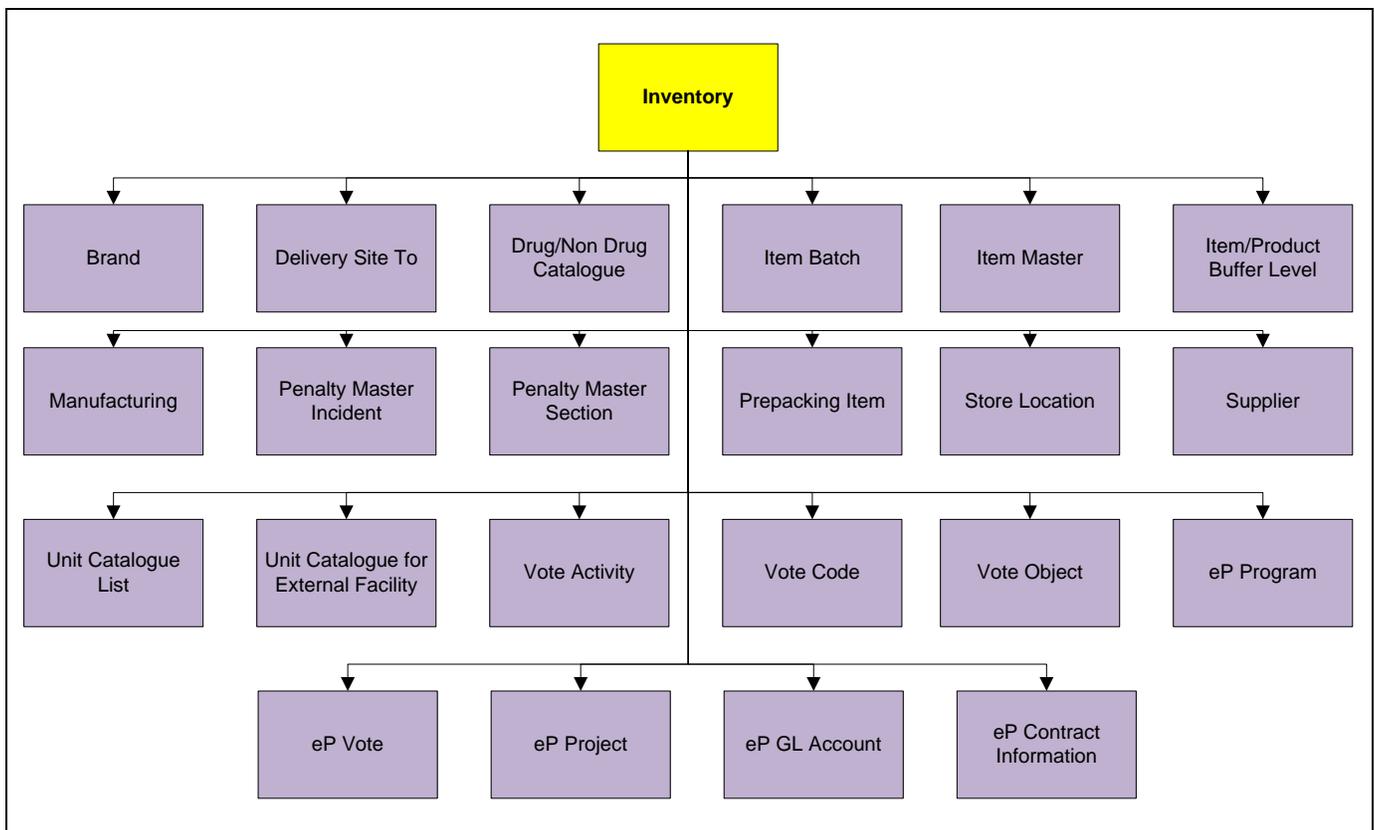
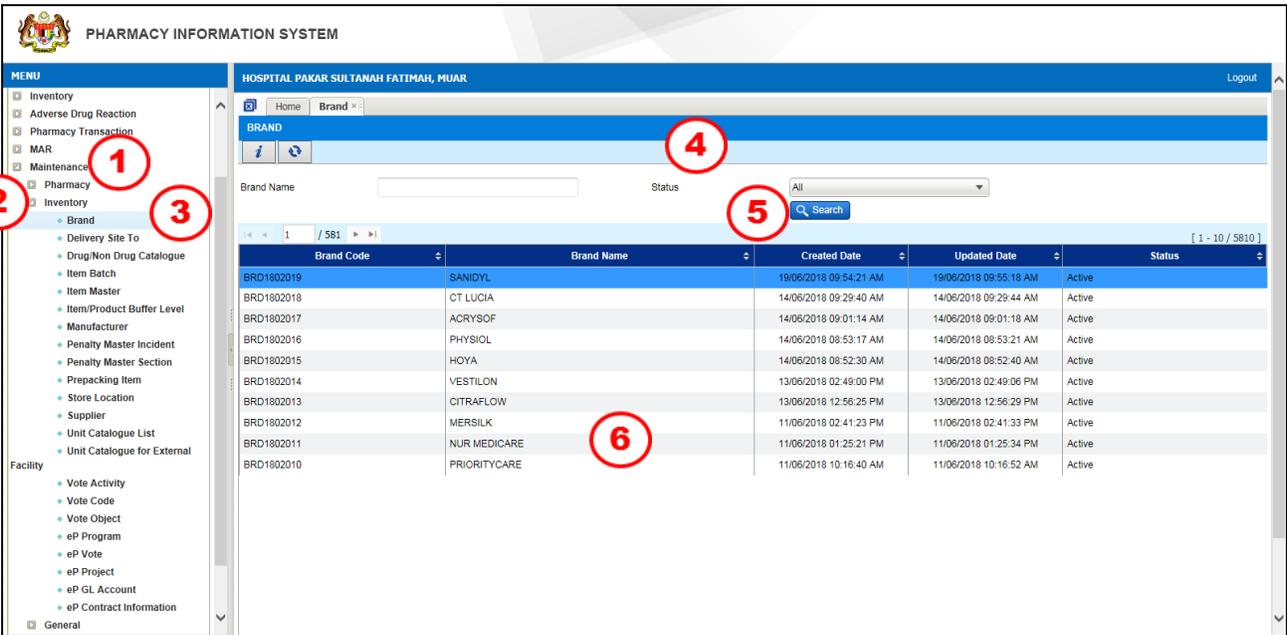


Figure 3.0-1

3.1 Brand

To view existing Brand record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

BRAND

Brand Name: Status: All

Brand Code	Brand Name	Created Date	Updated Date	Status
BRD1802019	SANDYL	19/06/2018 09:54:21 AM	19/06/2018 09:55:18 AM	Active
BRD1802018	CT LUCIA	14/06/2018 09:29:40 AM	14/06/2018 09:29:44 AM	Active
BRD1802017	ACRYSOF	14/06/2018 09:01:14 AM	14/06/2018 09:01:18 AM	Active
BRD1802016	PHYSIOL	14/06/2018 08:53:17 AM	14/06/2018 08:53:21 AM	Active
BRD1802015	HOYA	14/06/2018 08:52:30 AM	14/06/2018 08:52:40 AM	Active
BRD1802014	VESTILON	13/06/2018 02:49:00 PM	13/06/2018 02:49:06 PM	Active
BRD1802013	CITRAFLOW	13/06/2018 12:56:25 PM	13/06/2018 12:56:29 PM	Active
BRD1802012	MERSILK	11/06/2018 02:41:23 PM	11/06/2018 02:41:33 PM	Active
BRD1802011	NUR MEDICARE	11/06/2018 01:25:21 PM	11/06/2018 01:25:34 PM	Active
BRD1802010	PRIORITYCARE	11/06/2018 10:16:40 AM	11/06/2018 10:16:52 AM	Active

Figure 3.1-1 Brand Listing List

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Brand'

STEP 4

To search for existing Brand entry, you may search by criteria as follow:

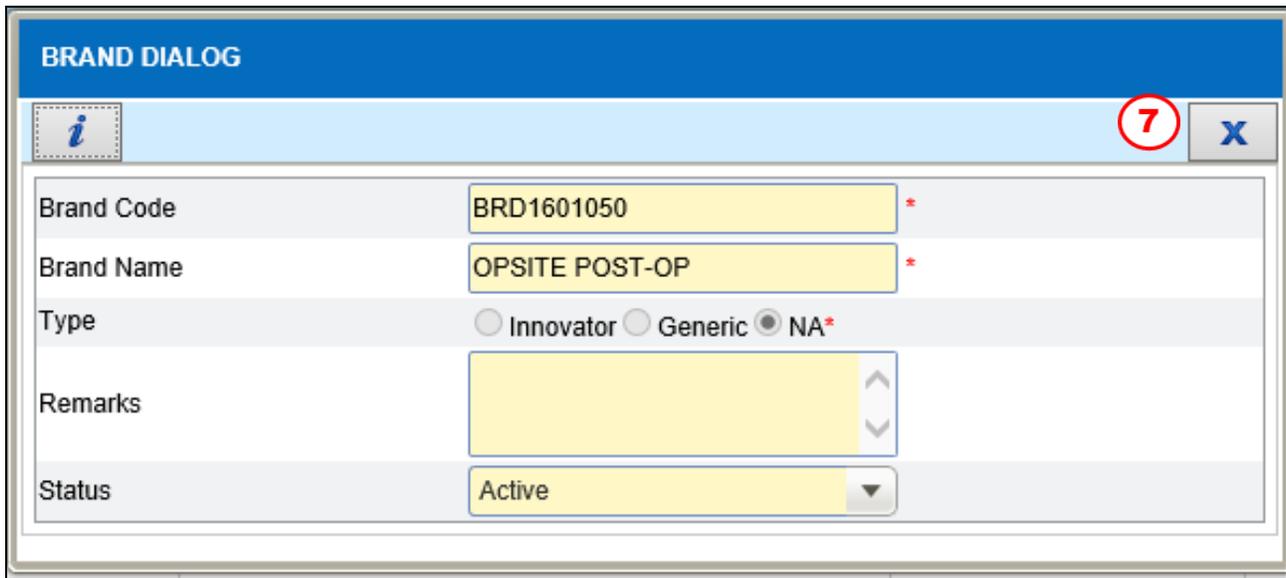
- Brand Name
- Status
 - Active
 - Inactive

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display is based on the entered criteria as shown in Figure 3.1-2



BRAND DIALOG	
Brand Code	BRD1601050 *
Brand Name	OPSITE POST-OP *
Type	<input type="radio"/> Innovator <input type="radio"/> Generic <input checked="" type="radio"/> NA*
Remarks	
Status	Active

Figure 3.1-2 Brand Dialog

Note

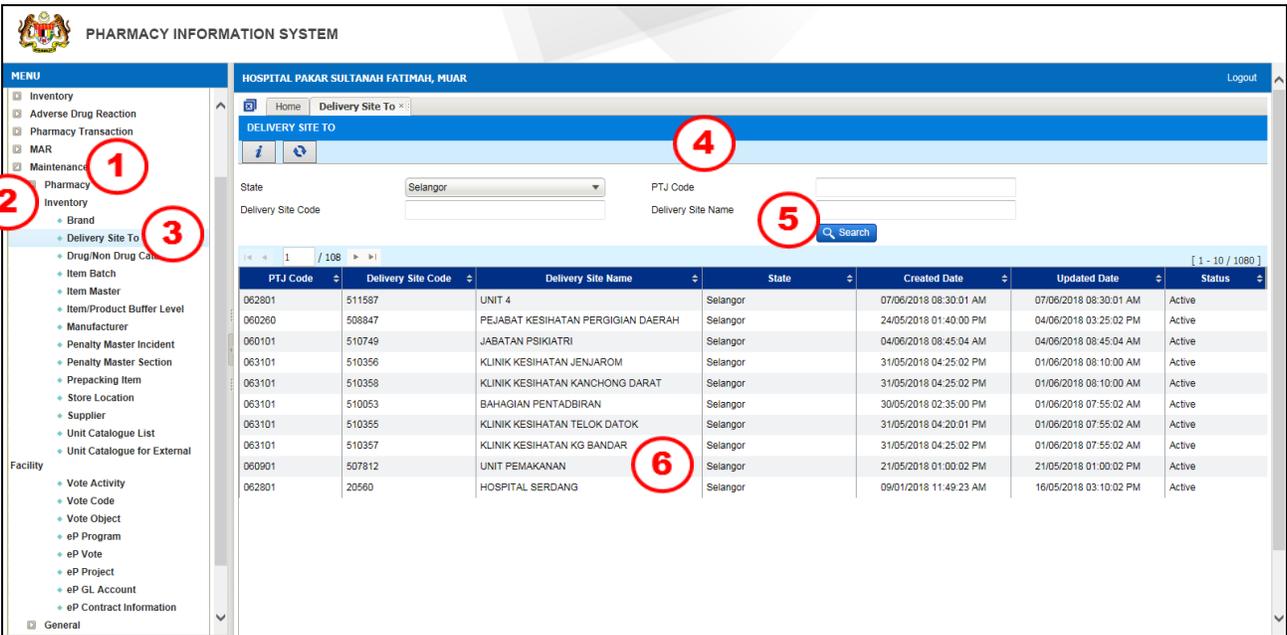
The Brand record is non-editable. Kindly contact HQ for any additional or modification of Brand data.

STEP 7

Click on the Close Window  button to return back to the Brand Listing Page

3.2 Delivery Site To

To view existing Delivery Site To record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

DELIVERY SITE TO

State: Selangor PTJ Code: []

Delivery Site Code: [] Delivery Site Name: [] Search

PTJ Code	Delivery Site Code	Delivery Site Name	State	Created Date	Updated Date	Status
062801	511587	UNIT 4	Selangor	07/06/2018 08:30:01 AM	07/06/2018 08:30:01 AM	Active
060280	508847	PEJABAT KESIHATAN PERGIGIAN DAERAH	Selangor	24/05/2018 01:40:00 PM	04/06/2018 03:25:02 PM	Active
060101	510749	JABATAN PSIKIATRI	Selangor	04/06/2018 08:45:04 AM	04/06/2018 08:45:04 AM	Active
063101	510356	KLINIK KESIHATAN JENJAROM	Selangor	31/05/2018 04:25:02 PM	01/06/2018 08:10:00 AM	Active
063101	510358	KLINIK KESIHATAN KANCHONG DARAT	Selangor	31/05/2018 04:25:02 PM	01/06/2018 08:10:00 AM	Active
063101	510053	BAHAGIAN PENTADBIRAN	Selangor	30/05/2018 02:35:00 PM	01/06/2018 07:55:02 AM	Active
063101	510355	KLINIK KESIHATAN TELOK DATOK	Selangor	31/05/2018 04:20:01 PM	01/06/2018 07:55:02 AM	Active
063101	510357	KLINIK KESIHATAN KG BANDAR	Selangor	31/05/2018 04:25:02 PM	01/06/2018 07:55:02 AM	Active
060901	507812	UNIT PEMAKANAN	Selangor	21/05/2018 01:00:02 PM	21/05/2018 01:00:02 PM	Active
062801	20560	HOSPITAL SERDANG	Selangor	09/01/2018 11:49:23 AM	16/05/2018 03:10:02 PM	Active

Figure 3.2-1 Delivery Site To Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Delivery Site To'

STEP 4

To search for existing Delivery Site To entry, you may search by criteria as follow:

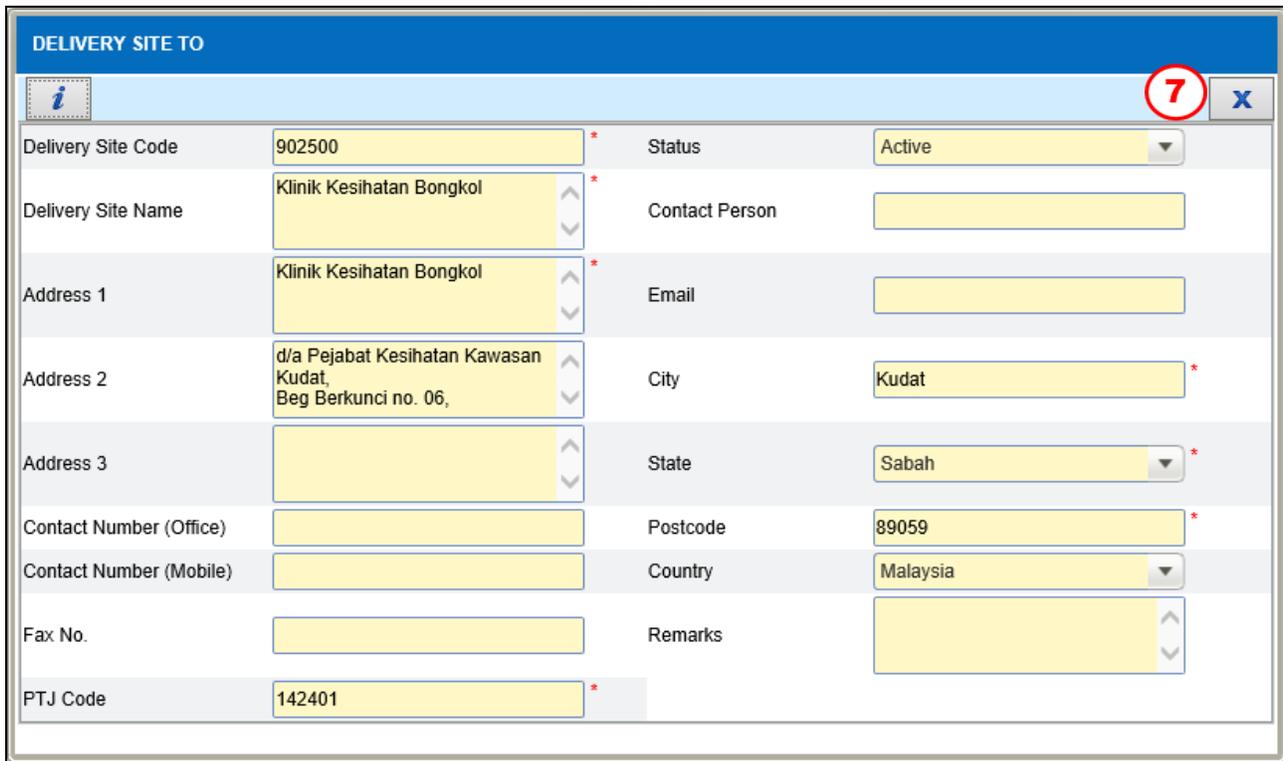
- State
- PTJ Code
- Delivery Site Code
- Delivery Site Name

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.2-2



DELIVERY SITE TO	
Delivery Site Code	902500 *
Delivery Site Name	Klinik Kesihatan Bongkol *
Address 1	Klinik Kesihatan Bongkol *
Address 2	d/a Pejabat Kesihatan Kawasan Kudat, Beg Berkunci no. 06, *
Address 3	
Contact Number (Office)	
Contact Number (Mobile)	
Fax No.	
PTJ Code	142401 *
Status	Active
Contact Person	
Email	
City	Kudat *
State	Sabah *
Postcode	89059 *
Country	Malaysia
Remarks	

Figure 3.2-2 View Delivery Site To

Note

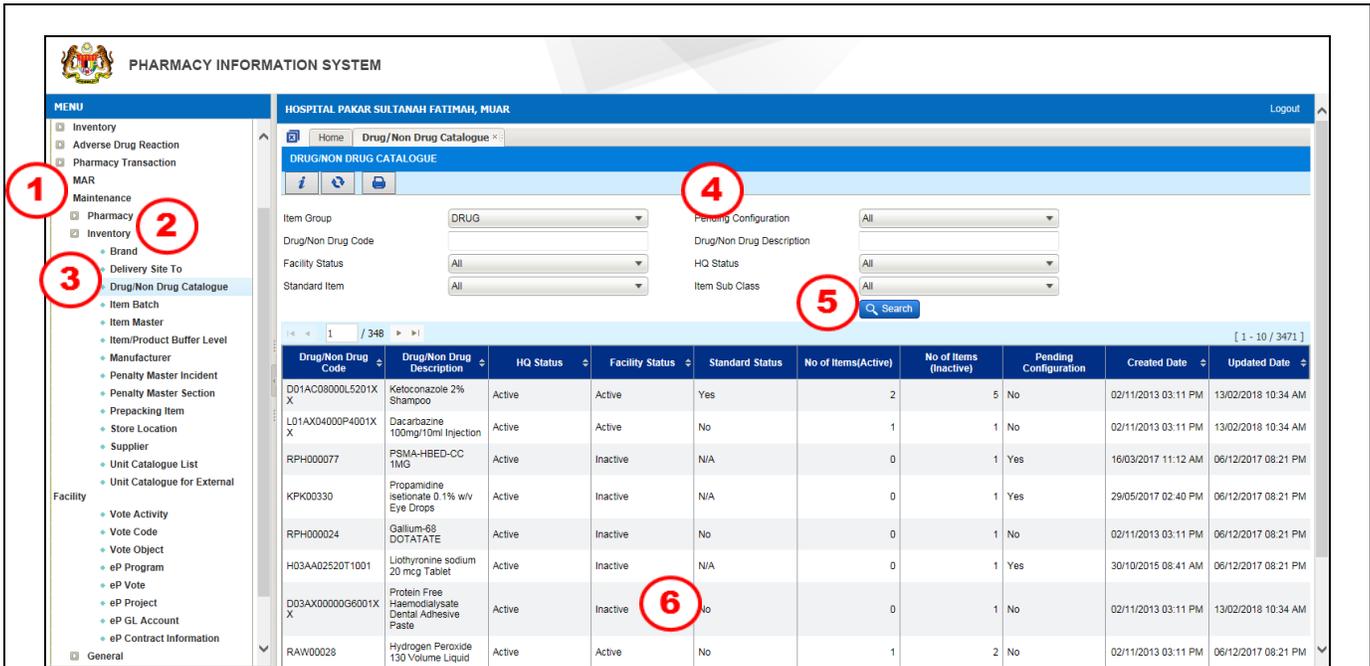
The Delivery Site To record is non-editable. Kindly contact HQ for any additional or modification of data.

STEP 7

Click on the Close Window  button to return back to the Delivery Site To Listing Page

3.3 Drug/Non Drug Catalogue

To view and edit existing Drug/Non Drug Catalogue record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Drug/Non Drug Catalogue

DRUG/NON DRUG CATALOGUE

Item Group: DRUG Pending Configuration: All
 Drug/Non Drug Code: Drug/Non Drug Description:
 Facility Status: All HQ Status: All
 Standard Item: All Item Sub Class: All

[1 - 10 / 3471]

Drug/Non Drug Code	Drug/Non Drug Description	HQ Status	Facility Status	Standard Status	No of Items (Active)	No of Items (Inactive)	Pending Configuration	Created Date	Updated Date
D01AC09000L5201X	Ketoconazole 2% Shampoo	Active	Active	Yes	2	5	No	02/11/2013 03:11 PM	13/02/2018 10:34 AM
L01AX04000P4001X	Dacarbazine 100mg/10ml Injection	Active	Active	No	1	1	No	02/11/2013 03:11 PM	13/02/2018 10:34 AM
RPH000077	PSMA-HBED-CC 1MG	Active	Inactive	N/A	0	1	Yes	16/03/2017 11:12 AM	06/12/2017 08:21 PM
KPK00330	Propamide isetonate 0.1% w/v Eye Drops	Active	Inactive	N/A	0	1	Yes	29/05/2017 02:40 PM	06/12/2017 08:21 PM
RPH000024	Gallium-68 DOTATATE	Active	Inactive	No	0	1	No	02/11/2013 03:11 PM	06/12/2017 08:21 PM
H03AA02520T1001	Liothyronine sodium 20 mcg Tablet	Active	Inactive	N/A	0	1	Yes	30/10/2015 08:41 AM	06/12/2017 08:21 PM
D03AX00000G6001X	Protein Free Haemodialysate Dental Adhesive Paste	Active	Inactive	No	0	1	No	02/11/2013 03:11 PM	13/02/2018 10:34 AM
RAW00028	Hydrogen Peroxide 130 Volume Liquid	Active	Active	No	1	2	No	02/11/2013 03:11 PM	06/12/2017 08:21 PM

Figure 3.3-1 Drug/Non Drug Catalogue Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Drug/ Non Drug Catalogue'

STEP 4

To search for existing record(s), user may search by criteria as follows;

- Item Group
- Drug/Non Drug Code
- Facility Status
- Standard Item
- Pending Configuration
- Drug/Non Drug Description
- HQ Status.

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on selected data. and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.3-2

DRUG/NON DRUG CATALOGUE

Drug/Non Drug Code: GLN0100060 Drug/Non Drug Description: Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)

Facility Status: Active Standard Status: No

HQ Status: Active Item Default: GLN0100060.01

Average Price In SKU (RM): 0

ITEMS LIST

No	Item Type	Item Code	Item Description	SKU	PKU	Packaging Description	Purchase Flag	Facility Status	HQ Status
1	LP	GLN0100060-50	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 50 ml	No	Inactive	Active
2	LP	GLN0100060-4000	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 4000 ml	No	Inactive	Active
3	LP	GLN0100060-30	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	ml	Bottle of 30 ml	No	Inactive	Active
4	LP	GLN0100060-3000	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 3000 ml	No	Active	Active
5	LP	GLN0100060-45	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 45 ml	No	Active	Active
6	LP	GLN0100060-60	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 60 ml	No	Active	Active
7	LP	GLN0100060.02	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 100 millilitre	Yes	Active	Active
8	LP	GLN0100060.01	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	ml	millilitre	Yes	Active	Active

Figure 3.3-2 Drug/Non Drug Catalogue

STEP 7

Click on the  button to edit the record

DRUG/NON DRUG CATALOGUE

Drug/Non Drug Code: GLN0100060 Drug/Non Drug Description: Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)

Facility Status: Active Standard Status: No

HQ Status: Active Item Default: GLN0100060.01

Average Price In SKU (RM): 0

ITEMS LIST

No	Item Type	Item Code	Item Description	SKU	PKU	Packaging Description	Purchase Flag	Facility Status	HQ Status
1	LP	GLN0100060-50	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 50 ml	No	Inactive	Active
2	LP	GLN0100060-4000	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 4000 ml	No	Inactive	Active
3	LP	GLN0100060-30	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	ml	Bottle of 30 ml	No	Inactive	Active
4	LP	GLN0100060-3000	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 3000 ml	No	Active	Active
5	LP	GLN0100060-45	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 45 ml	No	Active	Active
6	LP	GLN0100060-60	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 60 ml	No	Active	Active
7	LP	GLN0100060.02	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	bott	bottle of 100 millilitre	Yes	Active	Active
8	LP	GLN0100060.01	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	ml	ml	millilitre	Yes	Active	Active

Figure 3.3-3 Drug/Non Drug Catalogue

STEP 8

Select **Facility Status** from dropdown button

- Active
- Inactive

STEP 9

Select **Standard Status** from dropdown button

- Yes
- No

STEP 10

Select **Item Default** from  button

STEP 11

Select **Facility Status** under Item List Section from dropdown button

- Active
- Inactive

STEP 12

Select **Purchase Flag**

Note

- User is allowed to configure the flag as 'Yes' if the item active in Facility and HQ
- **Purchase Flag** status is for below function:
 - a) **Purchase Order** - During add item
 - b) **Recommended Purchase List (RPL)** - During 'Generate RPL' and 'Add Item' function
 - c) **Lampiran Q** - During search for item
 - d) **Requisition Order** - In approval Stage

STEP 13

Click on the  button to save the edited record

Note

User is allowed to save/print the record by click on the  button as shown in Figure 3.3-4

 <p style="text-align: center;">KEMENTERIAN KESIHATAN MALAYSIA HOSPITAL KUALA LUMPUR Drug/Non-Drug Catalogue Report Date : 14/10/2019</p>													
Item Group DRUG													
Drug/Non Drug Code	Drug/Non Drug Description	Average Price In SKU (RM)	Facility Status (Drug/Non Drug)	HQ Status (Drug/Non Drug)	Standard Status	Item Code	Default Item(Y/N)	Item Type	SKU	PKU	Packaging Description	Facility Status (Item)	HQ Status (Item)
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060-50	GLN0100060.01	LP	ml	bott	bottle of 50 ml	Inactive	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060-4000	GLN0100060.01	LP	ml	bott	bottle of 4000 ml	Inactive	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060-30	GLN0100060.01	LP	ml	ml	Bottle of 30 ml	Inactive	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060-3000	GLN0100060.01	LP	ml	bott	bottle of 3000 ml	Active	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060-45	GLN0100060.01	LP	ml	bott	bottle of 45 ml	Active	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060-60	GLN0100060.01	LP	ml	bott	bottle of 60 ml	Active	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060.02	GLN0100060.01	LP	ml	bott	bottle of 100 millilitre	Active	Active
GLN0100060	Simple Linctus Paed BP (Citric Acid 31.25mg/5ml Soln)	0.0000	Active	Active	No	GLN0100060.01	GLN0100060.01	LP	ml	ml	millilitre	Active	Active

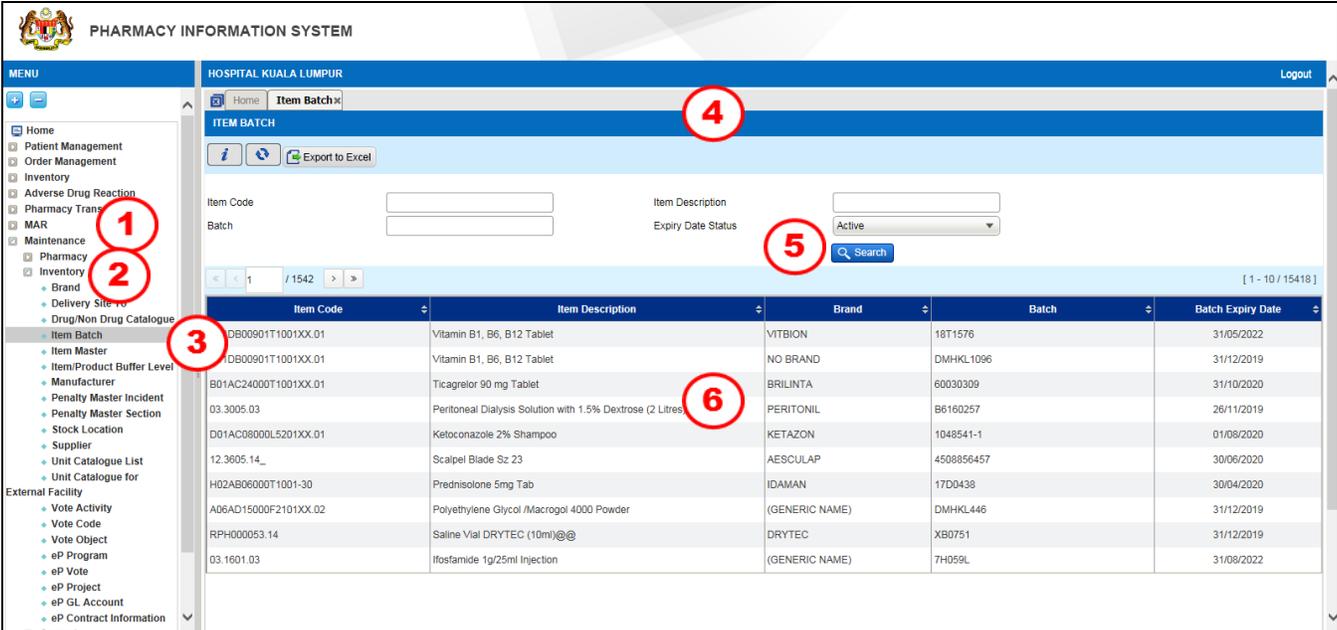
Printed Date : 14/10/2019 Printed By : Unit Name : Farnasi Logistik Source : PhIS

Page 1 of 1

Figure 3.3-4 Drug/Non Drug Catalogue

3.4 Item Batch

To view Item Batch record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Logout

Home | Item Batch

ITEM BATCH

Item Code: Item Description: Expiry Date Status:

Batch:

[1 - 10 / 15418]

Item Code	Item Description	Brand	Batch	Batch Expiry Date
DB00901T1001XX.01	Vitamin B1, B6, B12 Tablet	VITBION	18T1576	31/05/2022
DB00901T1001XX.01	Vitamin B1, B6, B12 Tablet	NO BRAND	DMHKL1096	31/12/2019
B01AC2400T1001XX.01	Ticagrelor 90 mg Tablet	BRILINTA	60030309	31/10/2020
03.3005.03	Peritoneal Dialysis Solution with 1.5% Dextrose (2 Litres)	PERITONIL	B6160257	26/11/2019
D01AC08000L5201XX.01	Ketoconazole 2% Shampoo	KETAZON	1048541-1	01/08/2020
12.3605.14_	Scalpel Blade Sz 23	AESFULAP	4508856457	30/06/2020
H02AB06000T1001-30	Prednisolone 5mg Tab	IDAMAN	17D0438	30/04/2020
A06AD15000F2101XX.02	Polyethylene Glycol /Macrogol 4000 Powder	(GENERIC NAME)	DMHKL446	31/12/2019
RPH000053.14	Saline Vial DRYTEC (10ml)@	DRYTEC	XB0751	31/12/2019
03.1601.03	Ifosfamide 1g/25ml Injection	(GENERIC NAME)	7H059L	31/08/2022

Figure 3.4-1 Item Batch Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Item Batch'

STEP 4

To search for existing Item Batch record, you may search by criteria as follow:

- Item Code
- Item Description
- Batch
- Expiry Date Status
 - All
 - Active
 - Expired

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.4-2

ITEM BATCH DETAILS

7
x

ITEM DETAILS

Item Code	02.2409.06	Item Description	Methyldopa 250mg Tab
Batch	14E261	Brand	PHARMANIAGA
HQ Status	Active	Drug/Non-Drug Description	Methyldopa 250 mg Tablet
Facility Status	Active	Batch Expiry Date	31/03/2017
Drug/Non-Drug Code	C02AB0110T1001XX	UOM	<input checked="" type="radio"/> SKU <input type="radio"/> PKU

ITEM BATCH LIST

i
x

Unit Name

1 / 1
[1 - 4 / 4]

Unit Code	Unit Name	Good Stock Quantity	Bad Stock Quantity
FAE	FARMASI KECEMASAN	0	221
FKP	FARMASI KLINIK PAKAR	0	0
FKP Fill	FKP FILLING STATION	0	0
FS001	STOR FARMASI	0	0

Figure 3.4-2 Item Batch Details

Note

User can view Quantity based on 'SKU' or 'PKU' by click on the **UOM** button

STEP 7

Click on the Close Window  button to return back to the Item Batch Listing Page

3.5 Item Master

To view and edit Item Master record, perform the step below:

PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Logout

Home Item Master

ITEM MASTER

Item Code: Item Description:

Item Purchase Type: All Item Group: All

Drug/Non-Drug Code: Drug/Non-Drug Name:

Standard Item: All Item Sub Class: All

Facility Status: All Item Type: All

Search

[1 - 10 / 21852]

Drug/Non-Drug Code	Drug/Non-Drug Name	Item Purchase Type	Item Code	Item Description	Packaging Description	Default Item	Standard Item	Created Date	Updated Date	Facility Status	HQ Status
A16AA04000C1002	Cysteamine Bitartrate 150mg Capsule	APPL	A16AA04000C1002.17	Cysteamine Bitartrate 150mg Capsule	finger tip unit of 30 capsule	No	No	26/09/2019 02:19 PM	26/09/2019 02:21 PM	Inactive	Active
J05AE12000C1001	Boceprevir 200mg Capsule	LP	J05AE12000C1001.01	Boceprevir 200mg Capsule	pack of 336 capsule	Yes	Yes	10/09/2015 09:56 PM	19/09/2019 11:54 AM	Active	Active
RAW00020	Ephedrine HCl Powder	APPL	01.0805.03	Ephedrine HCl Powder	bottle of 500 gram	No	Yes	22/07/2014 09:10 AM	17/09/2019 05:32 PM	Active	Inactive
KPK00285	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	LP	KPK00285	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	pack of 180 each	No	Yes	06/12/2017 03:25 PM	17/09/2019 04:21 PM	Active	Active
A01AC02000G6001	Dexamethasone 1 mg/g Oral Paste	Contract	A01AC02000G6001	Dexamethasone 1 mg/g Oral Paste	each of 9 tube	No	N/A	17/09/2019 08:48 AM	17/09/2019 09:50 AM	Inactive	Active
KPK00024	Lapatinib 250mg Tablet	LP	KPK00024.01	Lapatinib 250mg Tablet	Pack of 70 tab	Yes	Yes	09/11/2013 06:44 PM	11/09/2019 02:23 PM	Active	Active
KPK00285	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	LP	KPK00285.01	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	pack of 50 each	Yes	Yes	13/04/2016 11:39 AM	05/09/2019 10:26 AM	Active	Inactive
KPK00036	5-Aminolevulinic acid hydrochloride 30mg/ml Soln	Contract	KPK00036.KL1	5-Aminolevulinic acid hydrochloride 30mg/ml Soln	ampoule of 19 bottle	No	No	04/09/2019 09:27 AM	04/09/2019 09:29 AM	Inactive	Active

Figure 3.5-1 Item Master Listing Page

STEP 1

Go to 'Maintenance' menu follow by click 'Inventory' sub-menu and click on 'Item Master'

STEP 2

To search for existing Supplier entry, you may search by criteria as follow:

- Item Code
- Item Purchase Type
- Drug/ Non Drug Code
- Standard Item
- Facility Status
- Item Description
- Item Group
- Drug/ Non Drug Name
- Item Sub Class
- Item Type

STEP 3

Click on the  button after input criteria

STEP 4

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.5-2

ITEM MASTER			
5			
DRUG/NON-DRUG INFORMATION			
Item Group	DRUG	List Type	C
Drug/Non-Drug Code	R05CB02110T1001XX	Drug/Non-Drug Name	Bromhexine HCl 8mg Tablet
Item Sub Class	Tablet/Capsule		
ITEM INFORMATION			
Item Purchase Type	LP	Last Purchase Price(RM)	15.4000
Item Code	R05CB02110T1001XX.01	Item Average Price (SKU)(RM)	0.0194
Item Description	Bromhexine HCl 8mg Tablet	Item Average Price (FKU)(RM)	19.4000
		Image	 View Image
Item Status	Active	Drug Average Price (SKU)(RM)	0.0140
HQ Status	Active	<input checked="" type="radio"/> Default Item <input type="radio"/> Alternate Item	<input checked="" type="radio"/> Standard <input type="radio"/> Non-Standard *
SKU	tablet	Purchase Flag	<input checked="" type="radio"/> Yes <input type="radio"/> No
SKU Description	tablet	Issue	<input type="radio"/> Yes <input checked="" type="radio"/> No
FKU	pack		
FKU Description	pack	Store Code	Stor Tablet
	<input checked="" type="checkbox"/> Repack <input type="checkbox"/> Manufactured Item <input type="checkbox"/> Ready to Dispense	Store Location	Stor Tablet
Conversion Factor	1,000	Min Order Qty	1
Packaging Description	pack of 1000 tablet	Remarks	
Vaccine Item	<input type="checkbox"/>	Emergency Item	<input type="checkbox"/>
UNSPSC Item Code		Alternate UOM	
		Without eP Integration	No

Figure 3.5-2 Item Master

STEP 5



Click on the  button to edit the record

Note

- Only certain criteria can be edited.
- For example, purchase flag and Issue can be edited.
- As for the item brand, we can set any of it as default.
- AP Item Price section will be enable only for APPL item as Figure 3.5-3

AP ITEM PRICE	
Price Code	Price(RM)
	0.00

Figure 3.5-3 AP Item Price

ITEM MASTER			
6			
DRUG/NON-DRUG INFORMATION			
Item Group	DRUG	List Type	C
Drug/Non-Drug Code	R05CB02110T1001XX	Drug/Non-Drug Name	Bromhexine HCl 8mg Tablet
Item Sub Class	Tablet/Capsule		
ITEM INFORMATION			
Item Purchase Type	LP	Last Purchase Price(RM)	15.4000
Item Code	R05CB02110T1001XX.01	Item Average Price (SKU)(RM)	0.0194
Item Description	Bromhexine HCl 8mg Tablet	Item Average Price (PKU)(RM)	19.4000
		Image	<input type="text"/> <input type="button" value="View Image"/>
Item Status	Active	Drug Average Price (SKU)(RM)	0.0140
HQ Status	Active	<input checked="" type="radio"/> Default Item <input type="radio"/> Alternate Item	<input checked="" type="radio"/> Standard <input type="radio"/> Non-Standard
SKU	tablet	Purchase Flag	<input checked="" type="radio"/> Yes <input type="radio"/> No
SKU Description	tablet	Issue	<input type="radio"/> Yes <input checked="" type="radio"/> No
PKU	pack		
PKU Description	pack	Store Code	Stor Tablet
	<input checked="" type="checkbox"/> Repack <input type="checkbox"/> Manufactured Item <input type="checkbox"/> Ready to Dispense	Store Location	Stor Tablet
Conversion Factor	1,000	Min Order Qty	1
Packaging Description	pack of 1000 tablet	Remarks	
Vaccine Item	<input type="checkbox"/>	Emergency Item	<input type="checkbox"/>
UNSPSC Item Code		Alternate UOM	
		Without eP Integration	No

Figure 3.5-4 Item Master

STEP 6

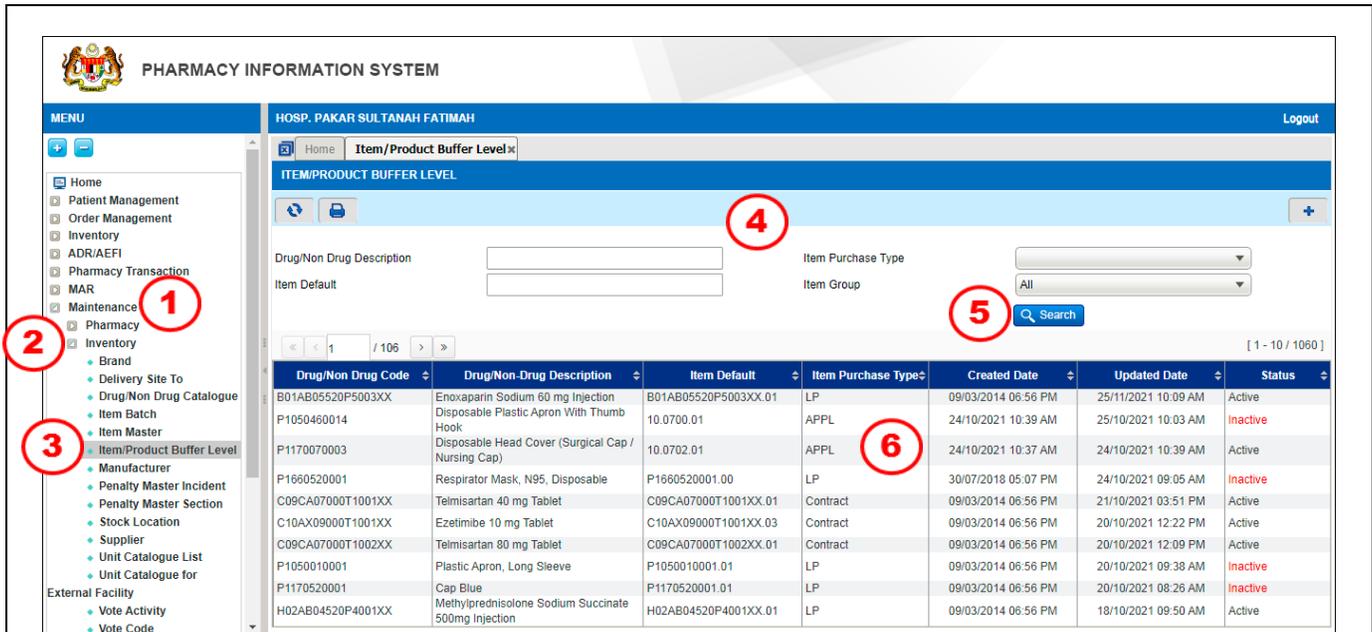


Click on the  button to save the edited record

3.6 Item/Product Buffer Level

3.6.1 View/Edit Item/Product Buffer Level

To view and edit Item/Product Buffer Level record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSP. PAKAR SULTANAH FATIMAH Logout

Home **Item/Product Buffer Level**

ITEM/PRODUCT BUFFER LEVEL

Drug/Non Drug Description Item Purchase Type

Item Default Item Group

Drug/Non Drug Code	Drug/Non-Drug Description	Item Default	Item Purchase Type	Created Date	Updated Date	Status
B01AB05520P5003XX	Enoxaparin Sodium 60 mg Injection	B01AB05520P5003XX.01	LP	09/03/2014 06:56 PM	25/11/2021 10:09 AM	Active
P1050460014	Disposable Plastic Apron With Thumb Hook	10.0700.01	APPL	24/10/2021 10:39 AM	25/10/2021 10:03 AM	Inactive
P1170070003	Disposable Head Cover (Surgical Cap / Nursing Cap)	10.0702.01	APPL	24/10/2021 10:37 AM	24/10/2021 10:39 AM	Active
P1660520001	Respirator Mask, N95, Disposable	P1660520001.00	LP	30/07/2018 05:07 PM	24/10/2021 09:05 AM	Inactive
C09CA07000T1001XX	Telmisartan 40 mg Tablet	C09CA07000T1001XX.01	Contract	09/03/2014 06:56 PM	21/10/2021 03:51 PM	Active
C10AX09000T1001XX	Ezetimibe 10 mg Tablet	C10AX09000T1001XX.03	Contract	09/03/2014 06:56 PM	20/10/2021 12:22 PM	Active
C09CA07000T1002XX	Telmisartan 80 mg Tablet	C09CA07000T1002XX.01	Contract	09/03/2014 06:56 PM	20/10/2021 12:09 PM	Active
P1050010001	Plastic Apron, Long Sleeve	P1050010001.01	LP	09/03/2014 06:56 PM	20/10/2021 09:38 AM	Inactive
P1170520001	Cap Blue	P1170520001.01	LP	09/03/2014 06:56 PM	20/10/2021 08:26 AM	Inactive
H02AB04520P4001XX	Methylprednisolone Sodium Succinate 500mg Injection	H02AB04520P4001XX.01	LP	09/03/2014 06:56 PM	18/10/2021 09:50 AM	Active

Figure 3.6.1-1 Item/Product Buffer Level

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Item/Product Buffer Level'

STEP 4

To search for existing Supplier entry, you may search by criteria as follow:

- a) Drug/ Non Drug Description
- b) Item Default
- c) Item Purchase Type
 - APPL
 - LP
 - Contract
- d) Item Group
 - All
 - DRUG
 - NON-DRUG

STEP 5

Click on the  button after input criteria

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.6.1-2

MAIN STORE BUFFER LEVEL

7

+ Usage And Issue Quantity Details

DRUG/NON DRUG DETAILS

Item Group	NON-DRUG	*	Item Purchase Type	APPL	*
Drug/Non-Drug Code	P1170070003	*	Drug/Non Drug Name	Disposable Head Cover (Surgical Cap / Nursing Cap)	
Default Vote Code	090401/011024/27499/99	*	Item Default	10.0702.01	
Default Vote Description	BUKAN UBAT APPL		Packaging Description	pack of 100 each	
Ministry / Department	P4242 - KEMENTERIAN KESIHATAN				
Budget Type	Development	*	Status	Active	
Min Storage Qty (SKU)	10,000	EA	Max Storage Qty (SKU)	60,000	EA *
Min Issue Qty (SKU)	100	EA	Max Order Qty (SKU)	20,000	EA *
Buffer Level Qty (SKU)	40,000	EA *			

Figure 3.6.1-2 Main Store Buffer Level

Note

- Once selected existing record, Usage And Issue Quantity Details button will be shown in Figure 3.6.1-3

USAGE QUANTITY DETAILS

i
X

Category 3 Months 6 Months 9 Months 12 Months

Date Range	Issue Quantity(SKU)	Usage Quantity(SKU)
09/11/2021 - 08/12/2021	0	0
10/10/2021 - 08/11/2021	168	811
10/09/2021 - 09/10/2021	540	564
Total 90 days	708	1,375
Monthly Average	236	458

Figure 3.6.1-3 Usage And Issue Quantity Details

- User will be able to change the details for 3, 6, 9 or 12 months records

STEP 7

Click on the  button to edit the record

Note

Only certain criteria can be edited (Refer to 3.6.1-4)

MAIN STORE BUFFER LEVEL 8

Usage And Issue Quantity Details




DRUG/NON DRUG DETAILS

Item Group	NON-DRUG	*	Item Purchase Type	APPL	*
Drug/Non-Drug Code	P1170070003	*	Drug/Non Drug Name	Disposable Head Cover (Surgical Cap / Nursing Cap)	*
Default Vote Code	090401/011024/27499/99	*	Item Default	10.0702.01	*
Default Vote Description	BUKAN UBAT APPL		Packaging Description	pack of 100 each	
Ministry / Department	P4242 - KEMENTERIAN KESIHATAN				
Budget Type	Development	*	Status	Active	*
Min Storage Qty (SKU)	10,000	EA	Max Storage Qty (SKU)	60,000	EA *
Min Issue Qty (SKU)	100	EA	Max Order Qty (SKU)	20,000	EA *
Buffer Level Qty (SKU)	40,000	EA			

Figure 3.6.1-3 Main Store Buffer Level

Note

Field allow to be edited:

- a) Default Vote Code
- b) Item Default
- c) Budget Type
- d) Status
- e) Min Storage Qty (SKU)
- f) Max Storage Qty (SKU)
- g) Min Issue Qty (SKU)
- h) Max Order Qty (SKU)
- i) Buffer Level Qty (SKU)

STEP 8

Click on the  button to save the edited record

3.6.2 Create New Item/Product Buffer Level

To create new Item/Product Buffer Level record, perform the step below:

The screenshot shows the 'PHARMACY INFORMATION SYSTEM' interface for 'HOSPITAL PAKAR SULTANAH FATIMAH, MUAR'. The left sidebar contains a 'MENU' with categories like Inventory, Adverse Drug Reaction, Pharmacy Transaction, and Maintenance. The main area is titled 'ITEM/PRODUCT BUFFER LEVEL' and features a search bar and a table of records. A red circle with the number '1' highlights a '+' button in the top right corner of the main content area.

Drug/Non Drug Code	Drug/Non-Drug Description	Item Default	Item Purchase Type	Created Date	Updated Date	Status
D06BA01199G1001XX	Silver Sulfadiazine 1% Cream	01.3500.04	APPL	09/03/2014 06:56 PM	20/06/2018 11:09 AM	Active
J05AH02000C1001	Oseltamivir 75 mg Capsule	02.2807.01	APPL	14/01/2018 12:52 PM	18/06/2018 11:51 AM	Active
C09AA04000T1002XX	Perindopril 8 mg Tablet	C09AA04000T1002XX.01	Contract	09/03/2014 06:56 PM	09/06/2018 01:48 PM	Active
H05BA01000A4101XX	Calcitonin (Synthetic Salmon) 200 IU Nasal Spray	H05BA01000A4101XX.01	LP	09/03/2014 06:56 PM	04/06/2018 09:54 AM	Active
KPK00045	Amitriptyline 10mg Tablet	KPK00045.01	LP	09/03/2014 06:56 PM	04/06/2018 09:21 AM	Active
N05CA19520P3001XX	Thiopental Sodium 500 mg Injection	03.3802.03	APPL	09/03/2014 06:56 PM	03/06/2018 02:25 PM	Active
S01ED01253D2002a	Timolol Maleate 0.5% Eye Drops, Preservative Free (10 ml)	S01ED01253D2002a.01	LP	31/05/2018 12:23 PM	31/05/2018 12:24 PM	Active
S01GX01520D2001a	Sodium Cromoglycate 2% Eye Drop (5ml)	S01GX01520D2001a.01	LP	31/05/2018 12:18 PM	31/05/2018 12:18 PM	Active
R03AK06989A2106XX	Salmeterol 50mcg, Fluticasone Propionate 500mcg Accuhaler (60doses)	R03AK06989A2106XX.02	Contract	31/05/2018 12:15 PM	31/05/2018 12:16 PM	Active
C09AA05000T1002XX	Ramipril 5 mg Tablet	C09AA05000T1002XX.01	LP	09/03/2014 06:56 PM	31/05/2018 12:11 PM	Active

Figure 3.6.2-1 Item/Product Buffer Level

STEP 1



Click on the  button and the 'Main Store Buffer Level' screen will be displayed as Figure 3.6.2-2

The screenshot shows the 'MAIN STORE BUFFER LEVEL' screen. The header area contains a '+' button highlighted with a red circle and the number '2'. Below the header is a 'DRUG/NON DRUG DETAILS' section with various input fields and dropdown menus.

Item Group	<input type="text"/>	Item Purchase Type	<input type="text"/>
Drug/Non-Drug Code	<input type="text"/>	Drug/Non Drug Name	<input type="text"/>
Default Vote Code	<input type="text"/>	Item Default	<input type="text"/>
Default Vote Description	<input type="text"/>	Packaging Description	<input type="text"/>
Budget Type	<input type="text"/>	Status	<input type="text"/>
Min Storage Qty (SKU)	<input type="text"/>	Max Storage Qty (SKU)	<input type="text"/>
Min Issue Qty (SKU)	<input type="text"/>	Max Order Qty (SKU)	<input type="text"/>
Buffer Level Qty (SKU)	<input type="text"/>		

Figure 3.6.2-2 Main Store Buffer Level

Note

Key in the details.

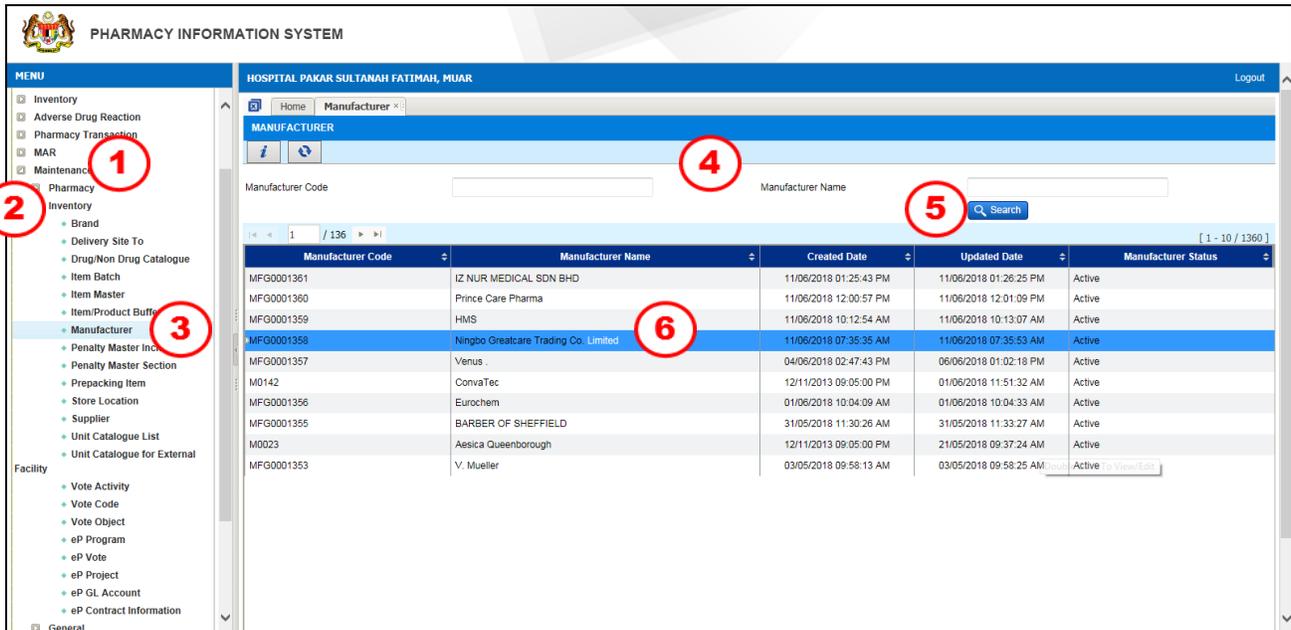
- a) *Item Group*
- b) *Item Purchase Type*
- c) *Drug/ Non Drug Code*
- d) *Default Vote Code*
- e) *Budget Type*
- f) *Min Storage Qty (SKU)*
- g) *Max Storage Qty (SKU)*
- h) *Min Issue Qty (SKU)*
- i) *Max Order Qty (SKU)*
- j) *Buffer Level Qty (SKU)*

STEP 2

Click on the  button to save the record

3.7 Manufacturing

To view Manufacturing record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home | Manufacturer <

MANUFACTURER

Manufacturer Code Manufacturer Name

Manufacturer Code	Manufacturer Name	Created Date	Updated Date	Manufacturer Status
MFG0001361	IZ NUR MEDICAL SDN BHD	11/06/2018 01:25:43 PM	11/06/2018 01:26:25 PM	Active
MFG0001360	Prince Care Pharma	11/06/2018 12:00:57 PM	11/06/2018 12:01:09 PM	Active
MFG0001359	HMS	11/06/2018 10:12:54 AM	11/06/2018 10:13:07 AM	Active
MFG0001358	Ningbo Greatcare Trading Co. Limited	11/06/2018 07:35:35 AM	11/06/2018 07:35:53 AM	Active
MFG0001357	Venus	04/06/2018 02:47:43 PM	06/06/2018 01:02:18 PM	Active
M0142	ConvaTec	12/11/2013 09:05:00 PM	01/06/2018 11:51:32 AM	Active
MFG0001356	Eurochem	01/06/2018 10:04:09 AM	01/06/2018 10:04:33 AM	Active
MFG0001355	BARBER OF SHEFFIELD	31/05/2018 11:30:26 AM	31/05/2018 11:33:27 AM	Active
M0023	Aesica Queenborough	12/11/2013 09:05:00 PM	21/05/2018 09:37:24 AM	Active
MFG0001353	V. Mueller	03/05/2018 09:58:13 AM	03/05/2018 09:58:25 AM	Active

Figure 3.7-1 Manufacturing Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Manufacturer'

STEP 4

To search for existing Manufacturer entry, you may search by criteria as follow:

- a) Manufacturer Code
- b) Manufacturer Name

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.7-2

MANUFACTURER			
Manufacturer Code	<input type="text" value="MFG0000940"/>	Status	<input type="text" value="Active"/>
Manufacturer Name	<input type="text" value="Surgipath Medical Industries"/>	Contact Person	<input type="text"/>
Address Line 1	<input type="text"/>	Postcode	<input type="text"/>
Address Line 2	<input type="text"/>	City	<input type="text"/>
Address Line 3	<input type="text"/>	State	<input type="text"/>
Country	<input type="text" value="United States"/>	Contact Number (Office)	<input type="text"/>
Contact Number (Mobile)	<input type="text"/>	Fax No.	<input type="text"/>
Email	<input type="text"/>	Remarks	<input type="text"/>

Figure 3.7-2 Manufacturer

Note

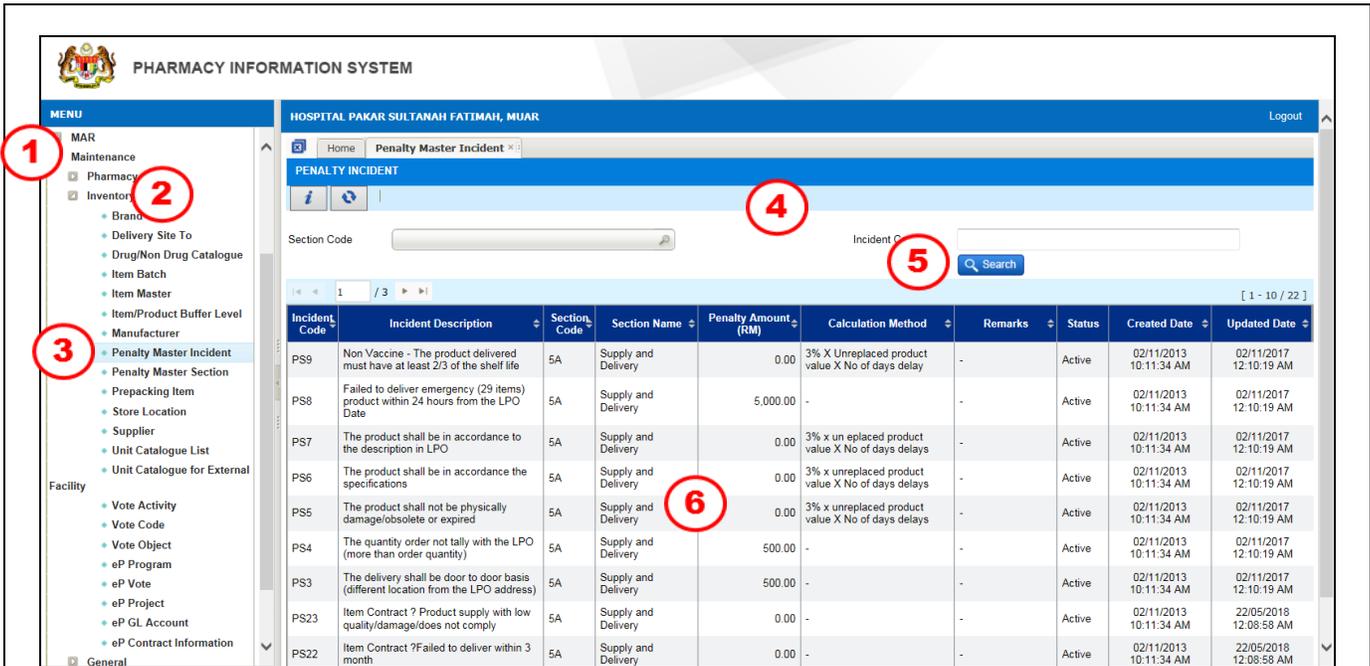
The Manufacturer record is non-editable. Kindly contact HQ for any additional or modification of Manufacturer data.

STEP 7

Click on the Close Window  button to return back to the Manufacturer Listing Page

3.8 Penalty Master Incident

To view Penalty Master Incident record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

MENU: Maintenance, Pharmacy, Inventory, Brand, Delivery Site To, Drug/Non Drug Catalogue, Item Batch, Item Master, Item/Product Buffer Level, Manufacturer, **Penalty Master Incident**, Penalty Master Section, Prepacking Item, Store Location, Supplier, Unit Catalogue List, Unit Catalogue for External, Facility, Vote Activity, Vote Code, Vote Object, eP Program, eP Vote, eP Project, eP GL Account, eP Contract Information, General

Section Code: Incident Code:

Incident Code	Incident Description	Section Code	Section Name	Penalty Amount (RM)	Calculation Method	Remarks	Status	Created Date	Updated Date
PS9	Non Vaccine - The product delivered must have at least 2/3 of the shelf life	5A	Supply and Delivery	0.00	3% X Unreplaced product value X No of days delay	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS8	Failed to deliver emergency (29 items) product within 24 hours from the LPO Date	5A	Supply and Delivery	5,000.00	-	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS7	The product shall be in accordance to the description in LPO	5A	Supply and Delivery	0.00	3% x unreplaced product value X No of days delays	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS6	The product shall be in accordance the specifications	5A	Supply and Delivery	0.00	3% x unreplaced product value X No of days delays	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS5	The product shall not be physically damage/obsolete or expired	5A	Supply and Delivery	0.00	3% x unreplaced product value X No of days delays	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS4	The quantity order not tally with the LPO (more than order quantity)	5A	Supply and Delivery	500.00	-	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS3	The delivery shall be door to door basis (different location from the LPO address)	5A	Supply and Delivery	500.00	-	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
PS23	Item Contract ? Product supply with low quality/damage/does not comply	5A	Supply and Delivery	0.00	-	-	Active	02/11/2013 10:11:34 AM	22/05/2018 12:08:58 AM
PS22	Item Contract ?Failed to deliver within 3 month	5A	Supply and Delivery	0.00	-	-	Active	02/11/2013 10:11:34 AM	22/05/2018 12:08:58 AM

Figure 3.8-1 Penalty Master Incident Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Penalty Master Incident'

STEP 4

To search for existing Penalty Master Incident record, you may search by criteria as follow:

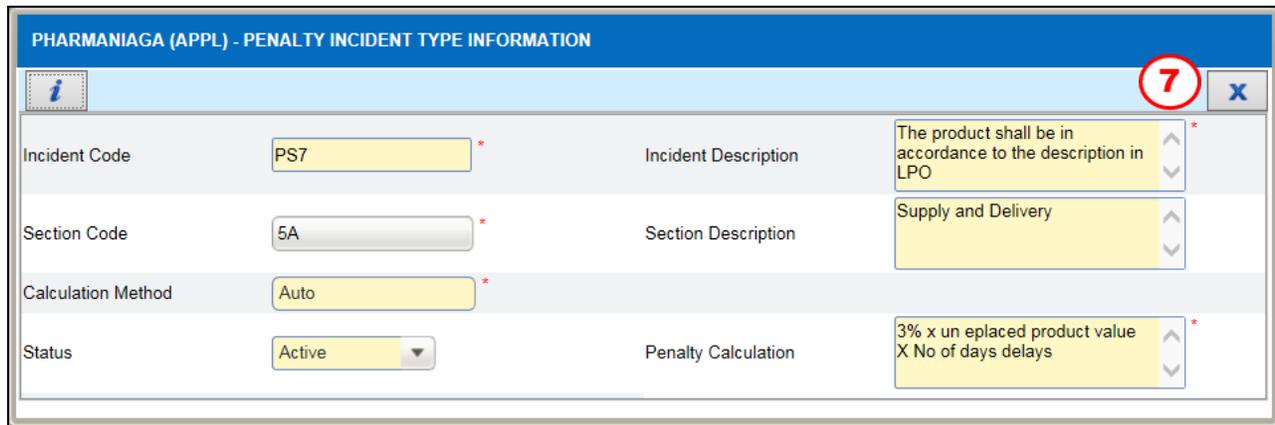
- a) Section Code
- b) Incident Code

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.8-2



PHARMANIAGA (APPL) - PENALTY INCIDENT TYPE INFORMATION			
Incident Code	PS7 *	Incident Description	The product shall be in accordance to the description in LPO *
Section Code	5A *	Section Description	Supply and Delivery *
Calculation Method	Auto *		
Status	Active	Penalty Calculation	3% x un eplaced product value X No of days delays *

Figure 3.8-2 Penalty Master Incident

Note

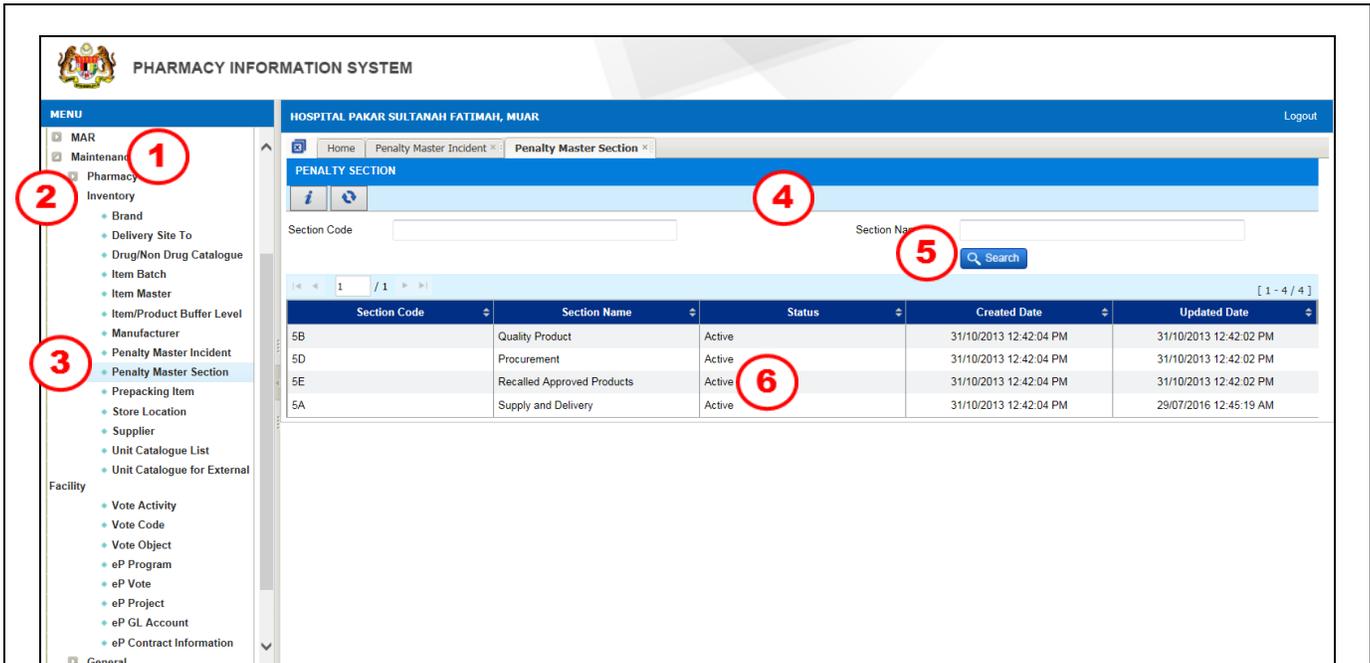
The Penalty Master Incident record is non-editable. Kindly contact HQ for any additional or modification of Penalty Master Incident data.

STEP 7

Click on the Close Window  button to return back to the Penalty Master Incident Listing Page

3.9 Penalty Master Section

To view Penalty Master Section record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

MENU

- MAR
- Maintenance **1**
- Pharmacy
- Inventory **2**
 - Brand
 - Delivery Site To
 - Drug/Non Drug Catalogue
 - Item Batch
 - Item Master
 - Item/Product Buffer Level
 - Manufacturer
 - Penalty Master Incident
 - Penalty Master Section **3**
 - Prepacking Item
 - Store Location
 - Supplier
 - Unit Catalogue List
 - Unit Catalogue for External
- Facility
 - Vote Activity
 - Vote Code
 - Vote Object
 - eP Program
 - eP Vote
 - eP Project
 - eP GL Account
 - eP Contract Information
- General

Home Penalty Master Incident x Penalty Master Section x

PENALTY SECTION **4**

Section Code Section Name **5** Search

Section Code	Section Name	Status	Created Date	Updated Date
5B	Quality Product	Active	31/10/2013 12:42:04 PM	31/10/2013 12:42:02 PM
5D	Procurement	Active	31/10/2013 12:42:04 PM	31/10/2013 12:42:02 PM
5E	Recalled Approved Products	Active 6	31/10/2013 12:42:04 PM	31/10/2013 12:42:02 PM
5A	Supply and Delivery	Active	31/10/2013 12:42:04 PM	29/07/2016 12:45:19 AM

Figure 3.9 Penalty Master Section Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Penalty Master Section'

STEP 4

To search for existing Penalty Master Section record, you may search by criteria as follow:

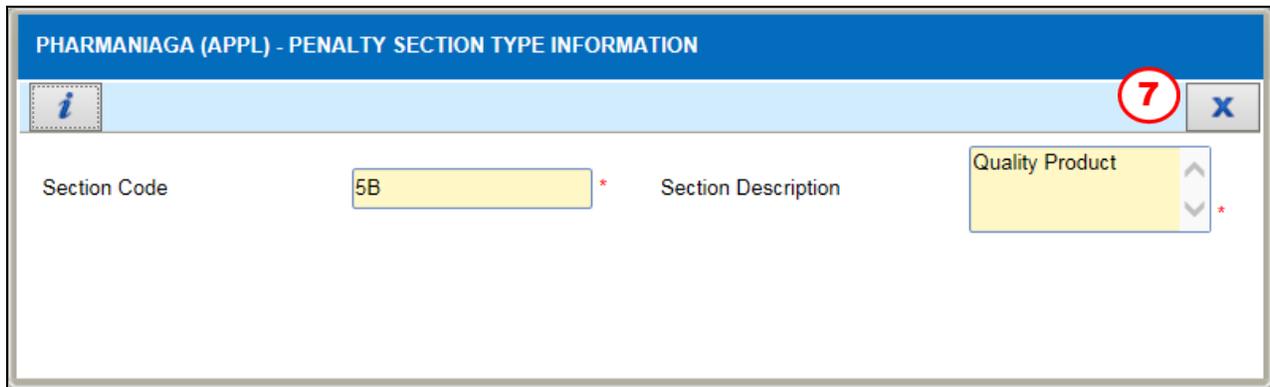
- Section Code
- Section Name

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.9-2



PHARMANIAGA (APPL) - PENALTY SECTION TYPE INFORMATION

i 7 X

Section Code: 5B * Section Description: Quality Product *

Figure 3.9 Penalty Master Section

Note

The Penalty Master Section record is non-editable. Kindly contact HQ for any additional or modification of Penalty Master Section data.

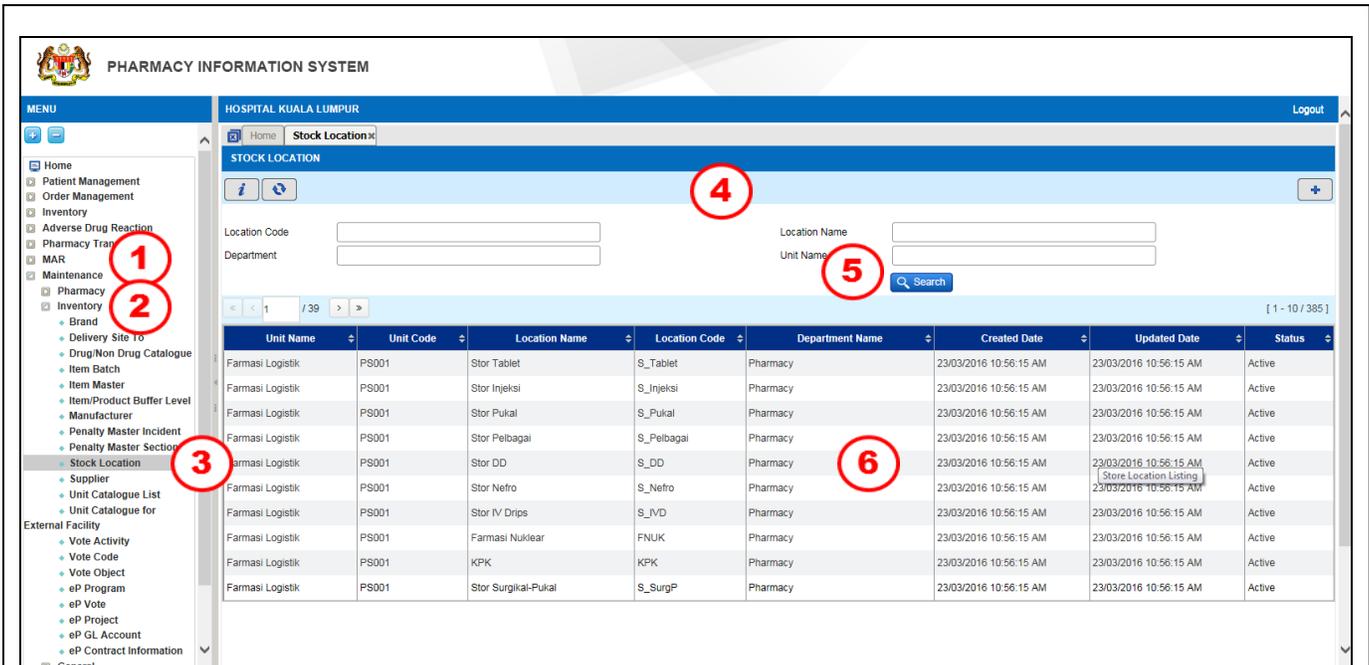
STEP 7

Click on the Close Window  button to return back to the Penalty Master Section Listing Page

3.10 Stock Location

3.10.1 View/Edit Stock Location

To view and edit Stock Location record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Home Stock Location

STOCK LOCATION

Location Code: Location Name:

Department: Unit Name:

Unit Name	Unit Code	Location Name	Location Code	Department Name	Created Date	Updated Date	Status
Farmasi Logistik	PS001	Stor Tablet	S_Tablet	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Injeksi	S_Injeksi	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Pukul	S_Pukul	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Pelbagai	S_Pelbagai	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor DD	S_DD	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Nefro	S_Nefro	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor IV Drips	S_IVD	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Farmasi Nuklear	FNUK	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	KPK	KPK	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Surgical-Pukal	S_SurgP	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active

Figure 3.10.1-1 Stock Location Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Stock Location' sub menu

STEP 4

To search for existing Stock Location entry, you may search by criteria as follow:

- Location Code
- Location Name
- Department
- Unit Name

STEP 5

Click on the  button after input criteria

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.10.1-2

STOCK LOCATIONS						
7 + ✎ 🗑 🔄 ✕						
Unit Code	PS001 *		Unit Name	Farmasi Logistik		
Location Name	Stor Pelbagai *		Department	Pharmacy		
Location Code	Gudang/Seksyer	Baris	Rak	Tingkat	Petak	KodLokasiPenuh
						S_Pelbagai *
Status	Active ▼					

Figure 3.10.1-2 Stock Location

STEP 7

Click on the  button to edit the record

Note

List of details that can be edited are Location Name, Location Code and Status.
(Refer to Figure 3.10.1-3)

STOCK LOCATIONS						
8 📄 🔄 ✕						
Unit Code	PS001 *		Unit Name	Farmasi Logistik		
Location Name	Stor Pelbagai *		Department	Pharmacy		
Location Code	Gudang/Seksyer	Baris	Rak	Tingkat	Petak	KodLokasiPenuh
						S_Pelbagai *
Status	Active ▼					

Figure 3.10.1-3 Stock Location

STEP 8

Click on the  button to save the record

3.10.2 Create New Stock Location

To create new Stock Location record, perform the step below:

PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Home | Stock Location

STOCK LOCATION

Location Code: Location Name:
 Department: Unit Name:

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Unit Name	Unit Code	Location Name	Location Code	Department Name	Created Date	Updated Date	Status
Farmasi Logistik	PS001	Stor Tablet	S_Tablet	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Injeksi	S_Injeksi	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Pukal	S_Pukal	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Pelbagai	S_Pelbagai	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor DD	S_DD	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Nefro	S_Nefro	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor IV Drips	S_IVD	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Farmasi Nuklear	FNUK	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	KPK	KPK	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active
Farmasi Logistik	PS001	Stor Surgikal-Pukal	S_SurgP	Pharmacy	23/03/2016 10:56:15 AM	23/03/2016 10:56:15 AM	Active

Figure 3.10.2-1 Stock Location Listing Page

STEP 1



Click on the  button and the 'Stock Locations' screen will be displayed as Figure 3.10.2-2

STOCK LOCATIONS

Unit Code: * Unit Name:

Location Name: * Department:

Location Code: *

Status:

Figure 3.10.2-2 Stock Location

Note

- Key in the details.
 - a) Unit Code
 - b) Location Name
 - c) Location Code
 - Gudang/Seksyen
 - Baris
 - Rak

- Tingkat
- Petak

- **Kod Lokasi Penuh** will be automatically display based on Location Code entered
- Click on the  button to view information for Kod Lokasi Penuh as shown in Figure 3.10.2-3

Gudang/Seksyen : Tempat atau lokasi penyimpanan stok. (Contoh:A)
Baris: Tempat penyimpanan stok yang disusun berbaris. Kod baris bermula daripada no. 1 (Contoh:01)
Rak: Jenis tempat penyimpanan stok seperti Rak Besi(RB),Rak Kayu(RK),Palet (P),Kabinet Besi (KB),Lokasi Sementara (LS),Kod rak bermula daripada no.1. (Contoh:RB01)
Tingkat: Tingkat rak yang bermula daripada bawah ke atas dengan kod no.1. (Contoh:01)
Petak: Lokasi stok yang ditempatkan di setiap tingkat. Kod petak bermula daripada no. 1. (Contoh:01)
Kod Lokasi Penuh: Merupakan gabungan gudang/seksyen, Baris, Rak, Tingkat dan Petak. (Contoh:A-01-RB01-01-01)

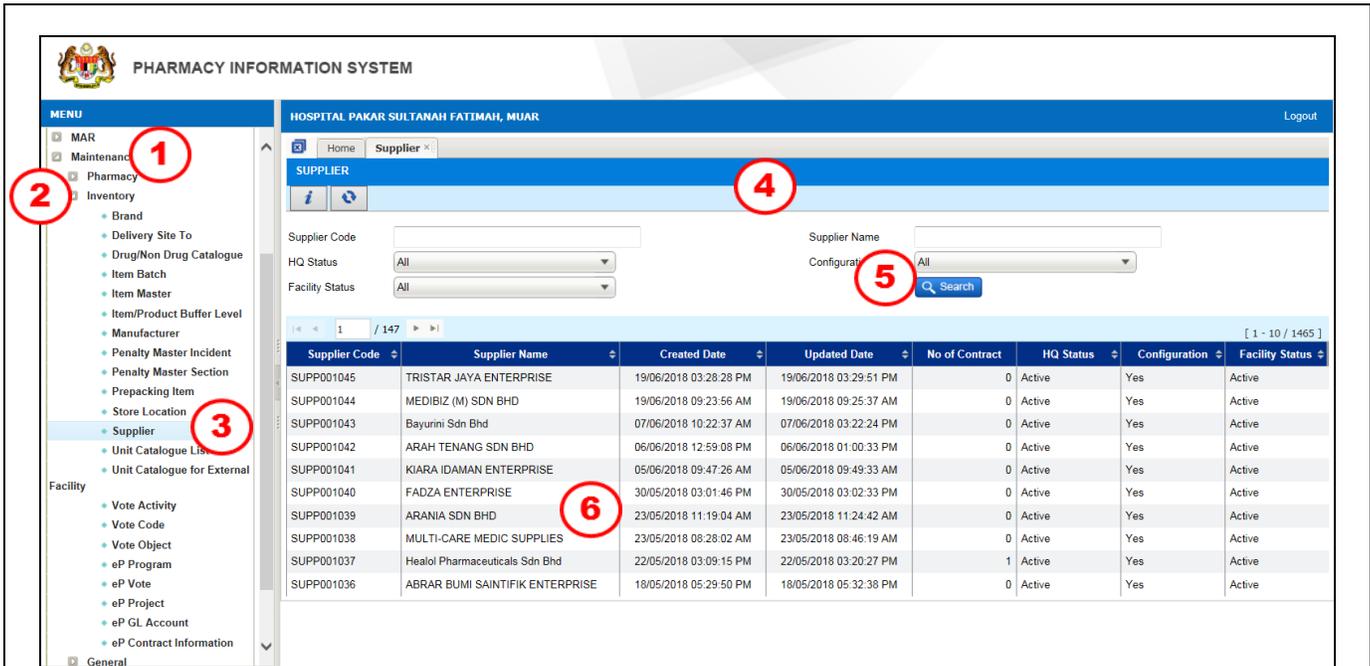
Figure 3.10.2-3 Information

STEP 2

Click on the  button to save the transaction.

3.11 Supplier

To view and edit Supplier record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

MENU

- MAR
- Maintenance **1**
- Pharmacy
- Inventory **2**
 - Brand
 - Delivery Site To
 - Drug/Non Drug Catalogue
 - Item Batch
 - Item Master
 - Item/Product Buffer Level
 - Manufacturer
 - Penalty Master Incident
 - Penalty Master Section
 - Prepacking Item
 - Store Location
 - Supplier **3**
 - Unit Catalogue List
 - Unit Catalogue for External
- Facility
 - Vote Activity
 - Vote Code
 - Vote Object
 - eP Program
 - eP Vote
 - eP Project
 - eP GL Account
 - eP Contract Information
- General

Home Supplier x

SUPPLIER

Supplier Code

Supplier Name

HQ Status

Configuration **5**

Facility Status

1 / 147 [1 - 10 / 1465]

Supplier Code	Supplier Name	Created Date	Updated Date	No of Contract	HQ Status	Configuration	Facility Status
SUPP001045	TRISTAR JAYA ENTERPRISE	19/06/2018 03:28:28 PM	19/06/2018 03:29:51 PM	0	Active	Yes	Active
SUPP001044	MEDIBIZ (M) SDN BHD	19/06/2018 09:23:56 AM	19/06/2018 09:25:37 AM	0	Active	Yes	Active
SUPP001043	Bayurini Sdn Bhd	07/06/2018 10:22:37 AM	07/06/2018 03:22:24 PM	0	Active	Yes	Active
SUPP001042	ARAH TENANG SDN BHD	06/06/2018 12:59:08 PM	06/06/2018 01:00:33 PM	0	Active	Yes	Active
SUPP001041	KIARA IDAMAN ENTERPRISE	05/06/2018 09:47:26 AM	05/06/2018 09:49:33 AM	0	Active	Yes	Active
SUPP001040	FADZA ENTERPRISE	30/05/2018 03:01:46 PM	30/05/2018 03:02:33 PM	0	Active	Yes	Active
SUPP001039	ARANIA SDN BHD	23/05/2018 11:19:04 AM	23/05/2018 11:24:42 AM	0	Active	Yes	Active
SUPP001038	MULTI-CARE MEDIC SUPPLIES	23/05/2018 08:28:02 AM	23/05/2018 08:46:19 AM	0	Active	Yes	Active
SUPP001037	Healol Pharmaceuticals Sdn Bhd	22/05/2018 03:09:15 PM	22/05/2018 03:20:27 PM	1	Active	Yes	Active
SUPP001036	ABRAR BUMI SAINTIFIK ENTERPRISE	18/05/2018 05:29:50 PM	18/05/2018 05:32:38 PM	0	Active	Yes	Active

Figure 3.11-1 Supplier Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Supplier'

STEP 4

To search for existing Supplier record, you may search by criteria as follow:

- Supplier Code
- Supplier Name
- HQ Status
- Configuration
- Facility Status

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.11-2

ADD SUPPLIER
7

i
Contract Details
X

Supplier Code	<input type="text" value="SUPP001041"/>	Supplier Name	<input type="text" value="KIARA IDAMAN ENTERPR *"/>
Bank Account Name	<input type="text"/>	Treasury Registration No.	<input type="text" value="*"/>
Bank Account Number	<input type="text"/>	Reg Expiry Date	<input type="text" value="📅"/>
Contact Person	<input type="text"/>	Company Status	<input type="text" value="BUMI"/>
Address Line 1	<input type="text" value="NO 5, BANGUNAN UMNO"/>	Post Code	<input type="text" value="36200"/>
Address Line 2	<input type="text" value="KAMPUNG SELEKOH"/>	City	<input type="text" value="TELUK INTAN"/>
Address Line 3	<input type="text"/>	State	<input type="text" value="Perak"/>
Contact Number (Office)	<input type="text"/>	Country	<input type="text"/>
Contact Number (Mobile)	<input type="text"/>	Email	<input type="text"/>
Fax No.	<input type="text"/>	Remarks	<input type="text"/>
HQ Status	<input type="text" value="Active"/>	Company Registration No	<input type="text" value="001552182-W"/>
Facility Status	<input type="text" value="Active"/>		

Figure 3.11-2 Supplier

Note

The Supplier record is non-editable (only facility status can be edited). Kindly contact HQ for any additional or modification of Supplier data.

STEP 7

Click on the Contract Details button view Contract details list for the supplier as shown in Figure 3.11-3

CONTRACT DETAILS LIST
X

i
🔄
📄

Contract Reference No.

🔍 Search

1 / 1
[1 - 1 / 1]

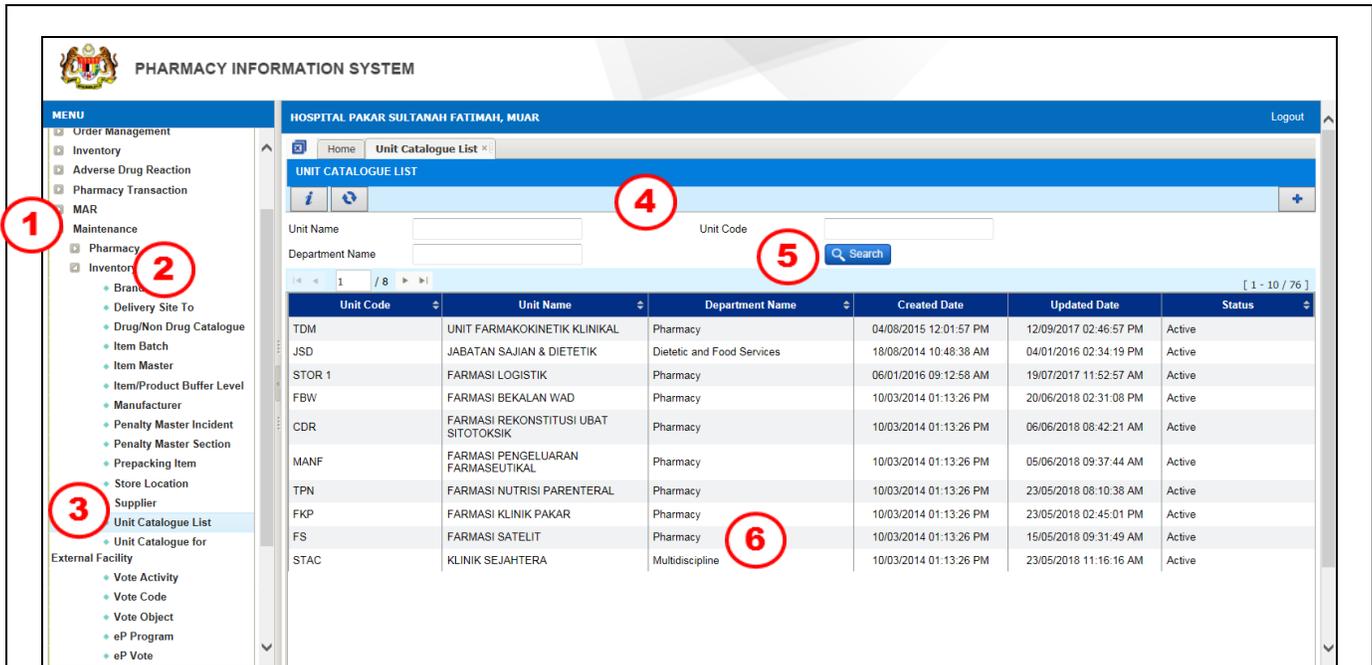
Contract Reference No.	Contract Beginning Period	Contract End Period
KKM-108/2017/F(U)-N	2018-05-07	2019-08-20

Figure 3.11-3 Contract Details List

3.12 Unit Catalogue List

3.12.1 View/Edit Unit Catalogue List

To view and edit Unit Catalogue List record, perform the step below:



Unit Code	Unit Name	Department Name	Created Date	Updated Date	Status
TDM	UNIT FARMAKOKINETIK KLINIKAL	Pharmacy	04/09/2015 12:01:57 PM	12/09/2017 02:46:57 PM	Active
JSD	JABATAN SAJIAN & DIETETIK	Dietetic and Food Services	18/08/2014 10:48:38 AM	04/01/2016 02:34:19 PM	Active
STOR 1	FARMASI LOGISTIK	Pharmacy	06/01/2016 09:12:58 AM	19/07/2017 11:52:57 AM	Active
FBW	FARMASI BEKALAN WAD	Pharmacy	10/03/2014 01:13:26 PM	20/06/2018 02:31:08 PM	Active
CDR	FARMASI REKONSTITUSI UBAT SITOTOKSIK	Pharmacy	10/03/2014 01:13:26 PM	06/06/2018 08:42:21 AM	Active
MANF	FARMASI PENGELUARAN FARMASEUTIKAL	Pharmacy	10/03/2014 01:13:26 PM	05/06/2018 09:37:44 AM	Active
TPN	FARMASI NUTRISI PARENTERAL	Pharmacy	10/03/2014 01:13:26 PM	23/05/2018 08:10:38 AM	Active
FKP	FARMASI KLINIK PAKAR	Pharmacy	10/03/2014 01:13:26 PM	23/05/2018 02:45:01 PM	Active
FS	FARMASI SATELIT	Pharmacy	10/03/2014 01:13:26 PM	15/05/2018 09:31:49 AM	Active
STAC	KLINIK SEJAHTERA	Multidiscipline	10/03/2014 01:13:26 PM	23/05/2018 11:16:16 AM	Active

Figure 3.12.1-1 Unit Catalogue List Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Unit Catalogue List'

STEP 4

To search for existing Unit Catalogue List record, you may search by criteria as follow:

- Unit Name
- Unit Code
- Department Name

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.12.1-2

UNIT CATALOGUE

Unit Code: SSFKP Unit Name: Substor Farmasi Klinik Pakar
 Department Code: 28 Department Name: Pharmacy
 Unit Group Level: 2

UNIT CATALOGUE DETAILS

Item Group: DRUG Status: Active
 Drug/Non Drug Code: Drug/Non Drug Description:
 Ward/Unit Stock: All Standard Item: All
 Below buffer level: All Stock Availability: All

Item Class:

<input type="checkbox"/> Cannula Tubing	<input type="checkbox"/> Cytotoxic	<input type="checkbox"/> Diagnostic	<input type="checkbox"/> Disinfectant	<input type="checkbox"/> Dressing Plaster
<input type="checkbox"/> External Preparation	<input type="checkbox"/> General Item	<input type="checkbox"/> IV/PIRR Solution	<input type="checkbox"/> Implant	<input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations
<input type="checkbox"/> Injectables	<input type="checkbox"/> Instrument	<input type="checkbox"/> Internal Preparation	<input type="checkbox"/> Lab Apparatus	<input type="checkbox"/> Lab Chemical
<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Parenteral Nutrition	<input type="checkbox"/> Personal Protective Equipment	<input type="checkbox"/> Psychotropic/Narcotic
<input type="checkbox"/> Radiological Item	<input type="checkbox"/> Radiopharmaceuticals	<input type="checkbox"/> Raw Material	<input type="checkbox"/> Reagent	<input type="checkbox"/> Rehabilitation Devices
<input type="checkbox"/> Renal/Nephrology	<input type="checkbox"/> Respiratory Devices	<input type="checkbox"/> Surgical Tools	<input type="checkbox"/> Tablet/Capsule	<input type="checkbox"/> Vaccine

Item Sub Class(Drug): Unhide Item Subclass

1 / 94 [1 - 10 / 933]

Item Group	Item Sub Class	Drug/Non Drug Code	Stock Location	Drug/Non Drug Description	SKU	Stock Available	Reserve Qty(SKU)	Min Indent Qty	Min Issue Qty	Min Storage Qty	Buffer Level Qty	Max Storage Qty	Ward/Unit Stock	Standard Item	Unit Catalogue Status
Drug	Tablet/Capsule	M01AX05000C1002		Glucosamine Sulfate 500mg Capsule	capsul	0	0	1	1	270	450	720	No	No	<input checked="" type="checkbox"/> Active
Drug	Injectables	A10AD05000P3001XX		Insulin aspart 30%/aspart protamine 70%	EA	690	0	1	1	810	1350	2025	No	Yes	<input checked="" type="checkbox"/> Active

Figure 3.12.1-2 Unit Catalogue

To edit Drug/Non Drug Information

STEP 7

Double click on a list of Drug/Non Drug and Unit Catalogue screen will be displayed as Figure 3.12.1-3

UNIT CATALOGUE

Item Group: Drug Item Sub Class: Tablet/Capsule
 Stock Location: Store Name:
 Drug/Non-Drug Code: M01AX05000C1002 Drug/Non Drug Name: Glucosamine Sulfate 500mg Capsule
 Buffer Level Qty: 450 SKU: capsul
 Min Indent Qty: 1 Min Issue Qty: 1
 Min Storage Qty: 270 Max Storage Qty: 720
 Ward/Unit Stock: Yes No Status: Active

Figure 3.12.1-3 Unit Catalogue

STEP 8

Click on the button to edit the record

UNIT CATALOGUE			
Item Group	Drug	Item Sub Class	Tablet/Capsule
Stock Location		Store Name	
Drug/Non-Drug Code	M01AX05000C1002	Drug/Non Drug Name	Glucosamine Sulfate 500mg Capsule
Buffer Level Qty	450	SKU	capsule
Min Indent Qty	1	Min Issue Qty	1
Min Storage Qty	270	Max Storage Qty	720
Ward/Unit Stock	<input type="radio"/> Yes <input checked="" type="radio"/> No	Status	Active

Figure 3.12.1-4 Unit Catalogue

Note

User is allowed to edit:

- a) Buffer Level Qty
- b) Min Indent Qty
- c) Min Issue Qty
- d) Min Storage Qty
- e) Max Storage Qty
- f) Ward/Unit Stock
- g) Status

STEP 9



Click on the button to save the edited record

To add Drug/Non Drug

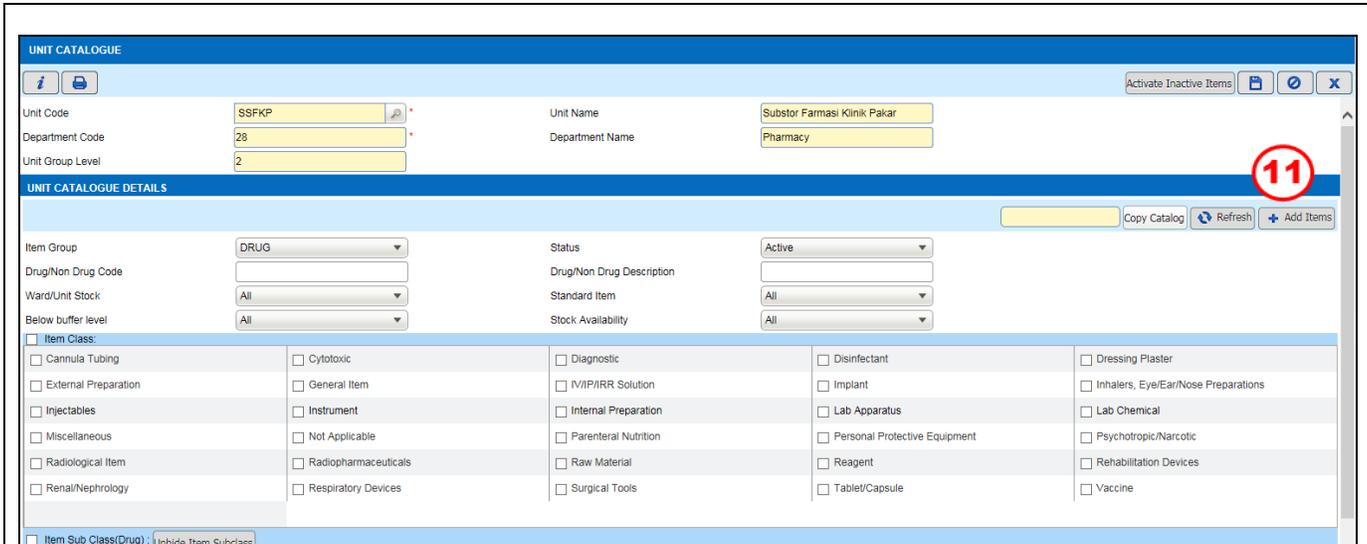
UNIT CATALOGUE																																	
Unit Code	SSFKP	Unit Name	Substor Farmasi Klinik Pakar																														
Department Code	28	Department Name	Pharmacy																														
Unit Group Level	2																																
UNIT CATALOGUE DETAILS																																	
Item Group	DRUG	Status	Active																														
Drug/Non Drug Code		Drug/Non Drug Description																															
Ward/Unit Stock	All	Standard Item	All																														
Below buffer level	All	Stock Availability	All																														
<input type="checkbox"/> Item Class: <table border="0" style="width: 100%;"> <tr> <td><input type="checkbox"/> Cannula Tubing</td> <td><input type="checkbox"/> Cytotoxic</td> <td><input type="checkbox"/> Diagnostic</td> <td><input type="checkbox"/> Disinfectant</td> <td><input type="checkbox"/> Dressing Plaster</td> </tr> <tr> <td><input type="checkbox"/> External Preparation</td> <td><input type="checkbox"/> General Item</td> <td><input type="checkbox"/> IV/PI/RR Solution</td> <td><input type="checkbox"/> Implant</td> <td><input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations</td> </tr> <tr> <td><input type="checkbox"/> Injectables</td> <td><input type="checkbox"/> Instrument</td> <td><input type="checkbox"/> Internal Preparation</td> <td><input type="checkbox"/> Lab Apparatus</td> <td><input type="checkbox"/> Lab Chemical</td> </tr> <tr> <td><input type="checkbox"/> Miscellaneous</td> <td><input type="checkbox"/> Not Applicable</td> <td><input type="checkbox"/> Parenteral Nutrition</td> <td><input type="checkbox"/> Personal Protective Equipment</td> <td><input type="checkbox"/> Psychotropic/Narcotic</td> </tr> <tr> <td><input type="checkbox"/> Radiological Item</td> <td><input type="checkbox"/> Radiopharmaceuticals</td> <td><input type="checkbox"/> Raw Material</td> <td><input type="checkbox"/> Reagent</td> <td><input type="checkbox"/> Rehabilitation Devices</td> </tr> <tr> <td><input type="checkbox"/> Renal/Nephrology</td> <td><input type="checkbox"/> Respiratory Devices</td> <td><input type="checkbox"/> Surgical Tools</td> <td><input type="checkbox"/> Tablet/Capsule</td> <td><input type="checkbox"/> Vaccine</td> </tr> </table>				<input type="checkbox"/> Cannula Tubing	<input type="checkbox"/> Cytotoxic	<input type="checkbox"/> Diagnostic	<input type="checkbox"/> Disinfectant	<input type="checkbox"/> Dressing Plaster	<input type="checkbox"/> External Preparation	<input type="checkbox"/> General Item	<input type="checkbox"/> IV/PI/RR Solution	<input type="checkbox"/> Implant	<input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations	<input type="checkbox"/> Injectables	<input type="checkbox"/> Instrument	<input type="checkbox"/> Internal Preparation	<input type="checkbox"/> Lab Apparatus	<input type="checkbox"/> Lab Chemical	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Parenteral Nutrition	<input type="checkbox"/> Personal Protective Equipment	<input type="checkbox"/> Psychotropic/Narcotic	<input type="checkbox"/> Radiological Item	<input type="checkbox"/> Radiopharmaceuticals	<input type="checkbox"/> Raw Material	<input type="checkbox"/> Reagent	<input type="checkbox"/> Rehabilitation Devices	<input type="checkbox"/> Renal/Nephrology	<input type="checkbox"/> Respiratory Devices	<input type="checkbox"/> Surgical Tools	<input type="checkbox"/> Tablet/Capsule	<input type="checkbox"/> Vaccine
<input type="checkbox"/> Cannula Tubing	<input type="checkbox"/> Cytotoxic	<input type="checkbox"/> Diagnostic	<input type="checkbox"/> Disinfectant	<input type="checkbox"/> Dressing Plaster																													
<input type="checkbox"/> External Preparation	<input type="checkbox"/> General Item	<input type="checkbox"/> IV/PI/RR Solution	<input type="checkbox"/> Implant	<input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations																													
<input type="checkbox"/> Injectables	<input type="checkbox"/> Instrument	<input type="checkbox"/> Internal Preparation	<input type="checkbox"/> Lab Apparatus	<input type="checkbox"/> Lab Chemical																													
<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Parenteral Nutrition	<input type="checkbox"/> Personal Protective Equipment	<input type="checkbox"/> Psychotropic/Narcotic																													
<input type="checkbox"/> Radiological Item	<input type="checkbox"/> Radiopharmaceuticals	<input type="checkbox"/> Raw Material	<input type="checkbox"/> Reagent	<input type="checkbox"/> Rehabilitation Devices																													
<input type="checkbox"/> Renal/Nephrology	<input type="checkbox"/> Respiratory Devices	<input type="checkbox"/> Surgical Tools	<input type="checkbox"/> Tablet/Capsule	<input type="checkbox"/> Vaccine																													
<input type="checkbox"/> Item Sub Class(Drug) : Unhide Item Subclass																																	
<input type="button" value="Copy Catalog"/> <input type="button" value="Refresh"/> <input type="button" value="+ Add Items"/>																																	
<input type="button" value="Search"/>																																	
[1 - 10 / 933]																																	
Item Group	Item Sub Class	Drug/Non Drug Code	Stock Location	Drug/Non Drug Description	SKU's	Stock Available	Reserve Qty(SKU)	Min Indent Qty	Min Issue Qty	Min Storage Qty	Buffer Level Qty	Max Storage Qty	Ward/Unit Stock	Standard Item	Unit Catalogue Status																		
Drug	Tablet/Capsule	M01AX05000C1002		Glucosamine Sulfate 500mg Capsule	capsule	0	0	1	1	270	450	720	No	No	<input checked="" type="checkbox"/> Active																		
Drug	Injectables	A10AD05000P3001XX		Insulin aspart 30%/aspart protamine 70%	EA	690	0	1	1	810	1,350	2,025	No	Yes	<input checked="" type="checkbox"/> Active																		

Figure 3.12.1-5 Unit Catalogue

STEP 10



Click on the button to edit the record



UNIT CATALOGUE

Unit Code: SSFKP | Unit Name: Substor Farmasi Klinik Pakar
 Department Code: 28 | Department Name: Pharmacy
 Unit Group Level: 2

UNIT CATALOGUE DETAILS

Item Group: DRUG | Status: Active
 Drug/Non Drug Code: | Drug/Non Drug Description: |
 Ward/Unit Stock: All | Standard Item: All
 Below buffer level: All | Stock Availability: All

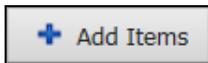
Item Class:

<input type="checkbox"/> Cannula Tubing	<input type="checkbox"/> Cytotoxic	<input type="checkbox"/> Diagnostic	<input type="checkbox"/> Disinfectant	<input type="checkbox"/> Dressing Plaster
<input type="checkbox"/> External Preparation	<input type="checkbox"/> General Item	<input type="checkbox"/> IV/PIRR Solution	<input type="checkbox"/> Implant	<input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations
<input type="checkbox"/> Injectables	<input type="checkbox"/> Instrument	<input type="checkbox"/> Internal Preparation	<input type="checkbox"/> Lab Apparatus	<input type="checkbox"/> Lab Chemical
<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Parenteral Nutrition	<input type="checkbox"/> Personal Protective Equipment	<input type="checkbox"/> Psychotropic/Narcotic
<input type="checkbox"/> Radiological Item	<input type="checkbox"/> Radiopharmaceuticals	<input type="checkbox"/> Raw Material	<input type="checkbox"/> Reagent	<input type="checkbox"/> Rehabilitation Devices
<input type="checkbox"/> Renal/Nephrology	<input type="checkbox"/> Respiratory Devices	<input type="checkbox"/> Surgical Tools	<input type="checkbox"/> Tablet/Capsule	<input type="checkbox"/> Vaccine

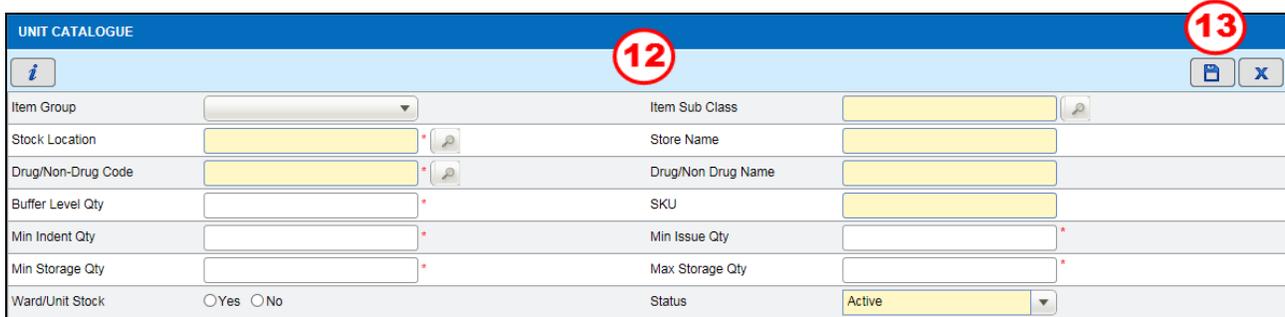
Buttons: Copy Catalog, Refresh, Add Items

Figure 3.12.1-6 Unit Catalogue

STEP 11



Click on the **Add Items** button to add new Drug/Non Drug information



UNIT CATALOGUE

Item Group: | Item Sub Class: |
 Stock Location: | Store Name: |
 Drug/Non-Drug Code: | Drug/Non Drug Name: |
 Buffer Level Qty: | SKU: |
 Min Indent Qty: | Min Issue Qty: |
 Min Storage Qty: | Max Storage Qty: |
 Ward/Unit Stock: Yes No | Status: Active

Figure 3.12.1-7 Unit Catalogue

STEP 12

Fill in all the information

- Item Group
- Item Sub Class (optional)
- Store Code (optional)
- Drug/Non-Drug Code
- Buffer Level Qty
- Min Indent Qty
- Min Issue Qty
- Min Storage Qty
- Max Storage Qty
- Ward/Unit Stock

STEP 13



Click on the **Save** button to save the record

To Active inactive Items

Item Group	Item Sub Class	Drug/Non Drug Code	Stock Location	Drug/Non Drug Description	SKU	Stock Available	Reserve Qty(SKU)	Min Indent Qty	Min Issue Qty	Min Storage Qty	Buffer Level Qty	Max Storage Qty	Ward/Unit Stock	Standard Item	Unit Catalogue Status
Drug	Tablet/Capsule	M01AX05000C1002		Glucosamine Sulfate 500mg Capsule	capsul e	0	0	1	1	270	450	720	No	No	<input checked="" type="checkbox"/> Active
Drug	Injectables	A10AD05000P3001XX		Insulin aspart 30%/aspart protamine 70%	EA	690	0	1	1	810	1,350	2,025	No	Yes	<input checked="" type="checkbox"/> Active

Figure 3.12.1-8 Unit Catalogue

STEP 14

Click on the  button to edit the record

Figure 3.12.1-9 Unit Catalogue

STEP 15

Click on the  button and Information Message will displayed as Figure 3.12.1-20

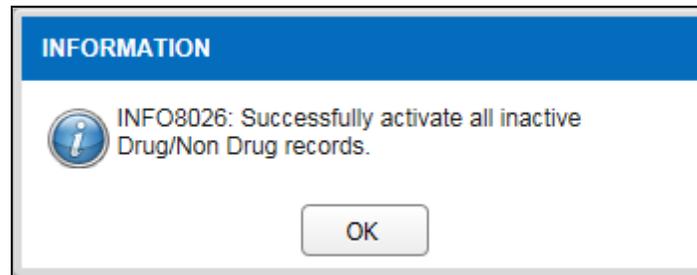


Figure 3.12.1-20 Information Message

Note

- Click on the  button
- System will change item status from inactive to active

3.12.2 Create New Unit Catalogue List

To create new Unit Catalogue List record, perform the step below:

PHARMACY INFORMATION SYSTEM
HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

UNIT CATALOGUE LIST

Unit Code	Unit Name	Department Name	Created Date	Updated Date	Status
TDM	UNIT FARMAKOKINETIK KLINIKAL	Pharmacy	04/08/2015 12:01:57 PM	12/09/2017 02:46:57 PM	Active
JSD	JABATAN SAJIAN & DIETETIK	Dietetic and Food Services	18/08/2014 10:48:38 AM	04/01/2016 02:34:19 PM	Active
STOR 1	FARMASI LOGISTIK	Pharmacy	06/01/2016 09:12:58 AM	19/07/2017 11:52:57 AM	Active
FBW	FARMASI BEKALAN WAD	Pharmacy	10/03/2014 01:13:26 PM	20/06/2018 02:31:08 PM	Active
CDR	FARMASI REKONSTITUSI UBAT SITOTOKSIK	Pharmacy	10/03/2014 01:13:26 PM	06/06/2018 08:42:21 AM	Active
MANF	FARMASI PENGELUARAN FARMASEUTIKAL	Pharmacy	10/03/2014 01:13:26 PM	05/06/2018 09:37:44 AM	Active
TPN	FARMASI NUTRISI PARENTERAL	Pharmacy	10/03/2014 01:13:26 PM	23/05/2018 08:10:38 AM	Active
FKP	FARMASI KLINIK PAKAR	Pharmacy	10/03/2014 01:13:26 PM	23/05/2018 02:45:01 PM	Active
FS	FARMASI SATELIT	Pharmacy	10/03/2014 01:13:26 PM	15/05/2018 09:31:49 AM	Active
STAC	KLINIK SEJAHTERA	Multidiscipline	10/03/2014 01:13:26 PM	23/05/2018 11:16:16 AM	Active

Figure 3.12.2-1 Unit Catalogue List Listing Page

STEP 1



Click on the  button and the Unit Catalogues screen will be displayed as Figure 3.12.2-1

UNIT CATALOGUE

Unit Code: ANEC
Department Code: 02
Unit Group Level: 3
Unit Name: KLINIK ANAESTHESIA
Department Name: Anaesthesia and Intensive Care

UNIT CATALOGUE DETAILS

Item Group: DRUG
Status: Active
Drug/Non Drug Code:
Drug/Non Drug Description:
Ward/Unit Stock: All
Below buffer level: All
Standard Item: All
Stock Availability: All

Item Class:

<input type="checkbox"/> Cannula Tubing	<input type="checkbox"/> Cytotoxic	<input type="checkbox"/> Diagnostic	<input type="checkbox"/> Disinfectant	<input type="checkbox"/> Dressing Plaster
<input type="checkbox"/> External Preparation	<input type="checkbox"/> General Item	<input type="checkbox"/> IVP/IRR Solution	<input type="checkbox"/> Implant	<input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations
<input type="checkbox"/> Injectables	<input type="checkbox"/> Instrument	<input type="checkbox"/> Internal Preparation	<input type="checkbox"/> Lab Apparatus	<input type="checkbox"/> Lab Chemical
<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Parenteral Nutrition	<input type="checkbox"/> Personal Protective Equipment	<input type="checkbox"/> Psychotropic/Narcotic
<input type="checkbox"/> Radiological Item	<input type="checkbox"/> Radiopharmaceuticals	<input type="checkbox"/> Raw Material	<input type="checkbox"/> Reagent	<input type="checkbox"/> Rehabilitation Devices
<input type="checkbox"/> Renal/Nephrology	<input type="checkbox"/> Respiratory Devices	<input type="checkbox"/> Surgical Tools	<input type="checkbox"/> Tablet/Capsule	<input type="checkbox"/> Vaccine

Item Sub Class(Drug): Unhide Item Subclass

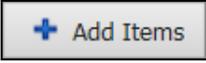
Item Group	Item Sub Class	Drug/Non Drug Code	Store Code	Drug/Non Drug Description	SKU	Stock Available	Reserve Qty(SKU)	Min Indent Qty	Min Issue Qty	Min Storage Qty	Buffer Level Qty	Max Storage Qty	Ward/Unit Stock	Standard Item	Unit Catalogue Status
No record found.															

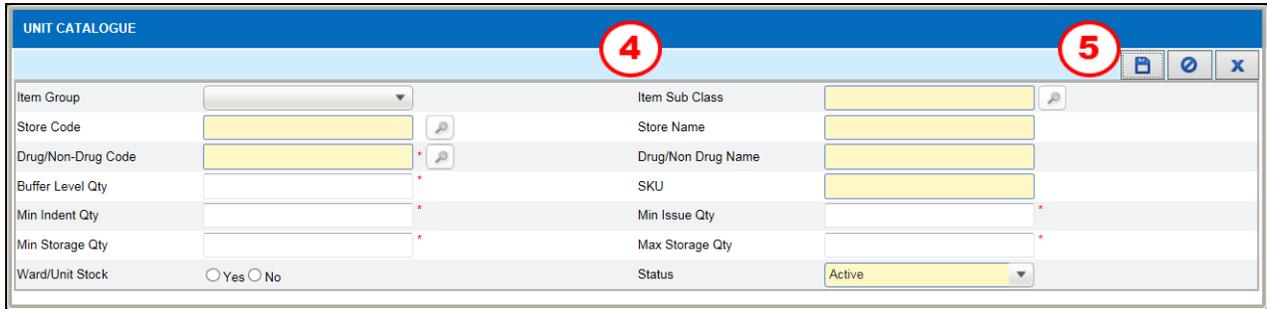
Figure 3.12.2-2 Unit Catalogue

STEP 2

Select **Unit Code** from  button

STEP 3

Click on the  button to add Drug/Non Drug and Unit Catalogue screen will displayed as Figure 3.12.2-3



The screenshot shows a window titled "UNIT CATALOGUE" with a blue header bar. The window contains a form with two columns of fields. The first column includes: Item Group (dropdown), Store Code (text), Drug/Non-Drug Code (text with a magnifying glass icon and a red asterisk), Buffer Level Qty (text with a red asterisk), Min Indent Qty (text with a red asterisk), Min Storage Qty (text with a red asterisk), and Ward/Unit Stock (radio buttons for Yes and No). The second column includes: Item Sub Class (text with a magnifying glass icon), Store Name (text), Drug/Non Drug Name (text), SKU (text), Min Issue Qty (text with a red asterisk), Max Storage Qty (text with a red asterisk), and Status (dropdown menu with "Active" selected). A red circle with the number "4" is placed over the magnifying glass icon in the Item Sub Class field, and a red circle with the number "5" is placed over the Save button (floppy disk icon) in the top right corner of the window.

Figure 3.12.2-3 Unit Catalogue

STEP 4

Fill in all the information

- a) Item Group
- b) Item Sub Class (optional)
- c) Store Code (optional)
- d) Drug/Non-Drug Code
- e) Buffer Level Qty
- f) Min Indent Qty
- g) Min Issue Qty
- h) Min Storage Qty
- i) Max Storage Qty
- j) Ward/Unit Stock

STEP 5

Click on the  button to save the record

Note

Repeat from **STEP 3** until **STEP 5** to add multiple Drug/Non Drug Information

UNIT CATALOGUE

6





Unit Code:

Department Code:

Unit Group Level:

Unit Name:

Department Name:

UNIT CATALOGUE DETAILS

Item Group:

Drug/Non Drug Code:

Ward/Unit Stock:

Below buffer level:

Status:

Drug/Non Drug Description:

Standard Item:

Stock Availability:

Item Class:

<input type="checkbox"/> Cannula Tubing	<input type="checkbox"/> Cytotoxic	<input type="checkbox"/> Diagnostic	<input type="checkbox"/> Disinfectant	<input type="checkbox"/> Dressing Plaster
<input type="checkbox"/> External Preparation	<input type="checkbox"/> General Item	<input type="checkbox"/> IV/IP/IRR Solution	<input type="checkbox"/> Implant	<input type="checkbox"/> Inhalers, Eye/Ear/Nose Preparations
<input type="checkbox"/> Injectables	<input type="checkbox"/> Instrument	<input type="checkbox"/> Internal Preparation	<input type="checkbox"/> Lab Apparatus	<input type="checkbox"/> Lab Chemical
<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Parenteral Nutrition	<input type="checkbox"/> Personal Protective Equipment	<input type="checkbox"/> Psychotropic/Narcotic
<input type="checkbox"/> Radiological Item	<input type="checkbox"/> Radiopharmaceuticals	<input type="checkbox"/> Raw Material	<input type="checkbox"/> Reagent	<input type="checkbox"/> Rehabilitation Devices
<input type="checkbox"/> Renal/Nephrology	<input type="checkbox"/> Respiratory Devices	<input type="checkbox"/> Surgical Tools	<input type="checkbox"/> Tablet/Capsule	<input type="checkbox"/> Vaccine

Item Sub Class(Drug):

1 / 1

Item Group	Item Sub Class	Drug/Non Drug Code	Store Code	Drug/Non Drug Description	SKU	Stock Available	Reserve Qty(SKU)	Min Indent Qty	Min Issue Qty	Min Storage Qty	Buffer Level Qty	Max Storage Qty	Ward/Unit Stock	Standard Item	Unit Catalogue Status
No record found															

Figure 3.12.2-4 Unit Catalogue

Note

User is allowed to use Copy Catalog function to copy catalogue from another unit by click on the

Copy Catalog

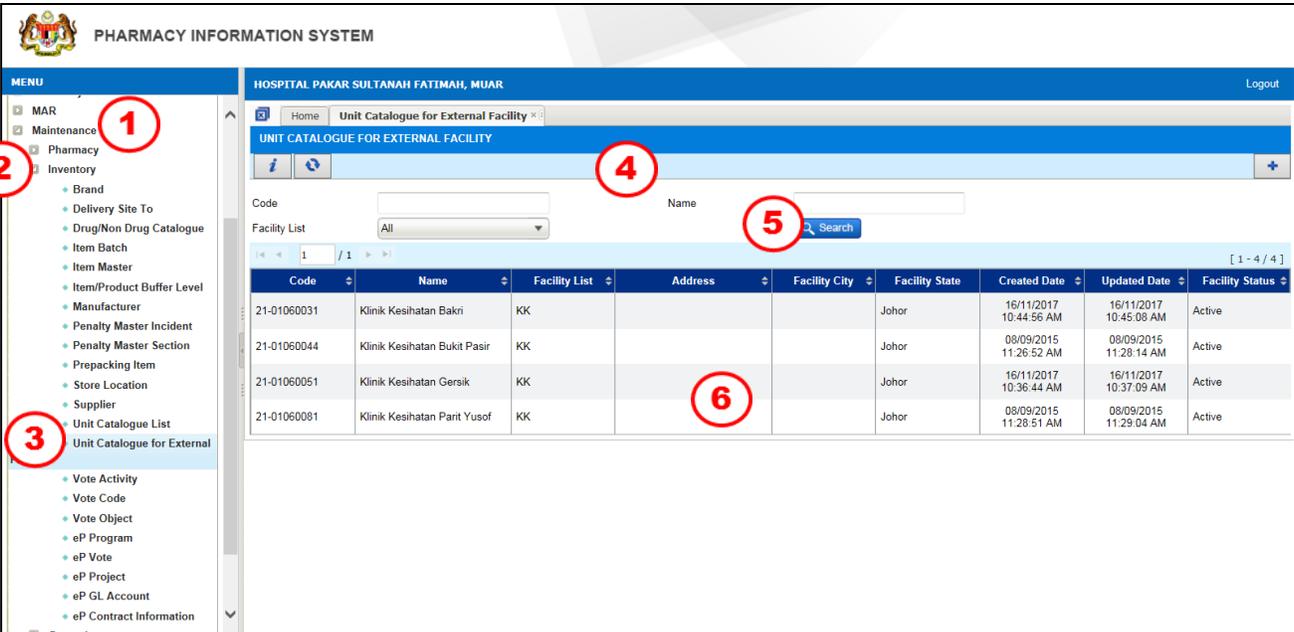
STEP 6

Click on the  button to save the record

3.13 Unit Catalogue for External Facility

3.13.1 View/Edit Unit Catalogue for External Facility

To view and edit Catalogue for External Facility record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Unit Catalogue for External Facility

UNIT CATALOGUE FOR EXTERNAL FACILITY

Code Name

Facility List

Code	Name	Facility List	Address	Facility City	Facility State	Created Date	Updated Date	Facility Status
21-01060031	Klinik Kesihatan Bakri	KK			Johor	16/11/2017 10:44:56 AM	16/11/2017 10:45:08 AM	Active
21-01060044	Klinik Kesihatan Bukit Pasir	KK			Johor	08/09/2015 11:26:52 AM	08/09/2015 11:28:14 AM	Active
21-01060051	Klinik Kesihatan Gersik	KK			Johor	16/11/2017 10:36:44 AM	16/11/2017 10:37:09 AM	Active
21-01060081	Klinik Kesihatan Parit Yusof	KK			Johor	08/09/2015 11:28:51 AM	08/09/2015 11:29:04 AM	Active

Figure 3.13.1-1 Unit Catalogue for External Facility Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Unit Catalogue for External Facility'

STEP 4

To search for existing Unit Catalogue for External Facility record, you may search by criteria as follow:

- a) Code
- b) Name
- c) Facility List

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.13.1-2

UNIT CATALOGUE FOR EXTERNAL FACILITY

Facility Code: 21-01060031 PTJ Code: 091301
Unit Name: STOR FARMASI

UNIT CATALOGUE FOR EXTERNAL FACILITY DETAILS

Item Group: All Item Sub Class: []
Drug/Non Drug Code: [] Drug/Non Drug Description: []
Catalogue Status: Active [Search]

Item Group	Item Sub Class	Drug/Non Drug Code	Drug/Non Drug Description	SKU	Default Package Description	Standard Item	Unit Catalogue Status
<input type="checkbox"/> Drug	Injectables	A10AD01000P5001d	Insulin regular/isophane (Insugen-30/70) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes	Active
<input type="checkbox"/> Drug	Injectables	A10AC01000P5001d	Insulin isophane (Insugen-N) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes	Active
<input type="checkbox"/> Drug	Injectables	A10AB01000P5001d	Insulin regular (Insugen-R) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes	Active
<input type="checkbox"/> Drug	Tablet/Capsule	A02BA02110T1001XX	Ranitidine 150 mg Tablet	tablet	pack of 100 tablet	Yes	Active

Figure 3.13.1-2 Unit Catalogue for External Facility

STEP 7

Double click on a list of Drug/Non Drug and Unit Catalogue for External Facility Details screen will be displayed as Figure 3.13.1-3

UNIT CATALOGUE FOR EXTERNAL FACILITY DETAILS

Item Group: Drug Item Sub Class: Injectables
Drug/Non-Drug Code: A10AD01000P5001d Drug/Non Drug Name: Insulin regular/isophane (Insugen-30)
Catalogue Status: Active SKU: penfill
Default Package Description: pack of 5 penfill cartridge

Figure 3.13.1-3 Unit Catalogue for External Facility

Note

User is allowed to edit Catalogue Status by click on the  button

To add Drug/Non Drug

UNIT CATALOGUE FOR EXTERNAL FACILITY

Facility Code: 21-01060031 PTJ Code: 091301
Unit Name: STOR FARMASI

UNIT CATALOGUE FOR EXTERNAL FACILITY DETAILS

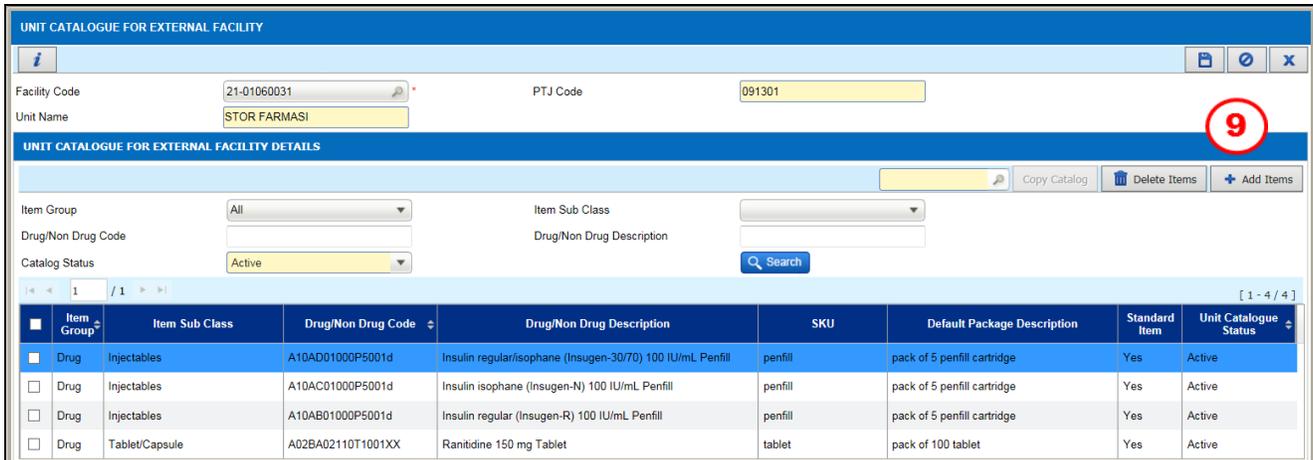
Item Group: All Item Sub Class: []
Drug/Non Drug Code: [] Drug/Non Drug Description: []
Catalogue Status: Active [Search]

Item Group	Item Sub Class	Drug/Non Drug Code	Drug/Non Drug Description	SKU	Default Package Description	Standard Item	Unit Catalogue Status
<input type="checkbox"/> Drug	Injectables	A10AD01000P5001d	Insulin regular/isophane (Insugen-30/70) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes	Active
<input type="checkbox"/> Drug	Injectables	A10AC01000P5001d	Insulin isophane (Insugen-N) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes	Active
<input type="checkbox"/> Drug	Injectables	A10AB01000P5001d	Insulin regular (Insugen-R) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes	Active
<input type="checkbox"/> Drug	Tablet/Capsule	A02BA02110T1001XX	Ranitidine 150 mg Tablet	tablet	pack of 100 tablet	Yes	Active

Figure 3.13.1-4 Unit Catalogue for External Facility

STEP 8

Click on the  button to edit the record



UNIT CATALOGUE FOR EXTERNAL FACILITY

Facility Code: 21-01060031 PTJ Code: 091301
Unit Name: STOR FARMASI

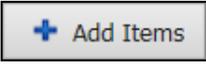
UNIT CATALOGUE FOR EXTERNAL FACILITY DETAILS

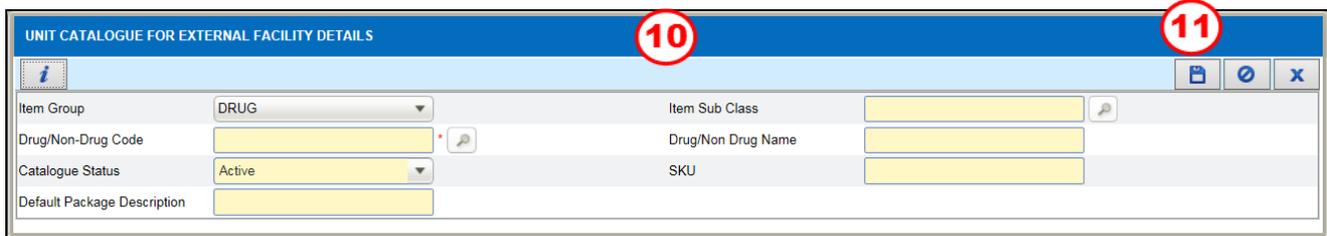
Item Group: All Item Sub Class: []
Drug/Non Drug Code: [] Drug/Non Drug Description: []
Catalogue Status: Active Search: []

Item Group	Item Sub Class	Drug/Non Drug Code	Drug/Non Drug Description	SKU	Default Package Description	Standard Item	Unit Catalogue Status
<input checked="" type="checkbox"/>	Drug	Injectables	A10AD01000P5001d	Insulin regular/isophane (Insugen-30/70) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes Active
<input type="checkbox"/>	Drug	Injectables	A10AC01000P5001d	Insulin isophane (Insugen-N) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes Active
<input type="checkbox"/>	Drug	Injectables	A10AB01000P5001d	Insulin regular (Insugen-R) 100 IU/mL Penfill	penfill	pack of 5 penfill cartridge	Yes Active
<input type="checkbox"/>	Drug	Tablet/Capsule	A02BA02110T1001XX	Ranitidine 150 mg Tablet	tablet	pack of 100 tablet	Yes Active

Figure 3.13.1-5 Unit Catalogue for External Facility

STEP 9

Click on the  button to add new Drug/Non Drug information



UNIT CATALOGUE FOR EXTERNAL FACILITY DETAILS

Item Group: DRUG Item Sub Class: []
Drug/Non-Drug Code: [] Drug/Non Drug Name: []
Catalogue Status: Active SKU: []
Default Package Description: []

Figure 3.13.1-6 Unit Catalogue for External Facility

STEP 10

Fill in all the information

- a) Item Group
- b) Item Sub Class (optional)
- c) Drug/Non-Drug Code

STEP 11

Click on the  button to save the record

3.13.2 Create New Unit Catalogue for External Facility

To create new Unit Catalogue for External Facility record, perform the step below:

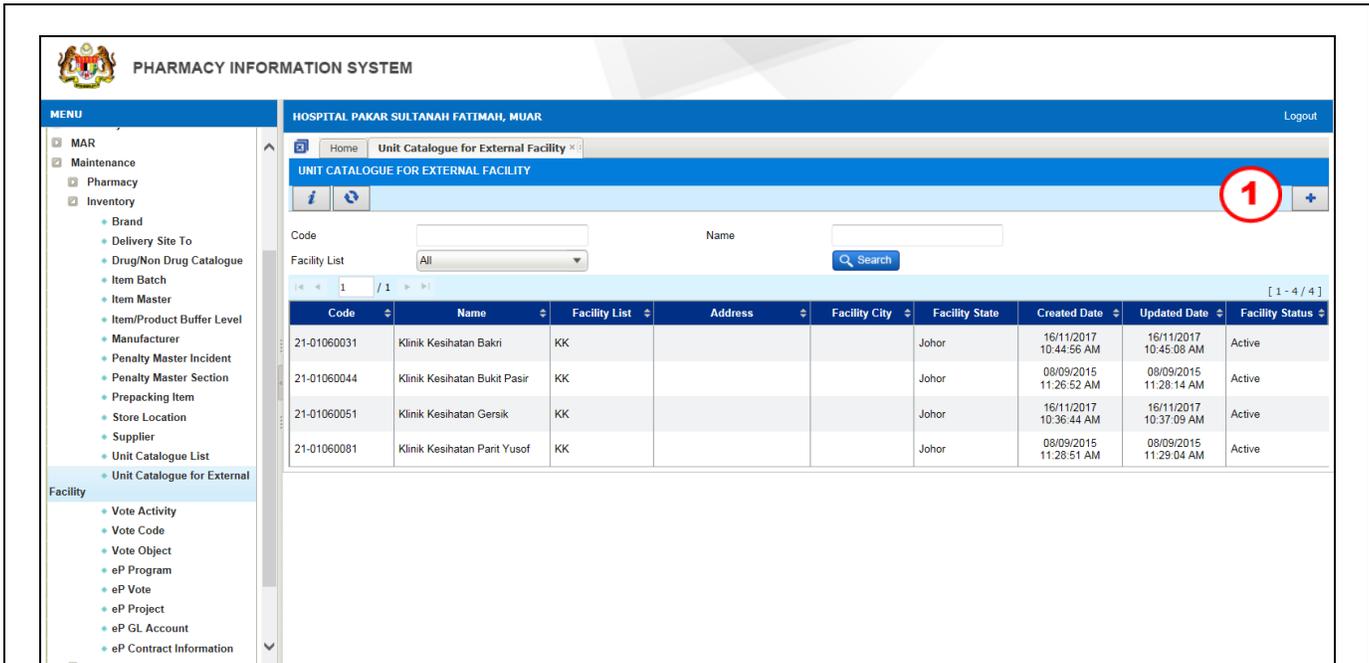


Figure 3.13.2-1 Unit Catalogue for External Facility Listing Page

STEP 1



Click on the  button and the Unit Catalogues for External Facility screen will be displayed as Figure 3.13.2-1

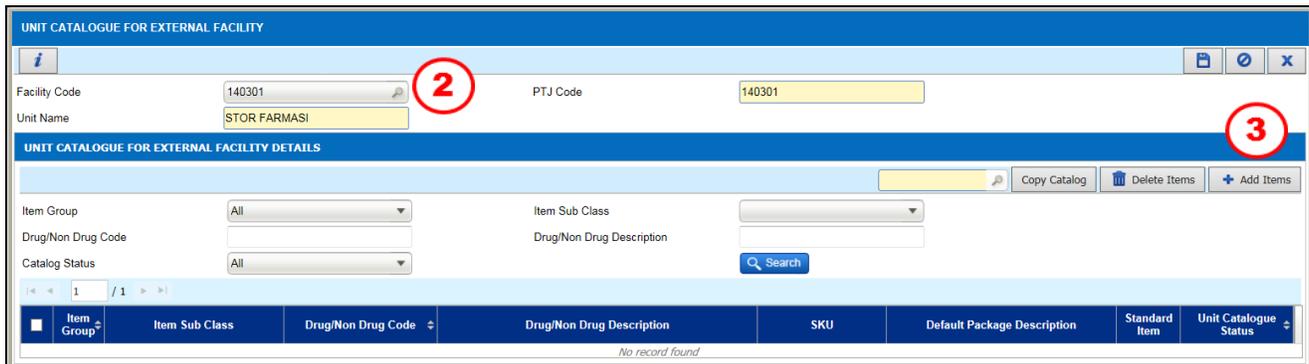


Figure 3.13.2-2 Unit Catalogue for External Facility

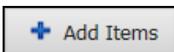
STEP 2



Select **Facility Code** from  button

STEP 3



Click on the  button to add Drug/Non Drug and Unit Catalogue for External Facility screen will be displayed as Figure 3.13.2-3

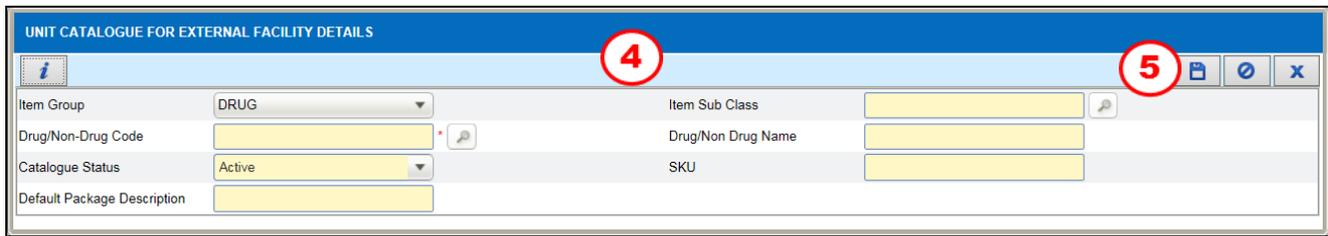


Figure 3.13.2-3 Unit Catalogue for External Facility

STEP 4

Fill in all the information

- a) Item Group
- b) Item Sub Class (optional)
- c) Drug/Non-Drug Code

STEP 5

Click on the  button to save the record

Note

Repeat from **STEP 3** until **STEP 5** to add multiple Drug/Non Drug Information

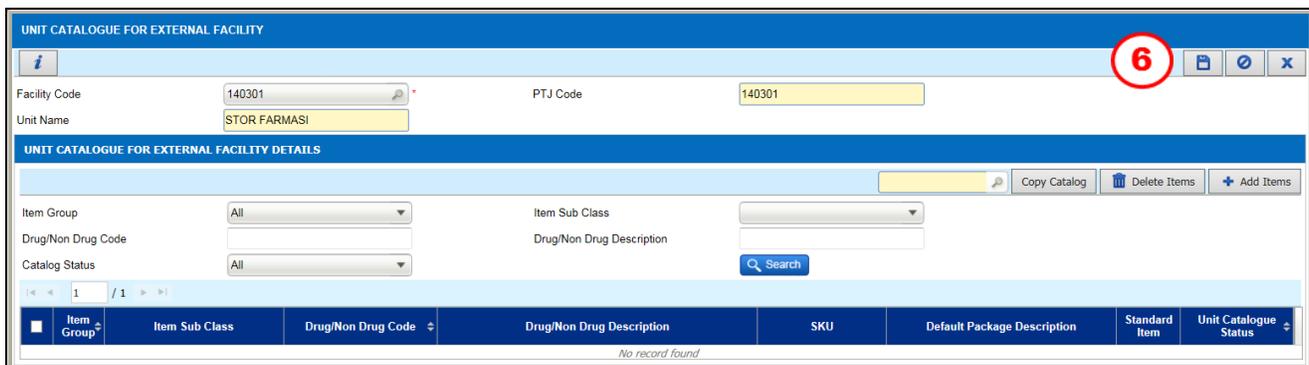


Figure 3.13.2-4 Unit Catalogue for External Facility

Note

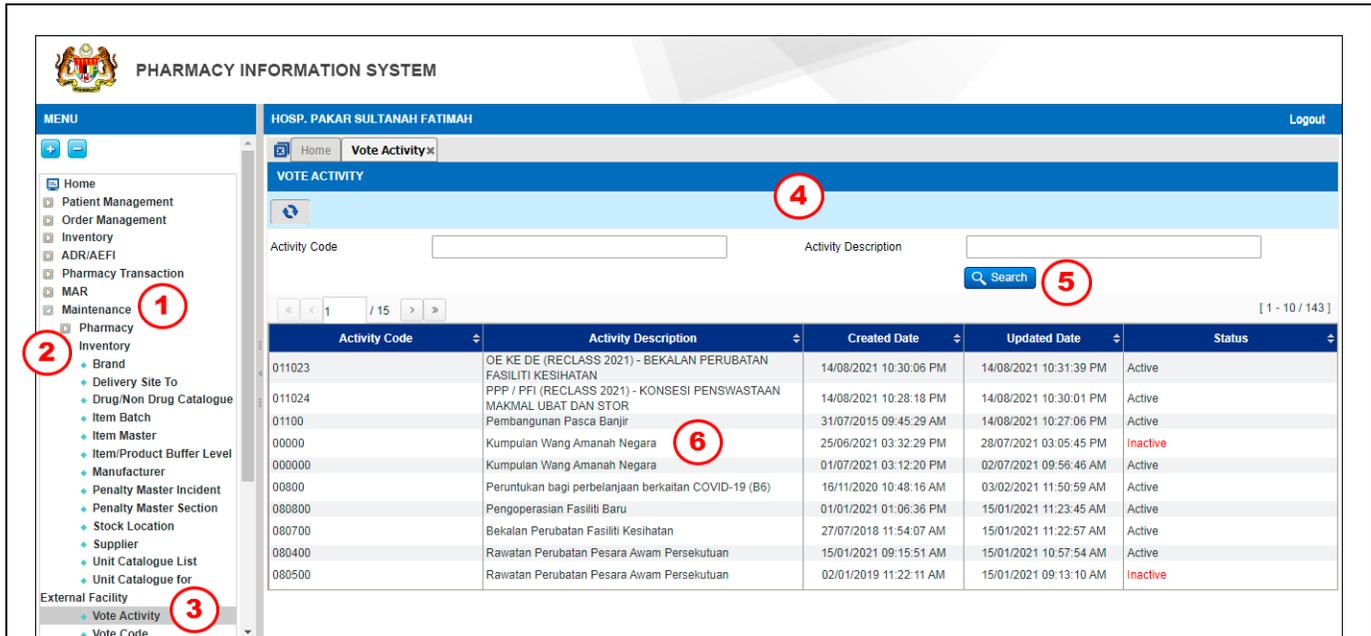
User is allowed to use Copy Catalog function to copy catalogue from other facility by click on the  button

STEP 6

Click on the  button to save the record

3.14 Vote Activity

To view Vote Activity record, perform the step below:



PHARMACY INFORMATION SYSTEM

HOSP. PAKAR SULTANAH FATIMAH

Home | Vote Activity*

VOTE ACTIVITY

Activity Code: Activity Description:

[1 - 10 / 143]

Activity Code	Activity Description	Created Date	Updated Date	Status
011023	OE KE DE (RECLASS 2021) - BEKALAN PERUBATAN FASILITI KESIHATAN	14/08/2021 10:30:06 PM	14/08/2021 10:31:39 PM	Active
011024	PPP / PFI (RECLASS 2021) - KONSESI PENSWASTAAN MAKMAL UBAT DAN STOR	14/08/2021 10:28:18 PM	14/08/2021 10:30:01 PM	Active
01100	Pembangunan Pasca Banjir	31/07/2015 09:45:29 AM	14/08/2021 10:27:06 PM	Active
00000	Kumpulan Wang Amanah Negara	25/06/2021 03:32:29 PM	28/07/2021 03:05:45 PM	Inactive
000000	Kumpulan Wang Amanah Negara	01/07/2021 03:12:20 PM	02/07/2021 09:56:46 AM	Active
00800	Peruntukan bagi perbelanjaan berkaitan COVID-19 (B6)	16/11/2020 10:48:16 AM	03/02/2021 11:50:59 AM	Active
080800	Pengoperasian Fasiliti Baru	01/01/2021 01:06:36 PM	15/01/2021 11:23:45 AM	Active
080700	Bekalan Perubatan Fasiliti Kesihatan	27/07/2018 11:54:07 AM	15/01/2021 11:22:57 AM	Active
080400	Rawatan Perubatan Pesara Awam Persekutuan	15/01/2021 09:15:51 AM	15/01/2021 10:57:54 AM	Active
080500	Rawatan Perubatan Pesara Awam Persekutuan	02/01/2019 11:22:11 AM	15/01/2021 09:13:10 AM	Inactive

Figure 3.14-1 Vote Activity Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Vote Activity'

STEP 4

To search for existing Vote Activity entry, you may search by criteria as follow:

- a) Activity Code
- b) Activity Description

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.14-2

VOTE ACTIVITY									
Status	Active								
Activity Code	080700 *	Activity Description	Bekalan Perubatan Fasiliti Kesihatan *						
eP Vote Code	B4242	eP Vote Desc	KEMENTERIAN KESIHATAN						
eP Program/Project Code	B42080799	eP Program/Project Description	BEKALAN PERUBATAN FASILITI KESI						
<p style="text-align: right;">[1 - 1 / 1]</p> <table border="1"> <thead> <tr> <th>Sub Activity Code</th> <th>Sub Activity Description</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>99</td> <td>Bekalan Perubatan Fasiliti Kesihatan</td> <td>Active</td> </tr> </tbody> </table>				Sub Activity Code	Sub Activity Description	Status	99	Bekalan Perubatan Fasiliti Kesihatan	Active
Sub Activity Code	Sub Activity Description	Status							
99	Bekalan Perubatan Fasiliti Kesihatan	Active							

Figure 3.14-2 Vote Activity

Note

Once click on vote activity records all the vote activity detail will be show as below:

- Status
- Activity Code
- Activity Description
- eP Vote Code
- eP Vote Desc
- eP Program/Project Code
- eP Prgoram/Project Description

STEP 7

Double click on the Sub Activity Code to view Vote Sub Activity information as shown in Figure 3.14-3

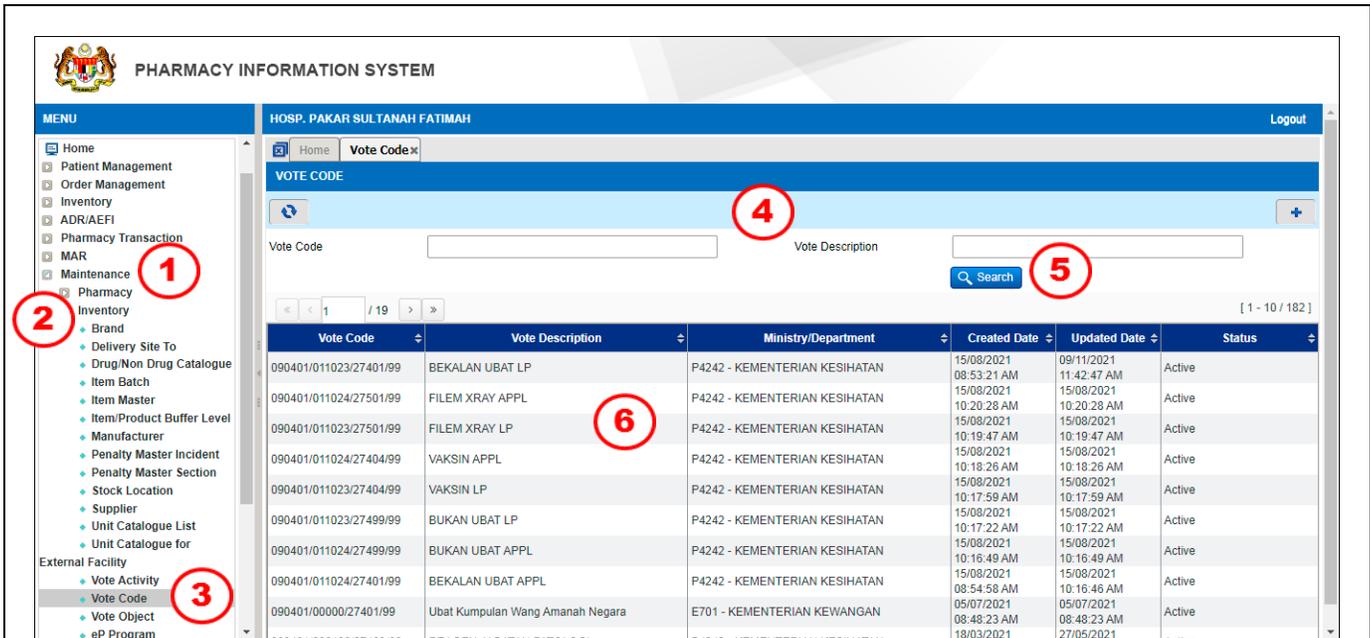
VOTE SUB ACTIVITY	
Sub Activity Code	99 *
Status	Active
Sub Activity Description	Bekalan Perubatan Fasiliti Kesihatan *

Figure 3.14-2 Vote Sub Activity

3.15 Vote Code

3.15.1 View/Edit Vote Code

To view and edit Vote Code record, perform the steps below:



PHARMACY INFORMATION SYSTEM

HOSP. PAKAR SULTANAH FATIMAH

Logout

Home Vote Code x

VOTE CODE

Vote Code Vote Description

[1 - 10 / 182]

Vote Code	Vote Description	Ministry/Department	Created Date	Updated Date	Status
090401/011023/27401/99	BEKALAN UBAT LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 08:53:21 AM	09/11/2021 11:42:47 AM	Active
090401/011024/27501/99	FILEM XRAY APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:20:28 AM	15/08/2021 10:20:28 AM	Active
090401/011023/27501/99	FILEM XRAY LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:19:47 AM	15/08/2021 10:19:47 AM	Active
090401/011024/27404/99	VAKSIN APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:18:26 AM	15/08/2021 10:18:26 AM	Active
090401/011023/27404/99	VAKSIN LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:17:59 AM	15/08/2021 10:17:59 AM	Active
090401/011023/27499/99	BUKAN UBAT LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:17:22 AM	15/08/2021 10:17:22 AM	Active
090401/011024/27499/99	BUKAN UBAT APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:16:49 AM	15/08/2021 10:16:49 AM	Active
090401/011024/27401/99	BEKALAN UBAT APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 08:54:58 AM	15/08/2021 10:16:46 AM	Active
090401/00000/27401/99	Ubat Kumpulan Wang Amanah Negara	E701 - KEMENTERIAN KEWANGAN	05/07/2021 08:48:23 AM	05/07/2021 08:48:23 AM	Active

Figure 3.15.1-1 Vote Code Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Vote Code'

STEP 4

To search for existing Vote Activity entry, you may search by criteria as follow:

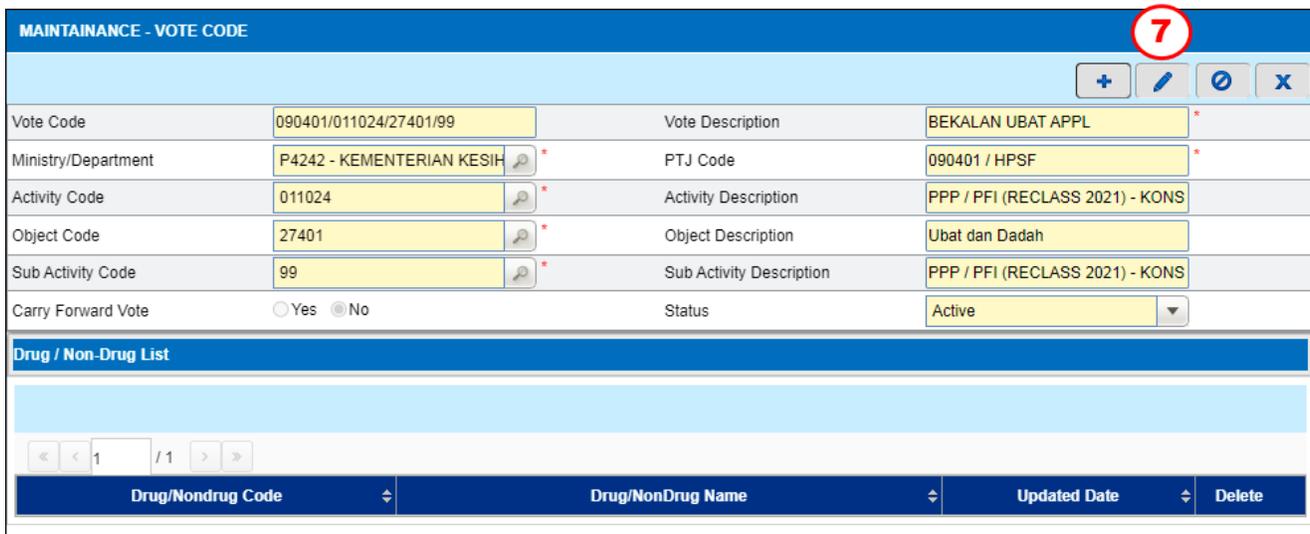
- Vote Code
- Vote Description

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.15.1-2



MAINTAINANCE - VOTE CODE 7

Vote Code	090401/011024/27401/99	Vote Description	BEKALAN UBAT APPL *
Ministry/Department	P4242 - KEMENTERIAN KESIH *	PTJ Code	090401 / HPSF *
Activity Code	011024 *	Activity Description	PPP / PFI (RECLASS 2021) - KONS
Object Code	27401 *	Object Description	Ubat dan Dadah
Sub Activity Code	99 *	Sub Activity Description	PPP / PFI (RECLASS 2021) - KONS
Carry Forward Vote	<input type="radio"/> Yes <input type="radio"/> No	Status	Active

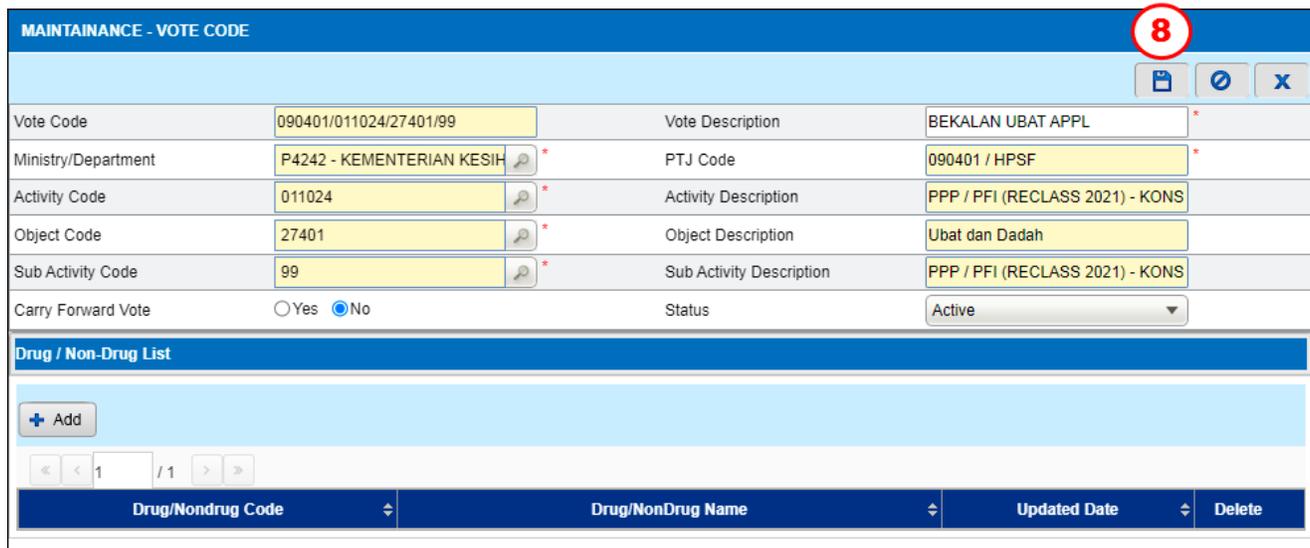
Drug / Non-Drug List

Drug/Nondrug Code	Drug/NonDrug Name	Updated Date	Delete
-------------------	-------------------	--------------	--------

Figure 3.15.1-2 Maintenance - Vote Code

STEP 7

Click on the  button to edit the record



MAINTAINANCE - VOTE CODE 8

Vote Code	090401/011024/27401/99	Vote Description	BEKALAN UBAT APPL *
Ministry/Department	P4242 - KEMENTERIAN KESIH *	PTJ Code	090401 / HPSF *
Activity Code	011024 *	Activity Description	PPP / PFI (RECLASS 2021) - KONS
Object Code	27401 *	Object Description	Ubat dan Dadah
Sub Activity Code	99 *	Sub Activity Description	PPP / PFI (RECLASS 2021) - KONS
Carry Forward Vote	<input type="radio"/> Yes <input checked="" type="radio"/> No	Status	Active

Drug / Non-Drug List

Drug/Nondrug Code	Drug/NonDrug Name	Updated Date	Delete
-------------------	-------------------	--------------	--------

Figure 3.15.1-3 Maintenance - Vote Code

Note

- In vote code user able to edit the detail of:
 - Vote Description
 - Carry Forward Vote
 - Status
- User able to add drug/non drug list by click on  button and searching record will be shown in Figure 3.15.1-4

Search Drug/Non-Drug Name	
Drug/Non-Drug Name	Drug/Non-Drug Code
Abacavir 300mg Tab	KPK00038
Abacavir Sulphate 600mg + Lamivudine 300mg Tablet	J05AR02964T1001XX
Abemaciclib 150mg Tablet	KPK00413
Abiraterone 250mg Tablet	L02BX03000T1001
Acarbose 50 mg Tablet	A10BF01000T1001XX
Acetazolamide 250 mg Tablet	S01EC01000T1001XX
Acetazolamide 500mg Inj	S01EC01000P4001XX
Acetic Acid 0.5% in Alcohol	GLN0200070
Acetic Acid 0.5% in Aqueous	GLN0200068
Acetic Acid 1% in Alcohol	GLN0200069

Figure 3.15.1-4 Drug/Non Drug Records

STEP 8

Click on the  button to save the record

3.15.2 Create New Vote Code

To create new Vote Code record, perform the steps below:

PHARMACY INFORMATION SYSTEM

HOSP. PAKAR SULTANAH FATIMAH

Logout

Home Vote Code

VOTE CODE

Vote Code [] Vote Description [] [Search] [1 - 10 / 182]

Vote Code	Vote Description	Ministry/Department	Created Date	Updated Date	Status
090401/011023/27401/99	BEKALAN UBAT LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 08:53:21 AM	09/11/2021 11:42:47 AM	Active
090401/011024/27501/99	FILEM XRAY APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:20:28 AM	15/08/2021 10:20:28 AM	Active
090401/011023/27501/99	FILEM XRAY LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:19:47 AM	15/08/2021 10:19:47 AM	Active
090401/011023/27404/99	VAKSIN APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:18:26 AM	15/08/2021 10:18:26 AM	Active
090401/011023/27404/99	VAKSIN LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:17:59 AM	15/08/2021 10:17:59 AM	Active
090401/011023/27499/99	BUKAN UBAT LP	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:17:22 AM	15/08/2021 10:17:22 AM	Active
090401/011024/27499/99	BUKAN UBAT APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 10:16:49 AM	15/08/2021 10:16:49 AM	Active
090401/011024/27401/99	BEKALAN UBAT APPL	P4242 - KEMENTERIAN KESIHATAN	15/08/2021 08:54:58 AM	10:16:46 AM	Active
090401/00000/27401/99	Ubat Kumpulan Wang Amanah Negara	E701 - KEMENTERIAN KEWANGAN	05/07/2021 08:48:23 AM	05/07/2021 08:48:23 AM	Active

Figure 3.15.2-1 Vote Code Listing Page

STEP 1

Click on the  button and the Maintenance-Vote Code screen will be displayed as Figure 3.15.2-2

MAINTAINANCE - VOTE CODE

Vote Code [] Vote Description [] *

Ministry/Department [] PTJ Code 090401 / HPSF *

Activity Code [] Activity Description [] *

Object Code [] Object Description [] *

Sub Activity Code [] Sub Activity Description [] *

Carry Forward Vote Yes No Status Active

Figure 3.15.2-2 Maintenance - Vote Code

Note

Key in the details:

- Vote Description
- Ministry/Department
- Activity Code
- Object Code
- Sub Activity Code
- Carry Forward Vote
 - Carry forward Vote flag has been added. Default will be 'No' at the flag
 - Once user changes the flag to 'Yes' balance amount, liability amount and pending amount will be carried to next year after YEP has been run.
 - Once YEP has been run successfully, vote code which has carry forward flag 'Yes' will be allowed to be used in the new financial year
 - At the YEP screen, a list of vote codes that have 'Carry Forward Vote' flag as 'Yes' will be displayed

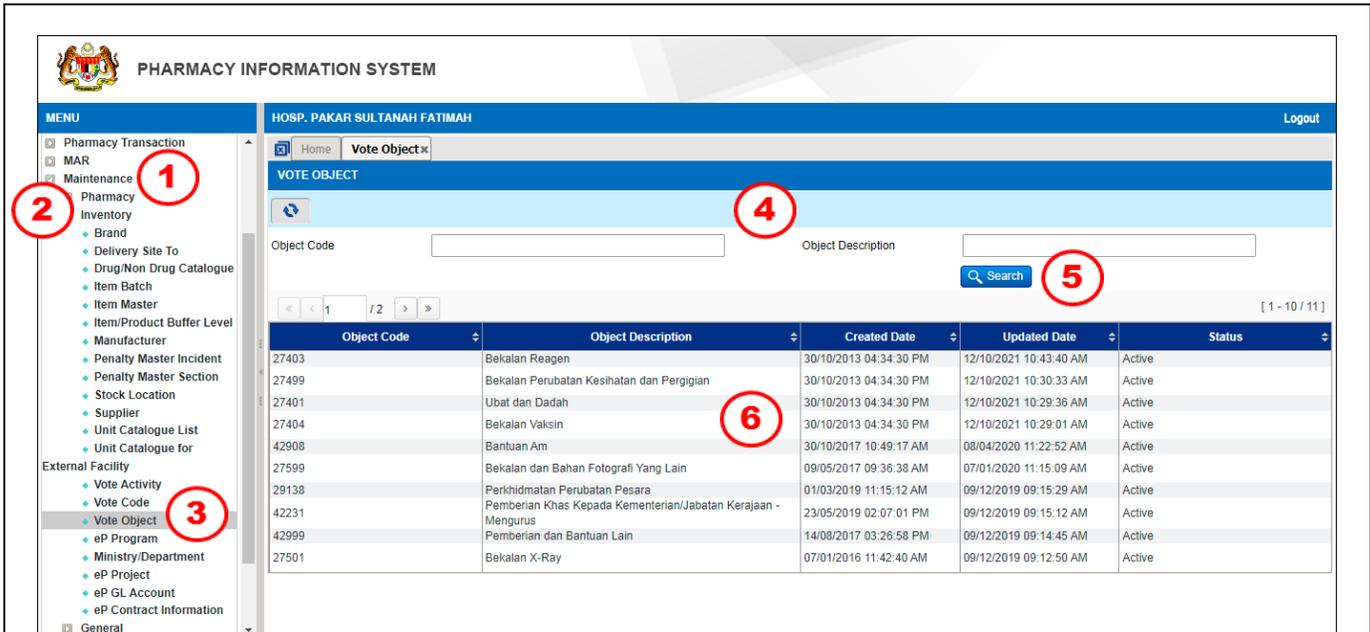
- before user proceed to run YEP for the facility.(this list will display vote code for user to view only)*
- *After YEP has been run, carry forward vote flag will be defaulted to 'No'*
 - *Search Vote code which has been carry forward at budget movement screen.*

STEP 2

Click on the  button to save the transaction.

3.16 Vote Object

To view Vote Object record, perform the steps below:



PHARMACY INFORMATION SYSTEM

HOSP. PAKAR SULTANAH FATIMAH

Logout

Home Vote Objectx

VOTE OBJECT

Object Code Object Description

[1 - 10 / 11]

Object Code	Object Description	Created Date	Updated Date	Status
27403	Bekalan Reagen	30/10/2013 04:34:30 PM	12/10/2021 10:43:40 AM	Active
27499	Bekalan Perubatan Kesihatan dan Pergiian	30/10/2013 04:34:30 PM	12/10/2021 10:30:33 AM	Active
27401	Ubat dan Dadah	30/10/2013 04:34:30 PM	12/10/2021 10:29:36 AM	Active
27404	Bekalan Vaksin	30/10/2013 04:34:30 PM	12/10/2021 10:29:01 AM	Active
42908	Bantuan Am	30/10/2017 10:49:17 AM	08/04/2020 11:22:52 AM	Active
27599	Bekalan dan Bahan Fotografi Yang Lain	09/05/2017 09:36:38 AM	07/01/2020 11:15:09 AM	Active
29138	Perkhidmatan Perubatan Pesara	01/03/2019 11:15:12 AM	09/12/2019 09:15:29 AM	Active
42231	Pemberian Khas Kepada Kementerian/Jabatan Kerajaan - Mengurus	23/05/2019 02:07:01 PM	09/12/2019 09:15:12 AM	Active
42999	Pemberian dan Bantuan Lain	14/08/2017 03:26:58 PM	09/12/2019 09:14:45 AM	Active
27501	Bekalan X-Ray	07/01/2016 11:42:40 AM	09/12/2019 09:12:50 AM	Active

Figure 3.16-1 Vote Object Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Vote Object'

STEP 4

To search for existing Vote Object record, you may search by criteria as follow:

- Object Code
- Object Description

STEP 5

Click on the  button after input criteria.

STEP 6

Double click on the selected record and the details will be displayed. The result display will be based on the entered criteria as shown in Figure 3.16-2

VOTE OBJECT	
Object Code	27404 *
Status	Active
Object Description	Bekalan Vaksin *
Item Group	DRUG *
Use by Others	<input checked="" type="radio"/> Yes <input type="radio"/> No
eP GL Account	B0227404

Figure 3.16-2 Vote Object

Note

eP GL Account list for the vote object will be set at IWP

STEP 7

Click on the  button to edit the record

VOTE OBJECT	
Object Code	27404 *
Status	Active
Object Description	Bekalan Vaksin *
Item Group	DRUG *
Use by Others	<input checked="" type="radio"/> Yes <input type="radio"/> No
eP GL Account	B0227404  8

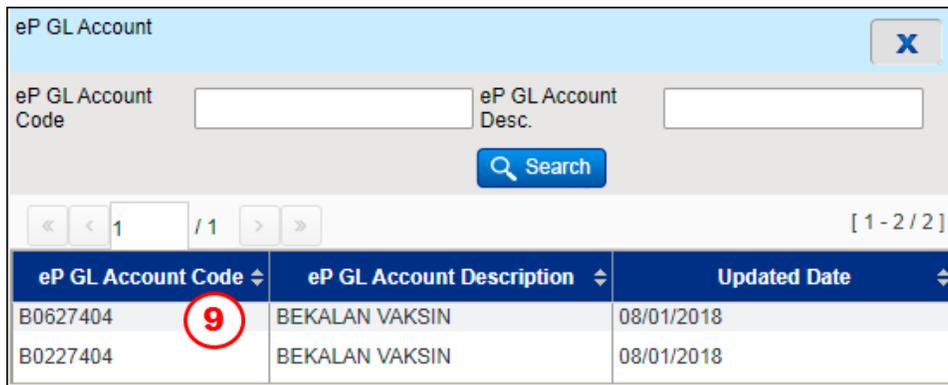
Figure 3.16-3 Vote Object

STEP 8

Click on  button to change eP GL Account

Note

List of eP GL Account will be shown in Figure 3.16-4



eP GL Account Code	eP GL Account Description	Updated Date
B0627404	BEKALAN VAKSIN	08/01/2018
B0227404	BEKALAN VAKSIN	08/01/2018

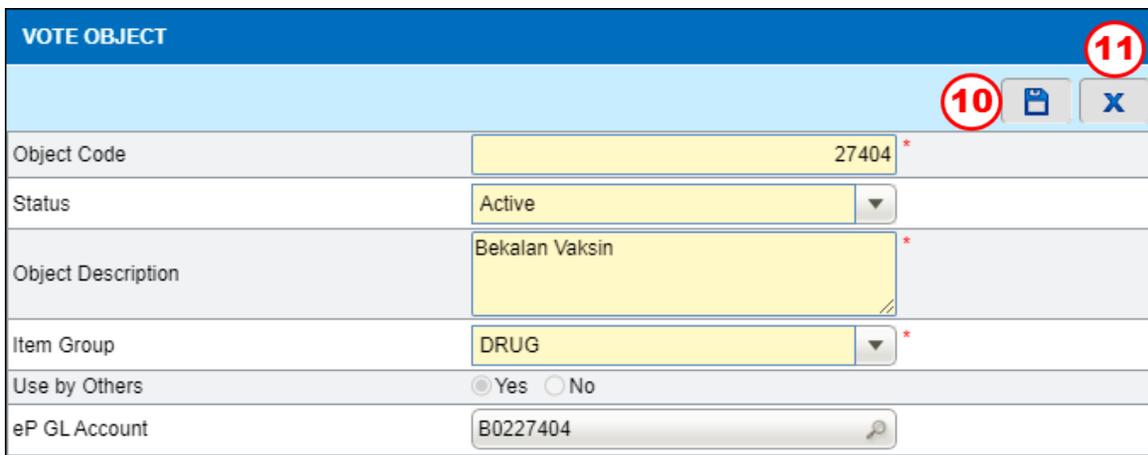
Figure 3.16-4 eP GL Account

STEP 9

Select eP GL Account

Note

Only one eP GL Account will be allowed to be set as default at the facility.



Object Code	27404 *
Status	Active
Object Description	Bekalan Vaksin *
Item Group	DRUG *
Use by Others	<input type="radio"/> Yes <input type="radio"/> No
eP GL Account	B0227404

Figure 3.16-5 Vote Object

STEP 10

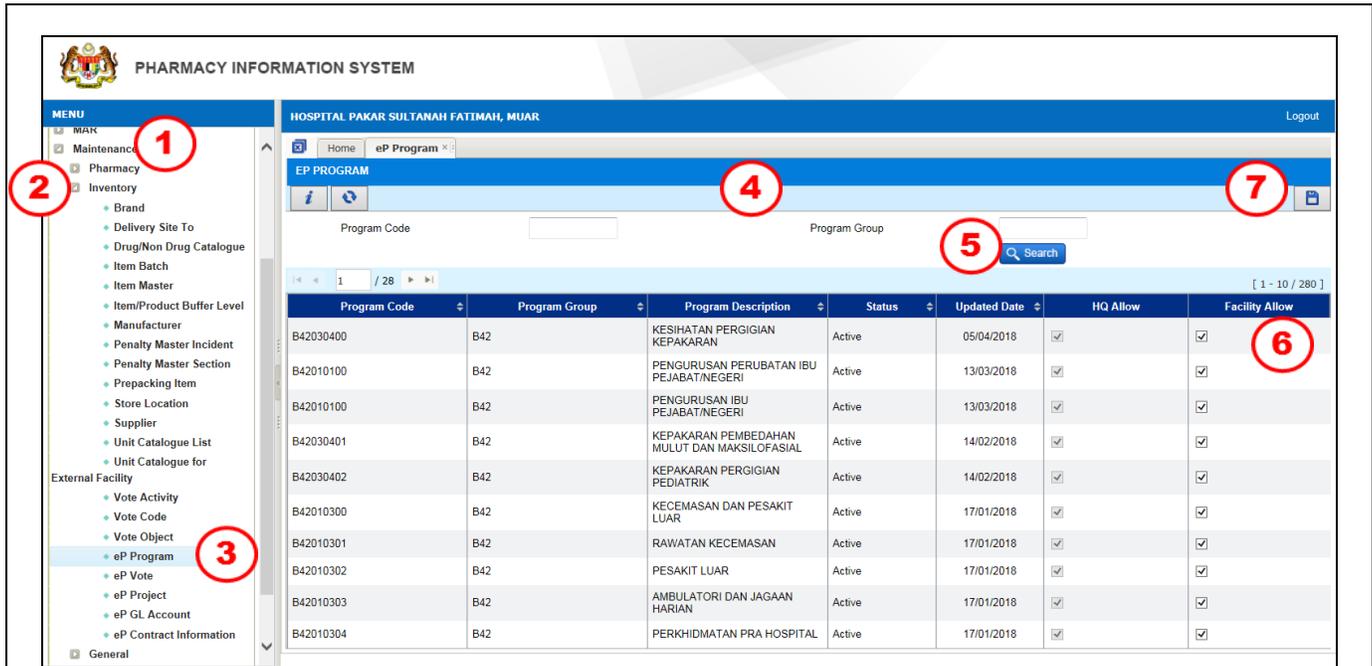
Click on  button to save the record

STEP 11

Click on the  button to return to the Vote Object Listing Page

3.17 eP Program

To view and edit eP Program record, perform the steps below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home eP Program

EP PROGRAM

Program Code Program Group Search

1 / 28 [1 - 10 / 280]

Program Code	Program Group	Program Description	Status	Updated Date	HQ Allow	Facility Allow
B42030400	B42	KESIHATAN PERGIGIAN KEPAKARAN	Active	05/04/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010100	B42	PENGURUSAN PERUBATAN IBU PEJABAT/NEGERI	Active	13/03/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010100	B42	PENGURUSAN IBU PEJABAT/NEGERI	Active	13/03/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42030401	B42	KEPAKARAN PEMBEDAHAN MULUT DAN MAKSILOFASIAL	Active	14/02/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42030402	B42	KEPAKARAN PERGIGIAN PEDIATRIK	Active	14/02/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010300	B42	KECEMASAN DAN PESAKIT LUAR	Active	17/01/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010301	B42	RAWATAN KECEMASAN	Active	17/01/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010302	B42	PESAKIT LUAR	Active	17/01/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010303	B42	AMBULATORI DAN JAGAAN HARIAN	Active	17/01/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B42010304	B42	PERKHIDMATAN PRA HOSPITAL	Active	17/01/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 3.17-1 eP Program

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'eP Program'

STEP 4

To search for existing eP Program record, you may search by criteria as follow:

- Program Code
- Program Group

STEP 5

Click on the  button after input criteria.

STEP 6

Select Facility Allow checkbox

Note

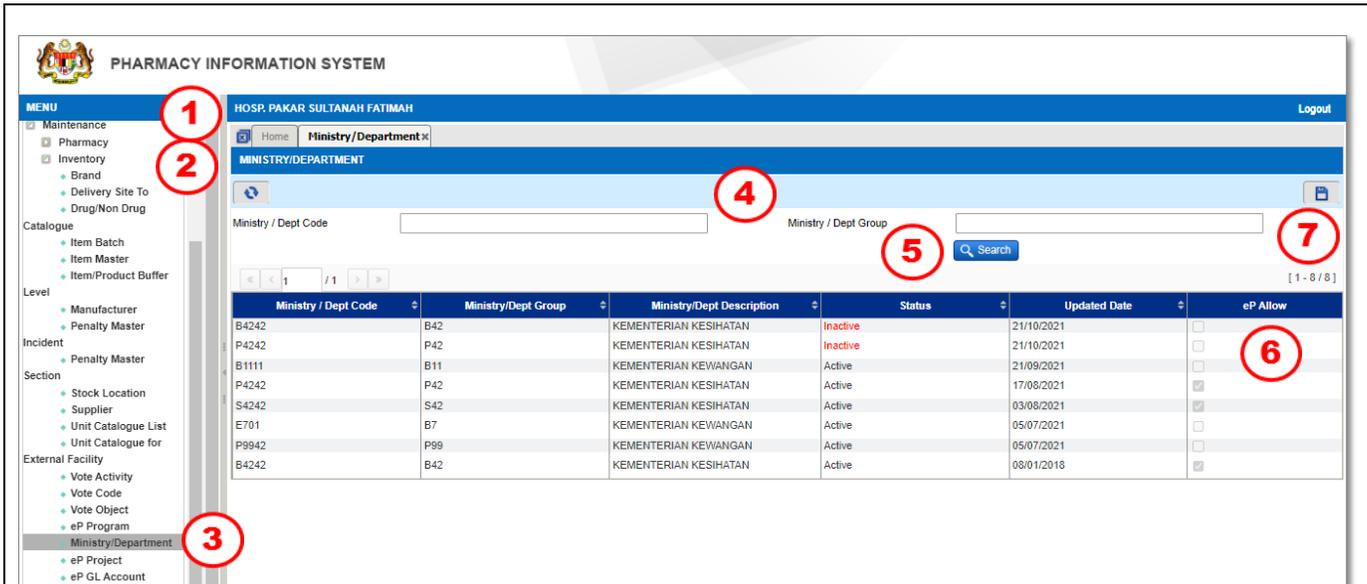
User is allowed to select multiple record

STEP 7

Click on the  button to save the record

3.18 Ministry/Department

To view and edit Ministry/Department record, perform the steps below:



Ministry / Dept Code	Ministry/Dept Group	Ministry/Dept Description	Status	Updated Date	eP Allow
B4242	B42	KEMENTERIAN KESIHATAN	Inactive	21/10/2021	<input type="checkbox"/>
P4242	P42	KEMENTERIAN KESIHATAN	Inactive	21/10/2021	<input type="checkbox"/>
B1111	B11	KEMENTERIAN KEWANGAN	Active	21/09/2021	<input type="checkbox"/>
P4242	P42	KEMENTERIAN KESIHATAN	Active	17/08/2021	<input checked="" type="checkbox"/>
S4242	S42	KEMENTERIAN KESIHATAN	Active	03/08/2021	<input checked="" type="checkbox"/>
E701	B7	KEMENTERIAN KEWANGAN	Active	05/07/2021	<input type="checkbox"/>
P9942	P99	KEMENTERIAN KEWANGAN	Active	05/07/2021	<input type="checkbox"/>
B4242	B42	KEMENTERIAN KESIHATAN	Active	09/01/2018	<input checked="" type="checkbox"/>

Figure 3.18-1 eP Vote Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'Ministry/Department'

STEP 4

To search for existing record, you may search by criteria as follow:

- a) Minister/Dept Code
- b) Minister/Dept Group

STEP 5

Click on the  button after input criteria.

STEP 6

Select Facility Allow checkbox

Note

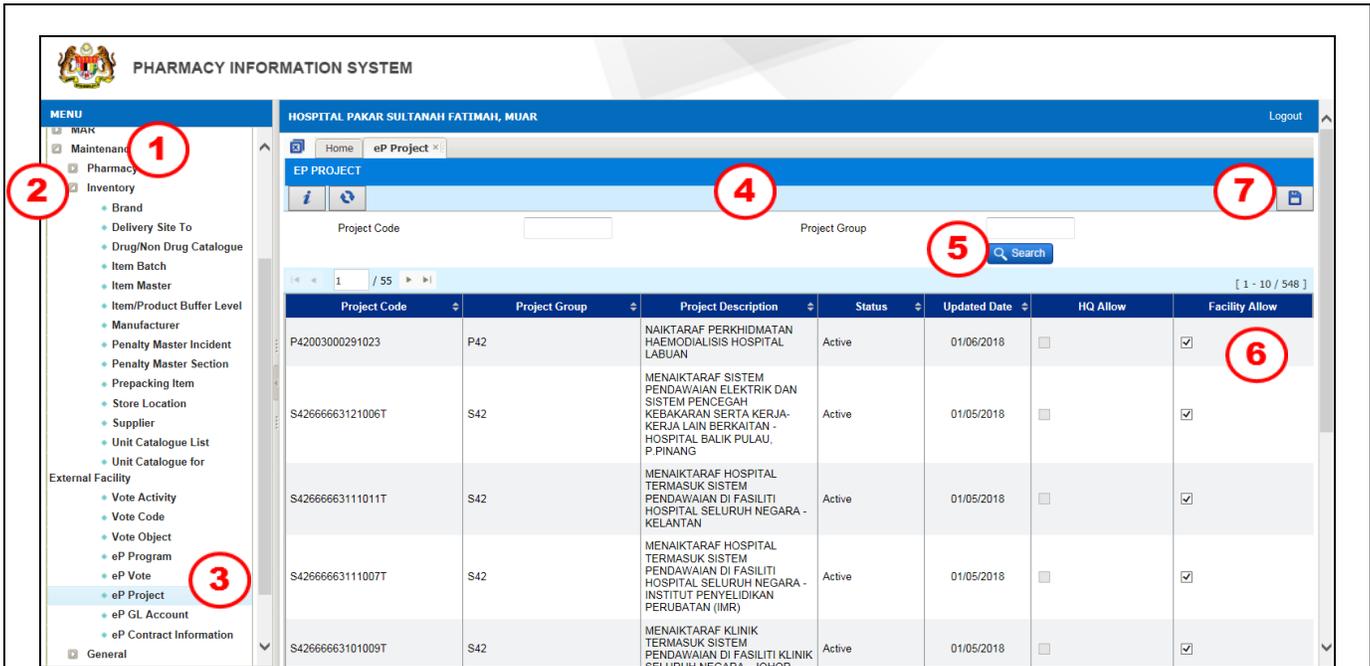
User is allowed to select multiple record

STEP 7

Click on the  button to save the record

3.19 eP Project

To view and edit eP Project record, perform the steps below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

EP PROJECT

Project Code	Project Group	Project Description	Status	Updated Date	HQ Allow	Facility Allow
P42003000291023	P42	NAIKTARAF PERKHIDMATAN HAEMODIALISIS HOSPITAL LABUAN	Active	01/06/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
S42666663121006T	S42	MENAIKTARAF SISTEM PENDAWAIAAN ELEKTRIK DAN SISTEM PENCEGAH KEBAKARAN SERTA KERJA-KERJA LAIN BERKAITAN - HOSPITAL BALIK PULAU, P.PINANG	Active	01/05/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
S42666663111011T	S42	MENAIKTARAF HOSPITAL TERMASUK SISTEM PENDAWAIAAN DI FASILITI HOSPITAL SELURUH NEGARA - KELANTAN	Active	01/05/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
S42666663111007T	S42	MENAIKTARAF HOSPITAL TERMASUK SISTEM PENDAWAIAAN DI FASILITI HOSPITAL SELURUH NEGARA - INSTITUT PENYELIDIKAN PERUBATAN (IMR)	Active	01/05/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
S42666663101009T	S42	MENAIKTARAF KLINIK TERMASUK SISTEM PENDAWAIAAN DI FASILITI KLINIK SELURUH NEGARA - JOHORE	Active	01/05/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 3.19-1 eP Project Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'eP Project'

STEP 4

To search for existing eP Project record, you may search by criteria as follow:

- a) Project Code
- b) Project Group

STEP 5

Click on the  button after input criteria.

STEP 6

Select Facility Allow checkbox

Note

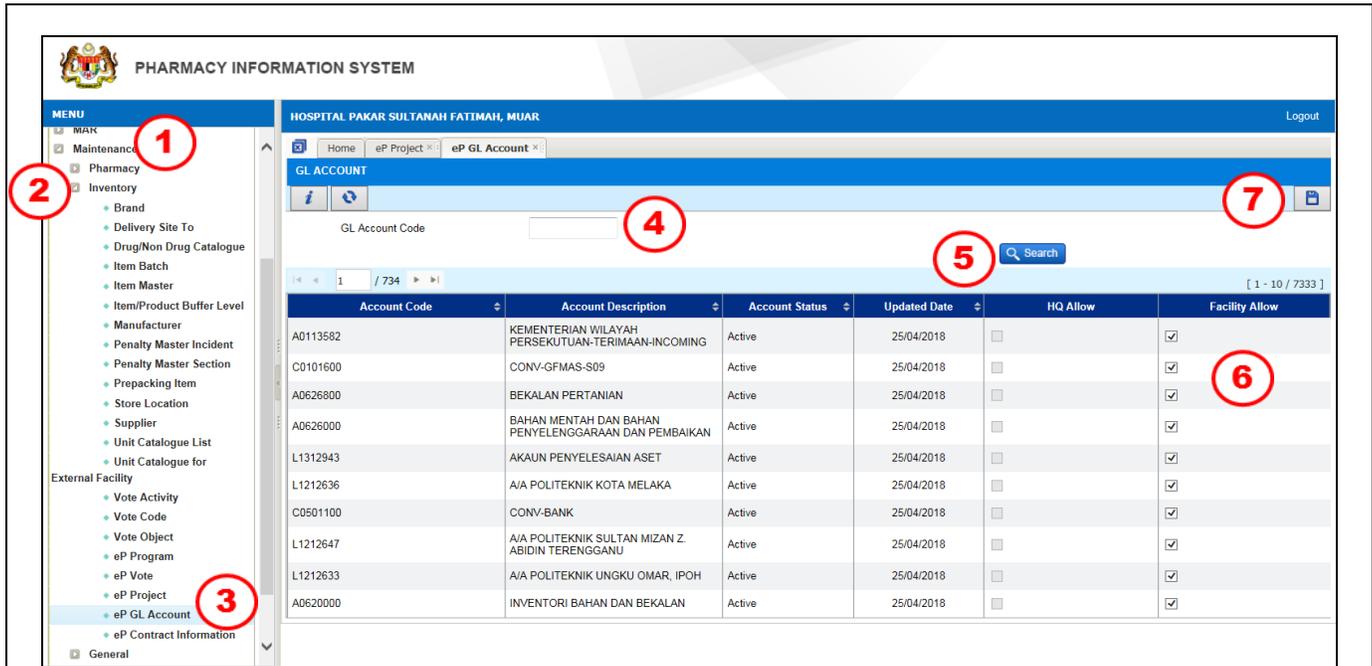
User is allowed to select multiple record

STEP 7

Click on the  button to save the record

3.20 eP GL Account

To view and edit eP GL Account record, perform the steps below:



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home eP Project eP GL Account

GL ACCOUNT

GL Account Code

Search

Account Code	Account Description	Account Status	Updated Date	HQ Allow	Facility Allow
A0113582	KEMENTERIAN WILAYAH PERSEKUTUAN-TERIMAAN-INCOMING	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C0101600	CONV-GFMAS-S09	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A0626800	BEKALAN PERTANIAN	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A0626000	BAHAN MENTAH DAN BAHAN PENYELENGGARAAN DAN PEMBAIKAN	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L1312943	AKAUN PENYELESAIAN ASET	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L1212636	A/A POLITEKNIK KOTA MELAKA	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C0501100	CONV-BANK	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L1212647	A/A POLITEKNIK SULTAN MIZAN Z. ABIDIN TERENGGANU	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L1212633	A/A POLITEKNIK UNGKU OMAR, IPOH	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A0620000	INVENTORI BAHAN DAN BEKALAN	Active	25/04/2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 3.20-1 eP GL Account Listing Page

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'eP GL Account'

STEP 4

To search for existing eP GL Account record, you may search by GL Account Code

STEP 5

Click on the  button after input criteria.

STEP 6

Select Facility Allow checkbox

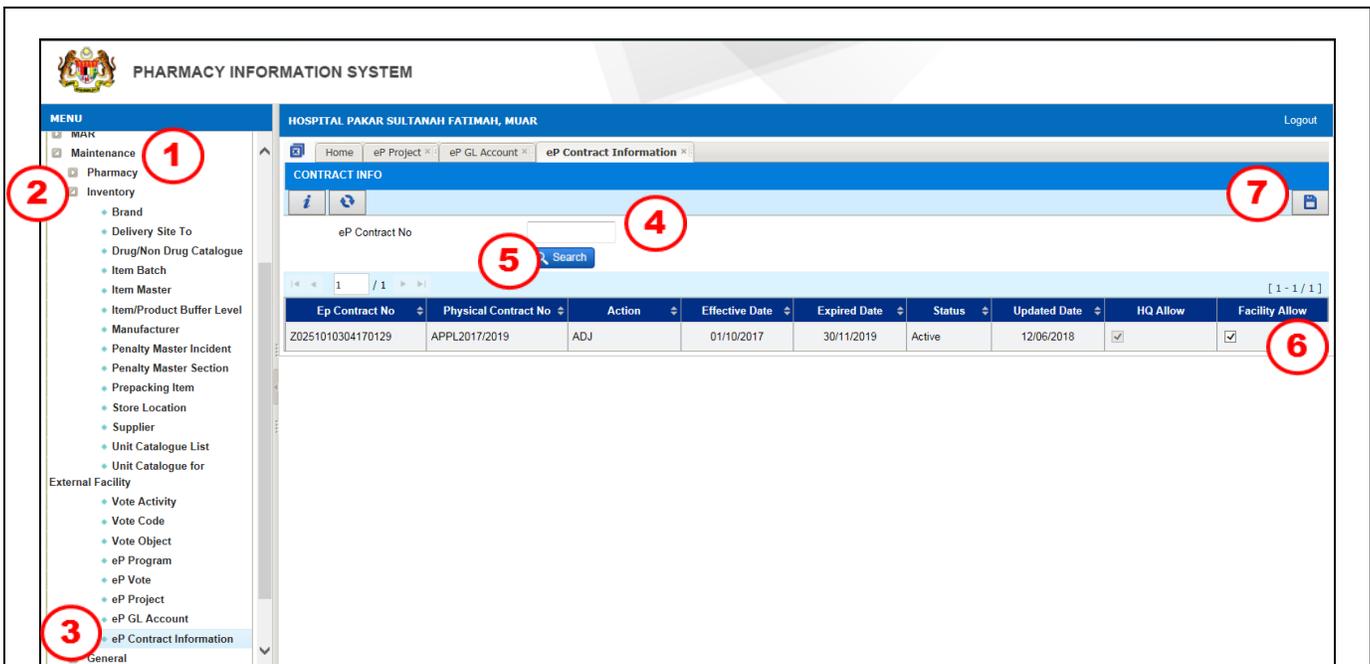
Note

User is allowed to select multiple record

STEP 7

Click on the  button to save the record

3.21 eP Contract Information



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home eP Project eP GL Account eP Contract Information

CONTRACT INFO

eP Contract No

Search

Ep Contract No	Physical Contract No	Action	Effective Date	Expired Date	Status	Updated Date	HQ Allow	Facility Allow
20251010304170129	APPL2017/2019	ADJ	01/10/2017	30/11/2019	Active	12/06/2018	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 3.21-1 eP Contract Information

STEP 1

Go to 'Maintenance' menu

STEP 2

Click on 'Inventory'

STEP 3

Click on 'eP Contract Information'

STEP 4

To search for existing eP Contract Information, you may search by eP Contract No

STEP 5

Click on the  button after input criteria.

STEP 6

Select Facility Allow checkbox

Note

If there is more than 1 record, user allowed to select multiple record

STEP 7

Click on the  button to save the record

4.0 Acronyms

Abbreviation	Definition
MOH	Ministry of Health
KKM	Kementerian Kesihatan Malaysia
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
PKU	Packaging Keeping Unit
SKU	Store Keeping Unit
TDM	Therapeutic Drug Monitoring
CDR	Cytotoxic Drug Reconstitution
APPL	Approved Product Purchase List
RPL	Recommended Purchase List
EPO	Electronic Purchase Order