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

---

# User Manual

# Report/Enquiry

**Version : 12th Edition**
**Document ID : U. MANUAL_REPORT_ENQUIRY**

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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), lV 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 Report/Enquiry 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:

- Inventory Report/Enquiry
- Pharmacy Report/Enquiry

## 1.3 Organised Sections

These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Report/Enquiry
- Section 4 : Acronyms

# 2.0 Application Standard Features

## 2.1 PhIS Legend

| Standard Legend | | | |
|---|---|---|---|
| LOGIN | Login to PhIS | Logout | Logout from PhIS |
| | Reset Login Screen | | Expand Menu |
| Home | 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 | Add Item to the list |
| Export to Excel | Export and Open Report in Excel Format | | Automatically Display/Retrieve Box |
| Request | Request for Approval | Cancel Request | Cancel the Request |
| Send for Approval | Send for Approval | Approve | Approve Transaction |
| Change Password | Change Login Password | | Collapse Menu |
| | Collapse Module | Search | Search Record |
| | Print | | Search Icon |
| | Checkbox | | Delete Record |
| Delete | Delete Item from the list | | Empty Text Box |
| | Dropdown Box | Reject | Reject Transaction |

| Module Legend | | | |
|---|---|---|---|
| Export to Excel | Export to Excel | | |

***Note***

*To learn more about Login Information, kindly click Login Information Modules for descriptive step.*

# 3.0 Report/Enquiry

## Overview

This module will be used by the user at the Pharmacy Store/Pharmacy Sub-Stores to generate a report/enquiry

## User Group

This module is intended for user at the Pharmacy Store, Sub Store and Unit/Ward (subject to user assigned by the facility).

## Functional Diagram

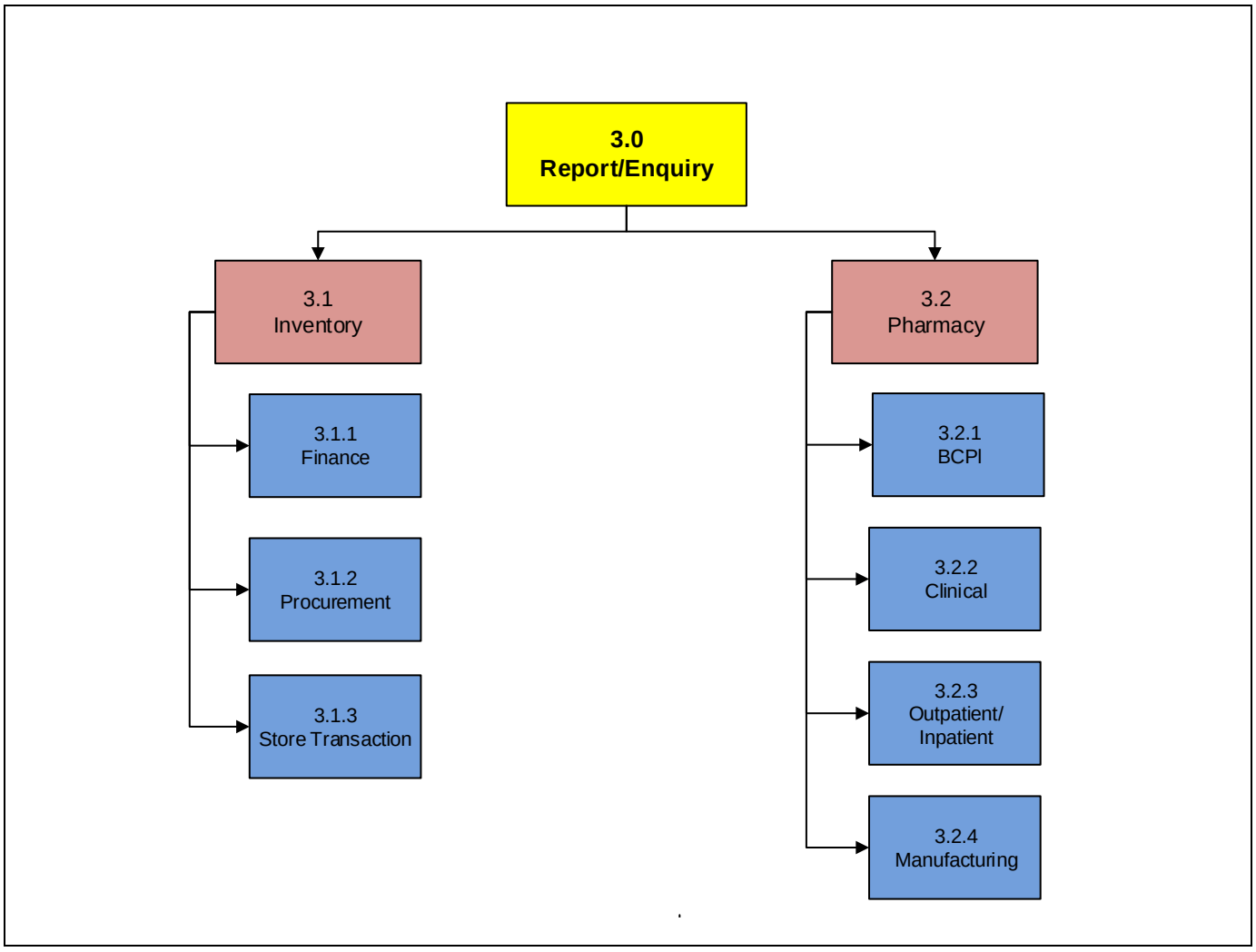



**Figure 3.0-1**

## Functional Description

Slow Moving comprises of Two (2) main functions:

- **Inventory**
  There are three (3) components under Inventory Report/Enquiry modules which are:
  i) Finance
  ii) Procurement
  iii) Store Transaction

- **Pharmacy**
  There are three (4) components under Pharmacy Report/Enquiry modules which are:
  i) BCP
  ii) Clinical
  iii) Outpatient/Inpatient
  iv) Manufacturing

## 3.1 Inventory

### 3.1.1 Finance

#### 3.1.1.1 Budget Balance by Vote

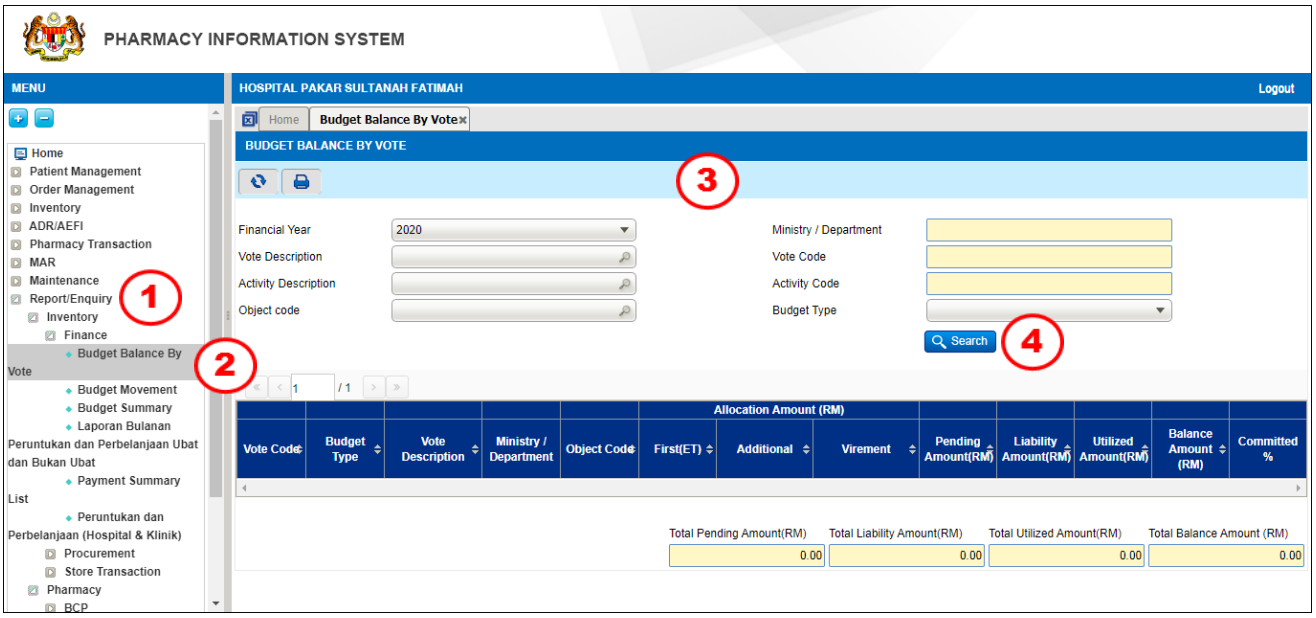



**Figure 3.1.1.1-1 Budget Balance by Vote**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Budget Balance by Vote'

**STEP 3**
Search Budget Balance by Vote record by criteria as follow:

a) Vote Description
b) Activity Description
c) Object Code
d) Budget Type
   - Dasar Baru
   - Development
   - One Off
   - Operating

***Note***

- ***Ministry / Department*** *will be automatically display based on selected* ***Vote Description***
- ***Vote Code*** *will be automatically display based on selection of* ***Vote Description***
- ***Activity Code*** *will be automatically display based on selection of* ***Object Code***
- ***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***

*If there are no entered criteria, system will be displaying all the transaction record*

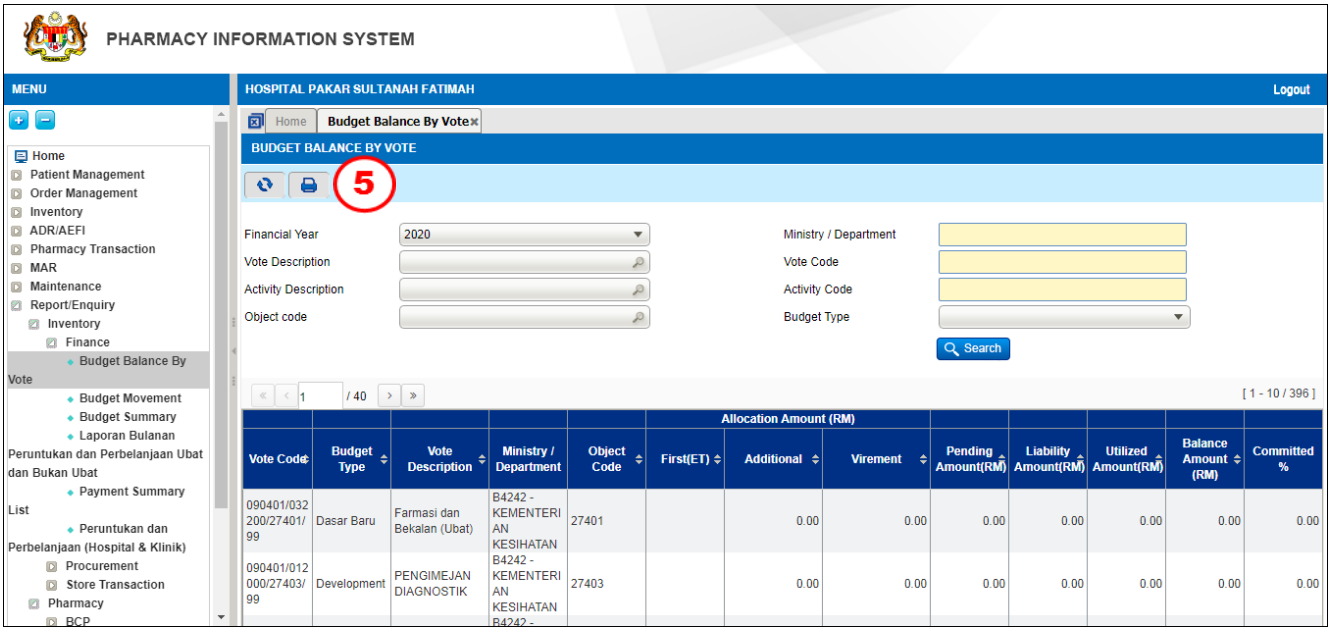



**Figure 3.1.1.1-2 Budget Balance by Vote**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.1.1-3

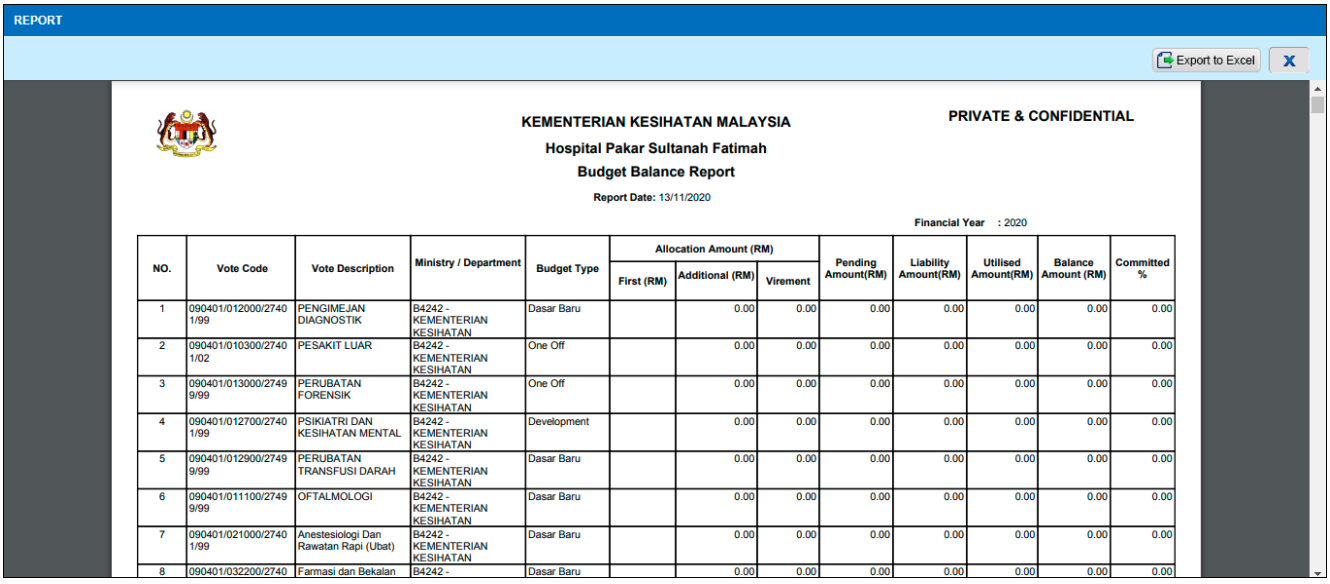
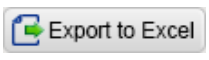



**Figure 3.1.1.1-3 Budget Balance by Vote**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.1.2 Budget Movement

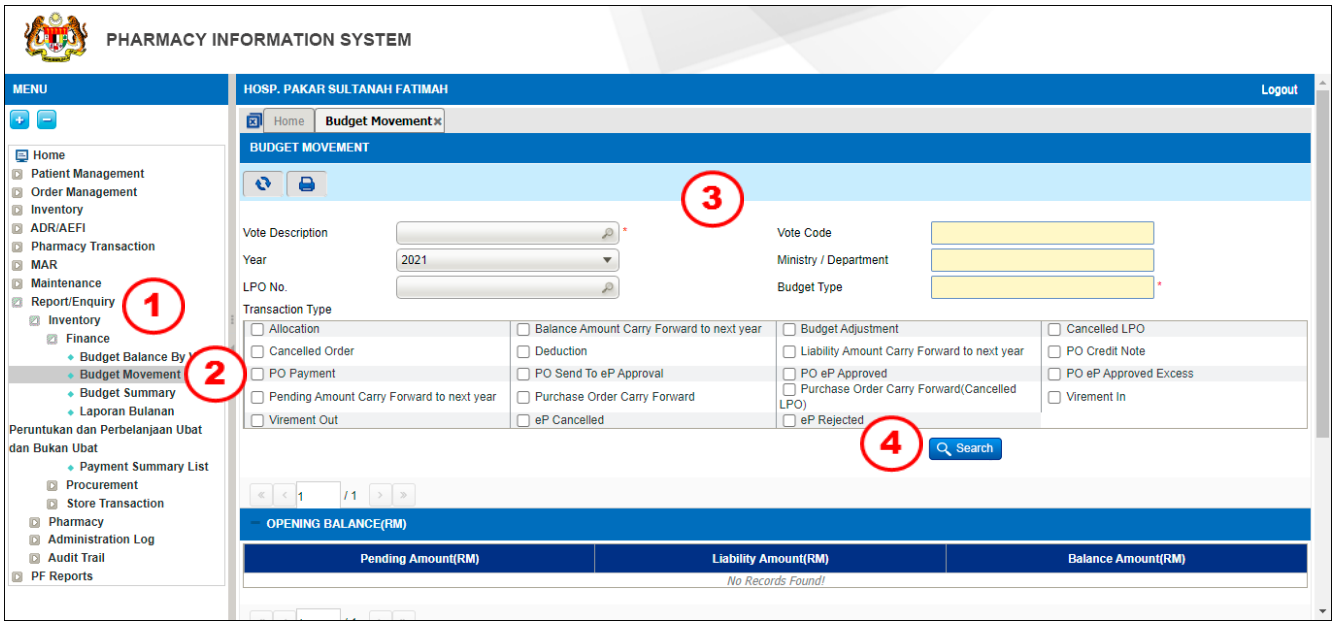



**Figure 3.1.1.2-1 Budget Movement**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Budget Movement'

**STEP 3**
Search Budget Movement record by criteria as follow:

a) Vote Description
b) Year
c) LPO No
d) Transaction Type (*able to select multiple type*)
   - Allocation
   - Balance Amount Carry Forward to next year
   - Budget Adjustment
   - Cancelled LPO
   - Cancelled Order
   - Deduction
   - Liability Amount Carry Forward to next year
   - PO Credit Note
   - PO Payment
   - PO Sent To eP Approval
   - PO eP Approved
   - PO eP Approved Excess
   - Pending Amount Carry Forward to next year
   - Purchase Order Carry Forward
   - Purchase Order Carry Forward (Cancelled LPO)
   - Virement In
   - Virement Out
   - eP Cancelled
   - eP Rejected

***Note***

- ***Vote Code, Ministry / Department*** *and* ***Budget Type*** *will be automatically display based on selection of* ***Vote Description***

- ***Financial Year*** *will be default to current financial year*

**STEP 4**

Click on the Search button and the result display will be based on the entered criteria

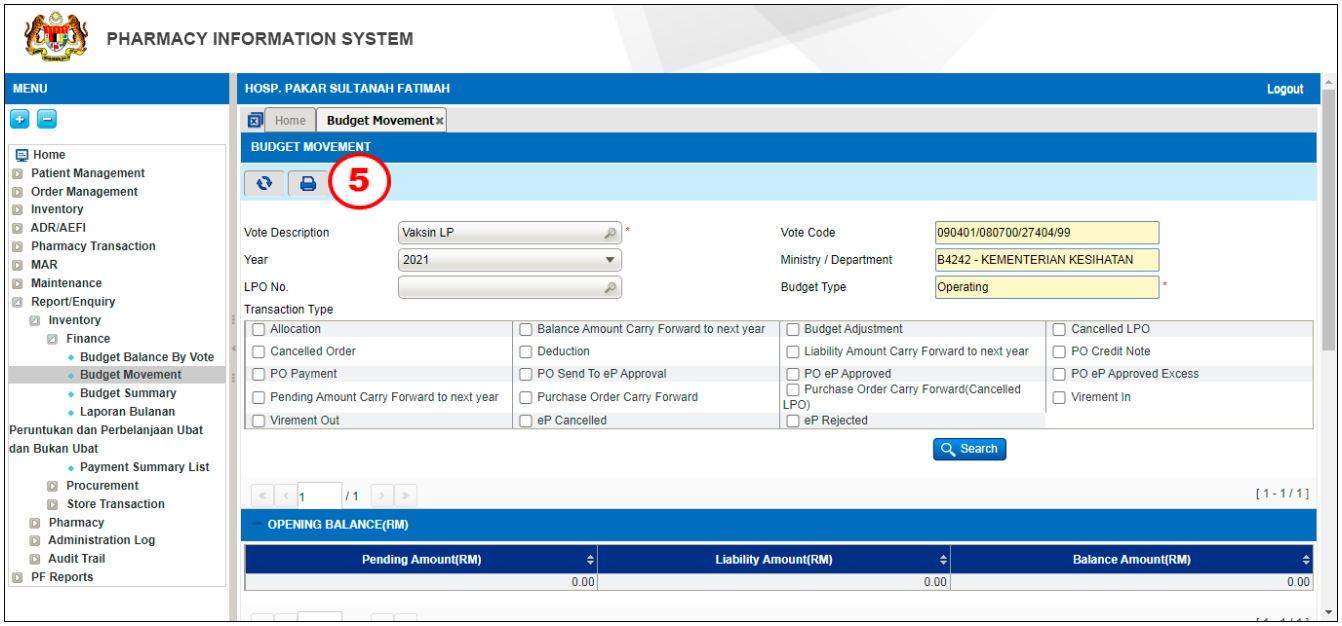



**Figure 3.1.1.2-2 Budget Movement Result**

***Note***

***Budget Movement*** *screen will display result in 3 different section which is:*

*a) Opening Balance Section*

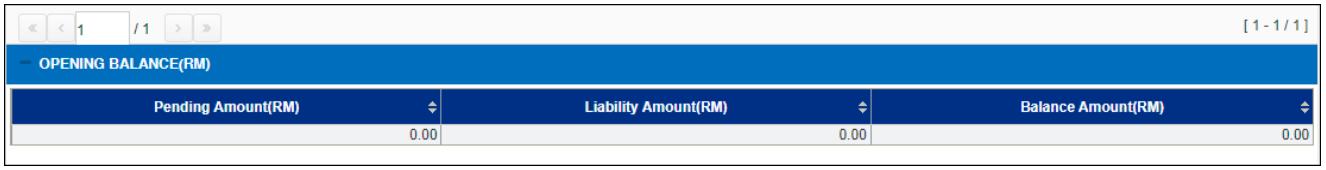



**Figure 3.1.1.2-3 Opening Balance**

*a) Current Balance Section*

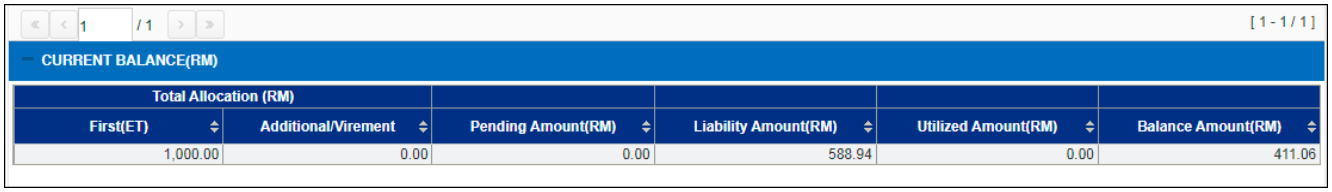
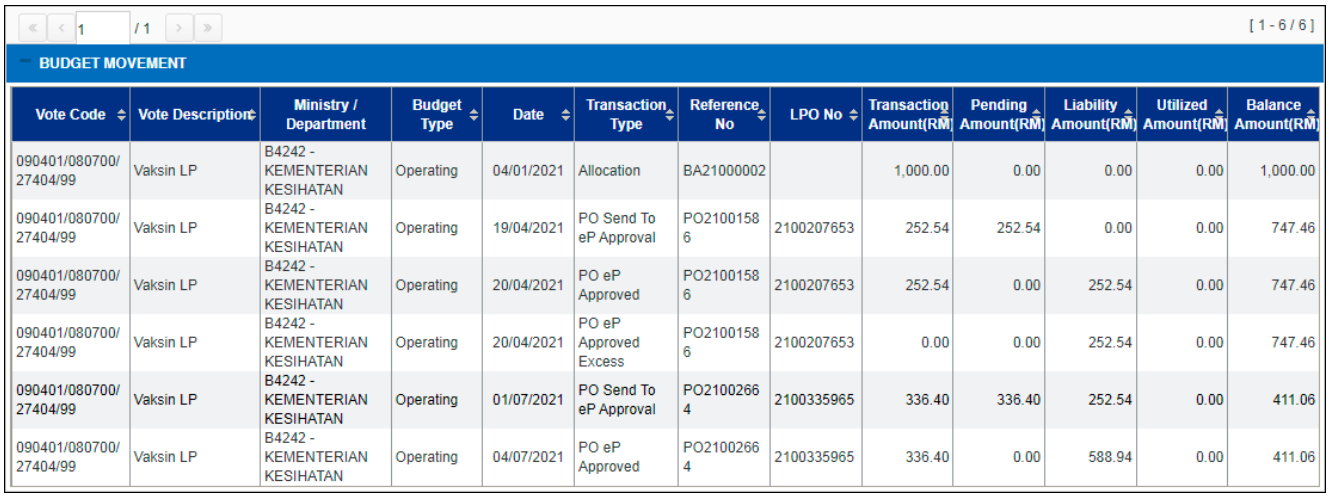



**Figure 3.1.1.2-4 Current Balance**

*b) Budget Movement*



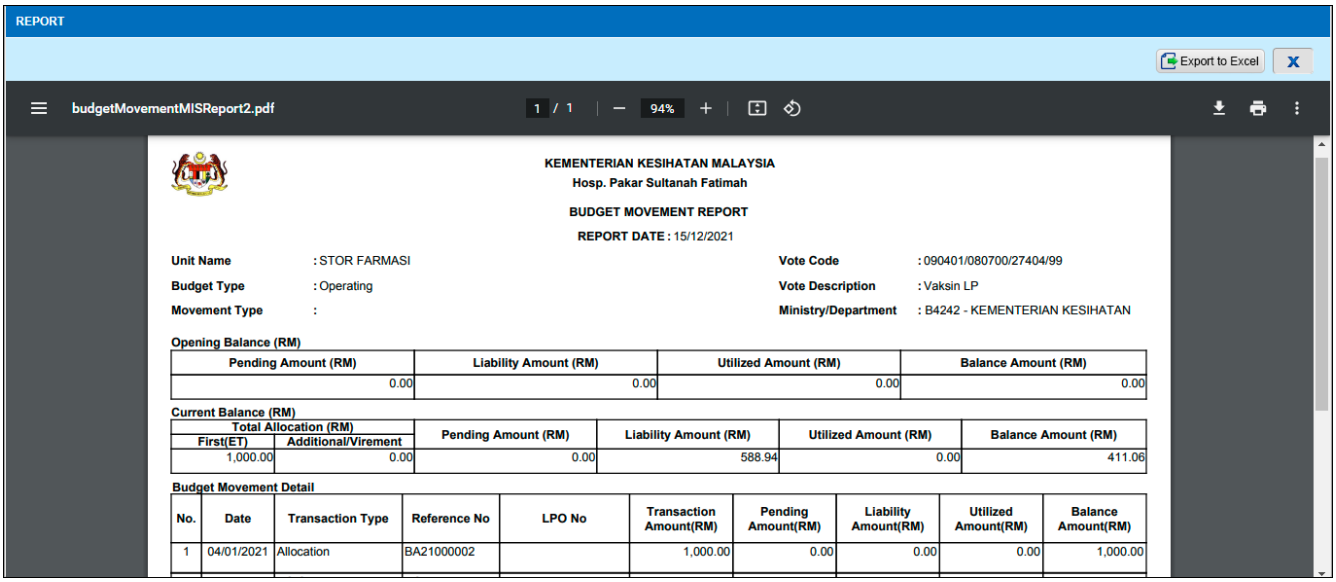
BUDGET MOVEMENT

| Vote Code | Vote Description | Ministry / Department | Budget Type | Date | Transaction Type | Reference No | LPO No | Transaction Amount(RM) | Pending Amount(RM) | Liability Amount(RM) | Utilized Amount(RM) | Balance Amount(RM) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 090401/080700/27404/99 | Vaksin LP | B4242 - KEMENTERIAN KESIHATAN | Operating | 04/01/2021 | Allocation | BA21000002 | | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 090401/080700/27404/99 | Vaksin LP | B4242 - KEMENTERIAN KESIHATAN | Operating | 19/04/2021 | PO Send To eP Approval | PO21001586 | 2100207653 | 252.54 | 252.54 | 0.00 | 0.00 | 747.46 |
| 090401/080700/27404/99 | Vaksin LP | B4242 - KEMENTERIAN KESIHATAN | Operating | 20/04/2021 | PO eP Approved | PO21001586 | 2100207653 | 252.54 | 0.00 | 252.54 | 0.00 | 747.46 |
| 090401/080700/27404/99 | Vaksin LP | B4242 - KEMENTERIAN KESIHATAN | Operating | 20/04/2021 | PO eP Approved Excess | PO21001586 | 2100207653 | 0.00 | 0.00 | 252.54 | 0.00 | 747.46 |
| 090401/080700/27404/99 | Vaksin LP | B4242 - KEMENTERIAN KESIHATAN | Operating | 01/07/2021 | PO Send To eP Approval | PO21002664 | 2100335965 | 336.40 | 336.40 | 252.54 | 0.00 | 411.06 |
| 090401/080700/27404/99 | Vaksin LP | B4242 - KEMENTERIAN KESIHATAN | Operating | 04/07/2021 | PO eP Approved | PO21002664 | 2100335965 | 336.40 | 0.00 | 588.94 | 0.00 | 411.06 |

**Figure 3.1.1.2-5 Budget Movement**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.1.2-6



REPORT

Export to Excel

budgetMovementMISReport2.pdf 1 / 1 94%

KEMENTERIAN KESIHATAN MALAYSIA
Hosp. Pakar Sultanah Fatimah

BUDGET MOVEMENT REPORT

REPORT DATE : 15/12/2021

Unit Name : STOR FARMASI
Budget Type : Operating
Movement Type :
Vote Code : 090401/080700/27404/99
Vote Description : Vaksin LP
Ministry/Department : B4242 - KEMENTERIAN KESIHATAN

Opening Balance (RM)

| Pending Amount (RM) | Liability Amount (RM) | Utilized Amount (RM) | Balance Amount (RM) |
|---|---|---|---|
| 0.00 | 0.00 | 0.00 | 0.00 |

Current Balance (RM)

| Total Allocation (RM) | | Pending Amount (RM) | Liability Amount (RM) | Utilized Amount (RM) | Balance Amount (RM) |
|---|---|---|---|---|---|
| First(ET) | Additional/Virement | | | | |
| 1,000.00 | 0.00 | 0.00 | 588.94 | 0.00 | 411.06 |

Budget Movement Detail

| No. | Date | Transaction Type | Reference No | LPO No | Transaction Amount(RM) | Pending Amount(RM) | Liability Amount(RM) | Utilized Amount(RM) | Balance Amount(RM) |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 04/01/2021 | Allocation | BA21000002 | | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |

**Figure 3.1.1.2-6 Budget Movement**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.1.3 Budget Summary

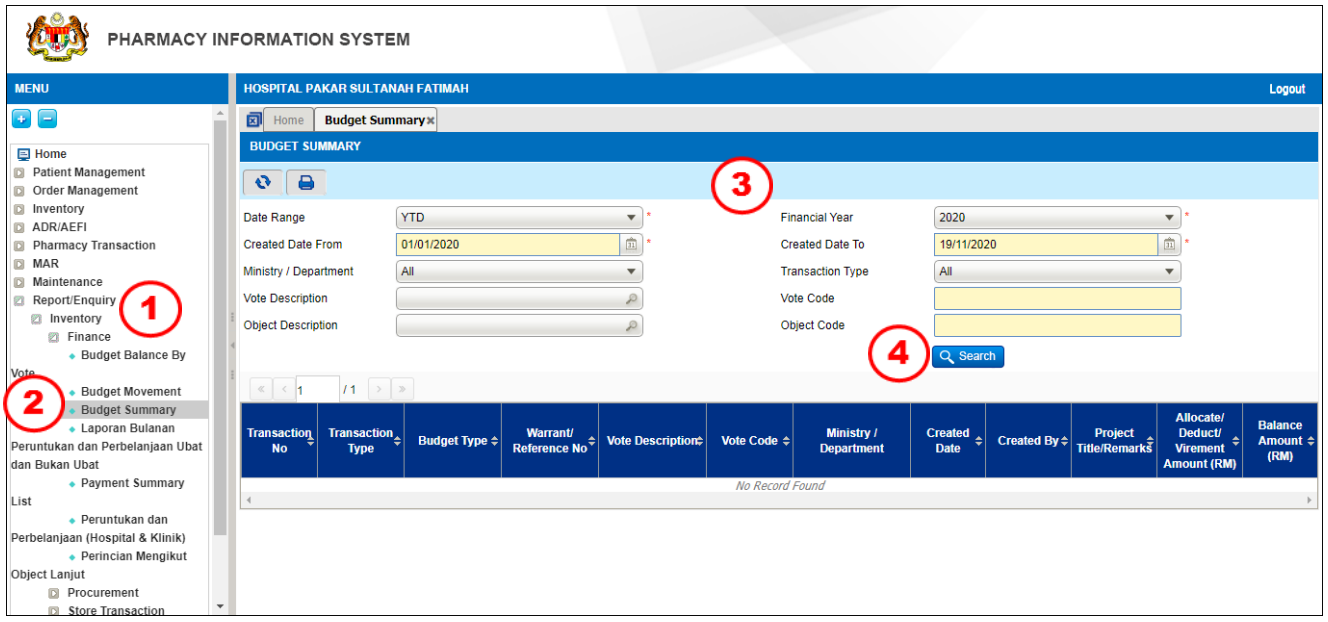



**Figure 3.1.1.3-1 Budget Summary**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Budget Summary'

**STEP 3**
Search Budget Summary record by criteria as follow:

a) Date Range
b) Ministry / Department
c) Vote Description
d) Object Description
e) Transaction Type
f) Financial Year
g) Transaction Type

***Note***

- *For **Created Date From** and **Created Date To** system will automatically capture based on **Financial Year** data*

- ***Financial Year** will be default to current financial year and user can change it*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

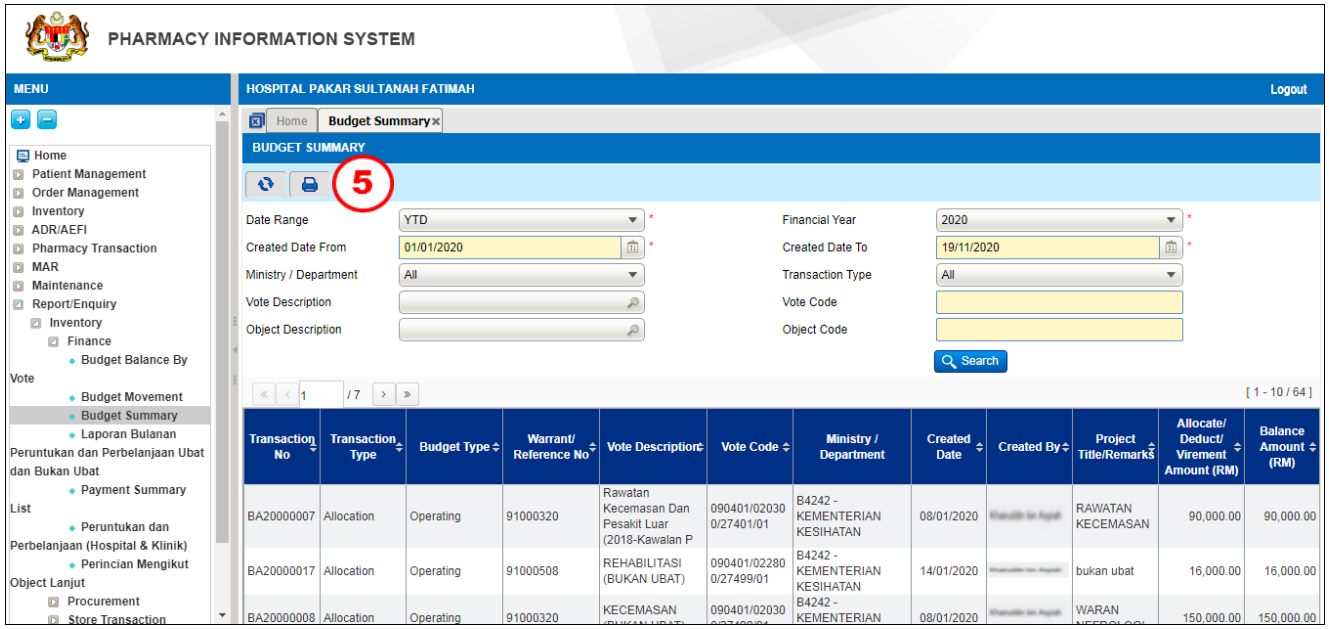



**Figure 3.1.1.3-4 Budget Summary**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.1.3-4

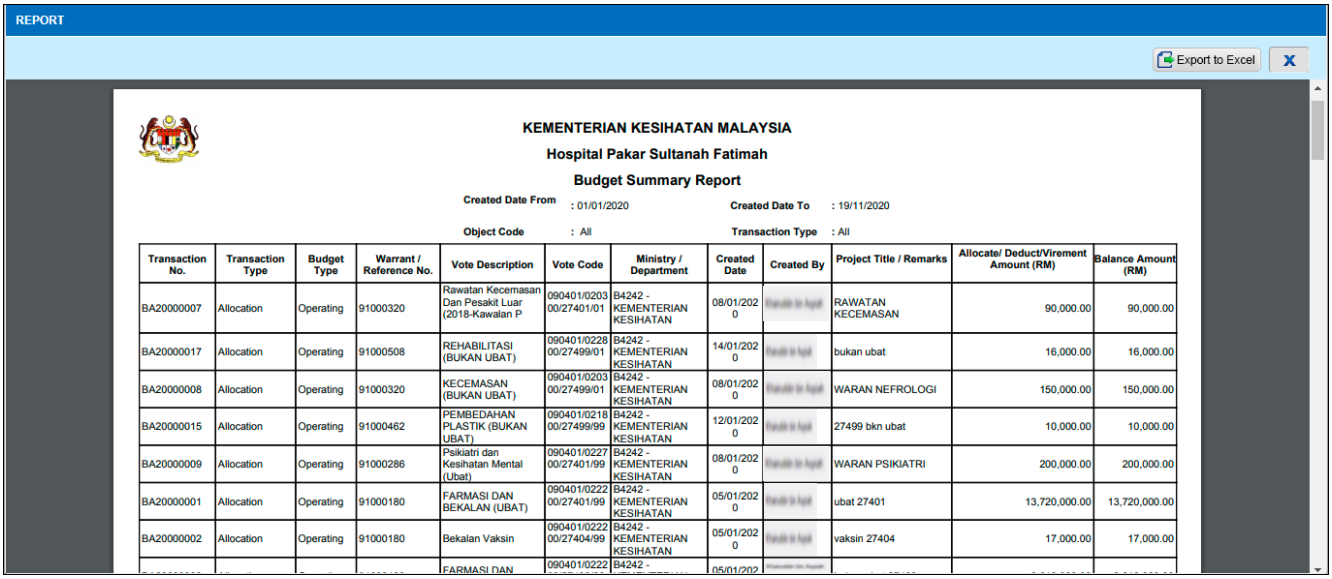
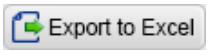



**Figure 3.1.1.3-4 Budget Summary**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.1.4 Laporan Bulanan Peruntukan Dan Perbelanjaan Ubat Dan Bukan Ubat

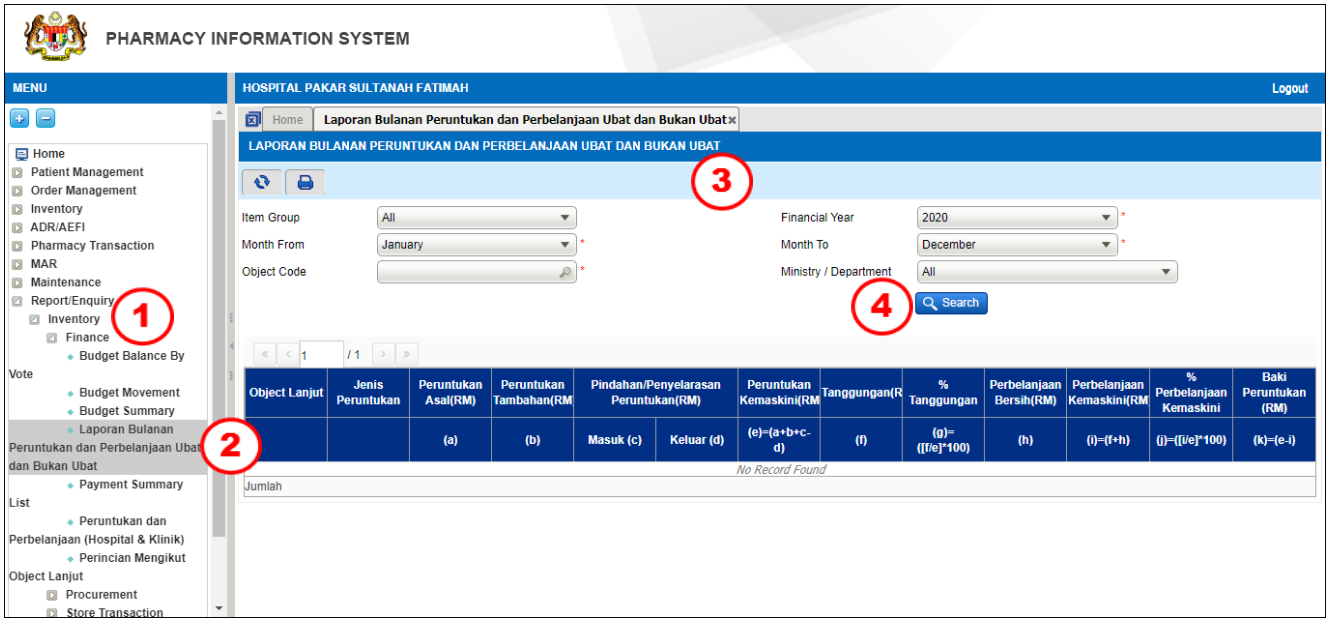



**Figure 3.1.1.4-1 Laporan Bulanan Peruntukan Dan Perbelanjaan Ubat Dan Bukan Ubat**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Laporan Bulanan Peruntukan Dan Perbelanjaan Ubat Dan Bukan Ubat'

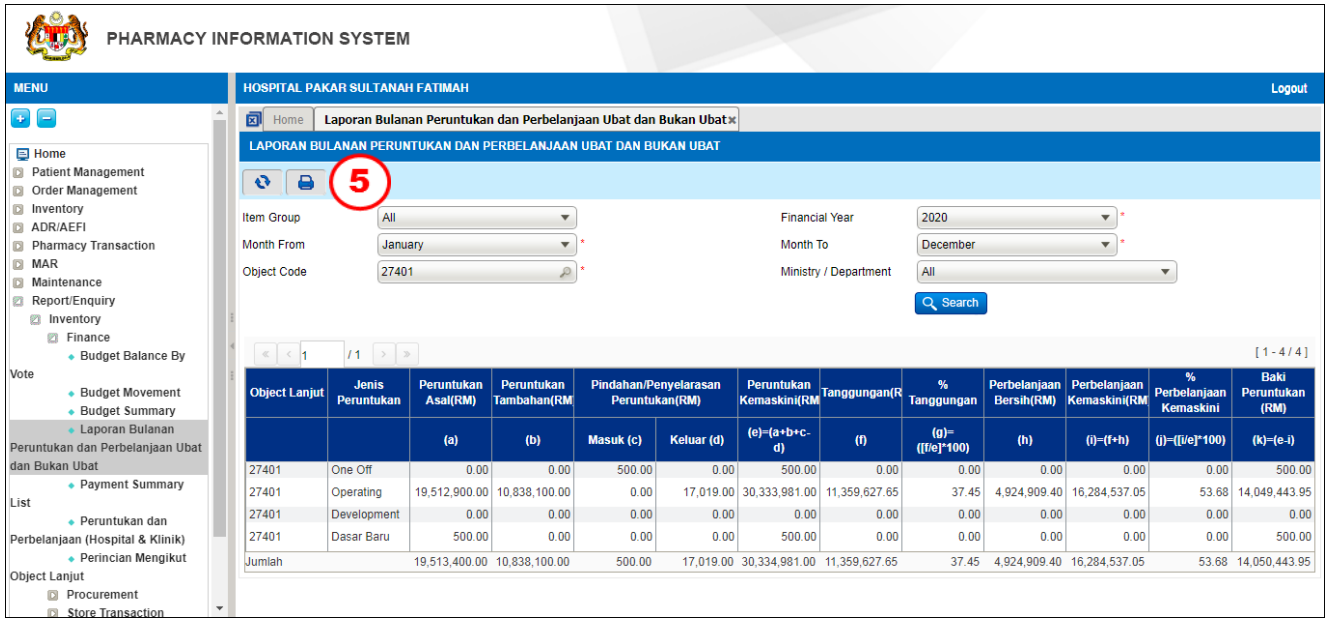
**STEP 3**
Search Laporan Bulanan Peruntukan Dan Perbelanjaan Ubat Dan Bukan Ubat record by criteria as follow:

a) Item Group
b) Financial Year
c) Month From
d) Month To
e) Object Code
f) Ministry / Department

***Note***

- ***Month From*** *will be automatically display January*
- ***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

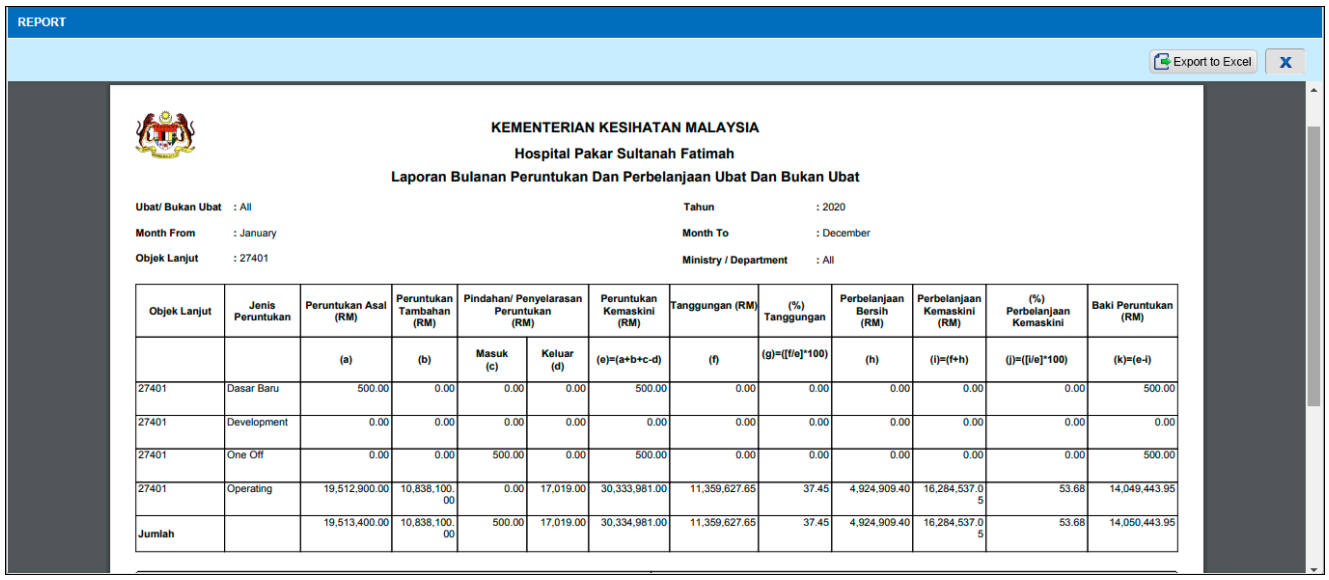



| Object Lanjut | Jenis Peruntukan | Peruntukan Asal(RM) | Peruntukan Tambahan(RM | Pindahan/Penyelarasan Peruntukan(RM) | | Peruntukan Kemaskini(RM | Tanggungan(R | % Tanggungan | Perbelanjaan Bersih(RM) | Perbelanjaan Kemaskini(RM | % Perbelanjaan Kemaskini | Baki Peruntukan (RM) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | (a) | (b) | Masuk (c) | Keluar (d) | (e)=(a+b+c-d) | (f) | (g)=([f/e]*100) | (h) | (i)=(f+h) | (j)=([i/e]*100) | (k)=(e-i) |
| 27401 | One Off | 0.00 | 0.00 | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 27401 | Operating | 19,512,900.00 | 10,838,100.00 | 0.00 | 17,019.00 | 30,333,981.00 | 11,359,627.65 | 37.45 | 4,924,909.40 | 16,284,537.05 | 53.68 | 14,049,443.95 |
| 27401 | Development | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 27401 | Dasar Baru | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| Jumlah | | 19,513,400.00 | 10,838,100.00 | 500.00 | 17,019.00 | 30,334,981.00 | 11,359,627.65 | 37.45 | 4,924,909.40 | 16,284,537.05 | 53.68 | 14,050,443.95 |

**Figure 3.1.1.4-2 Laporan Bulanan Peruntukkan Dan Perbelanjaan Ubat Dan Bukan Ubat**

**STEP 5**

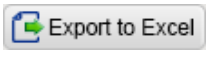
Click on the  button to view/print the record as Figure 3.1.1.4-3




| Objek Lanjut | Jenis Peruntukan | Peruntukan Asal (RM) | Peruntukan Tambahan (RM) | Pindahan/ Penyelarasan Peruntukan (RM) | | Peruntukan Kemaskini (RM) | Tanggungan (RM) | (%) Tanggungan | Perbelanjaan Bersih (RM) | Perbelanjaan Kemaskini (RM) | (%) Perbelanjaan Kemaskini | Baki Peruntukan (RM) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | (a) | (b) | Masuk (c) | Keluar (d) | (e)=(a+b+c-d) | (f) | (g)=([f/e]*100) | (h) | (i)=(f+h) | (j)=([i/e]*100) | (k)=(e-i) |
| 27401 | Dasar Baru | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 27401 | Development | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 27401 | One Off | 0.00 | 0.00 | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 27401 | Operating | 19,512,900.00 | 10,838,100.00 | 0.00 | 17,019.00 | 30,333,981.00 | 11,359,627.65 | 37.45 | 4,924,909.40 | 16,284,537.05 | 53.68 | 14,049,443.95 |
| Jumlah | | 19,513,400.00 | 10,838,100.00 | 500.00 | 17,019.00 | 30,334,981.00 | 11,359,627.65 | 37.45 | 4,924,909.40 | 16,284,537.05 | 53.68 | 14,050,443.95 |

**Figure 3.1.1.4-3 Laporan Bulanan Peruntukan Dan Perbelanjaan Ubat Dan Bukan Ubat**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.1.5 Payment Summary List

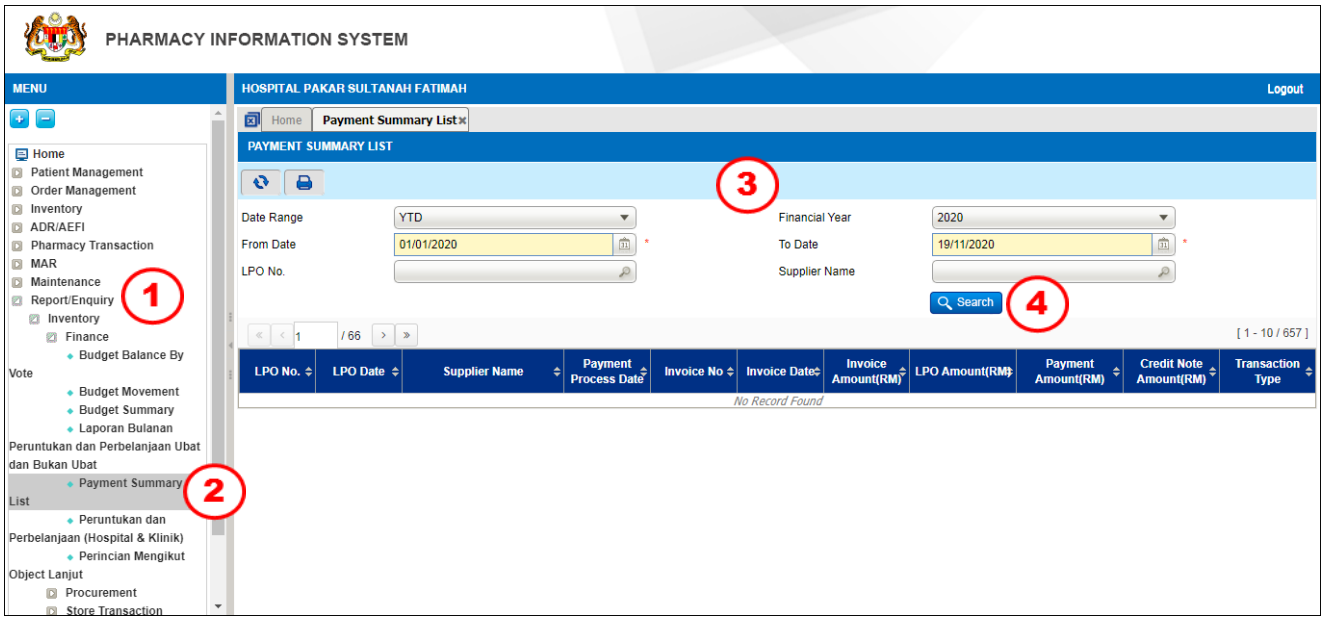



**Figure 3.1.1.5-1 Payment Summary List**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Payment Summary List'

**STEP 3**
Search Payment Summary List record by criteria as follow:

a) Date Range
b) LPO No
c) Supplier Name

***Note***

- *Does user choose **Date Range** as Date Range, system will enable **From Date** and **To Date** field and user need to enter the specific date into the field*

- ***Financial Year** will be default to current financial year and user can change it*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

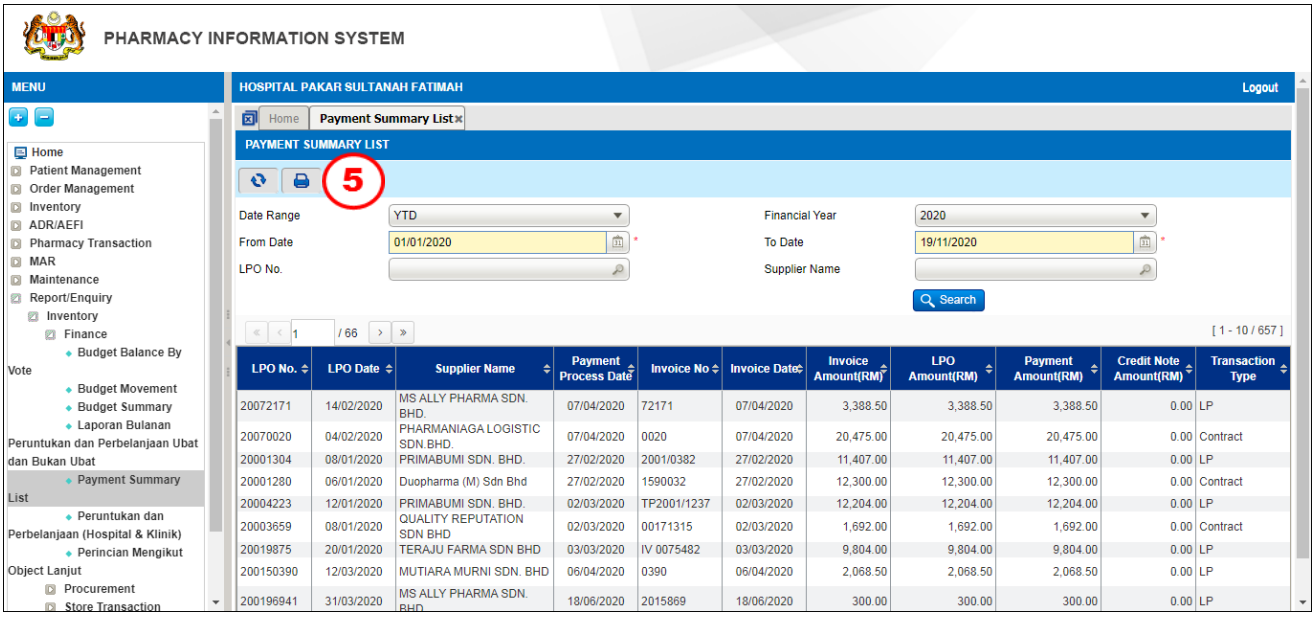



**Figure 3.1.1.5-2 Payment Summary List**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.1.5-3

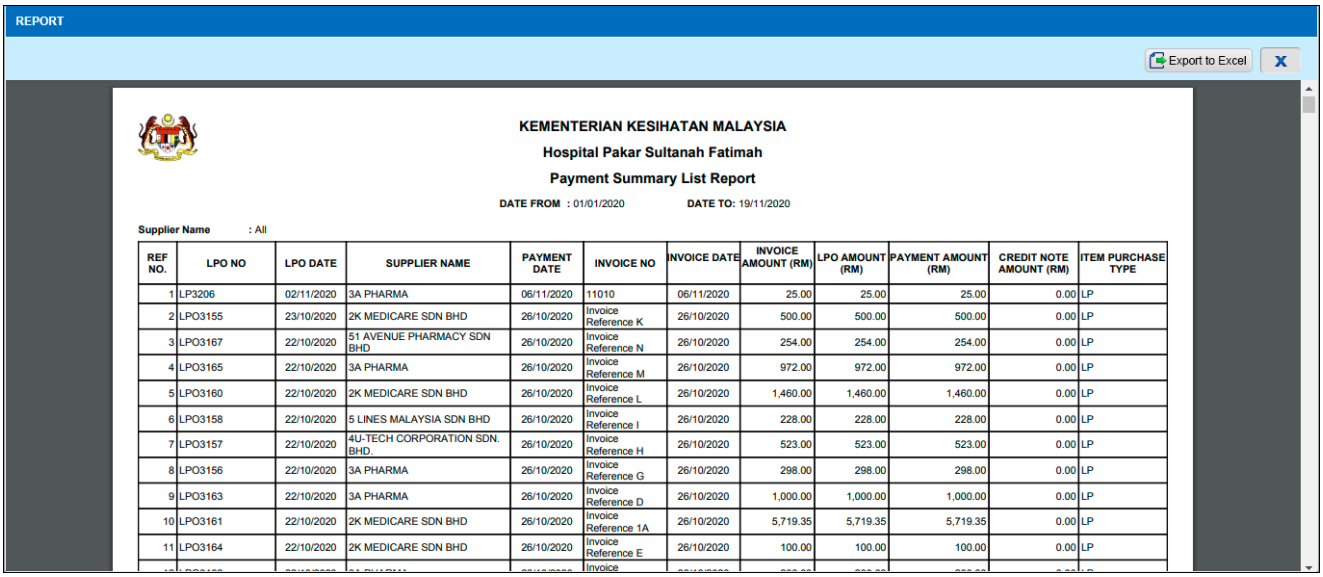



**Figure 3.1.1.5-3 Payment Summary List**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.1.6 Peruntukan dan Perbelanjaan (Hospital & Klinik)

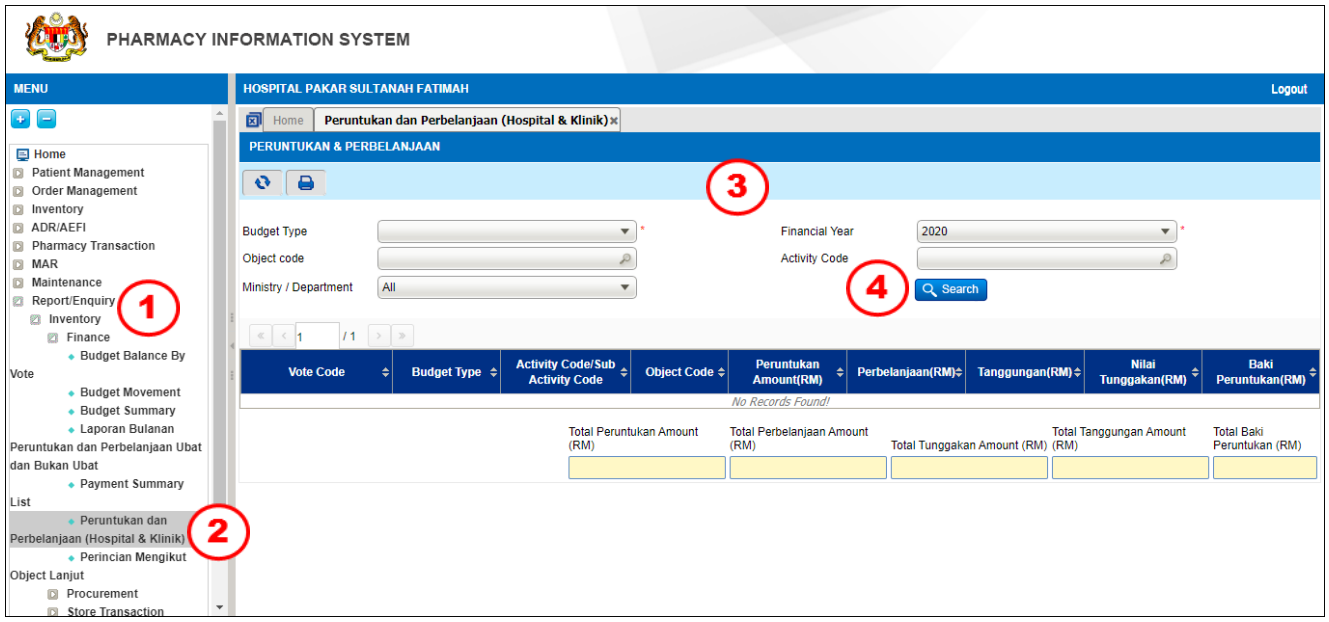



**Figure 3.1.1.6-1 Peruntukan dan Perbelanjaan (Hospital & Klinik)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Peruntukan dan Perbelanjaan (Hospital & Klinik)'

**STEP 3**
Search Peruntukan dan Perbelanjaan (Hospital & Klinik) record by criteria as follow:

a) Budget Type
   - Dasar Baru
   - Development
   - One Off
   - Operating

b) Object Code
c) Ministry / Department
d) Financial Year
e) Activity Code

***Note***

- ***Financial Year*** *will be default to current financial year and user can change it*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

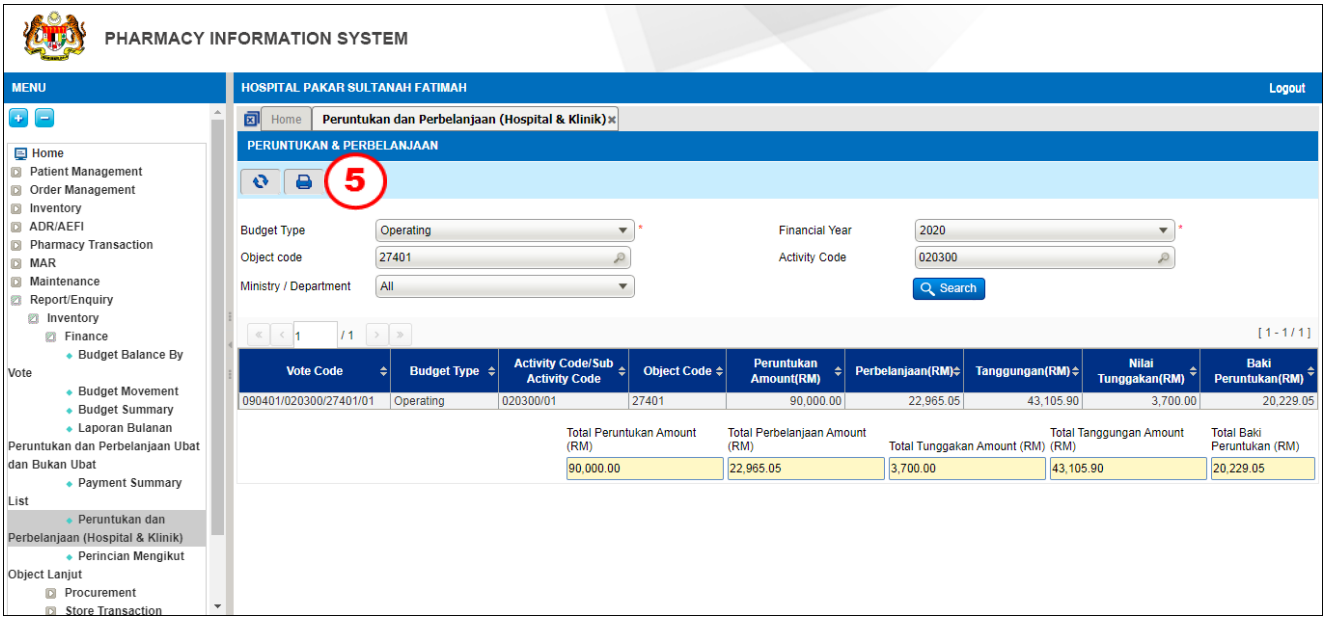



**Figure 3.1.1.6-2 Peruntukan dan Perbelanjaan (Hospital & Klinik)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.1.6-3

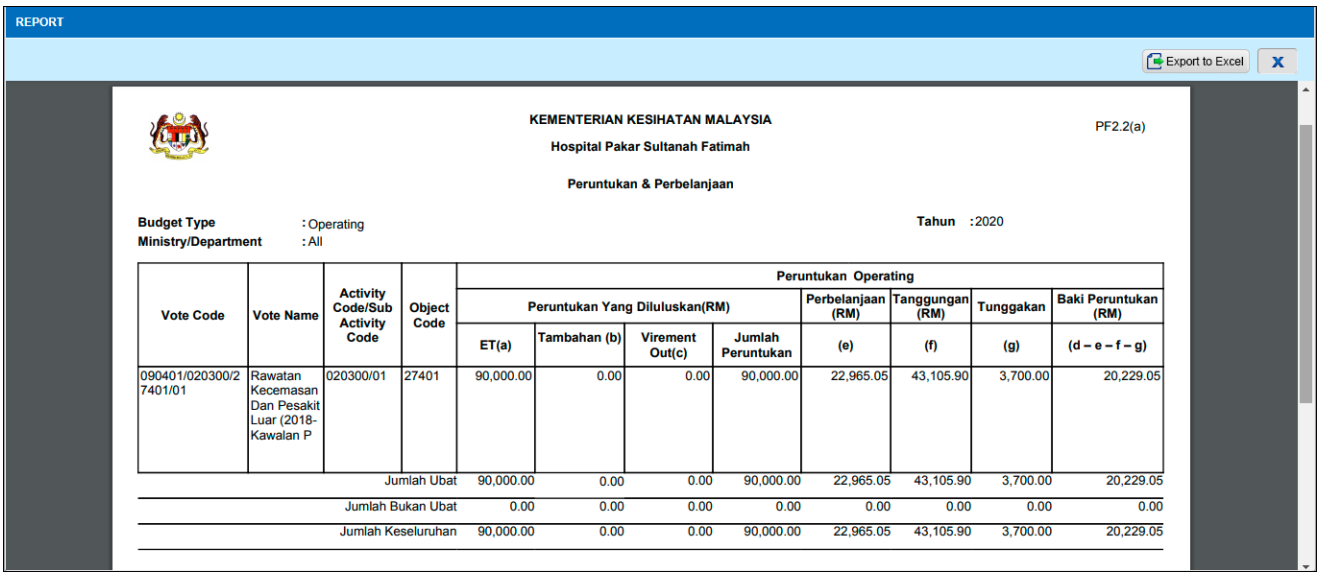



**Figure 3.1.1.6-3 Peruntukan dan Perbelanjaan (Hospital & Klinik)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.1.7 Perincian Mangikut Objek Lanjut

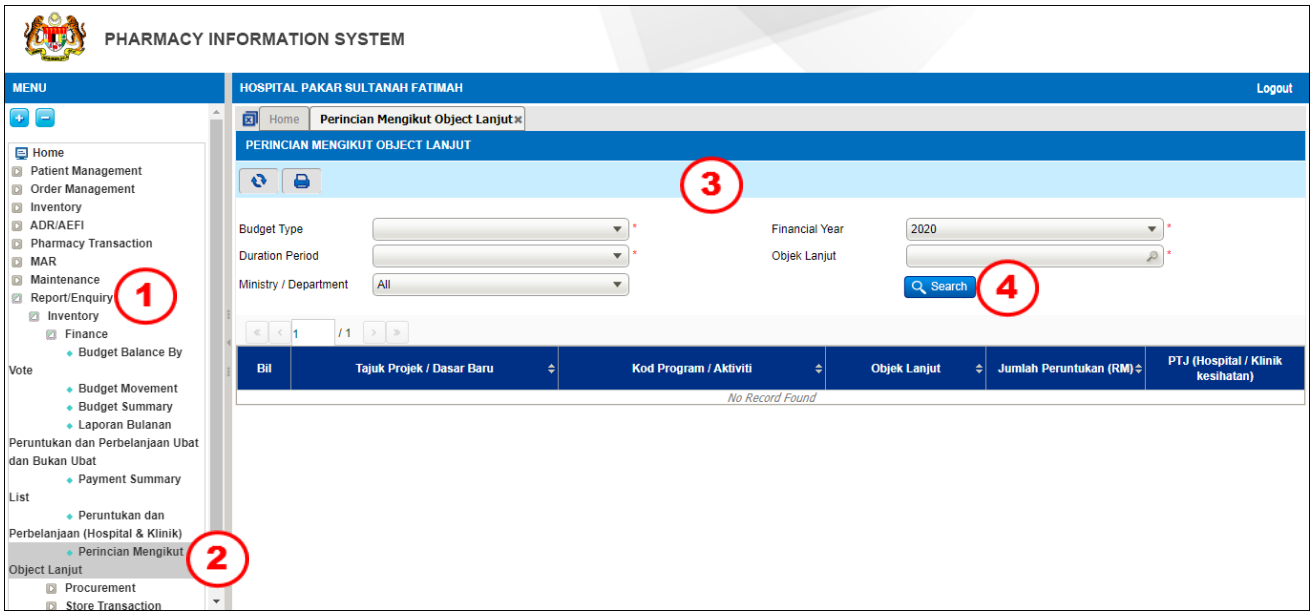



**Figure 3.1.1.7-1 Perincian Mangikut Objek Lanjut**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Finance'

**STEP 2**
Click on 'Perincian Mangikut Objek Lanjut'

**STEP 3**
Search Perincian Mangikut Objek Lanjut record by criteria as follow:

a) Budget Type
   - Dasar Baru
   - Development
   - One Off
   - Operating

b) Duration Period
   I. 01/01 - 31/03
   II. 01/01 - 30/06
   III. 01/01 - 30/09
   IV. 01/01 - 31/12

c) Ministry / Department
d) Financial Year
e) Objek Lanjut

***Note***

- ***Financial Year*** *will be default to current financial year and user can change it*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

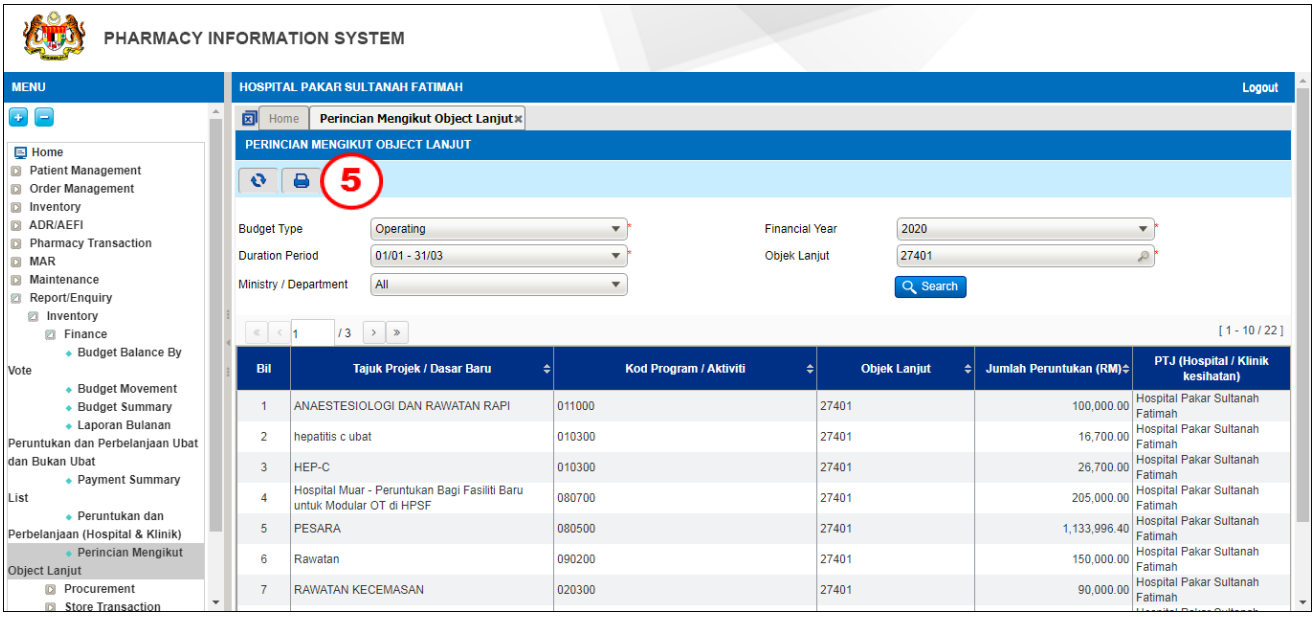



**Figure 3.1.1.7-2 Perincian Mangikut Objek Lanjut**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.1.7-3

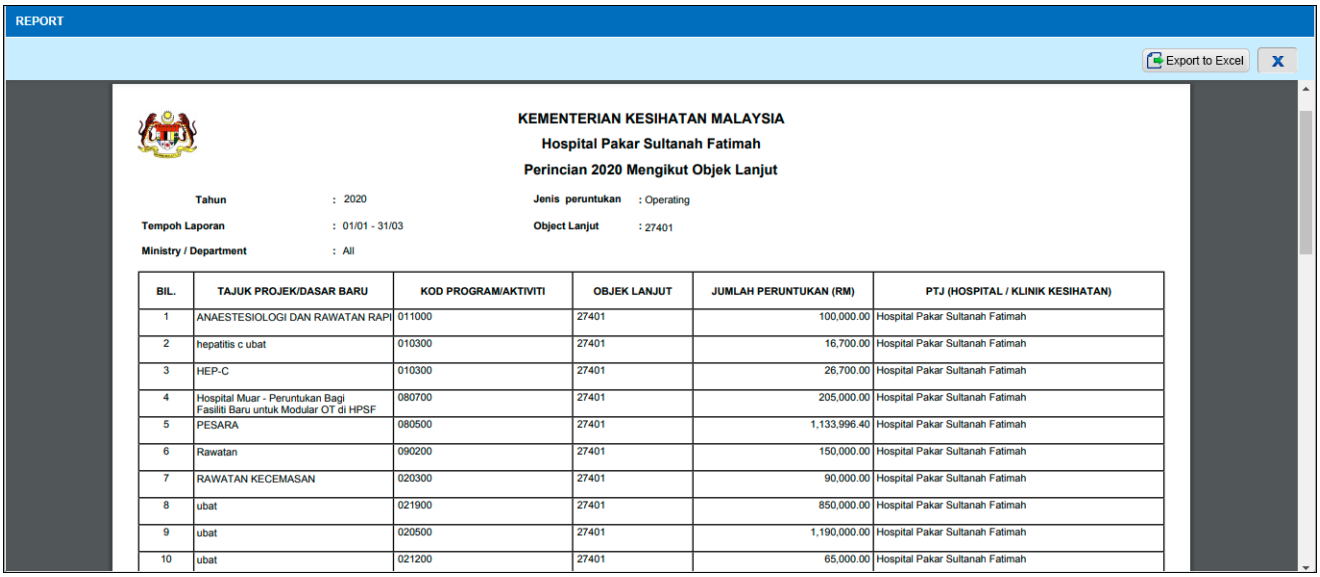



**Figure 3.1.1.7-3 Perincian Mangikut Objek Lanjut**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2 Procurement

#### 3.1.2.1 Back Order

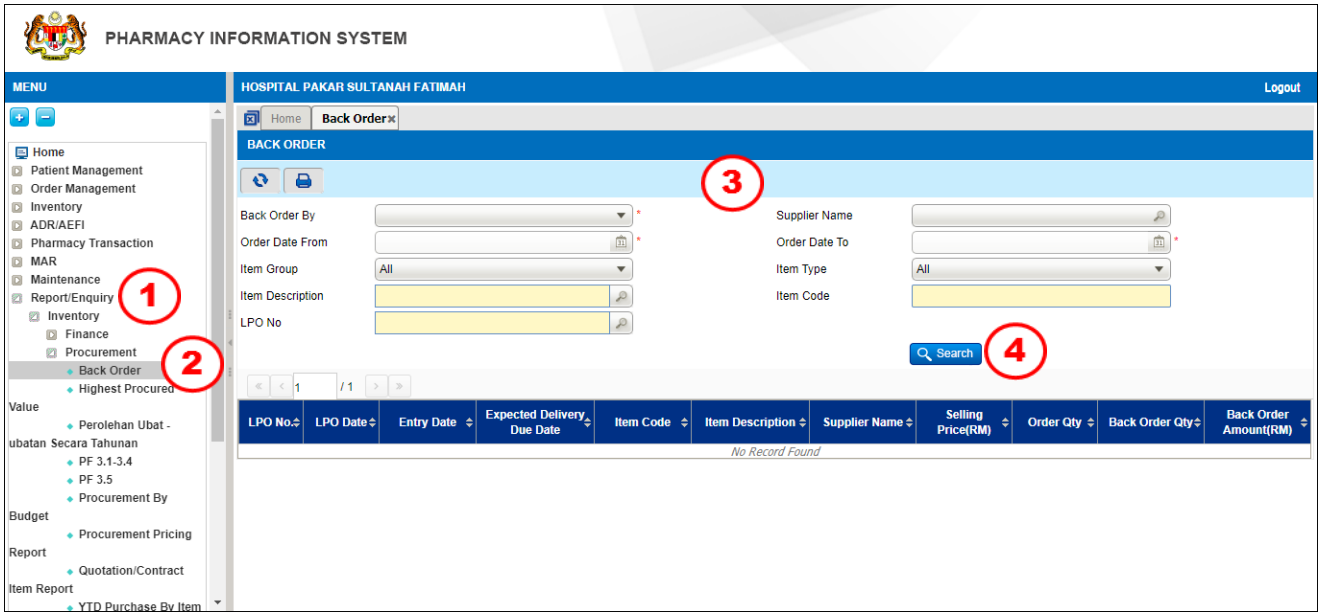



**Figure 3.1.2.1-1 Back Order**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Back Order'

**STEP 3**
Search Back Order record by criteria as follow:

a) Back Order By
b) Supplier Name
c) Order Date From
d) Order Date To
e) Item Group
f) Item Type

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***
*If there are no entered criteria, system will be displaying all the transaction record*

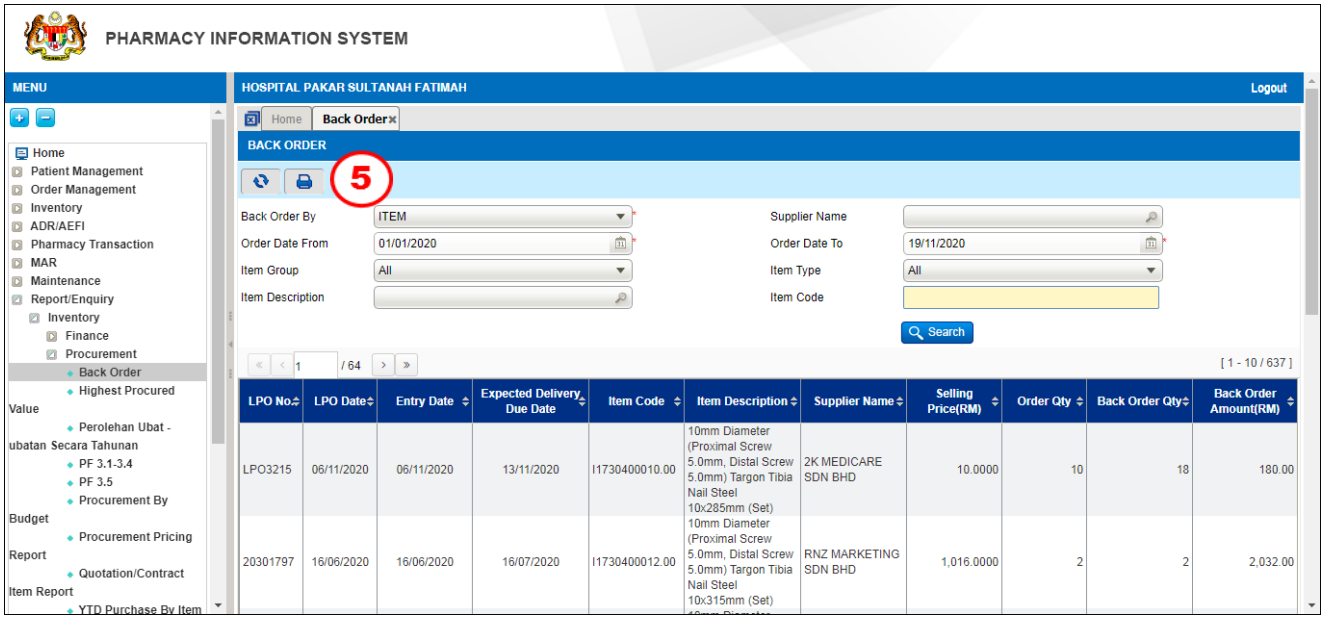



**Figure 3.1.2.1-2 Back Order**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.1-3

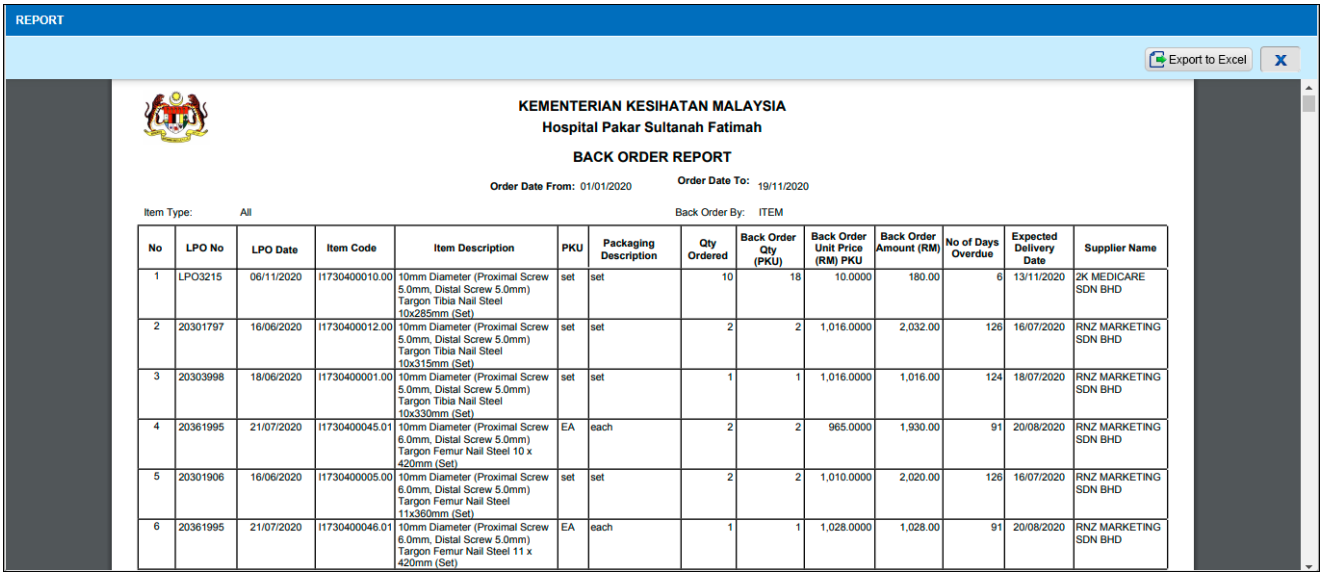



**Figure 3.1.2.1-3 Back Order**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.2 Highest Procured Value

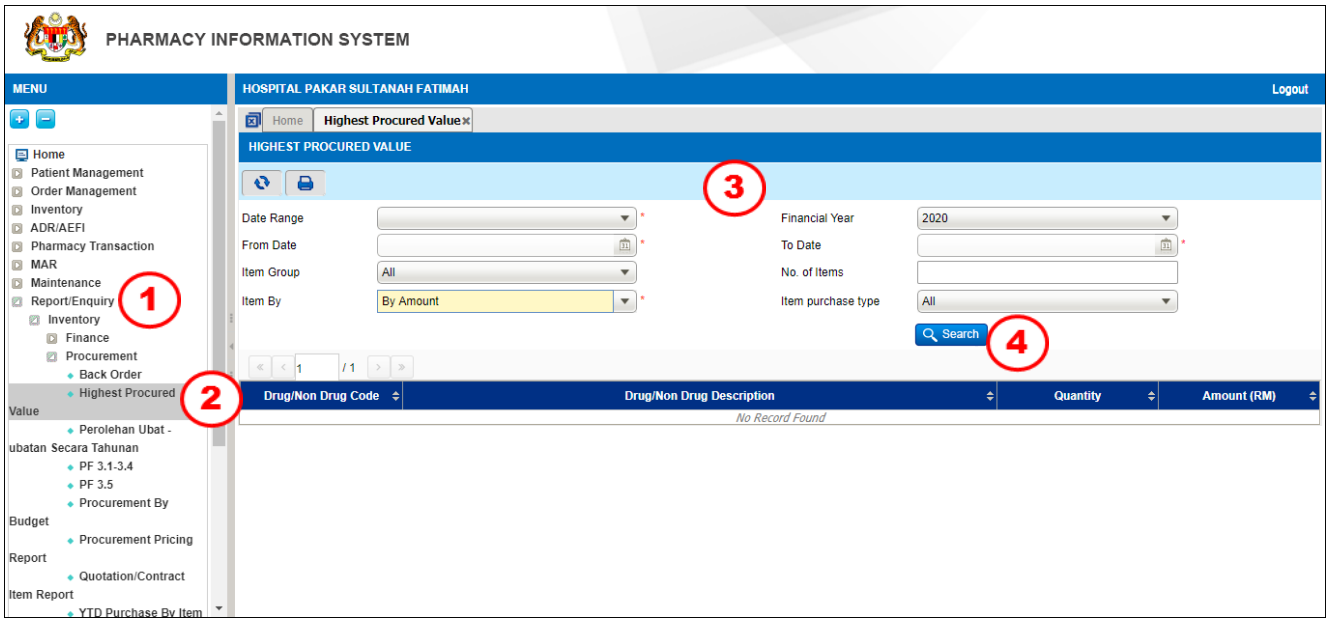



**Figure 3.1.2.2-1 Highest Procured Value**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Highest Procured Value'

**STEP 3**
Search Highest Procured Value record by criteria as follow:

a) Date Range
b) Financial Year
c) From Date
d) To Date
e) Item Group
f) No of Items
g) Item Purchase Type

***Note***

- *If user choose **Date Range** as Date Range, system will enable Date from and Date To field and user need to enter specific date into the field*

- ***Financial Year** will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

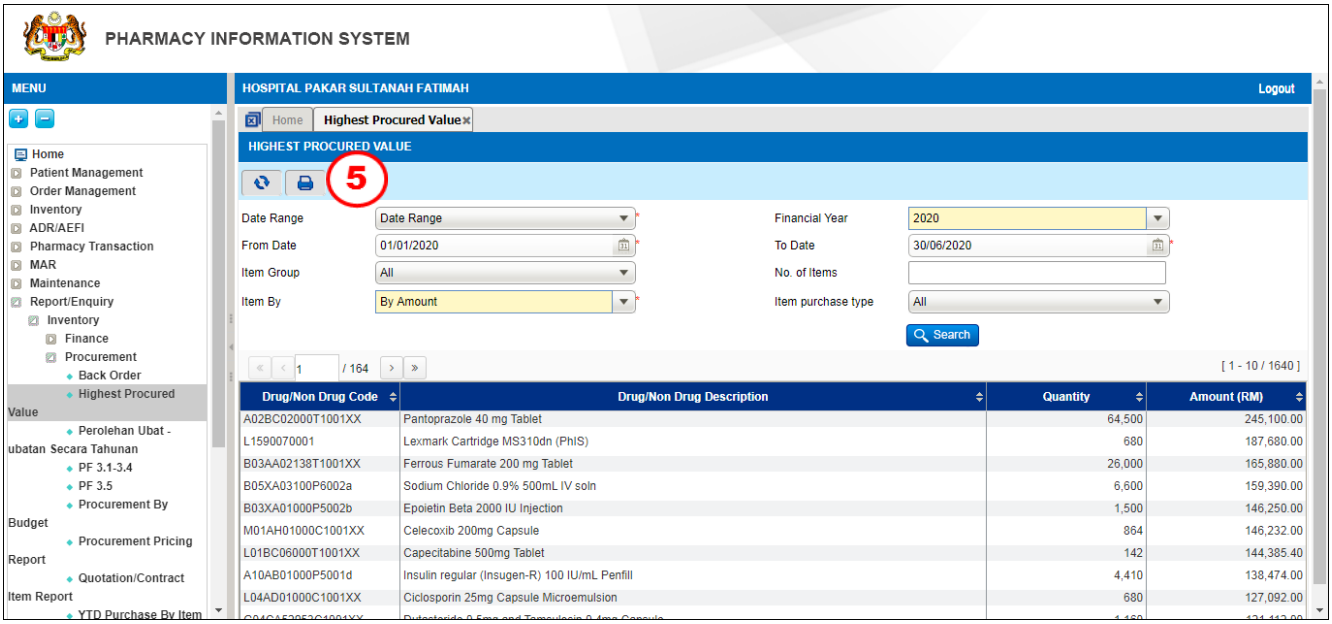



**Figure 3.1.2.2-2 Highest Procured Value**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.2-3

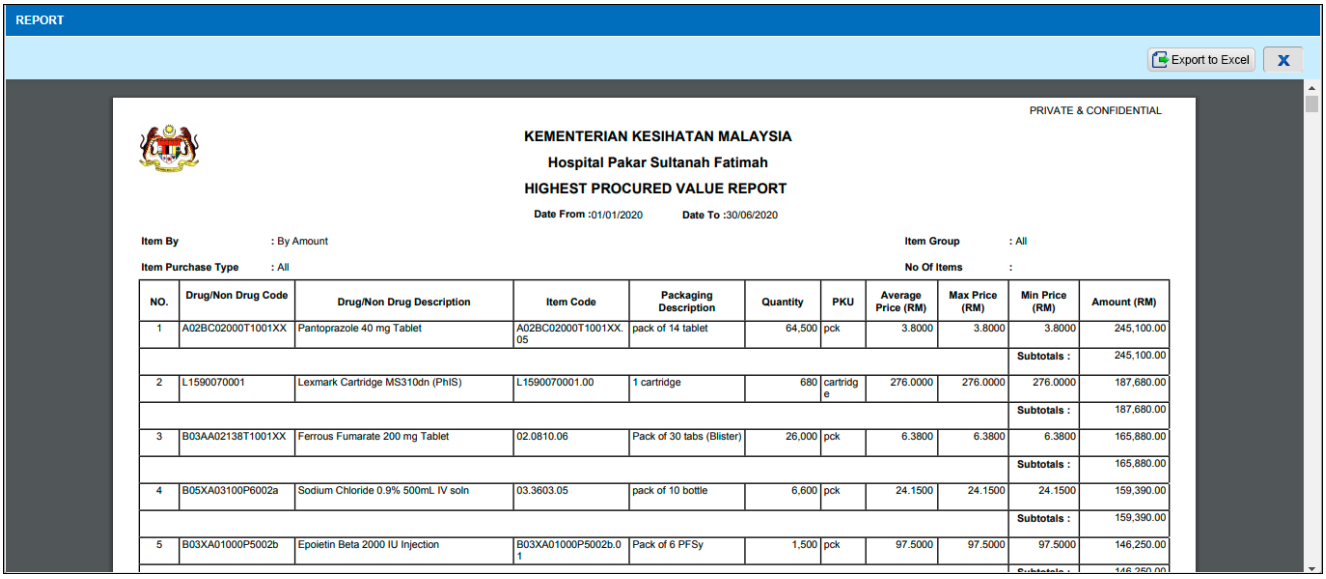



**Figure 3.1.2.2-3 Highest Procured Value**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.2.3 Perolehan Ubat-Ubatan Secara Tahunan

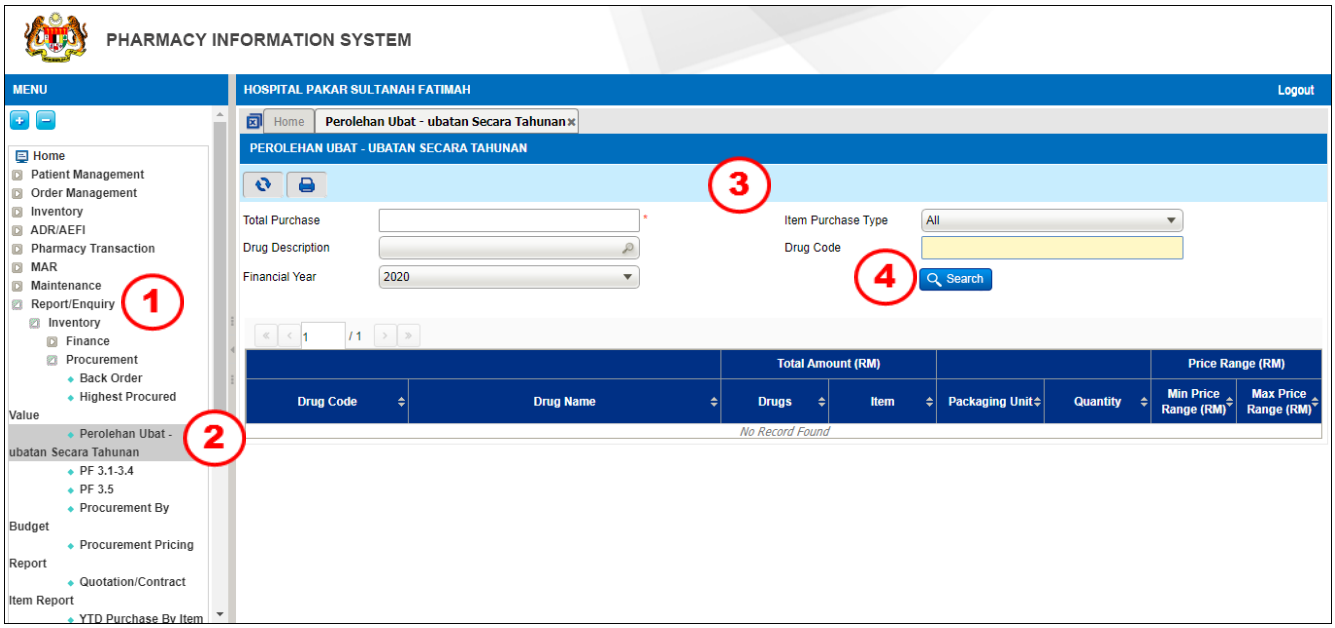



**Figure 3.1.2.3-1 Perolehan Ubat-ubatan Secara Tahunan**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Perolehan Ubat-ubatan Secara Tahunan'

**STEP 3**
Search Perolehan Ubat-ubatan Secara Tahunan record by criteria as follow:

a) Total Purchase
b) Drug Description
c) Item Purchase Type

***Note***

- ***Drug Code*** *will be based on selected* ***Drug Description***
- ***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

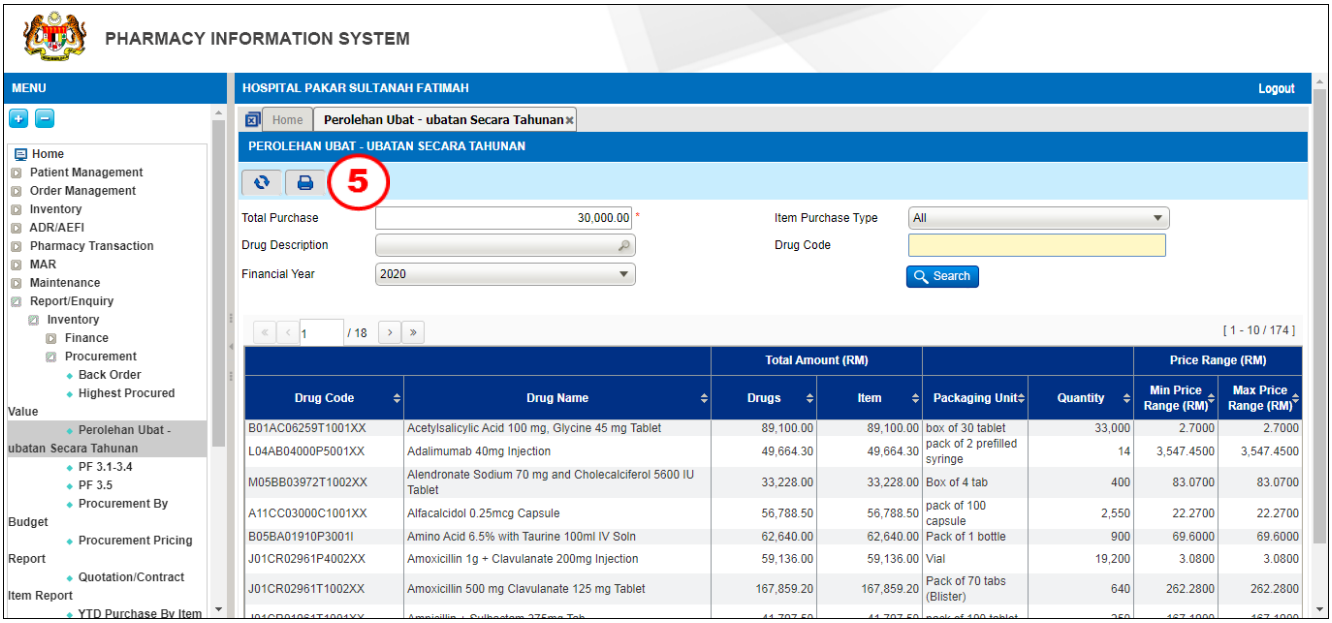



**Figure 3.1.2.3-2 Perolehan Ubat-ubatan Secara Tahunan**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.3-3

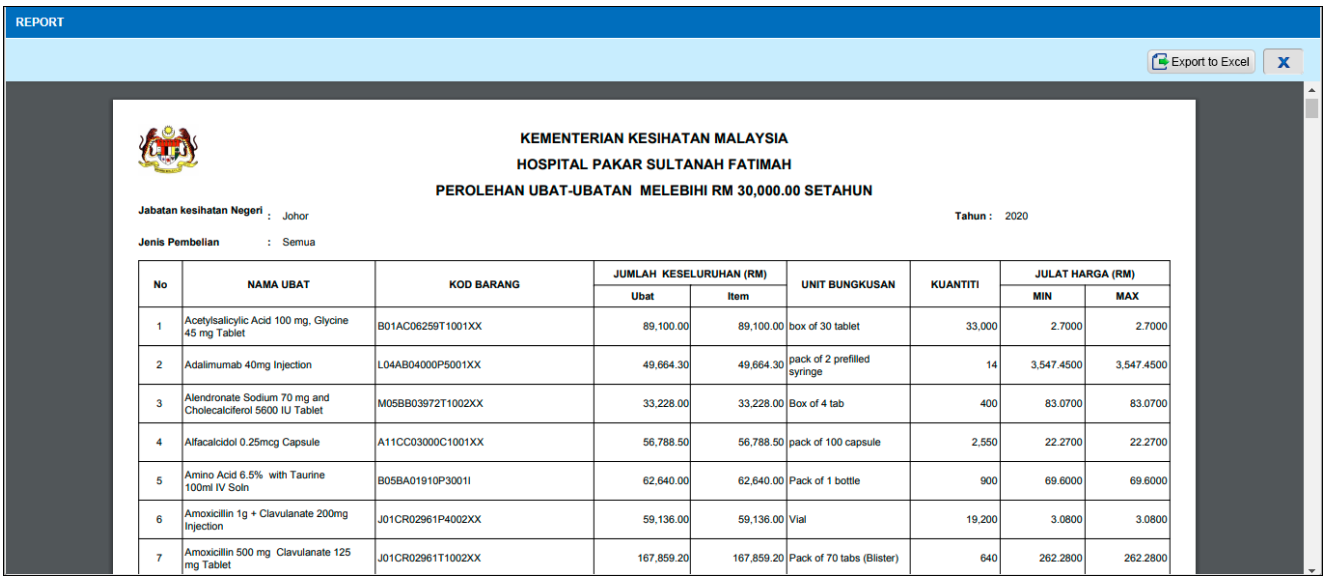
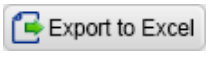



**Figure 3.1.2.3-3 Perolehan Ubat-ubatan Secara Tahunan**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.4 PF 3.1-3.4

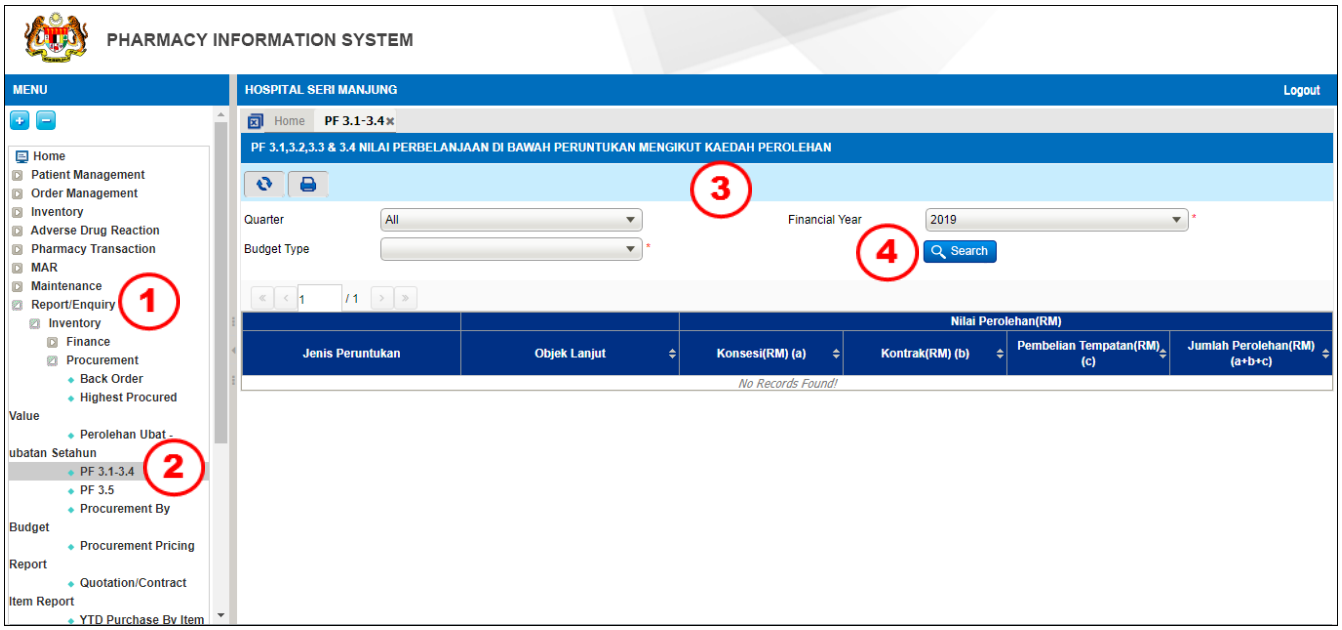



**Figure 3.1.2.4-1 Nilai Perbelanjaan Di Bawah Peruntukkan Mengikut Kaedah Perolehan**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'PF 3.1-3.4'

**STEP 3**
Search PF 3.1-3.4 record by criteria as follow:

a) Quarter
b) Budget Type
c) Financial Year

***Note***
***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

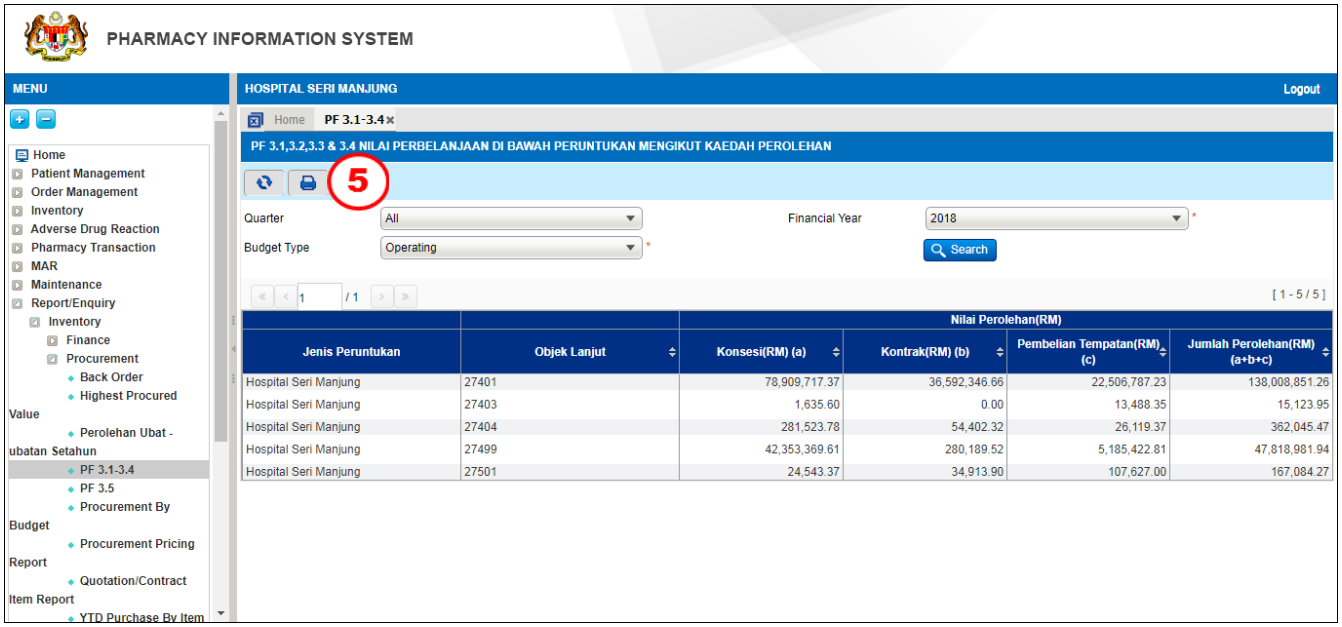



**Figure 3.1.2.4-2 Nilai Perbelanjaan Di Bawah Peruntukkan Mengikut Kaedah Perolehan**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.4-3

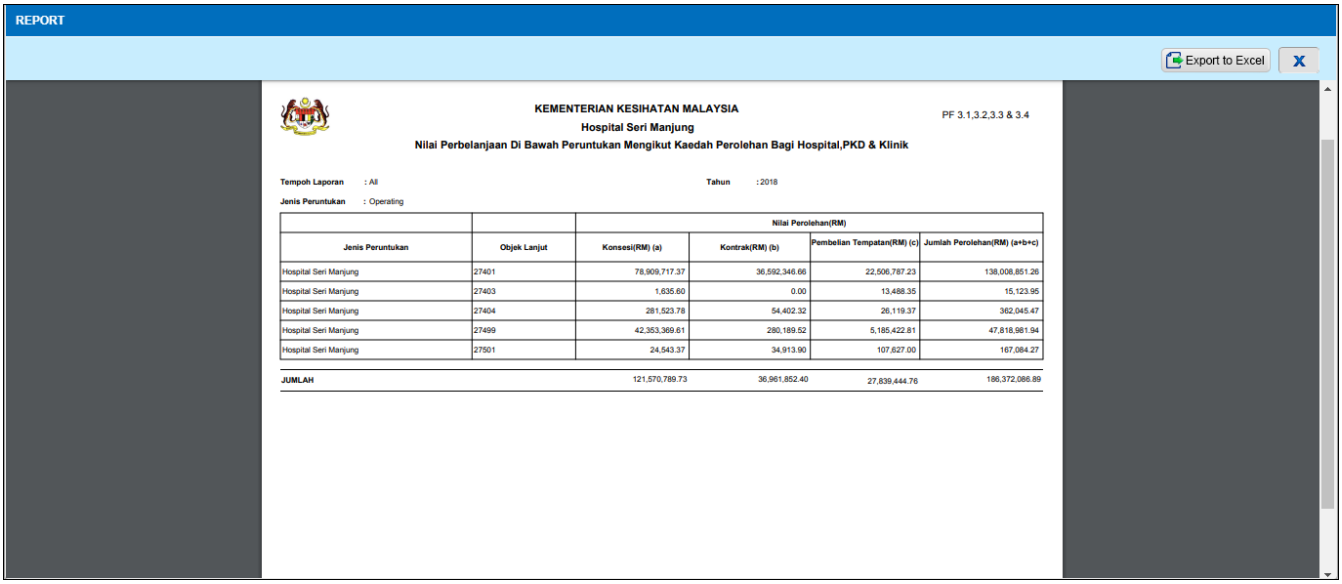



**Figure 3.1.2.4-3 Nilai Perbelanjaan Di Bawah Peruntukkan Mengikut Kaedah Perolehan**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.5 PF 3.5

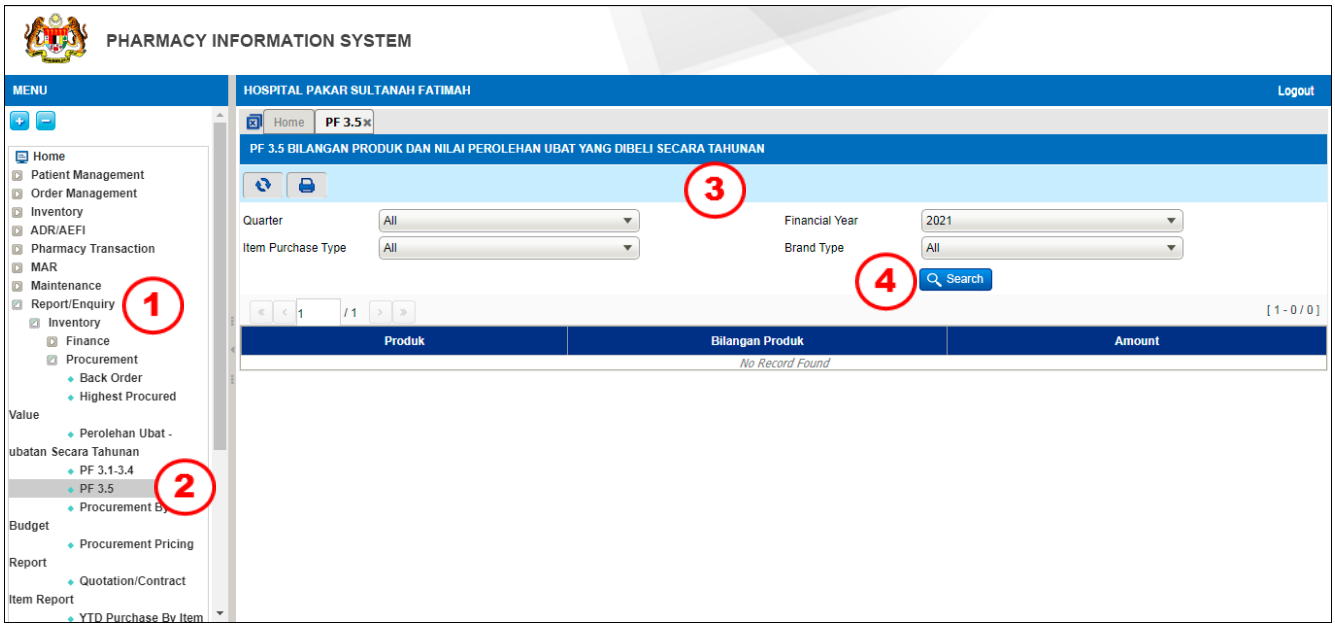



**Figure 3.1.2.5-1 Bilangan Produk Dan Nilai Perolehan Ubat Yang Dibeli Secara Tahunan**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'PF 3.5'

**STEP 3**
Search PF 3.5 record by criteria as follow:

a) Quarter
b) Item Purchase Type
c) Financial Year
d) Brand Type

***Note***
***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

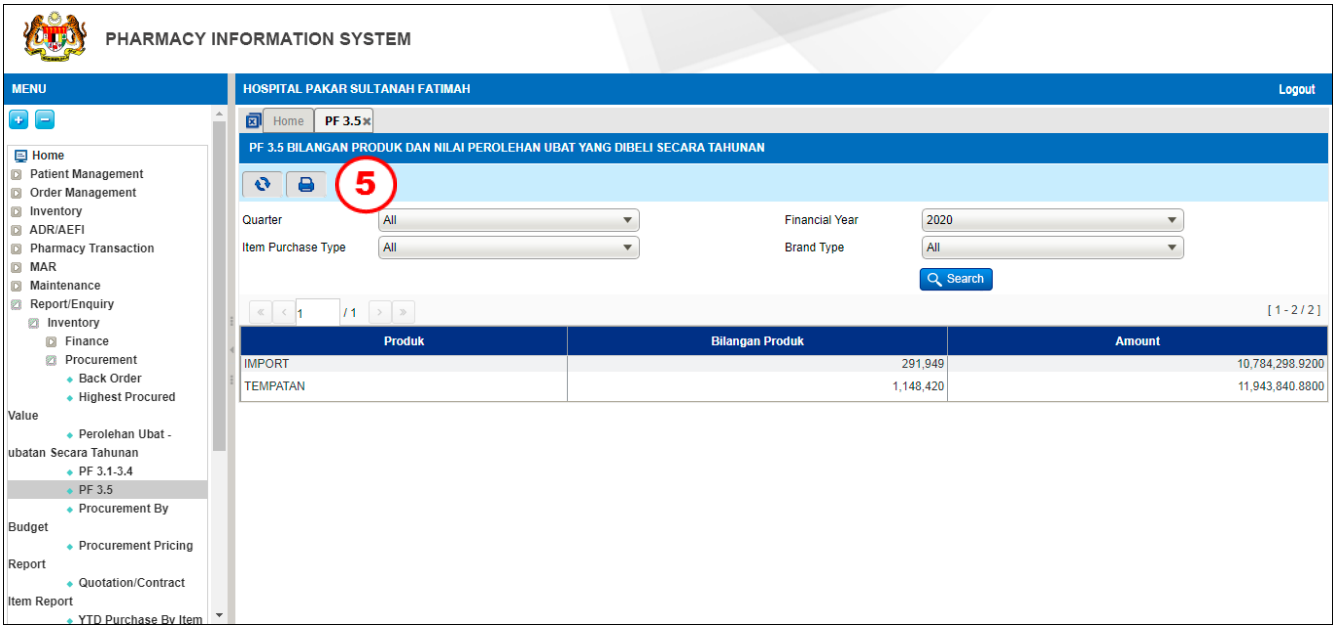



**Figure 3.1.2.5-2 Bilangan Produk Dan Nilai Perolehan Ubat Yang Dibeli Secara Tahunan**

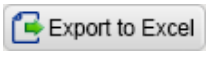
**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.5-3




**Figure 3.1.2.5-3 Bilangan Produk Dan Nilai Perolehan Ubat Yang Dibeli Secara Tahunan**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.6 Procurement By Budget

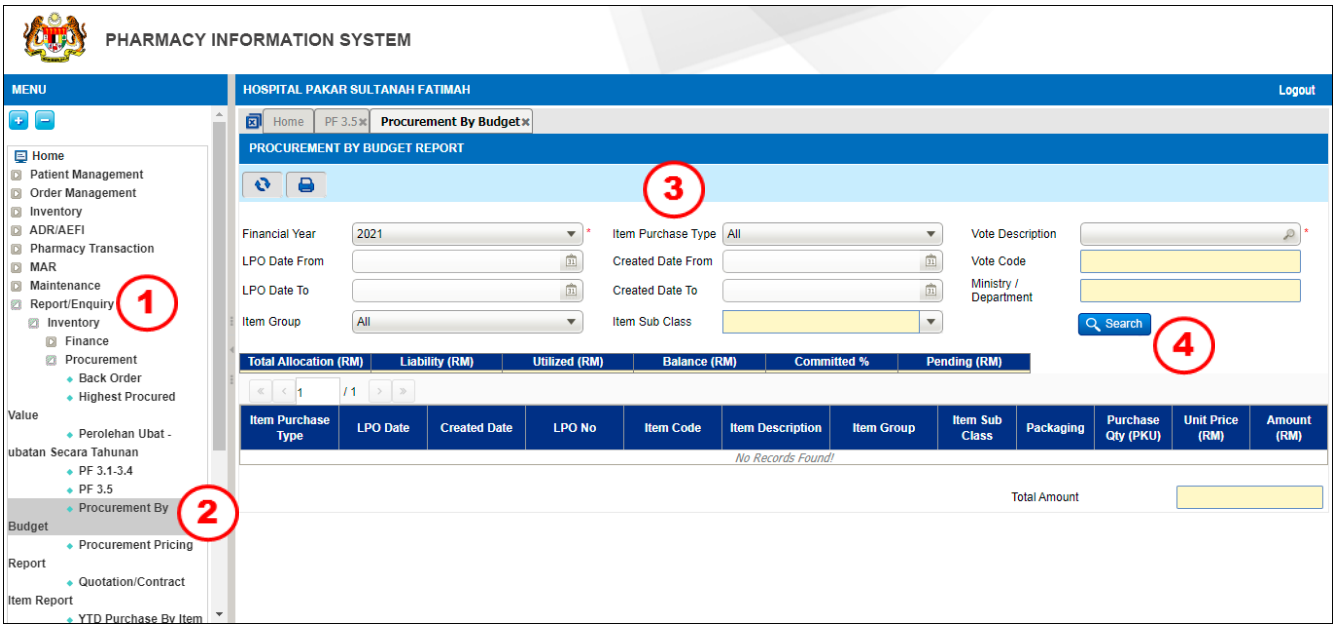



**Figure 3.1.2.6-1 Procurement By Budget Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Procurement By Budget'

**STEP 3**
Search Procurement By Budget record by criteria as follow:

a) Financial Year
b) LPO Date From
c) LPO Date To
d) Item Group
e) Item Purchase Type
f) Created Date From
g) Created Date To
h) Vote Description

***Note***

- ***Financial Year*** *will be default to current financial year*
- ***Vote Code*** *will be automatically appearing based on selected* ***Vote Description***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

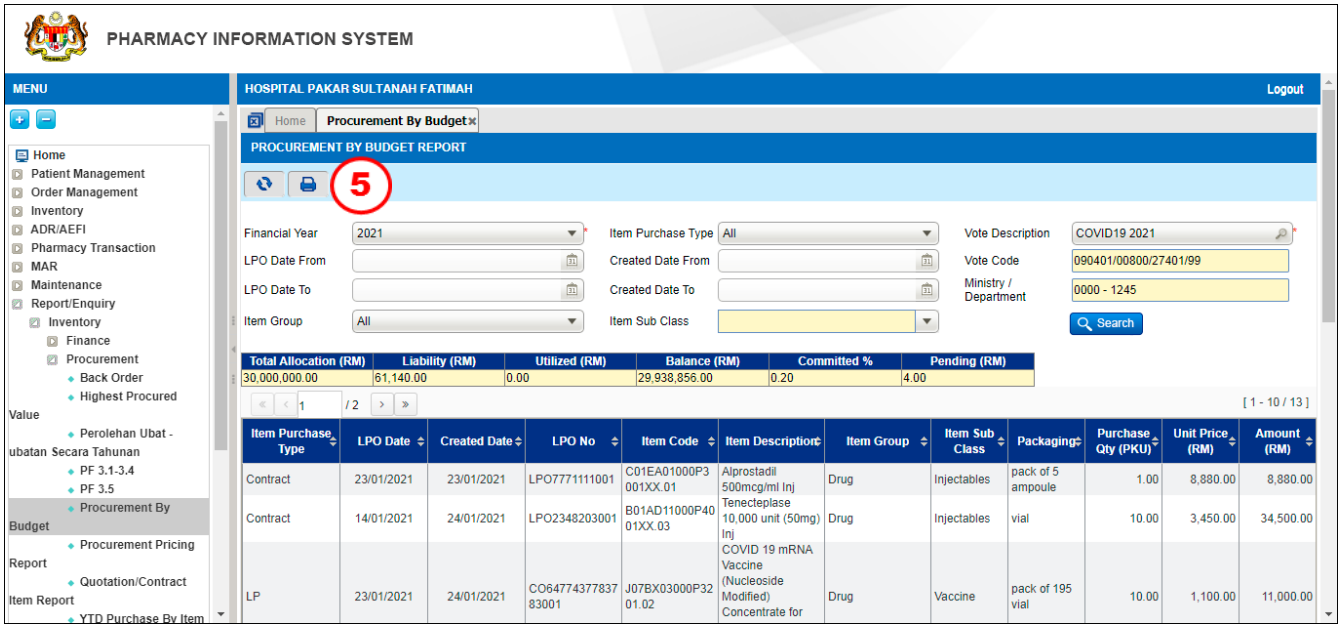



**Figure 3.1.2.6-2 Procurement By Budget Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.6-3

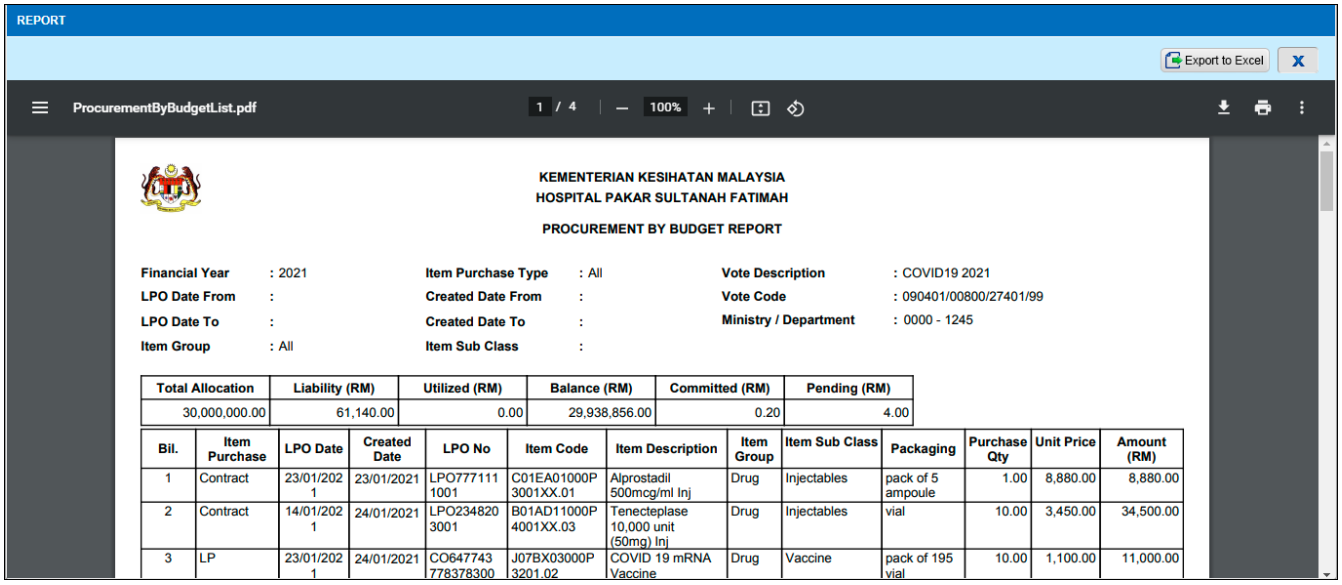
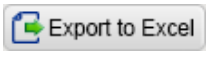



**Figure 3.1.2.6-3 Procurement By Budget Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.7 Procurement Pricing Report

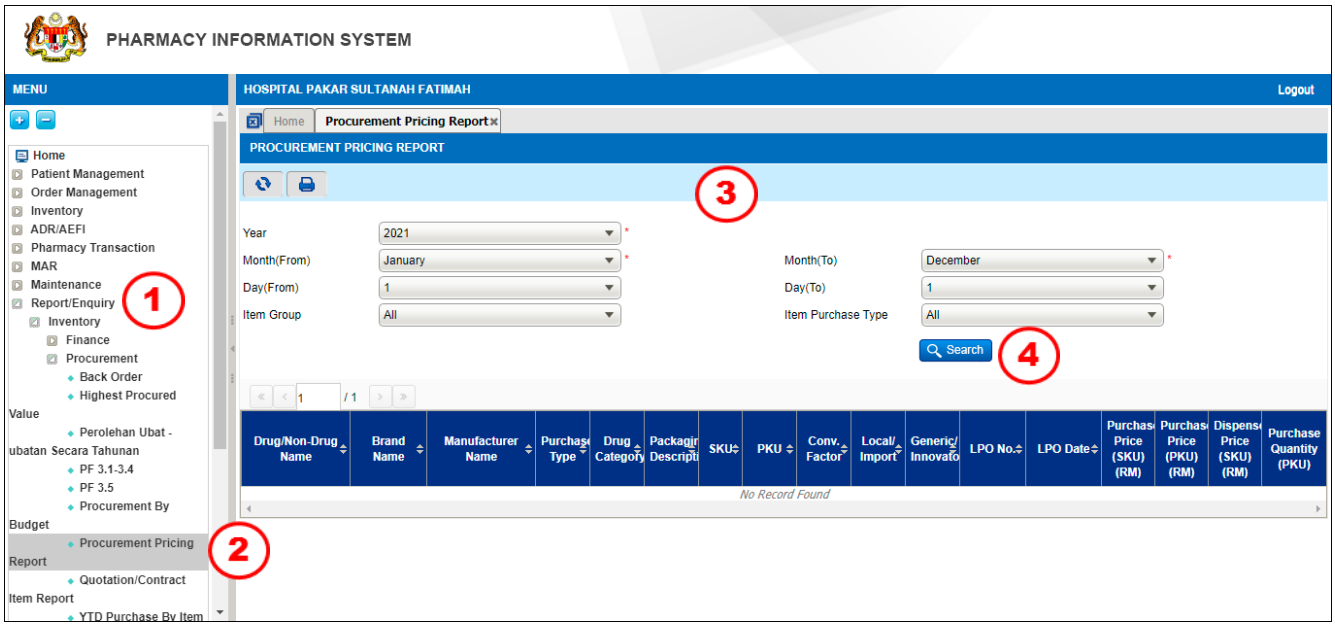



**Figure 3.1.2.7-1 Procurement Pricing Report**

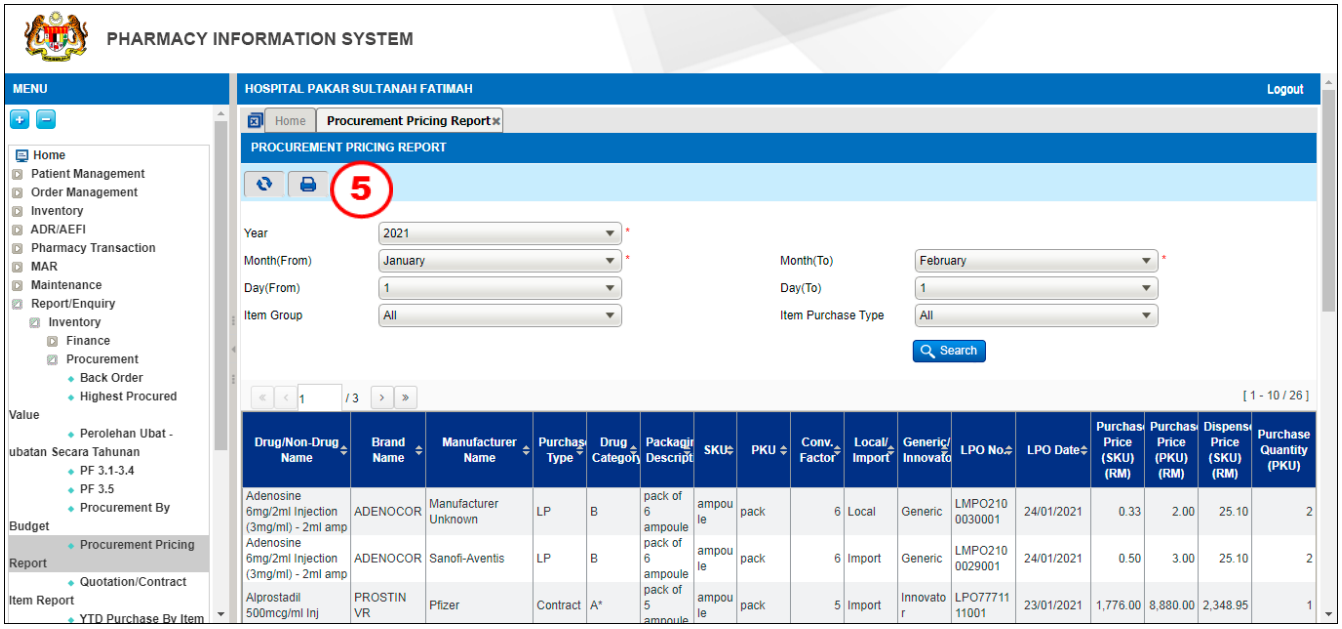
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Procurement Pricing Report'

**STEP 3**
Search Procurement Pricing Report record by criteria as follow:

a) Year
b) Month (From)
c) Day (From)
d) Item Group
e) Month (To)
f) Item Purchase Type

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

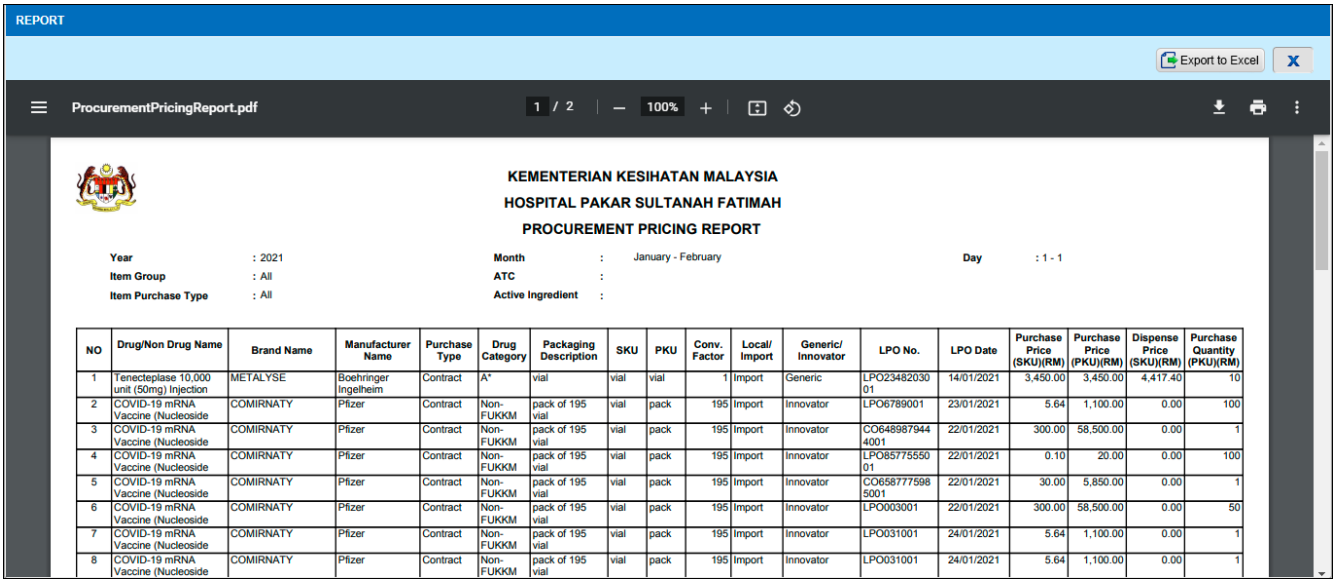



| Drug/Non-Drug Name | Brand Name | Manufacturer Name | Purchase Type | Drug Category | Packaging Description | SKU | PKU | Conv. Factor | Local/ Import | Generic/ Innovator | LPO No. | LPO Date | Purchase Price (SKU) (RM) | Purchase Price (PKU) (RM) | Dispense Price (SKU) (RM) | Purchase Quantity (PKU) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Adenosine 6mg/2ml Injection (3mg/ml) - 2ml amp | ADENOCOR | Manufacturer Unknown | LP | B | pack of 6 ampoule | ampoule | pack | 6 | Local | Generic | LMPO2100030001 | 24/01/2021 | 0.33 | 2.00 | 25.10 | 2 |
| Adenosine 6mg/2ml Injection (3mg/ml) - 2ml amp | ADENOCOR | Sanofi-Aventis | LP | B | pack of 6 ampoule | ampoule | pack | 6 | Import | Generic | LMPO2100029001 | 24/01/2021 | 0.50 | 3.00 | 25.10 | 2 |
| Alprostadil 500mcg/ml Inj | PROSTIN VR | Pfizer | Contract | A* | pack of 5 ampoule | ampoule | pack | 5 | Import | Innovator | LPO7771111001 | 23/01/2021 | 1,776.00 | 8,880.00 | 2,348.95 | 1 |

**Figure 3.1.2.7-2 Procurement Pricing Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.7-3




| NO | Drug/Non Drug Name | Brand Name | Manufacturer Name | Purchase Type | Drug Category | Packaging Description | SKU | PKU | Conv. Factor | Local/ Import | Generic/ Innovator | LPO No. | LPO Date | Purchase Price (SKU)(RM) | Purchase Price (PKU)(RM) | Dispense Price (SKU)(RM) | Purchase Quantity (PKU)(RM) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Tenecteplase 10,000 unit (50mg) Injection | METALYSE | Boehringer Ingelheim | Contract | A* | vial | vial | vial | 1 | Import | Generic | LPO2348203001 | 14/01/2021 | 3,450.00 | 3,450.00 | 4,417.40 | 10 |
| 2 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | LPO6789001 | 23/01/2021 | 5.64 | 1,100.00 | 0.00 | 100 |
| 3 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | CO6489879444001 | 22/01/2021 | 300.00 | 58,500.00 | 0.00 | 1 |
| 4 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | LPO8577555001 | 22/01/2021 | 0.10 | 20.00 | 0.00 | 100 |
| 5 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | CO6587775985001 | 22/01/2021 | 30.00 | 5,850.00 | 0.00 | 1 |
| 6 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | LPO003001 | 22/01/2021 | 300.00 | 58,500.00 | 0.00 | 50 |
| 7 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | LPO031001 | 24/01/2021 | 5.64 | 1,100.00 | 0.00 | 1 |
| 8 | COVID-19 mRNA Vaccine (Nucleoside | COMIRNATY | Pfizer | Contract | Non-FUKKM | pack of 195 vial | vial | pack | 195 | Import | Innovator | LPO031001 | 24/01/2021 | 5.64 | 1,100.00 | 0.00 | 1 |

**Figure 3.1.2.7-3 Procurement Pricing Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.8 Quotation / Contract Item Report

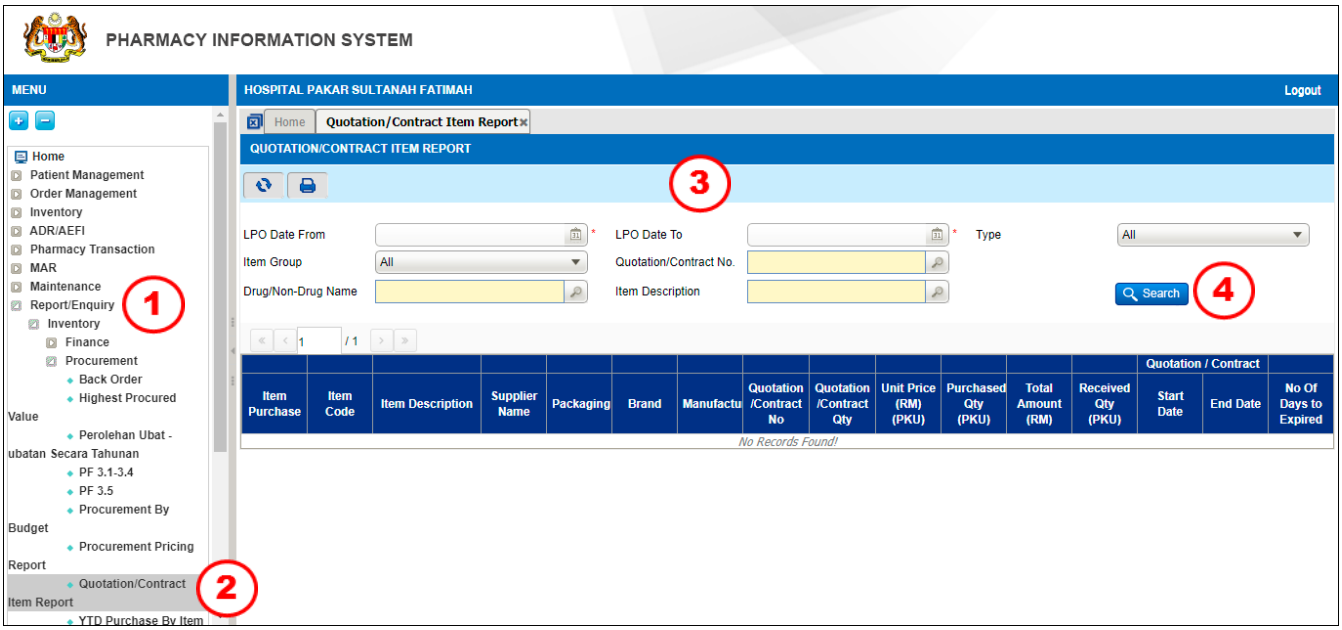



**Figure 3.1.2.8-1 Quotation / Contract Item Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Quotation / Contract Item Report'

**STEP 3**
Search Quotation / Contract Item Report record by criteria as follow:

a) LPO Date From
b) Item Group
c) LPO Date To
d) Type

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

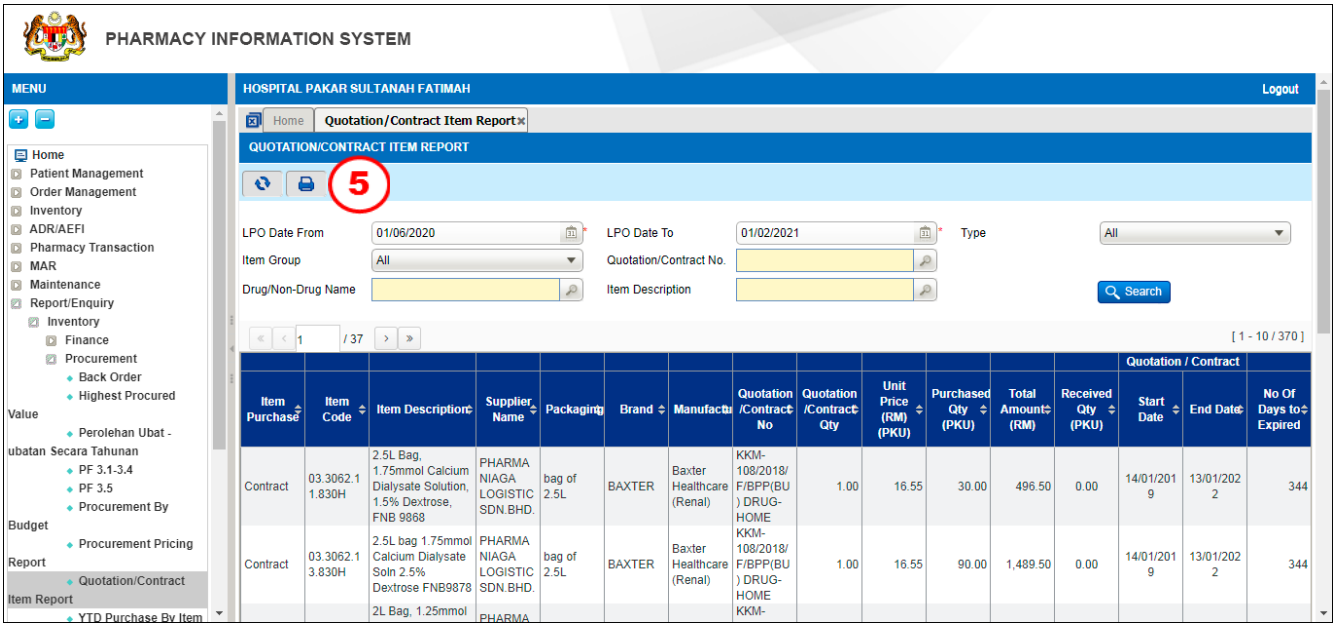



**Figure 3.1.2.8-2 Quotation / Contract Item Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.8-3

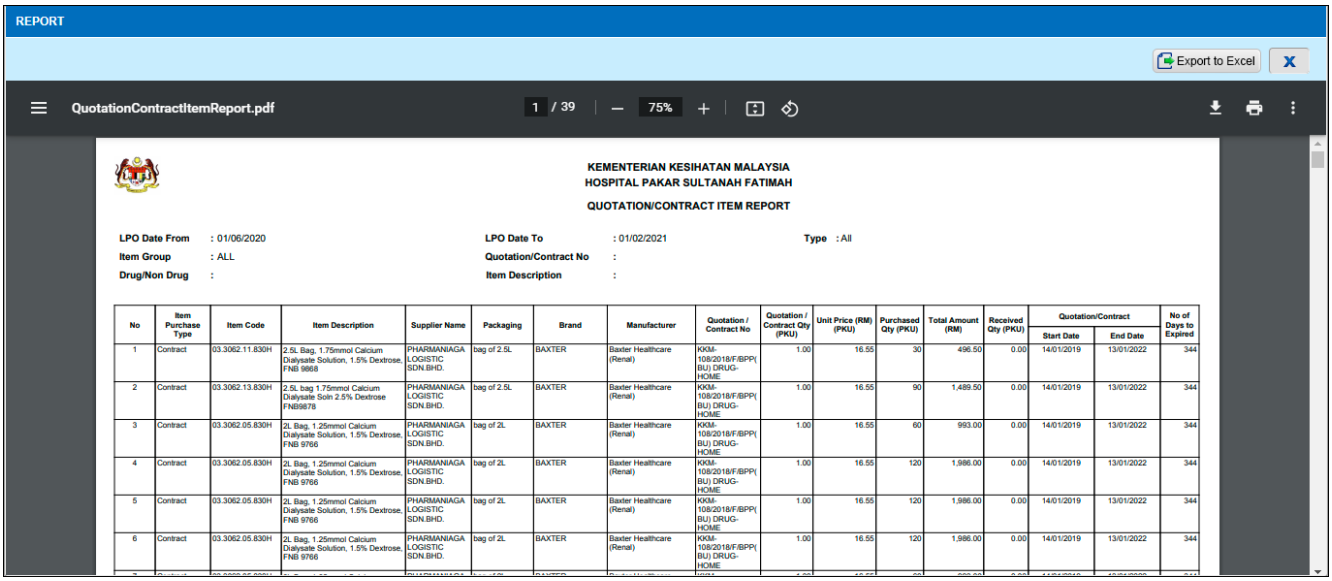
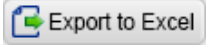



**Figure 3.1.2.8-3 Quotation / Contract Item Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.9 YTD Purchase by Item

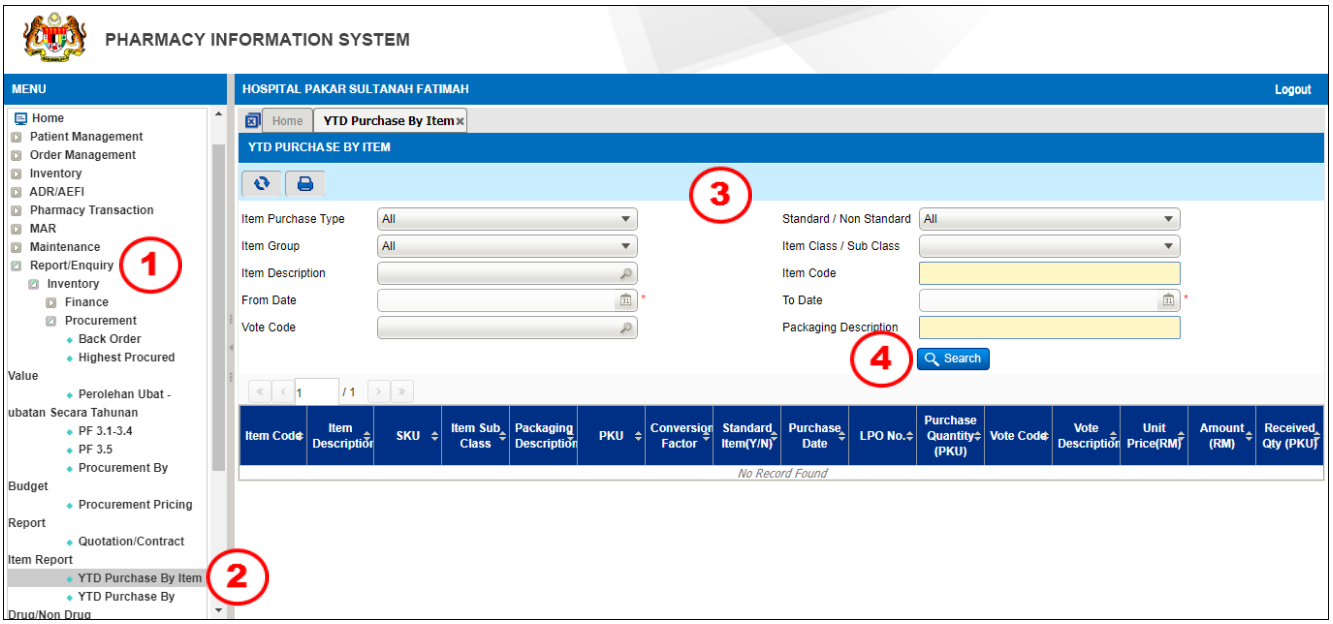



**Figure 3.1.2.9-1 YTD Purchase By Item**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'YTD Purchase By Item'

**STEP 3**
Search YTD Purchase By Item record by criteria as follow:

a) Item Purchase type
b) Item Group
c) Item Description
d) From Date
e) To Date
f) Vote Code
g) Standard / Non Standard
h) Item Sub Class

***Note***
***Item Code*** *will be display based on selection of* ***Item Description***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***
*If there is no entered criteria, system will be display all the transaction record*

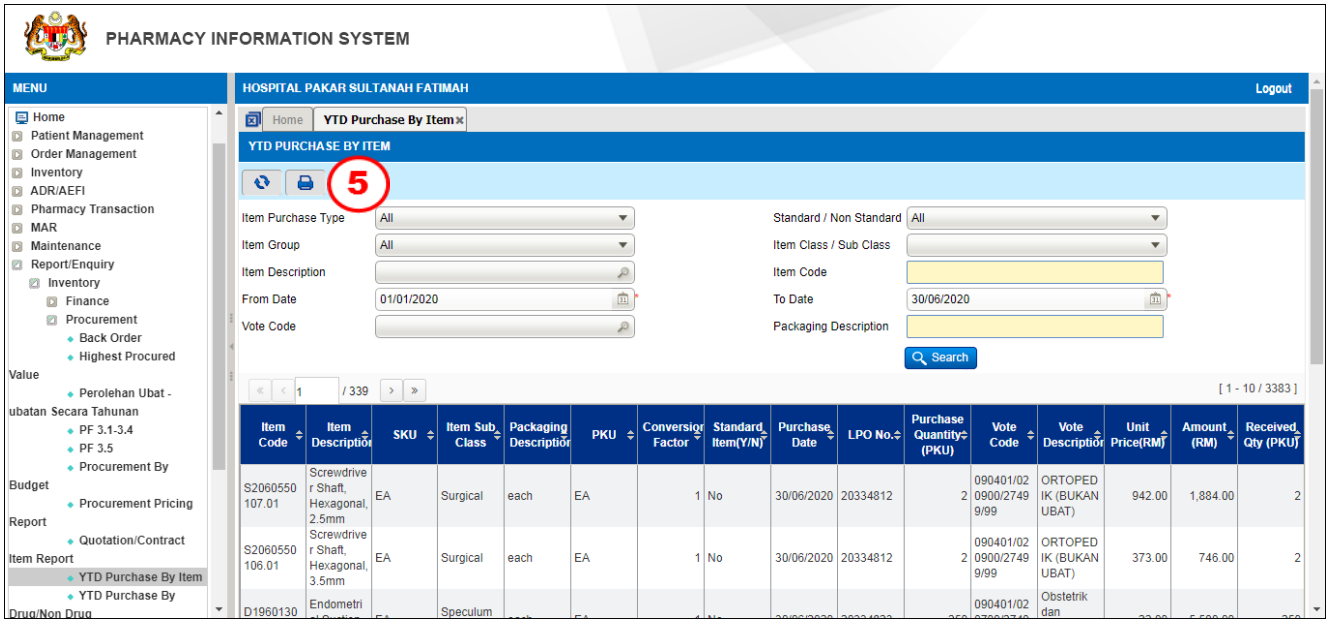



**Figure 3.1.2.9-2 YTD Purchase By Item**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.9-3

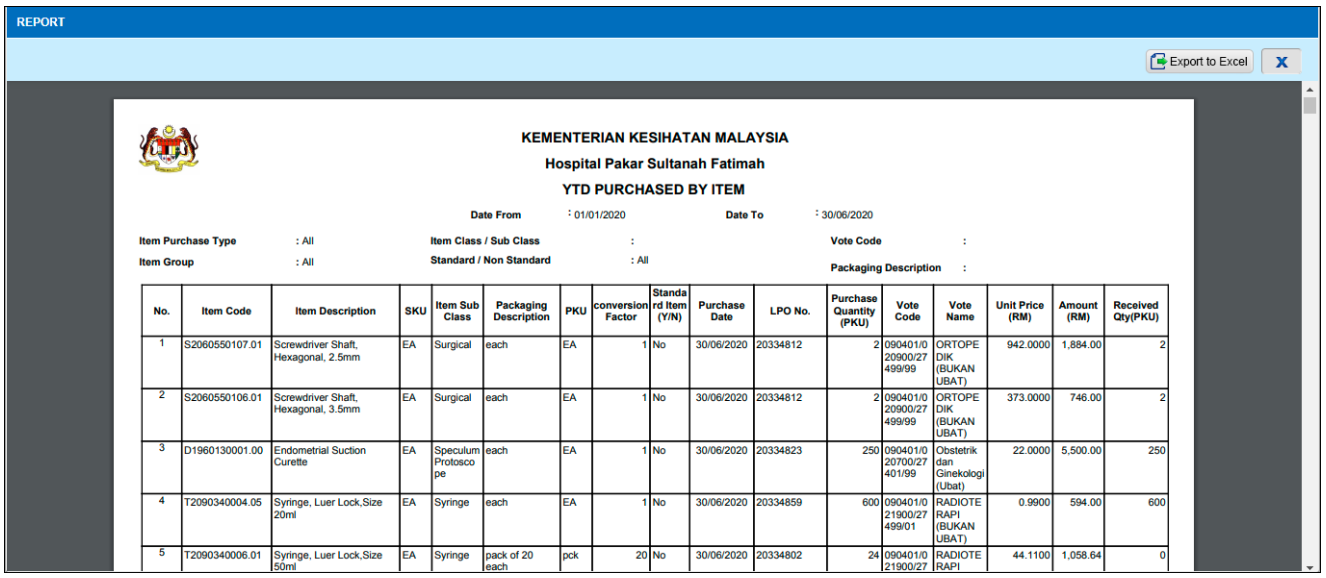
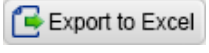



**Figure 3.1.2.9-3 YTD Purchase By Item**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.10 YTD Purchase By Drug/Non Drug

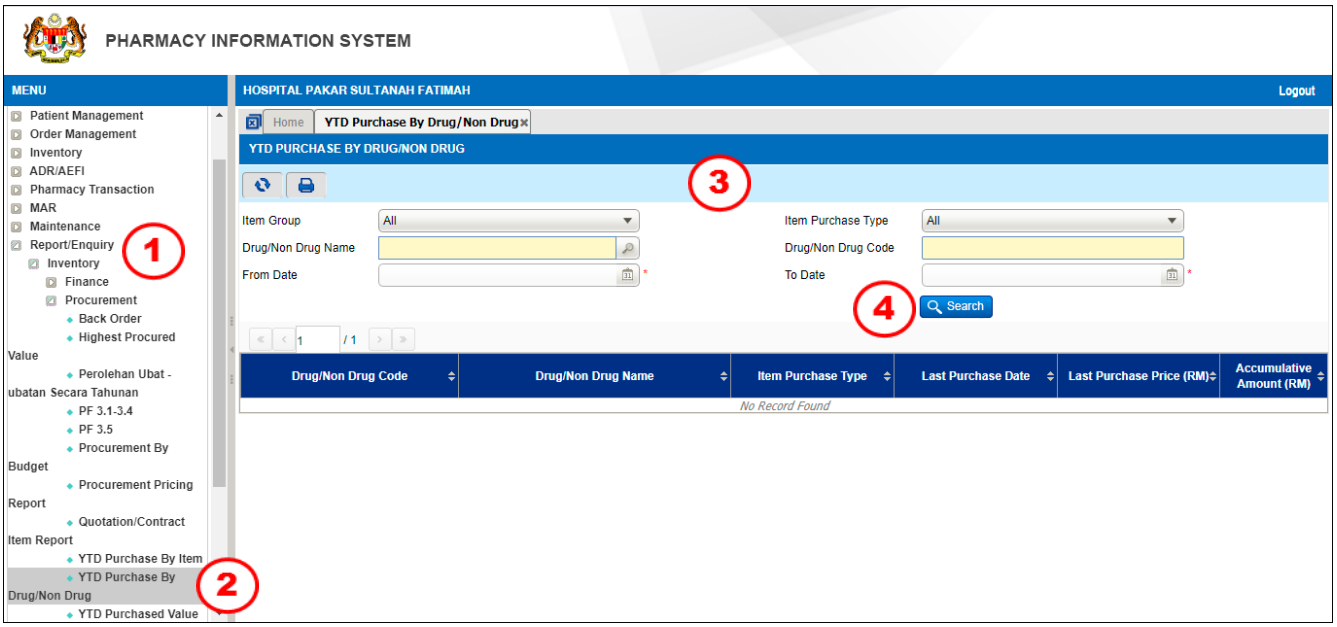



**Figure 3.1.2.10-1 YTD Purchase by Drug/Non Drug**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'YTD Purchase By Drug/Non Drug'

**STEP 3**
Search YTD Purchase By Drug/Non Drug record by criteria as follow:

a) Item Group
b) Drug/Non Drug Name
c) From Date
d) Item Purchase Type
e) To Date

***Note***

- *If user select **Item Group** as Drug or Non Drug, user need to select **Drug/Non Drug Name** field*
- ***Drug/Non Drug Code** will be display based on selection of **Drug/Non Drug Name***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

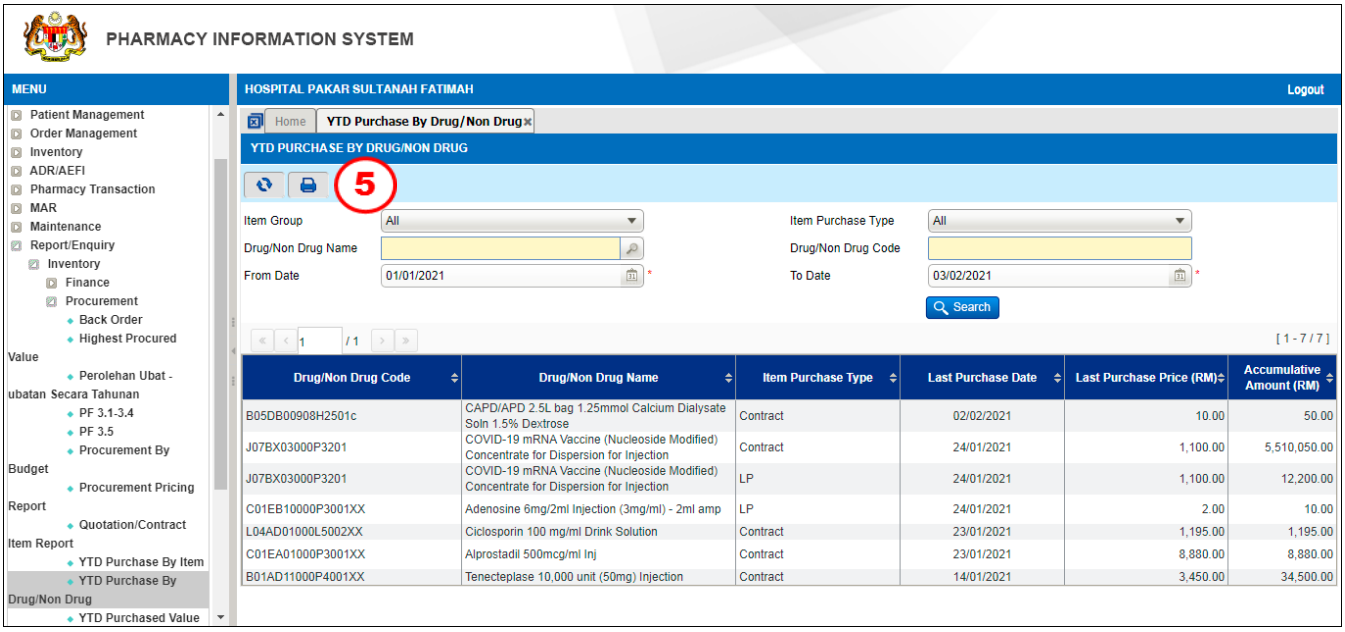



**Figure 3.1.2.10-2 YTD Purchase by Drug/Non-Drug**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.10-3

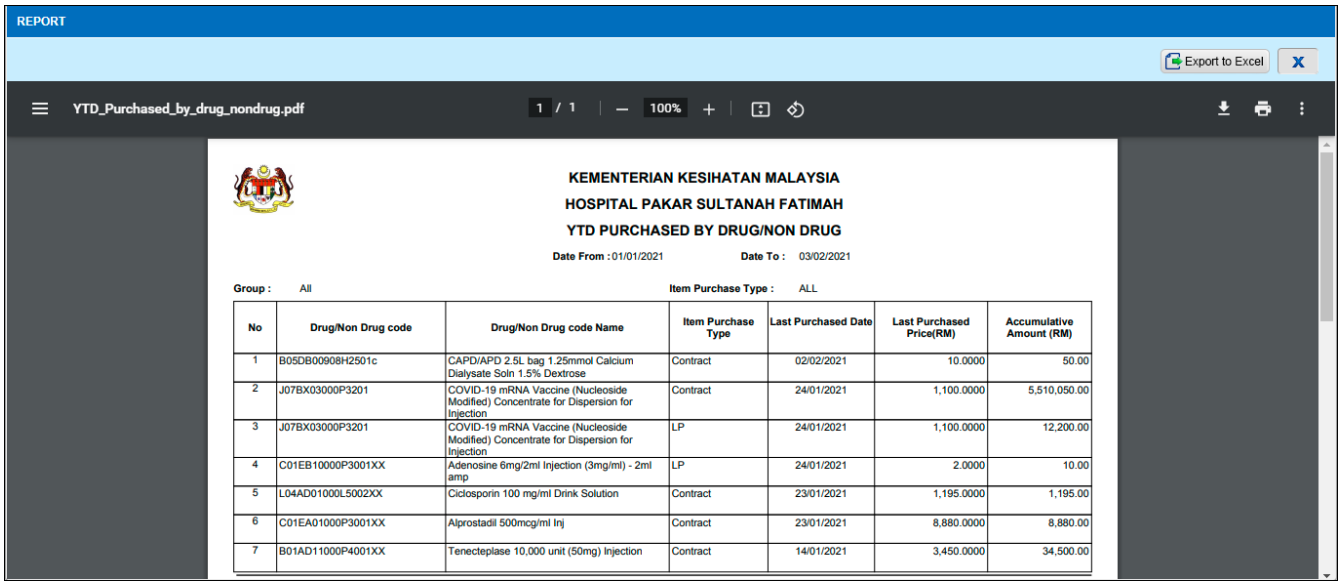



**Figure 3.1.2.10-3 YTD Purchase by Drug/Non Drug**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.2.11 YTD Purchased Value

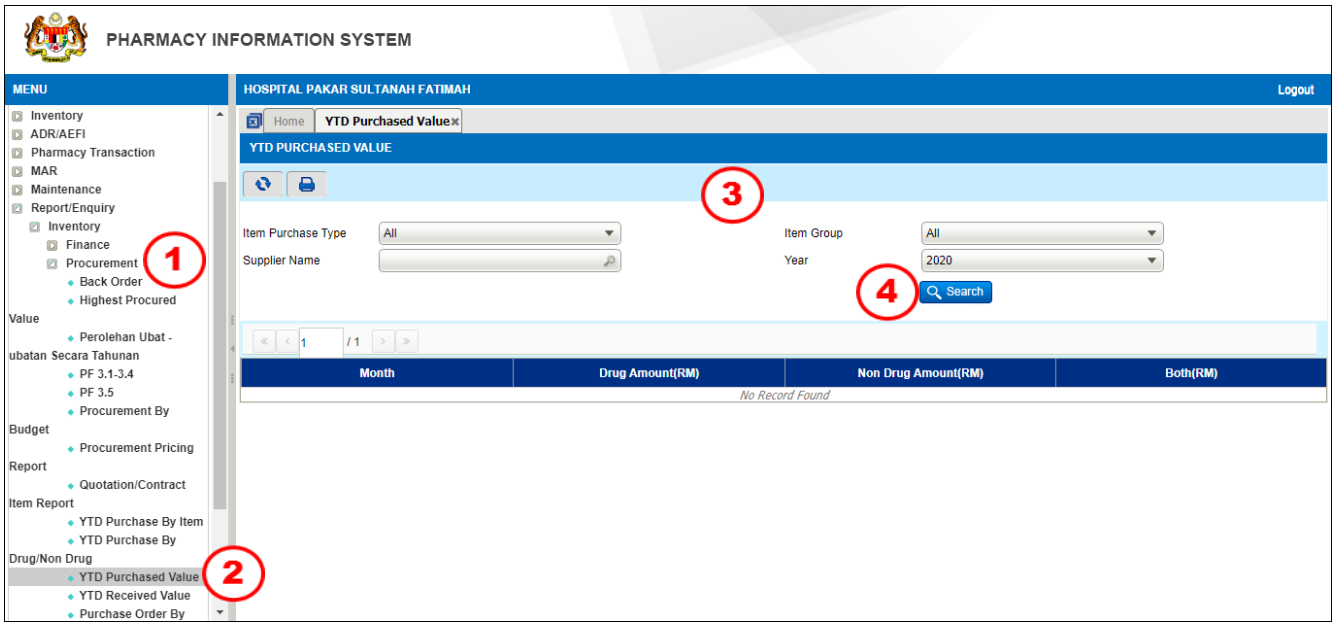



**Figure 3.1.2.11-1 YTD Purchased Value**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'YTD Purchased Value'

**STEP 3**
Search YTD Purchased Value record by criteria as follow:

a) Item Purchase type
b) Item Group
c) Supplier Name

***Note***

- ***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***
*If there is no entered criteria, system will be display all the transaction record*

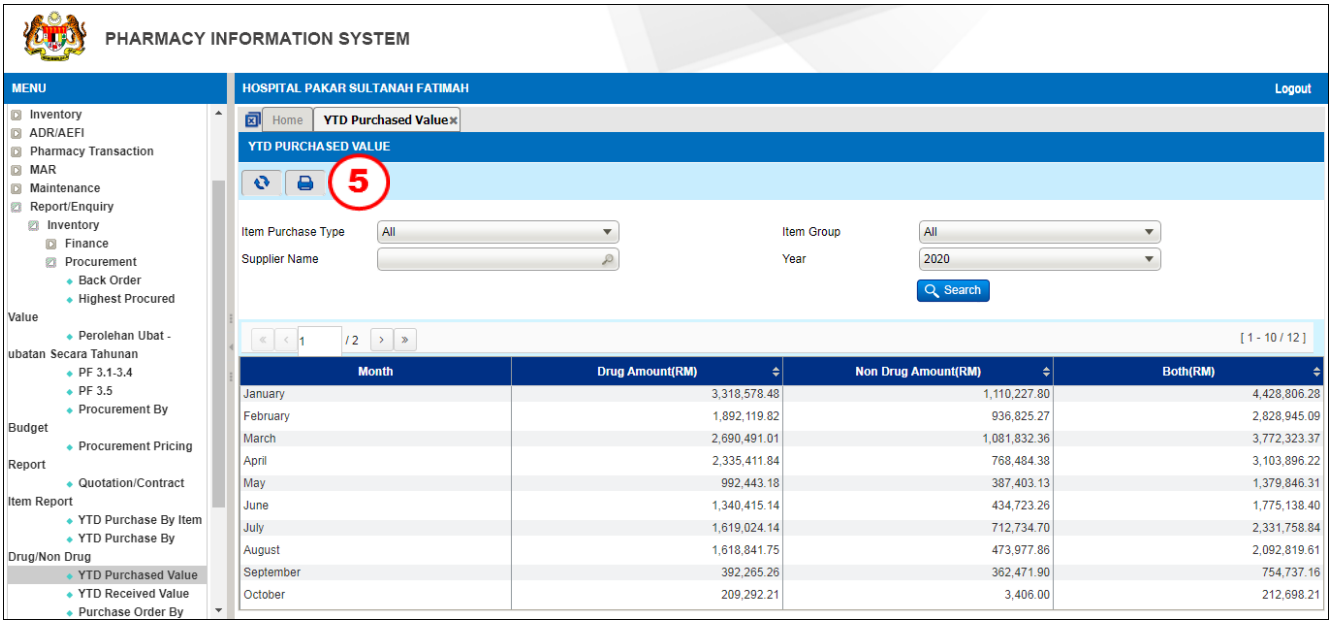



**Figure 3.1.2.11-2 YTD Purchased Value**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.11-3

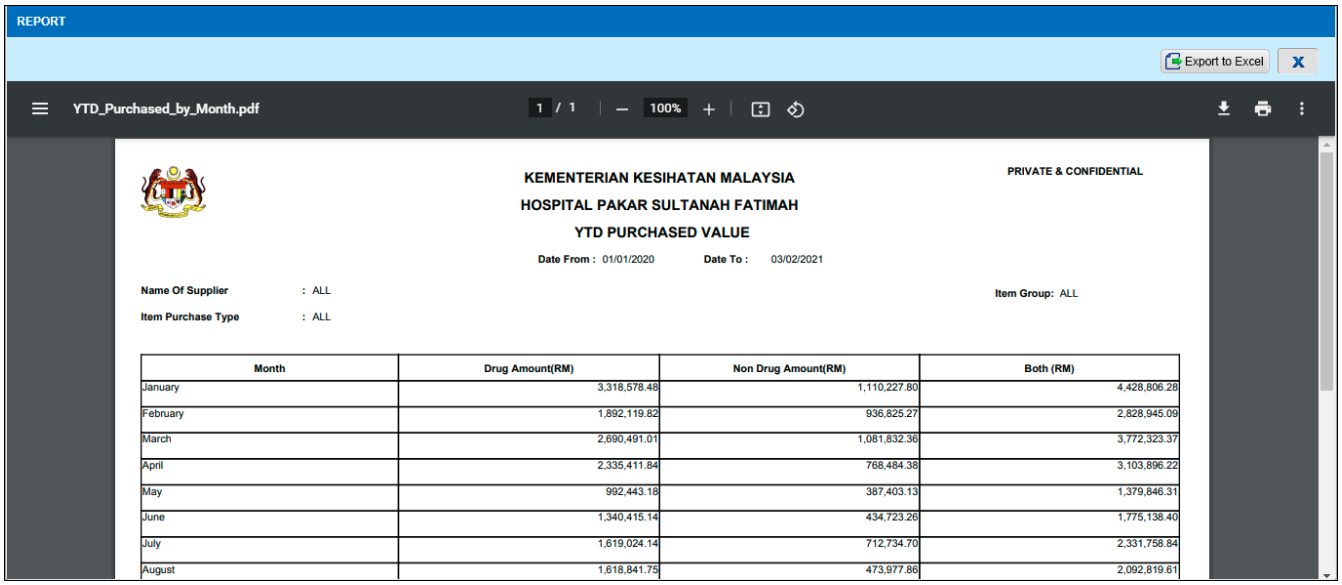



**Figure 3.1.2.11-3 YTD Purchased Value**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.12 YTD Received Value

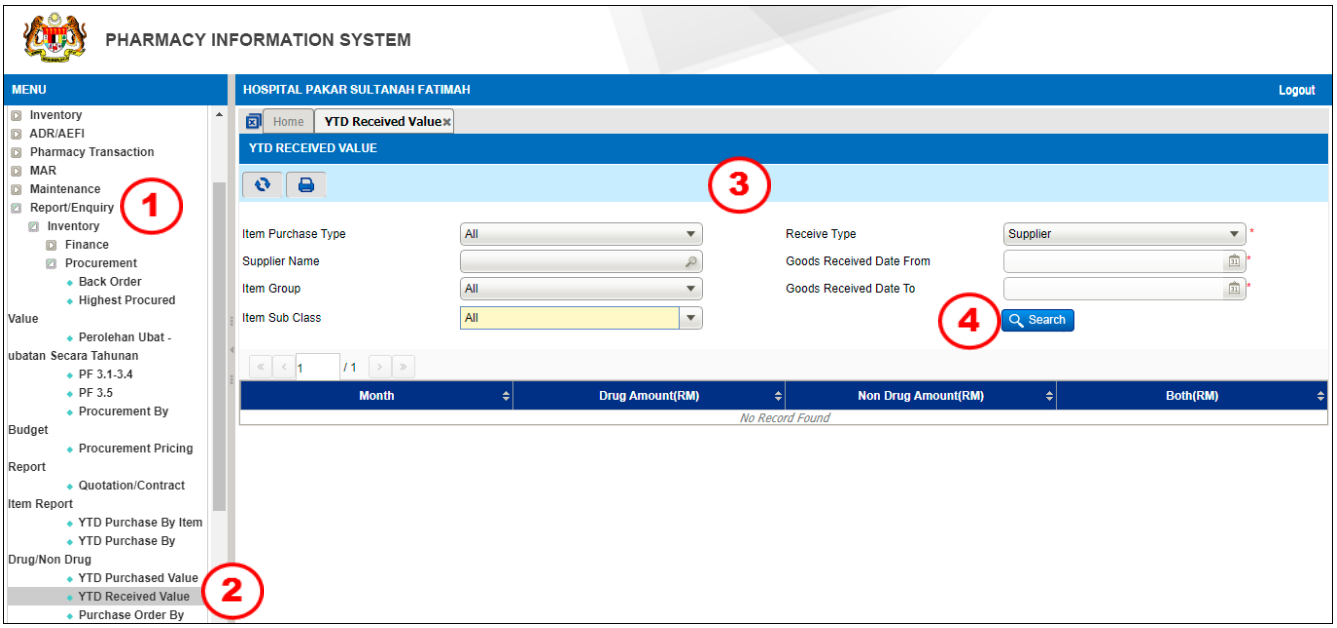



**Figure 3.1.2.12-1 YTD Received Value**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'YTD Received Value'

**STEP 3**
Search YTD Purchased Value record by criteria as follow:

a) Item Purchase type
b) Receive Type
c) Supplier Name
d) Item Group
e) Item Sub Class
f) Good Received Date From
g) Good Received Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***
*If there is no entered criteria, system will be display all the transaction record*

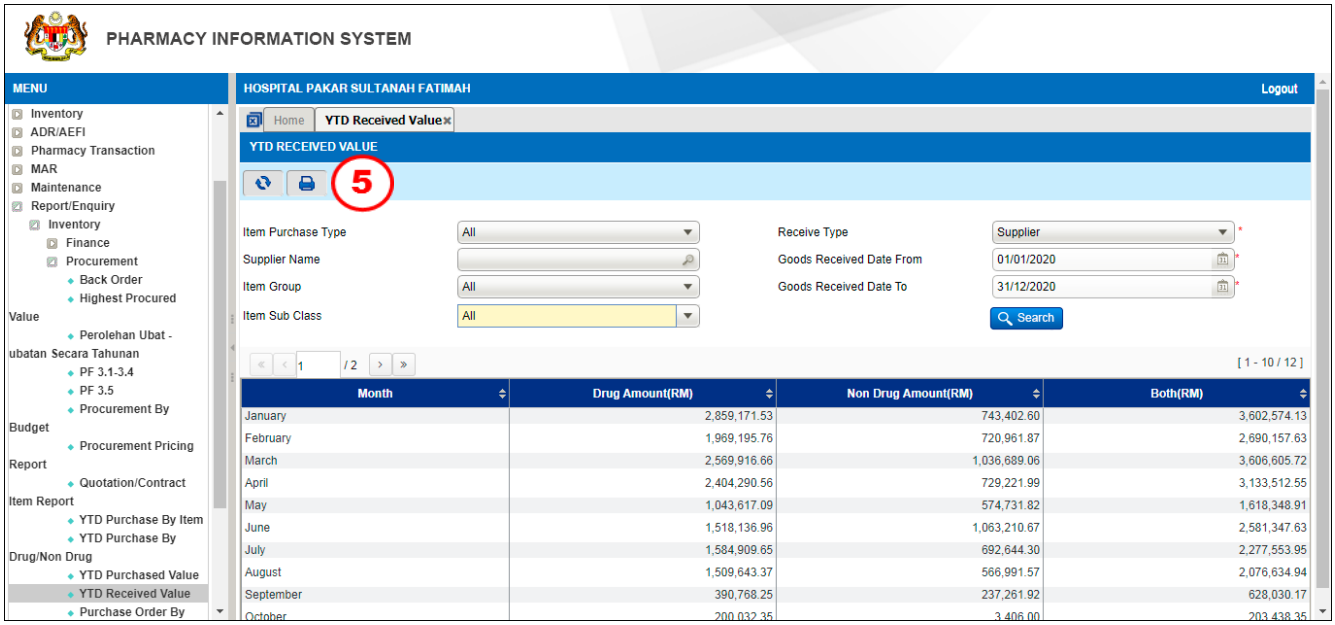



**Figure 3.1.2.12-2 YTD Received Value**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.12-3

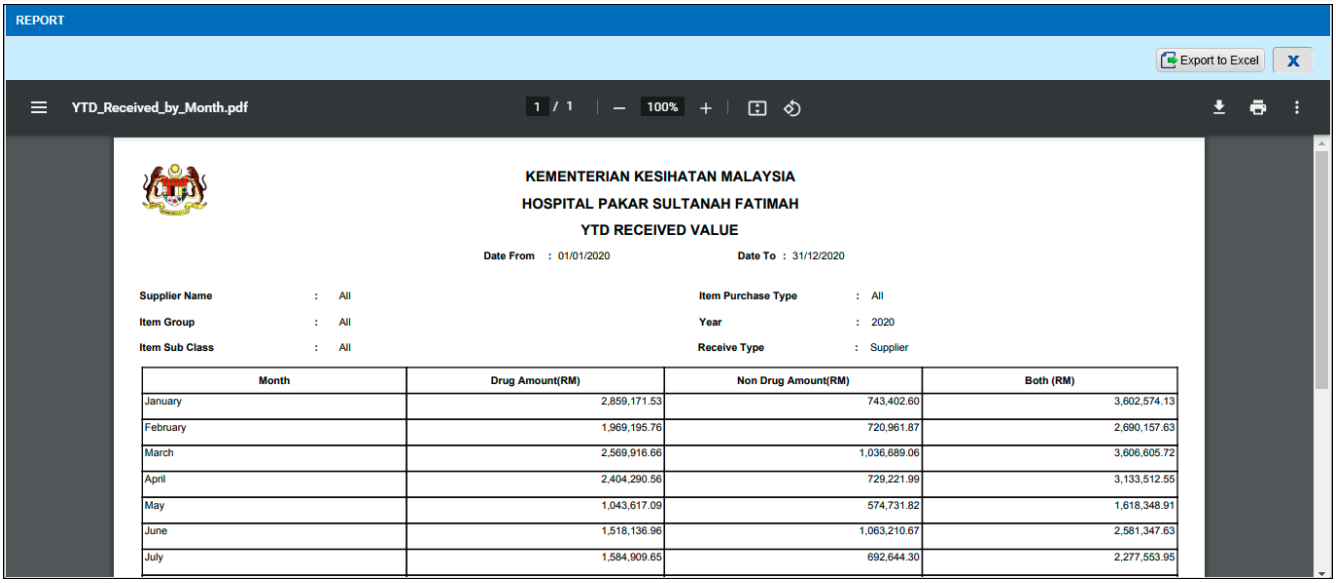



**Figure 3.1.2.12-3 YTD Received Value**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.2.13 Purchase Order by Drug/Item

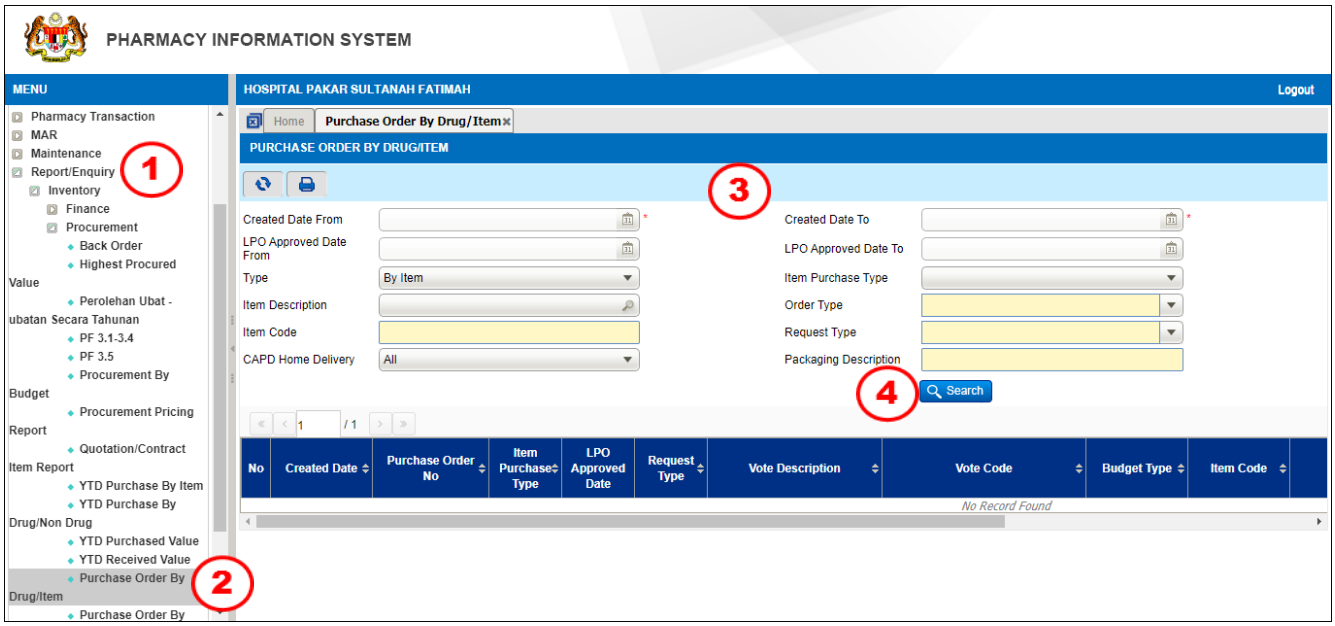



**Figure 3.1.2.13-1 Purchase Order By Drug/Item**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Purchase Order by Drug/Item'

**STEP 3**
Search Purchase Order by Drug/Item record by criteria as follow:

a) Created Date From
b) Created Date To
c) LPO Approved Date From
d) LPO Approved Date To
e) Type
f) Item Purchase Type
g) Item Description
h) Order Type
i) Item Code
j) Request Type
k) CAPD Home Delivery

***Note***

- *User enable to choose **Type** between Item, Drug and Non-Drug*
- ***Item Code** will be auto display base on selected **Item Description***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

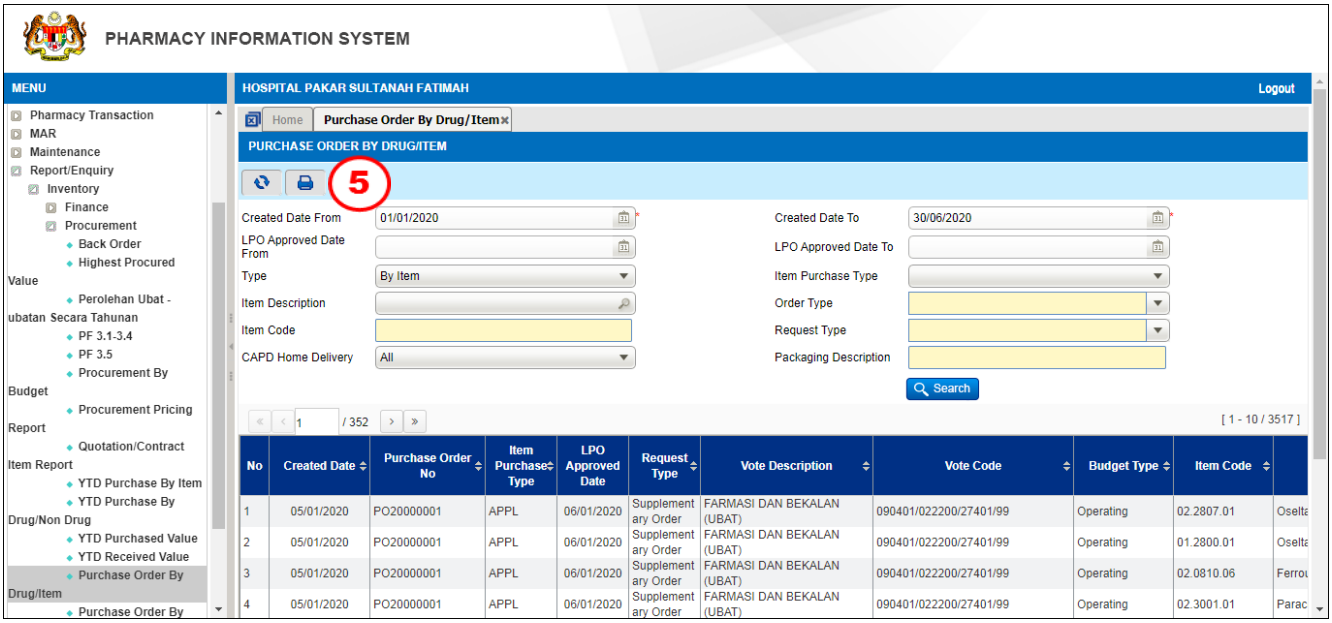



**Figure 3.1.2.13-2 Purchase Order By Drug/Item**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.2.13-3

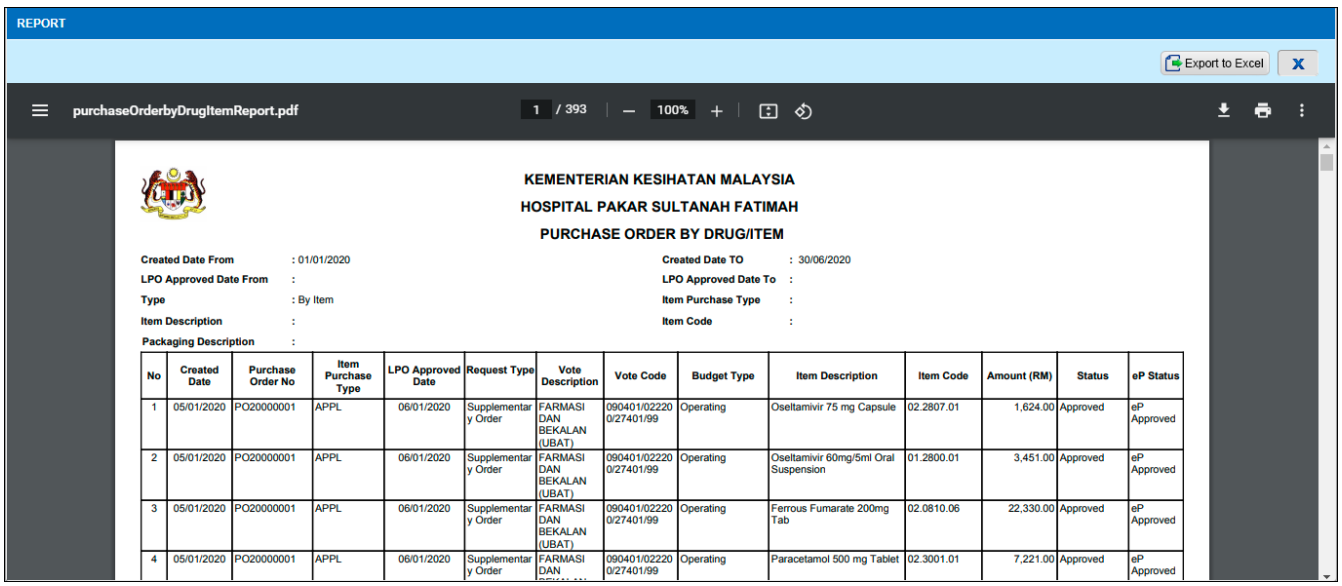



**Figure 3.1.2.13-3 Purchase Order By Drug/Item**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.2.14 Purchase Order by Status Report

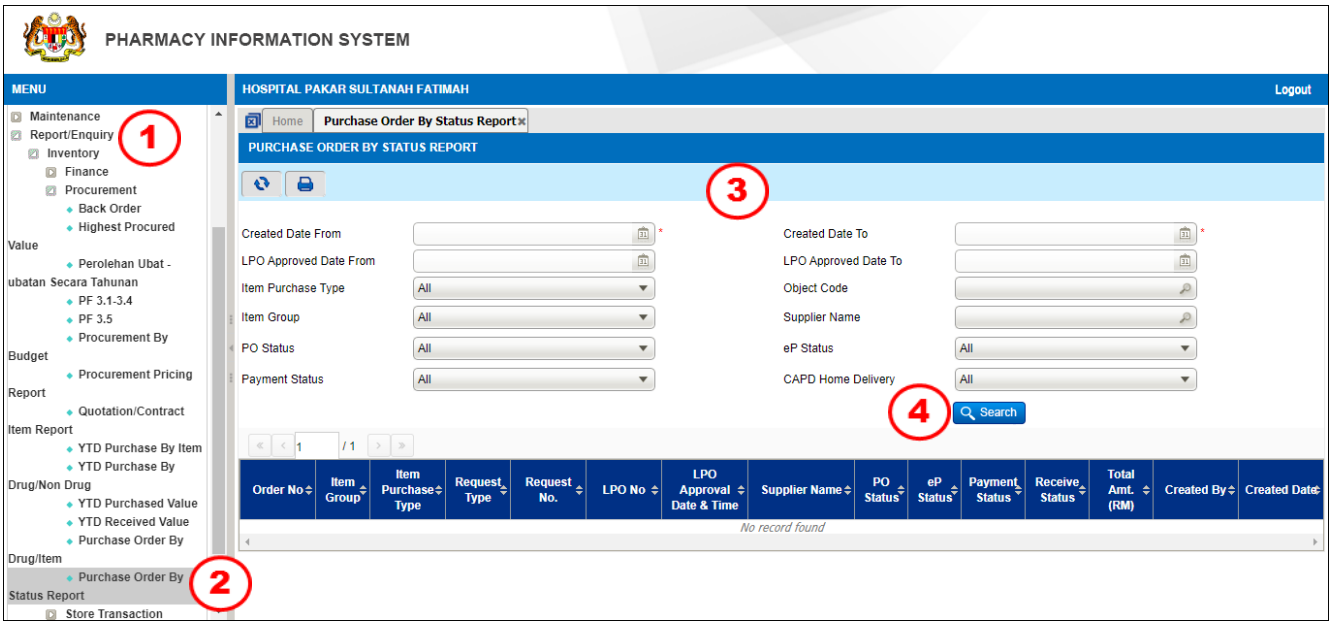



**Figure 3.1.2.14-1 Purchase Order By Status Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory' sub-menu and click 'Procurement'

**STEP 2**
Click on 'Purchase Order by Status Report'

**STEP 3**
Search Purchase Order by Status Report record by criteria as follow:

a) Created Date From
b) Created Date To
c) LPO Approved Date From
d) LPO Approved Date To
e) Item Purchase Type
f) Object Code
g) Item Group
h) Supplier Name
i) PO Status
j) eP Status
k) Payment Status
l) CAPD Home Delivery

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

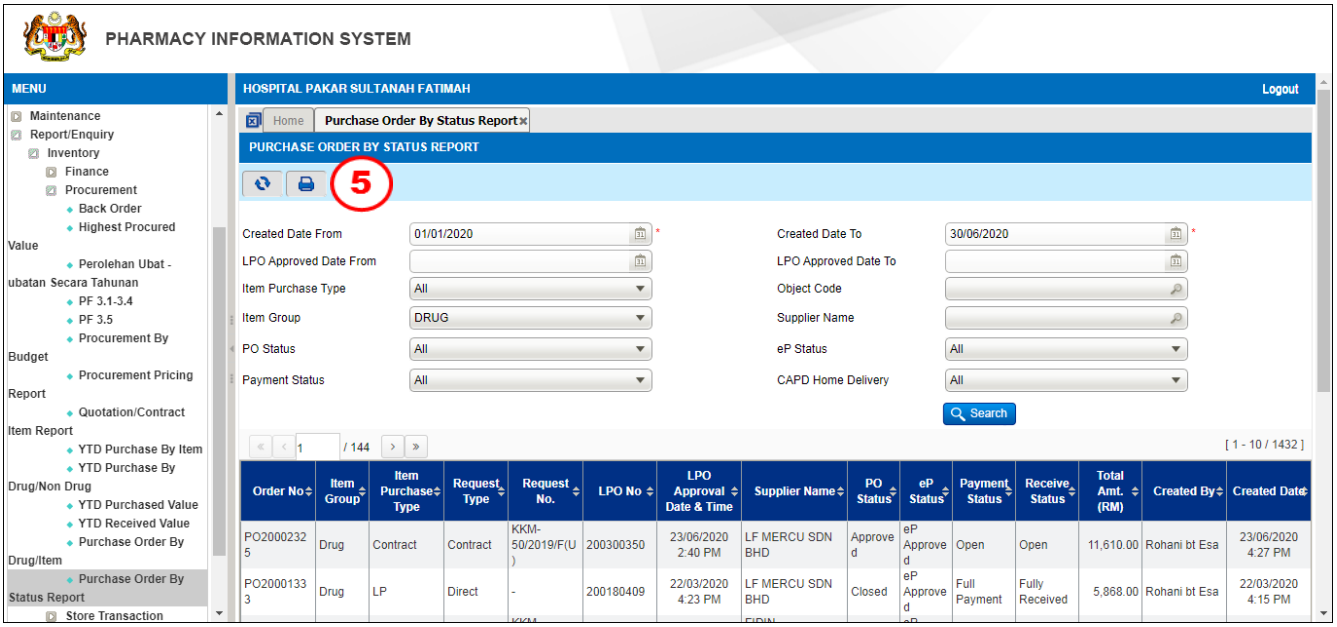
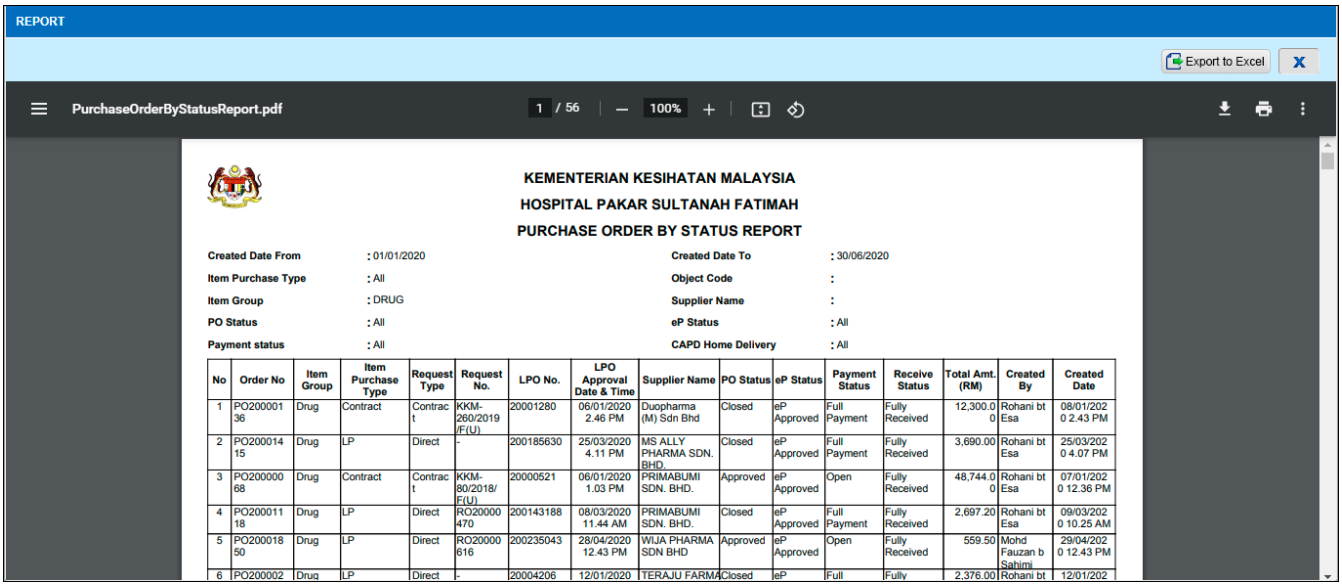



**Figure 3.1.2.14-2 Purchase Order By Status Report**

**STEP 5**

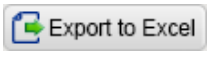
Click on the  button to view/print the record as Figure 3.1.2.14-3




| No | Order No | Item Group | Item Purchase Type | Request Type | Request No. | LPO No. | LPO Approval Date & Time | Supplier Name | PO Status | eP Status | Payment Status | Receive Status | Total Amt. (RM) | Created By | Created Date |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | PO2000013 6 | Drug | Contract | Contract | KKM-260/2019/F(U) | 20001280 | 06/01/2020 2.46 PM | Duopharma (M) Sdn Bhd | Closed | eP Approved | Full Payment | Fully Received | 12,300.00 | Rohani bt Esa | 08/01/202 0 2.43 PM |
| 2 | PO2000014 15 | Drug | LP | Direct | - | 200185630 | 25/03/2020 4.11 PM | MS ALLY PHARMA SDN. BHD. | Closed | eP Approved | Full Payment | Fully Received | 3,690.00 | Rohani bt Esa | 25/03/202 0 4.07 PM |
| 3 | PO2000000 68 | Drug | Contract | Contract | KKM-80/2018/F(U) | 20000521 | 06/01/2020 1.03 PM | PRIMABUMI SDN. BHD. | Approved | eP Approved | Open | Fully Received | 48,744.00 | Rohani bt Esa | 07/01/202 0 12.36 PM |
| 4 | PO2000011 18 | Drug | LP | Direct | RO2000000 470 | 200143188 | 08/03/2020 11.44 AM | PRIMABUMI SDN. BHD. | Closed | eP Approved | Full Payment | Fully Received | 2,697.20 | Rohani bt Esa | 09/03/202 0 10.25 AM |
| 5 | PO2000018 50 | Drug | LP | Direct | RO2000000 616 | 200235043 | 28/04/2020 12.43 PM | WIJA PHARMA SDN BHD | Approved | eP Approved | Open | Fully Received | 559.50 | Mohd Fauzan b Sahimi | 29/04/202 0 12.43 PM |
| 6 | PO200002 | Drug | LP | Direct | - | 20004206 | 12/01/2020 | TERAJU FARMA | Closed | eP | Full | Fully | 2,376.00 | Rohani bt | 12/01/202 |

**Figure 3.1.2.14-3 Purchase Order By Status Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3 Store Transaction

#### 3.1.3.1 Balance Summary

##### 3.1.3.1.1 Item Movement

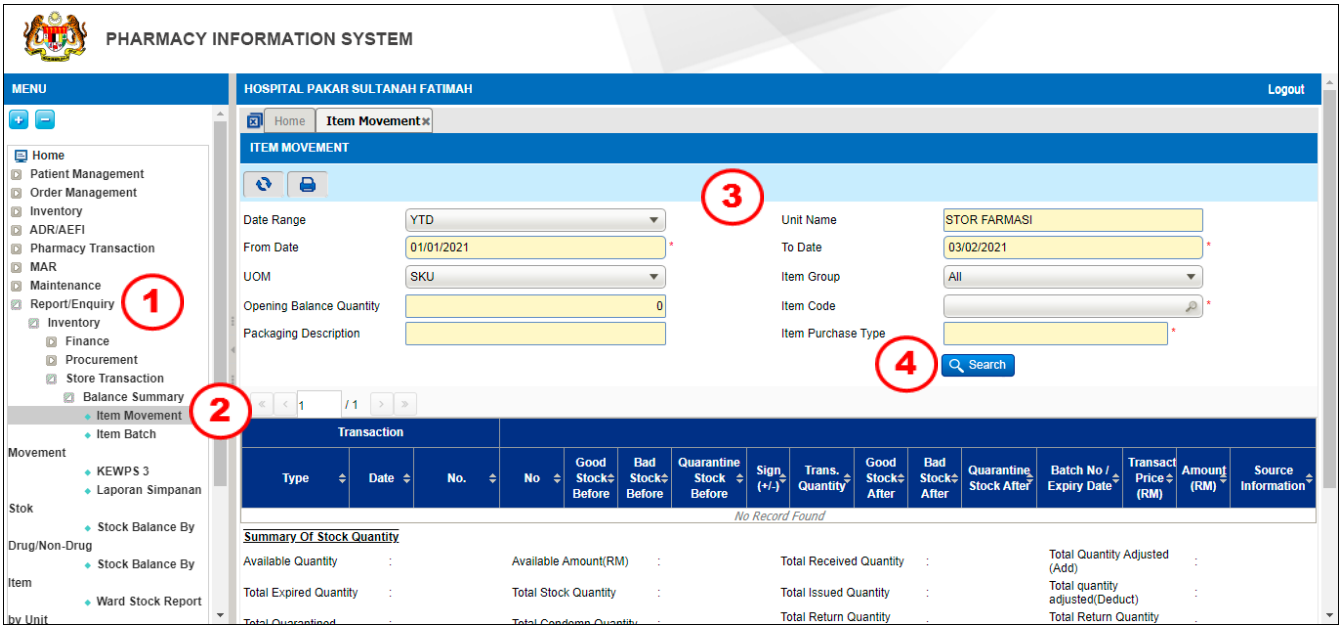



**Figure 3.1.3.1.1-1 Item Movement**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary

**STEP 2**
Click on 'Item Movement'

**STEP 3**
Search Item Movement record by criteria as follow:

a) Date Range
   - YTD
   - Date Range
b) From Date
c) To Date
d) UOM
   - PKU
   - SKU
e) Item Group
f) Item Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***

- ***Unit Name*** *display based on user requester unit*
- ***Opening Balance*** *and* ***Packaging Description*** *will be automatically display based on selected* ***Item Description***

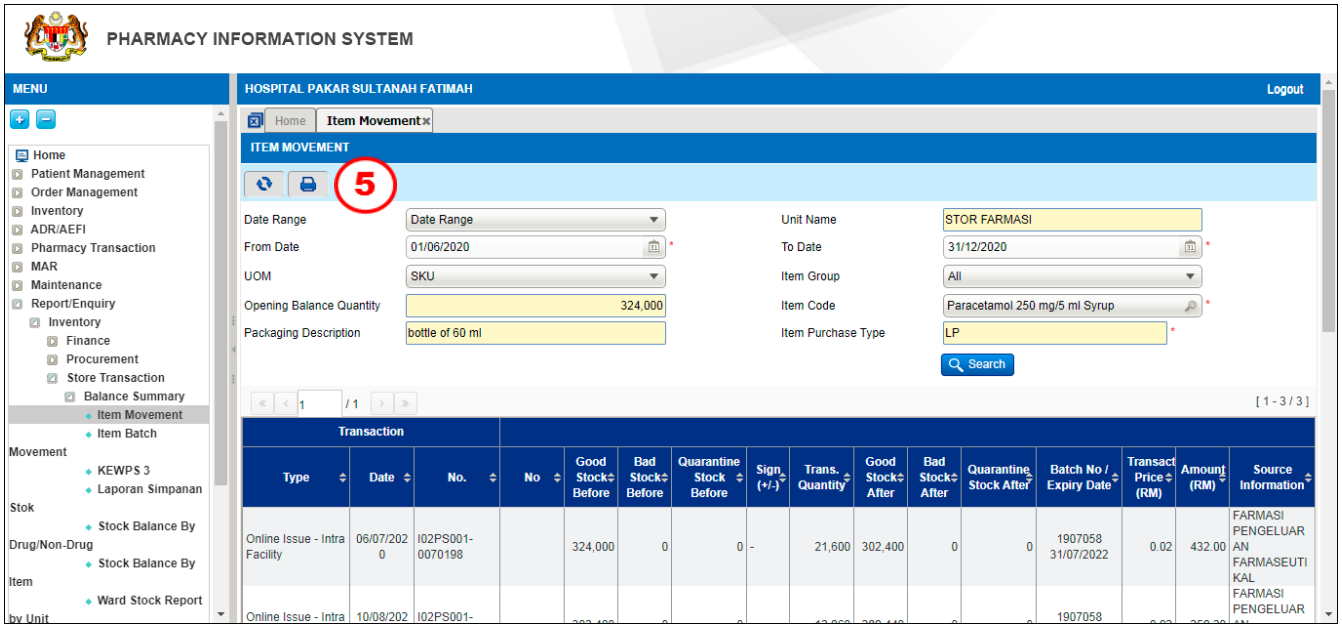



**Figure 3.1.3.1.1-2 Item Movement**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.1.1-3

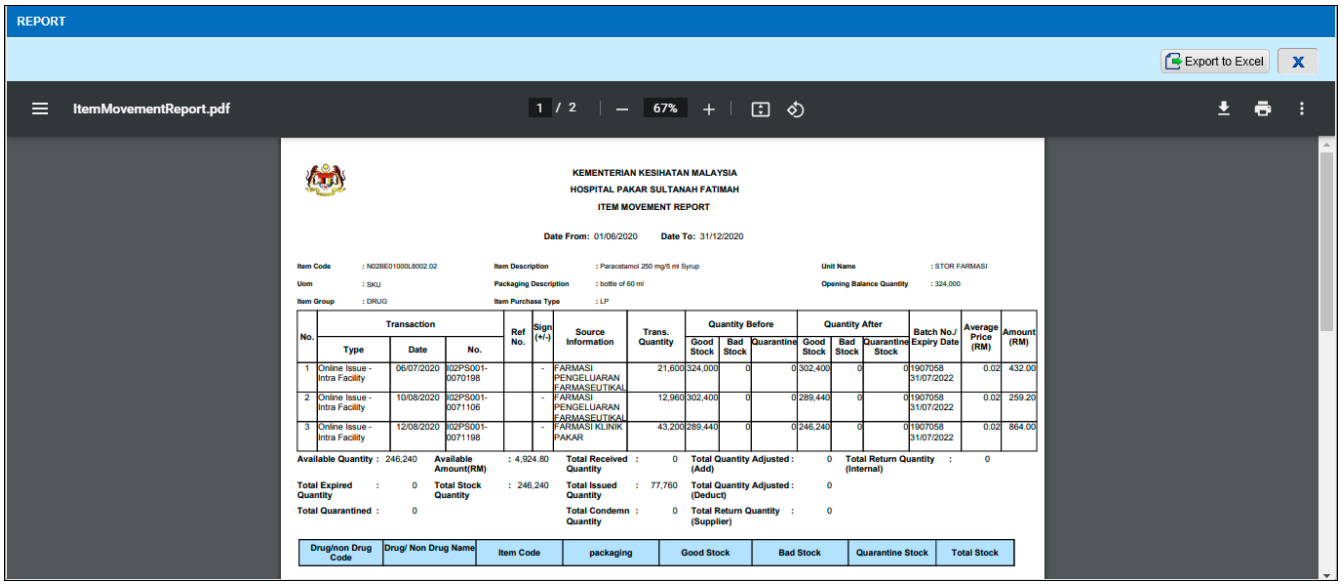
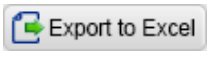



**Figure 3.1.3.1.1-3 Item Movement**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.1.2 Item Batch Movement

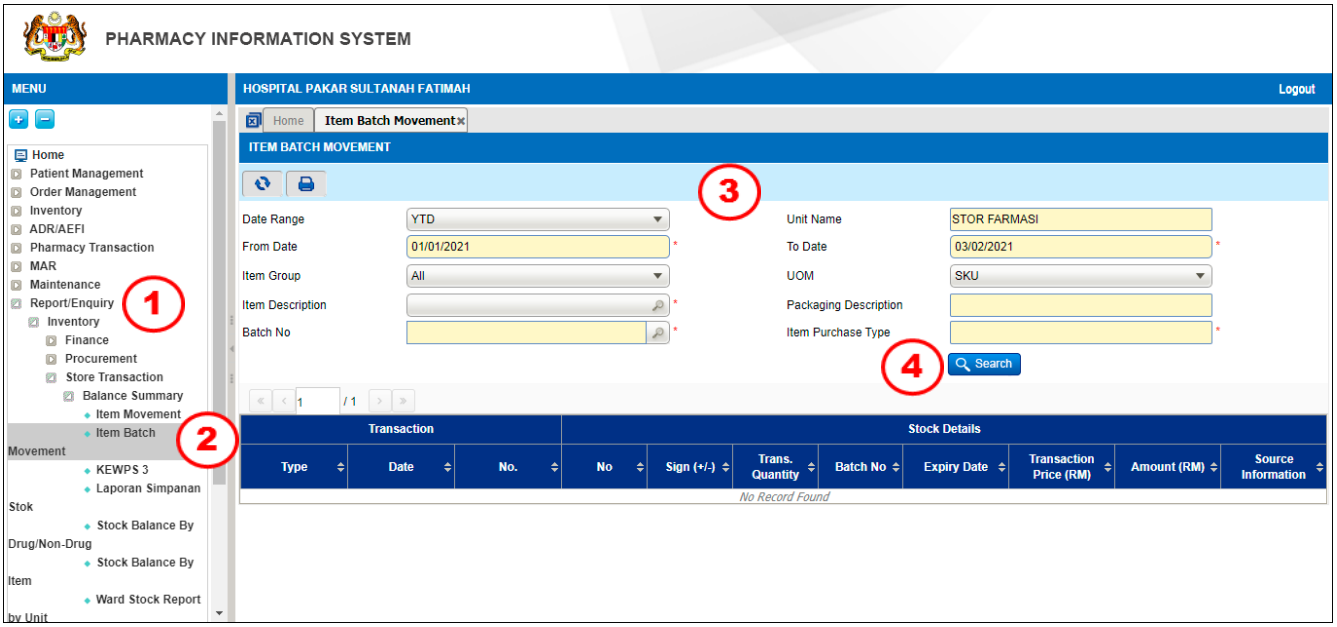



**Figure 3.1.3.1.2-1 Item Batch Movement**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary

**STEP 2**
Click on 'Item Batch Movement'

**STEP 3**
Search Item Batch Movement record by criteria as follow:

a) Date Range
   - YTD
   - Date Range
b) From Date
c) To Date
d) UOM
   - PKU
   - SKU
e) Item Group
f) Item Description
g) Packaging Description
h) Batch No
i) Item Purchase Type

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***

- ***Unit Name*** *display based on user requester unit*
- ***Opening Balance*** *and* ***Packaging Description*** *will be automatically display based on selected* ***Item Description***

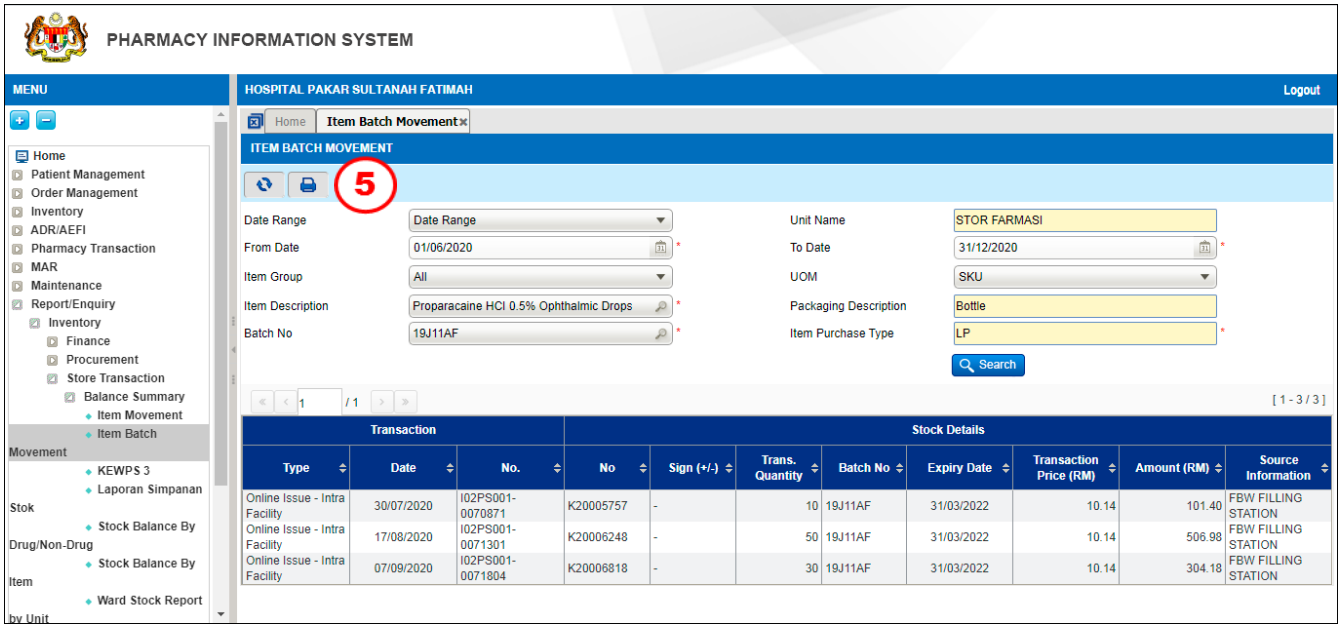



**Figure 3.1.3.1.2-2 Item Batch Movement**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.1.2-3

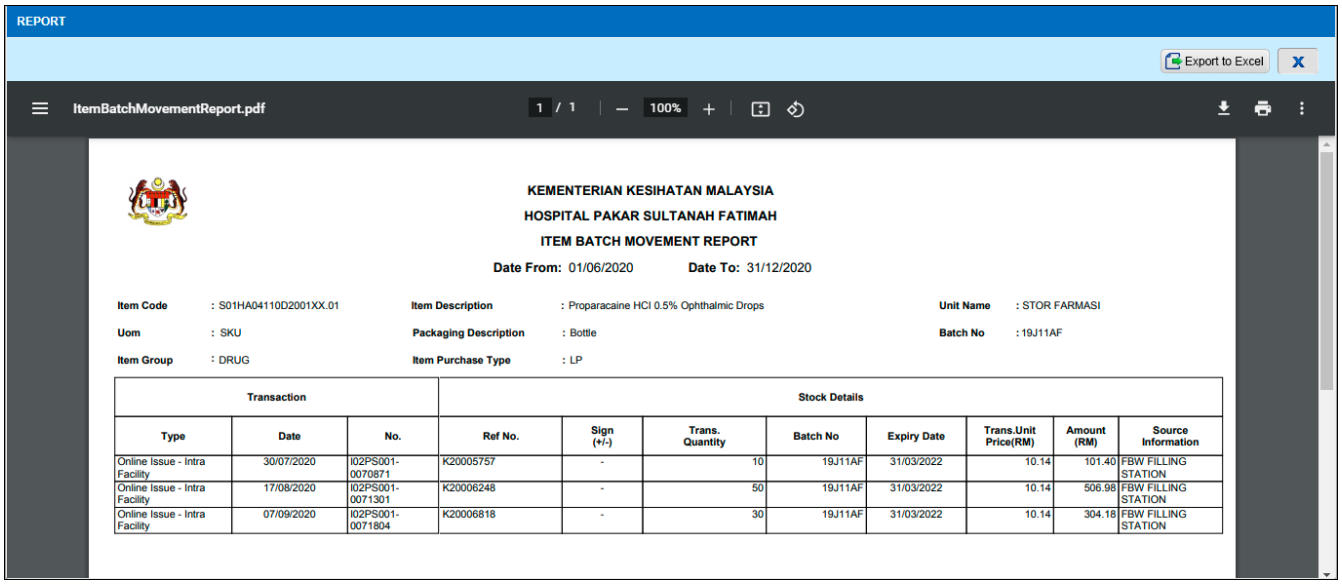



**Figure 3.1.3.1.2-3 Item Batch Movement**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.3.1.3 KEWPS 3

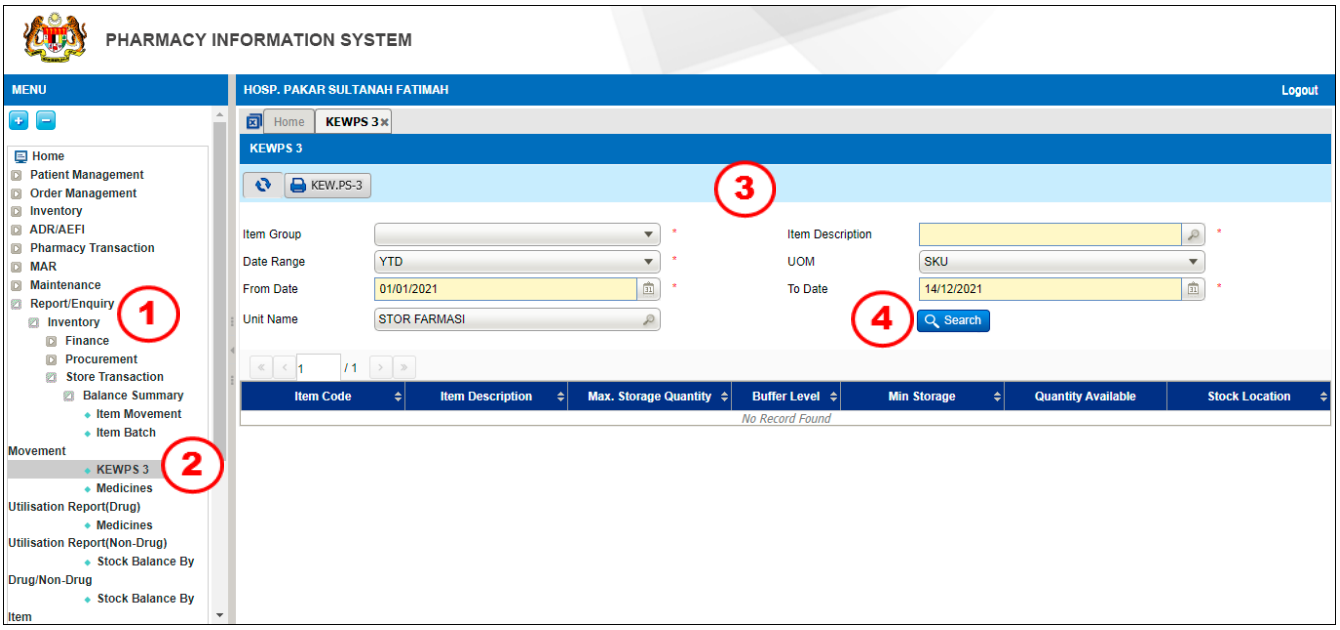



**Figure 3.1.3.1.3-1 KEWPS 3**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary

**STEP 2**
Click on 'KEWPS 3'

**STEP 3**
Search KEWPS 3 record by criteria as follow:

a) Item Group
   - Drug
   - Non Drug

b) Item Description

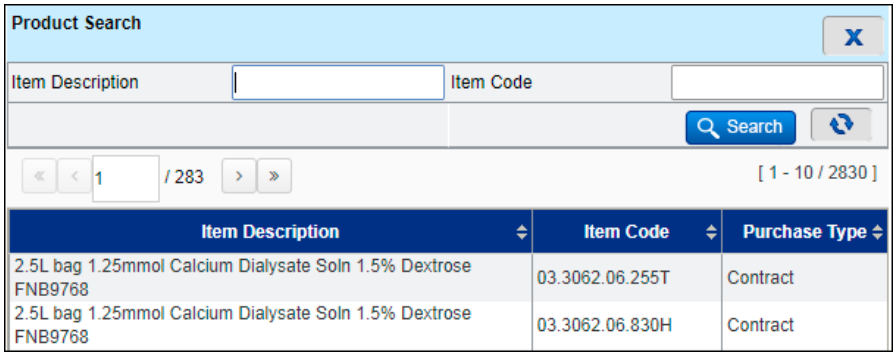



**Figure 3.1.3.1.3-2 Product Search**

c) Date Range
   - YTD
   - Date Range

d) Unit Name

e) UOM
- PKU
- SKU

**STEP 4**

Click on the Search button and the result display will be based on the entered criteria

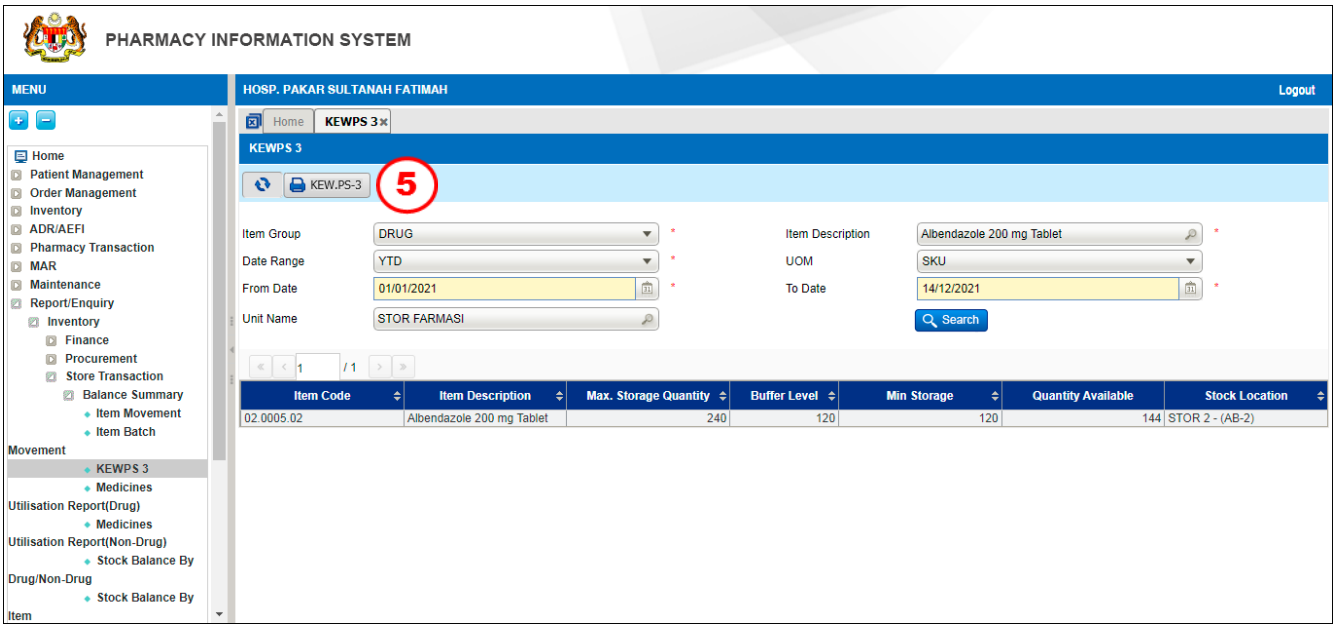



**Figure 3.1.3.1.3-3 KEWPS 3**

**STEP 5**

Click on the KEW.PS-3 button to view/print the record as Figure 3.1.3.1.3-4 for 'Bahagian A' and Figure 3.1.3.1.3-5 for 'Bahagian B'

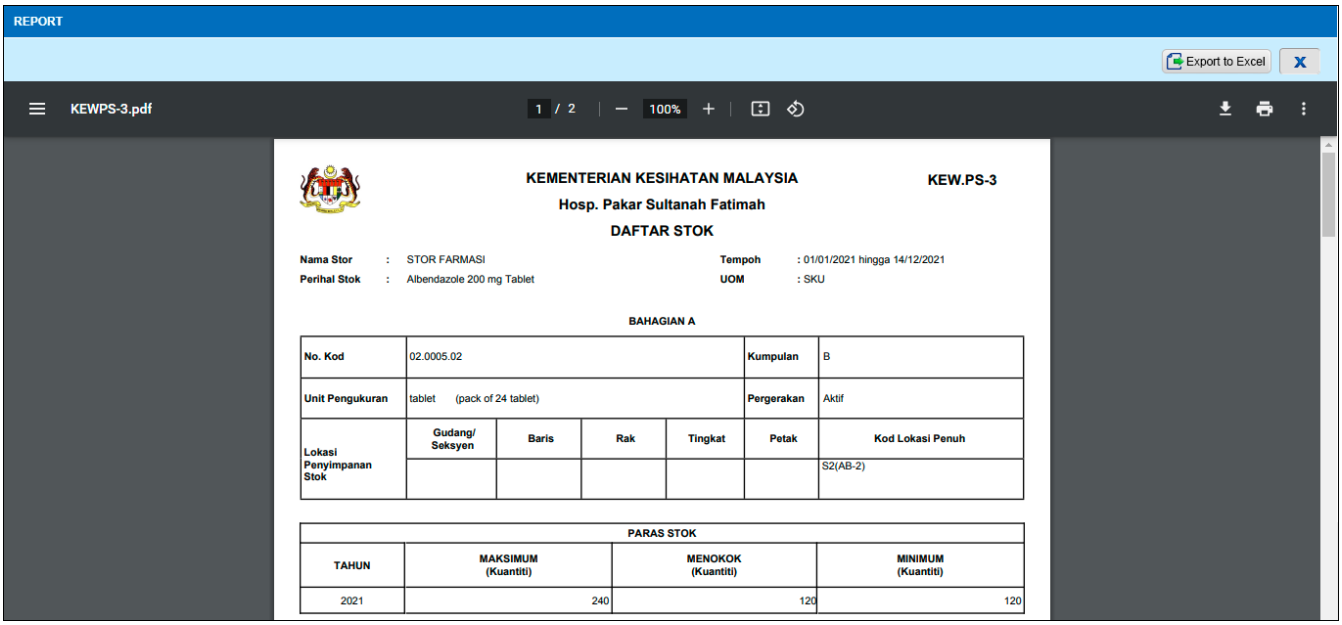
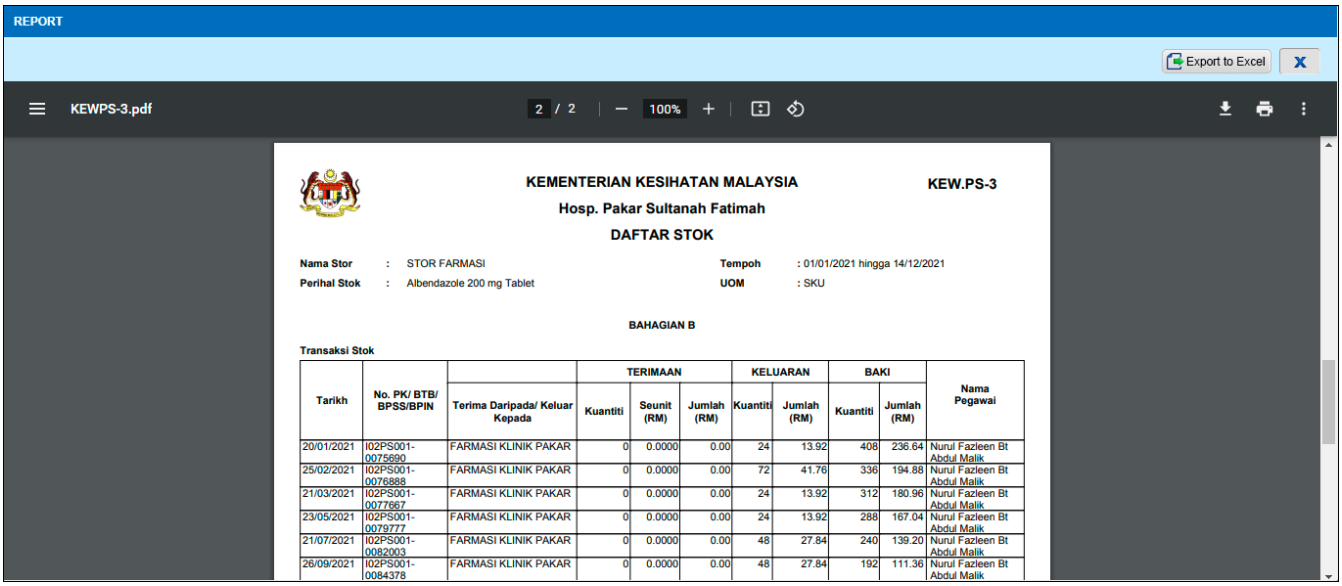



**Figure 3.1.3.1.3-4 KEWPS 3 'Bahagian A'**

***Note***

*For '**Kumpulan**' the value will display as 'A' or 'B'. The value will be taken from **KEW.PS-5** report, top 30% from the list will be group A, remaining 70% will be group B.*




**KEMENTERIAN KESIHATAN MALAYSIA** **KEW.PS-3**

**Hosp. Pakar Sultanah Fatimah**

**DAFTAR STOK**

**Nama Stor** : STOR FARMASI **Tempoh** : 01/01/2021 hingga 14/12/2021

**Perihal Stok** : Albendazole 200 mg Tablet **UOM** : SKU

**BAHAGIAN B**

**Transaksi Stok**

| Tarikh | No. PK/ BTB/ BPSS/BPIN | Terima Daripada/ Keluar Kepada | TERIMAAN | | | KELUARAN | | BAKI | | Nama Pegawai |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | Kuantiti | Seunit (RM) | Jumlah (RM) | Kuantiti | Jumlah (RM) | Kuantiti | Jumlah (RM) | |
| 20/01/2021 | I02PS001-0075690 | FARMASI KLINIK PAKAR | 0 | 0.0000 | 0.00 | 24 | 13.92 | 408 | 236.64 | Nurul Fazleen Bt Abdul Malik |
| 25/02/2021 | I02PS001-0076888 | FARMASI KLINIK PAKAR | 0 | 0.0000 | 0.00 | 72 | 41.76 | 336 | 194.88 | Nurul Fazleen Bt Abdul Malik |
| 21/03/2021 | I02PS001-0077667 | FARMASI KLINIK PAKAR | 0 | 0.0000 | 0.00 | 24 | 13.92 | 312 | 180.96 | Nurul Fazleen Bt Abdul Malik |
| 23/05/2021 | I02PS001-0079777 | FARMASI KLINIK PAKAR | 0 | 0.0000 | 0.00 | 24 | 13.92 | 288 | 167.04 | Nurul Fazleen Bt Abdul Malik |
| 21/07/2021 | I02PS001-0082003 | FARMASI KLINIK PAKAR | 0 | 0.0000 | 0.00 | 48 | 27.84 | 240 | 139.20 | Nurul Fazleen Bt Abdul Malik |
| 26/09/2021 | I02PS001-0084378 | FARMASI KLINIK PAKAR | 0 | 0.0000 | 0.00 | 48 | 27.84 | 192 | 111.36 | Nurul Fazleen Bt Abdul Malik |

**Figure 3.1.3.1.3-5 KEWPS 3 'Bahagian B'**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.1.4 Laporan Simpanan Stok

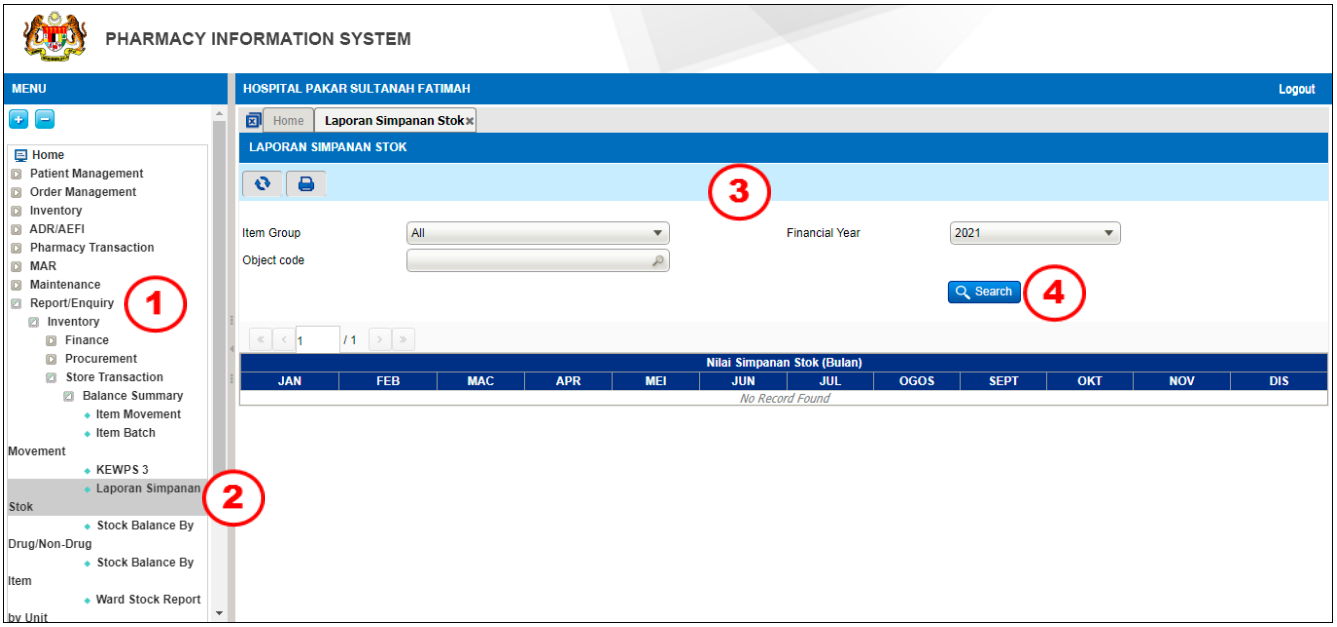



**Figure 3.1.3.1.4-1 Laporan Simpanan Stok**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary

**STEP 2**
Click on 'Laporan Simpanan Stok'

**STEP 3**
Search Laporan Simpanan Stok record by criteria as follow:

a) Item Group
b) Financial Year
c) Object Code

***Note***

- ***Financial Year*** *will be default to current financial year*

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

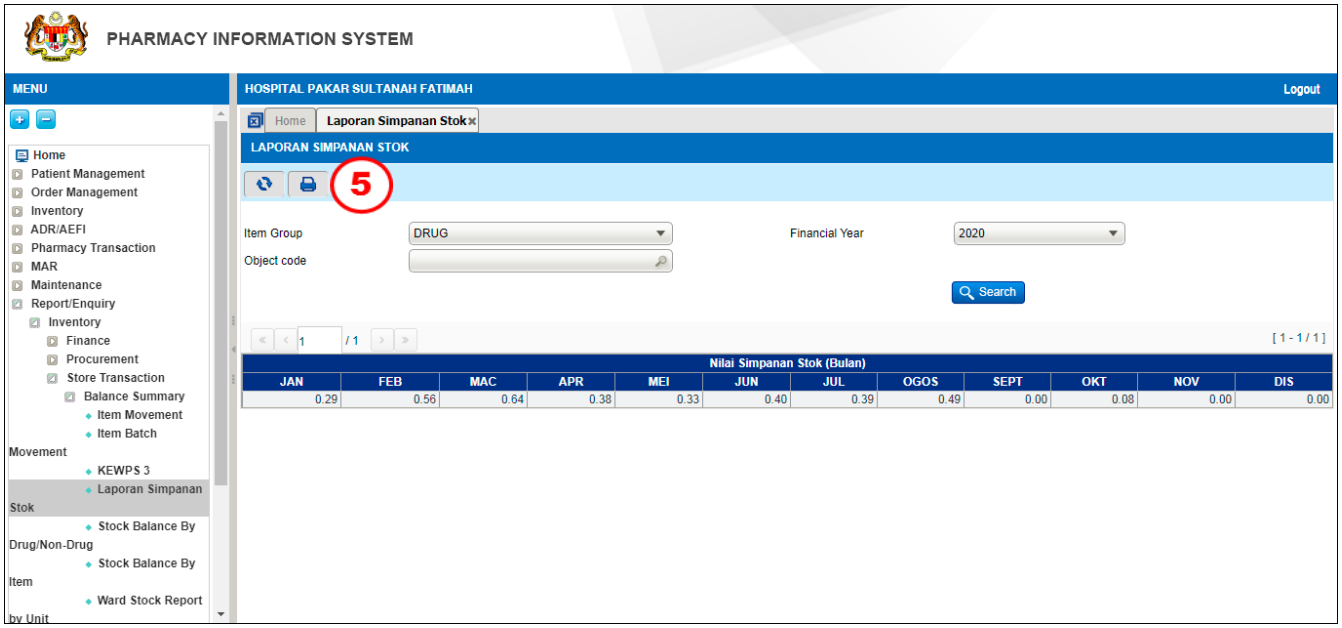



**Figure 3.1.3.1.4.2- Laporan Simpanan Stok**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.1.4-3

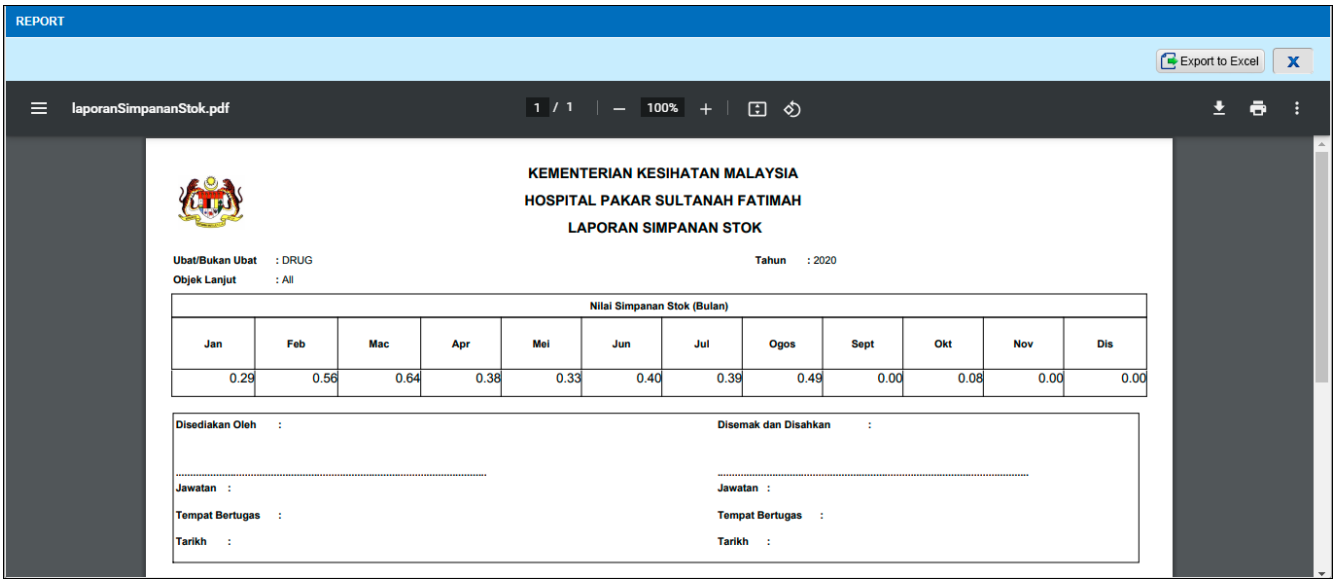



**Figure 3.1.3.1.4-3 Laporan Simpanan Stok**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.1.5 Stock Balance By Drug /Non-Drug

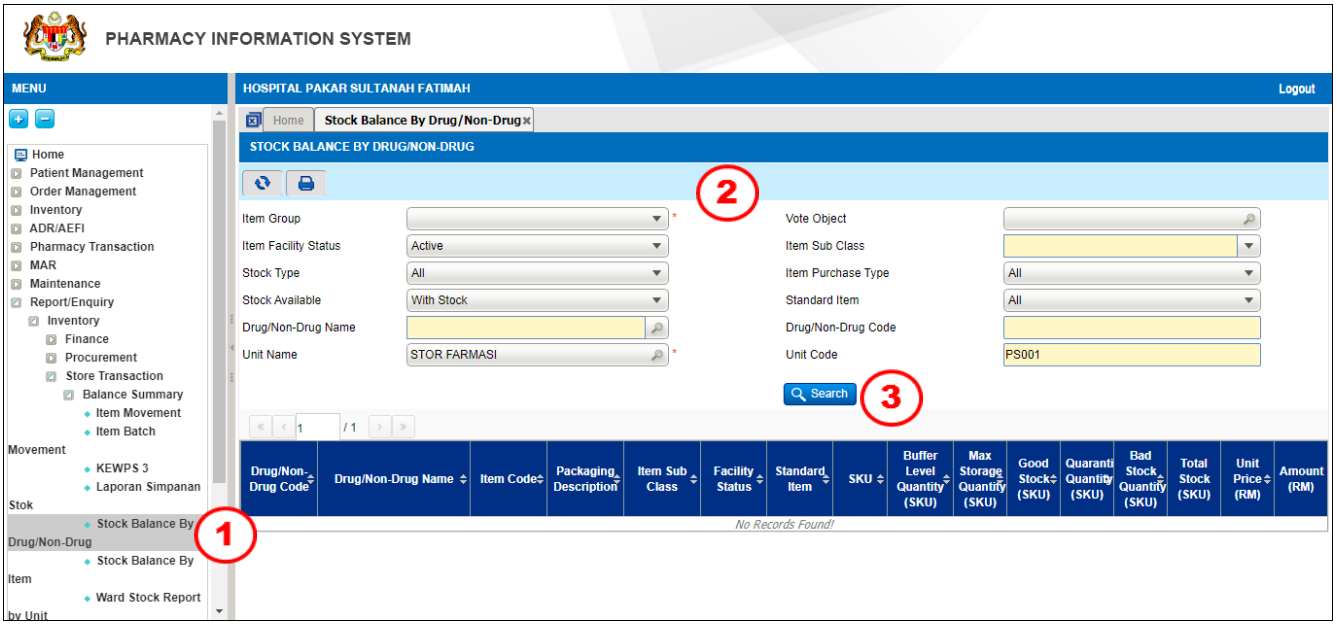



**Figure 3.1.3.1.5-1 Stock Balance By Drug/Non Drug**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary and then click on 'Stock Balance By Drug/Non Drug'

**STEP 2**
Search Stock Balance By Drug/Non Drug record by criteria as follow:

a) Item Group
b) Vote Object
c) Item Sub Class
d) Item Facility Status
   - All
   - Active
   - Inactive
e) Item purchase Type
   - All
   - APPL
   - Contract
   - LP
f) Stock Type
   - All
   - Bad Stock
   - Good Stock
   - Quarantine Stock
g) Standard Item
   - All
   - No
   - Yes
h) Stock Available
   - All
   - With Stock
   - Without Stock
i) Drug/Non-Drug Name

j) Drug/Non-Drug Code
k) Unit Name

**STEP 3**

Click on the Search button and the result display will be based on the entered criteria

***Note***
***Unit Code*** *automatically generated by system based on login user*

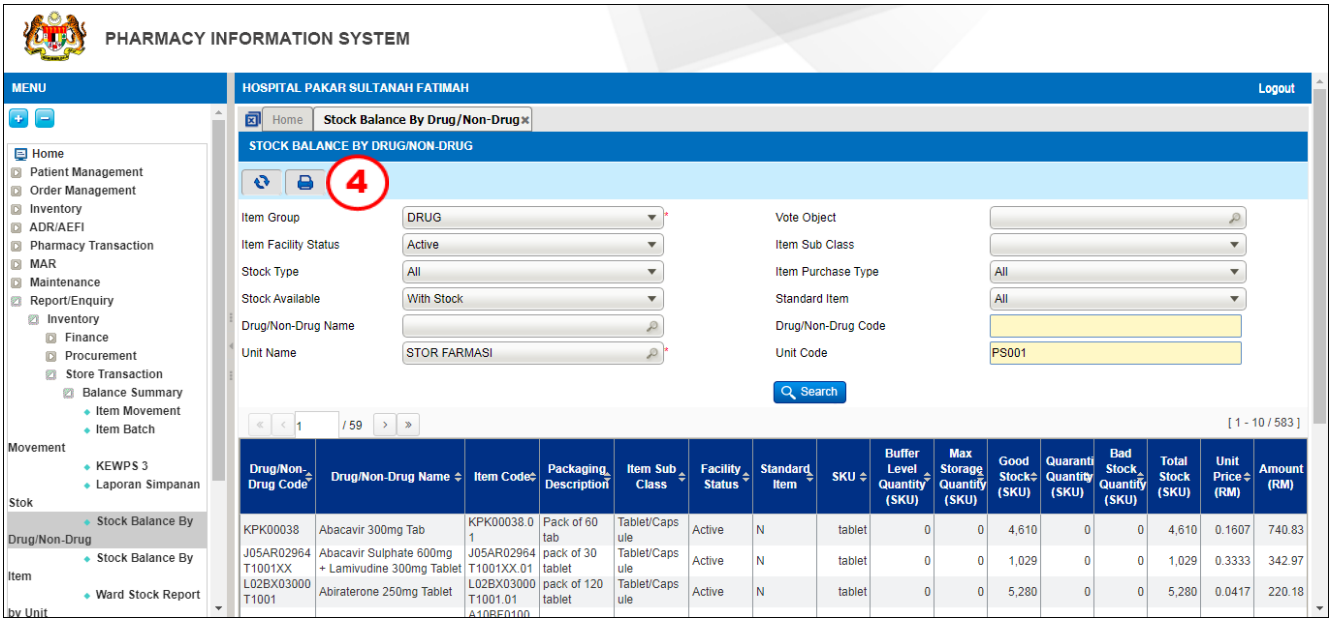



**Figure 3.1.3.1.5-2 Stock Balance By Drug/Non Drug**

**STEP 4**

Click on the button to view/print the record as Figure 3.1.3.1.5-3

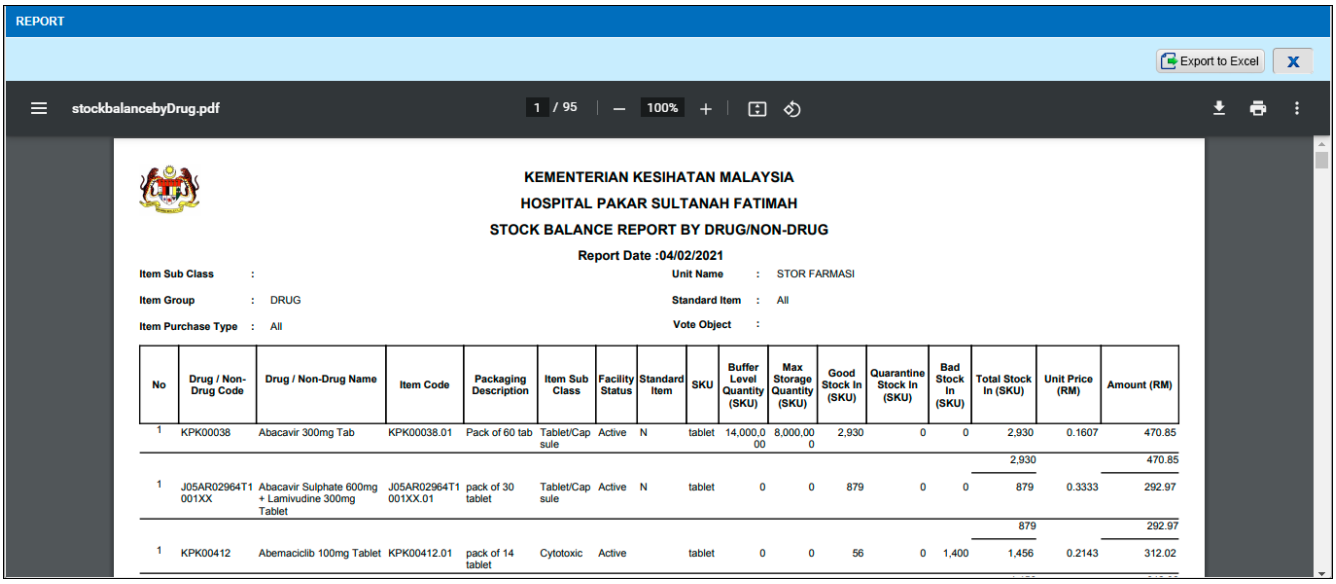
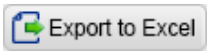



**Figure 3.1.3.1.5-3 Stock Balance By Drug/Non Drug**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

## 3.1.3.1.6 Stock Balance By Item

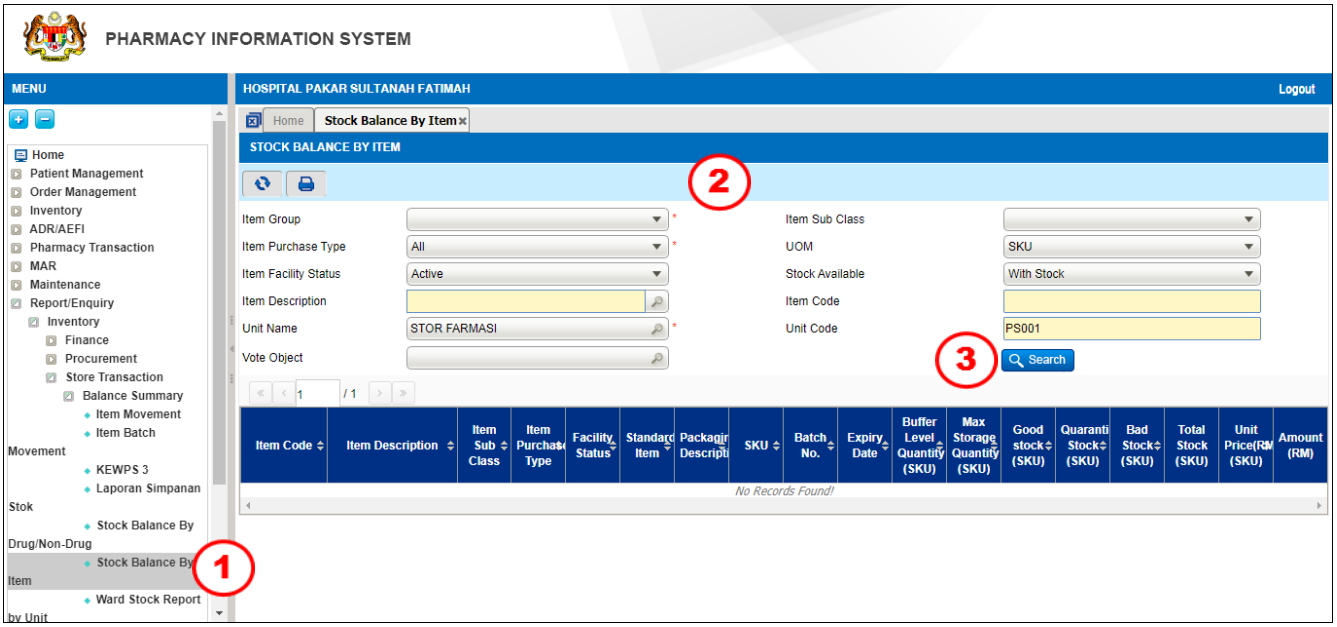



**Figure 3.1.3.1.6-1 Stock Balance By Item**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary and then click on 'Stock Balance by Item

**STEP 2**
Search Stock Balance By Item record by criteria as follow:

a) Item Group
b) Item Sub Class
c) Item Purchase Type
   - APPL
   - Contract
   - LP
d) OUM
   - SKU
   - PKU
e) Item Facility Status
   - All
   - Active
   - Inactive
f) Stock Available
   - With Stock
   - Without Stock
g) Item Description
h) Unit Name
i) Vote Object
j) Item Code

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

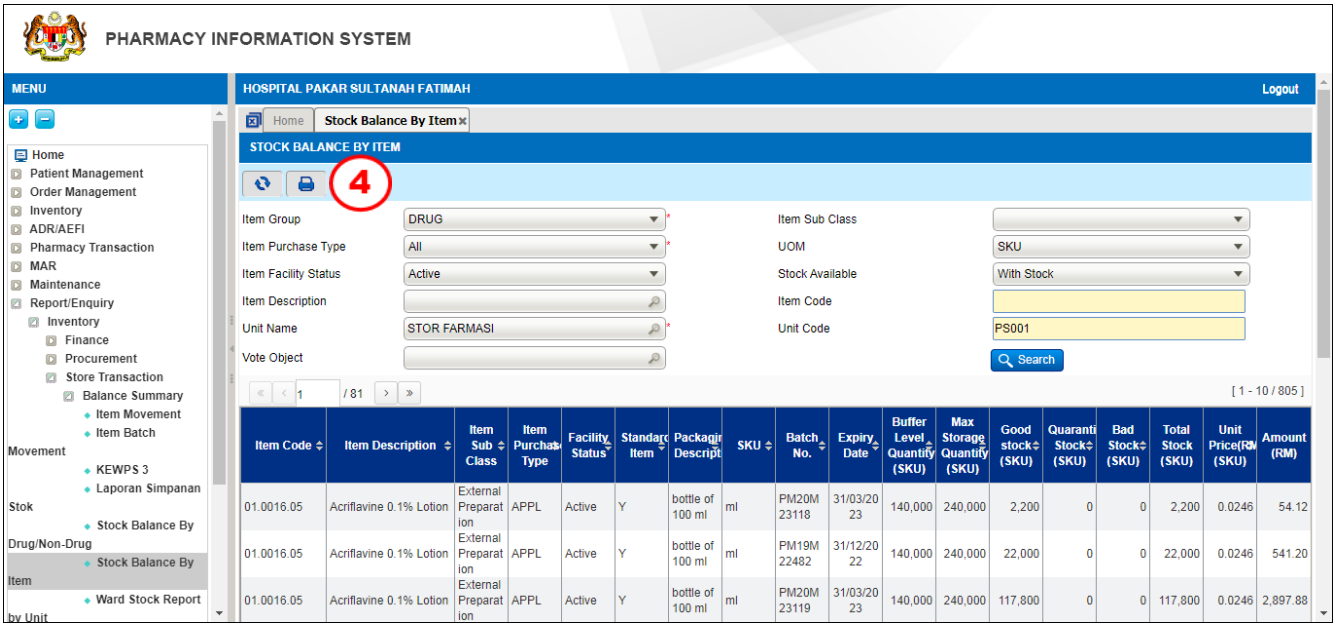
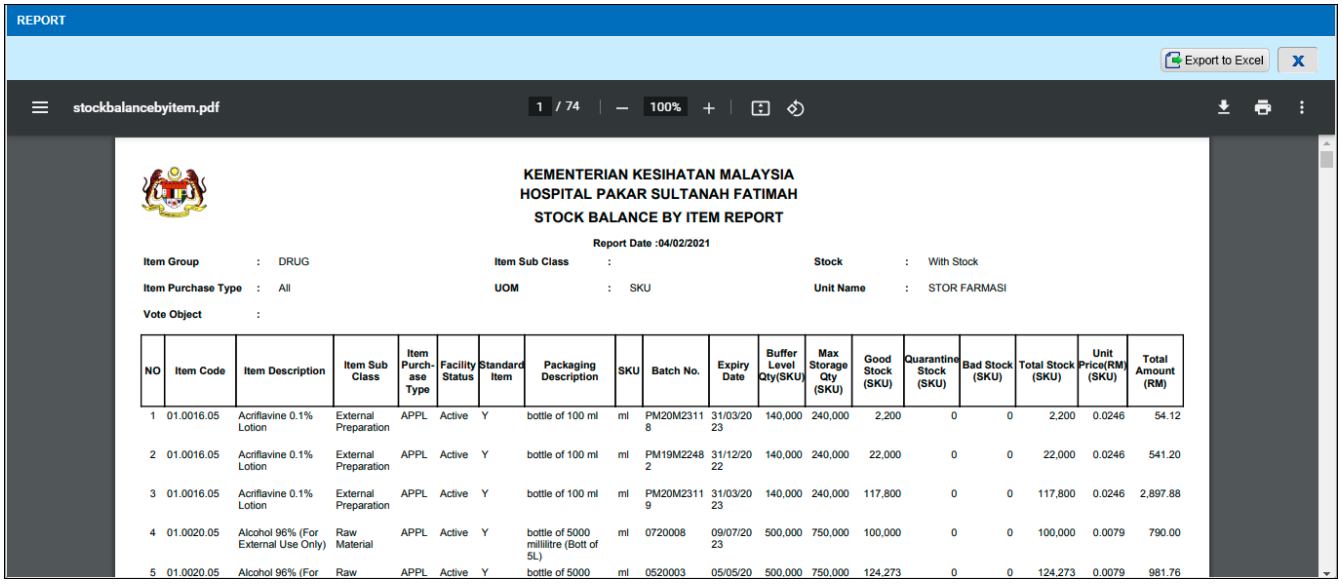



**Figure 3.1.3.1.6-2 Stock Balance by Item**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.1.6-3




| NO | Item Code | Item Description | Item Sub Class | Item Purch-ase Type | Facility Status | Standard Item | Packaging Description | SKU | Batch No. | Expiry Date | Buffer Level Qty(SKU) | Max Storage Qty (SKU) | Good Stock (SKU) | Quarantine Stock (SKU) | Bad Stock (SKU) | Total Stock (SKU) | Unit Price(RM) (SKU) | Total Amount (RM) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 01.0016.05 | Acriflavine 0.1% Lotion | External Preparation | APPL | Active | Y | bottle of 100 ml | ml | PM20M23118 | 31/03/2023 | 140,000 | 240,000 | 2,200 | 0 | 0 | 2,200 | 0.0246 | 54.12 |
| 2 | 01.0016.05 | Acriflavine 0.1% Lotion | External Preparation | APPL | Active | Y | bottle of 100 ml | ml | PM19M22482 | 31/12/2022 | 140,000 | 240,000 | 22,000 | 0 | 0 | 22,000 | 0.0246 | 541.20 |
| 3 | 01.0016.05 | Acriflavine 0.1% Lotion | External Preparation | APPL | Active | Y | bottle of 100 ml | ml | PM20M23119 | 31/03/2023 | 140,000 | 240,000 | 117,800 | 0 | 0 | 117,800 | 0.0246 | 2,897.88 |
| 4 | 01.0020.05 | Alcohol 96% (For External Use Only) | Raw Material | APPL | Active | Y | bottle of 5000 millilitre (Bott of 5L) | ml | 0720008 | 09/07/2023 | 500,000 | 750,000 | 100,000 | 0 | 0 | 100,000 | 0.0079 | 790.00 |
| 5 | 01.0020.05 | Alcohol 96% (For | Raw | APPL | Active | Y | bottle of 5000 | ml | 0520003 | 05/05/20 | 500,000 | 750,000 | 124,273 | 0 | 0 | 124,273 | 0.0079 | 981.76 |

**Figure 3.1.3.1.6-3 Stock Balance by Item**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.1.7 Ward Stock Report by Unit

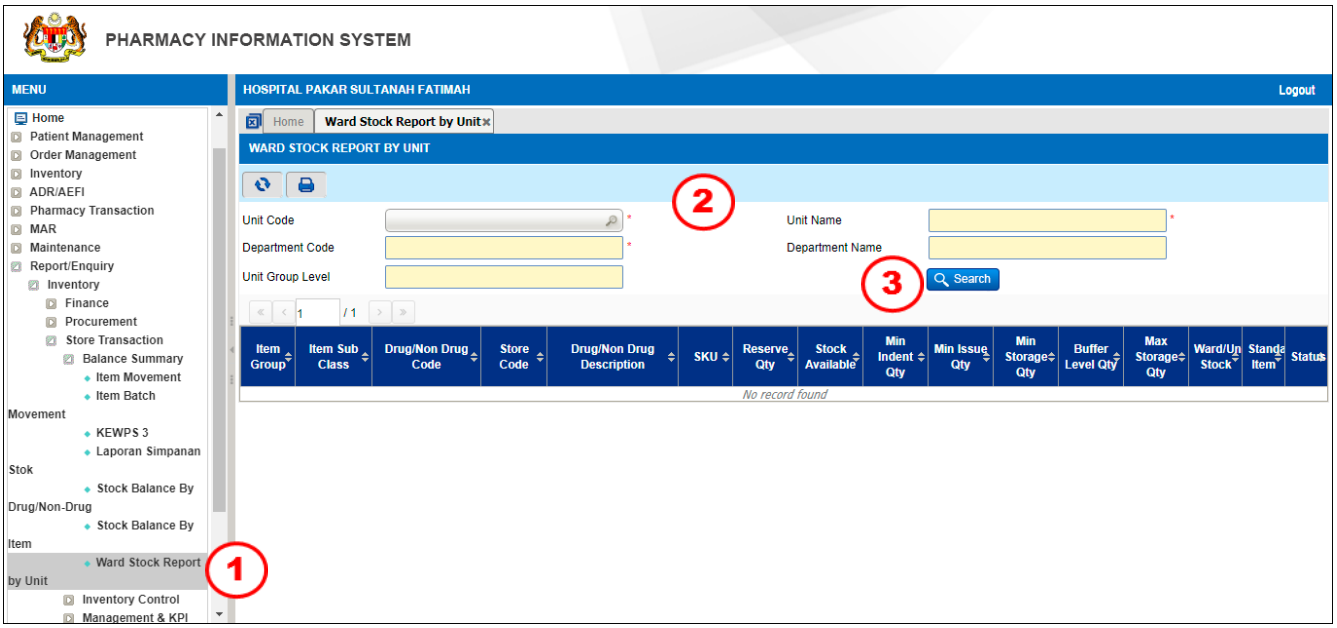



**Figure 3.1.3.1.7-1 Ward Stock Report by Unit**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Balance Summary and then click on 'Ward Stock

**STEP 2**
Search Ward Stock Report by Unit record by criteria as follow:

a) Unit Code
b) Unit Name
c) Department Code
d) Department Name
e) Unit Group Level

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

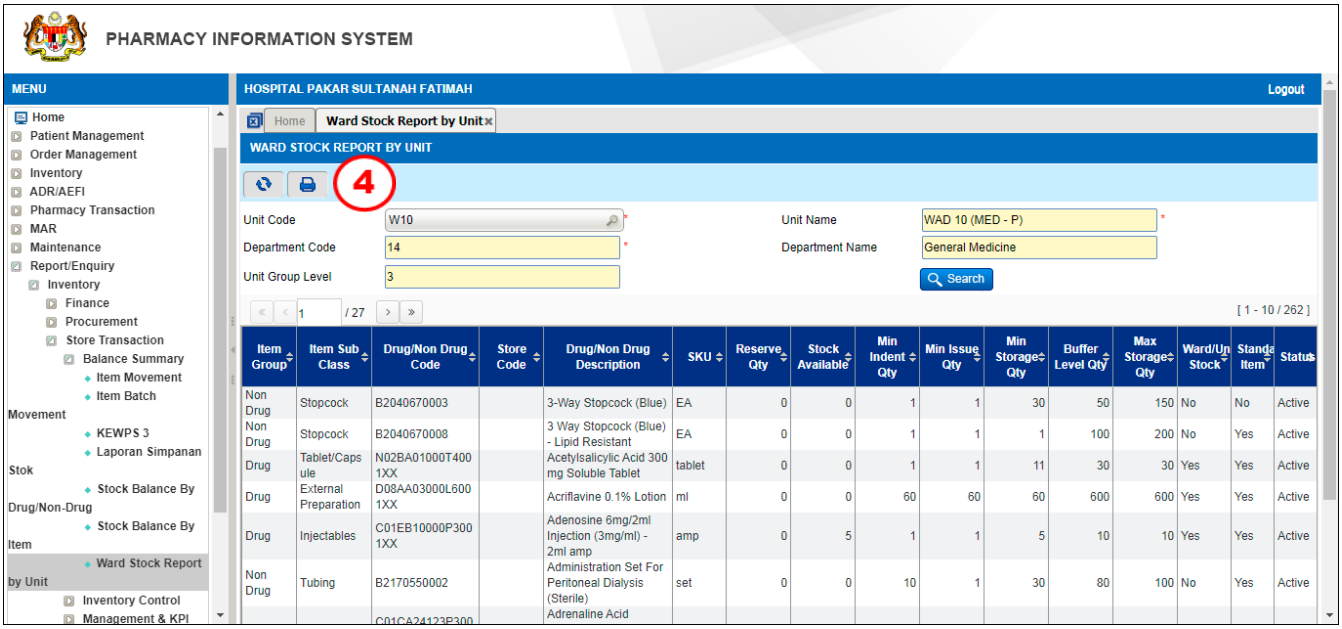
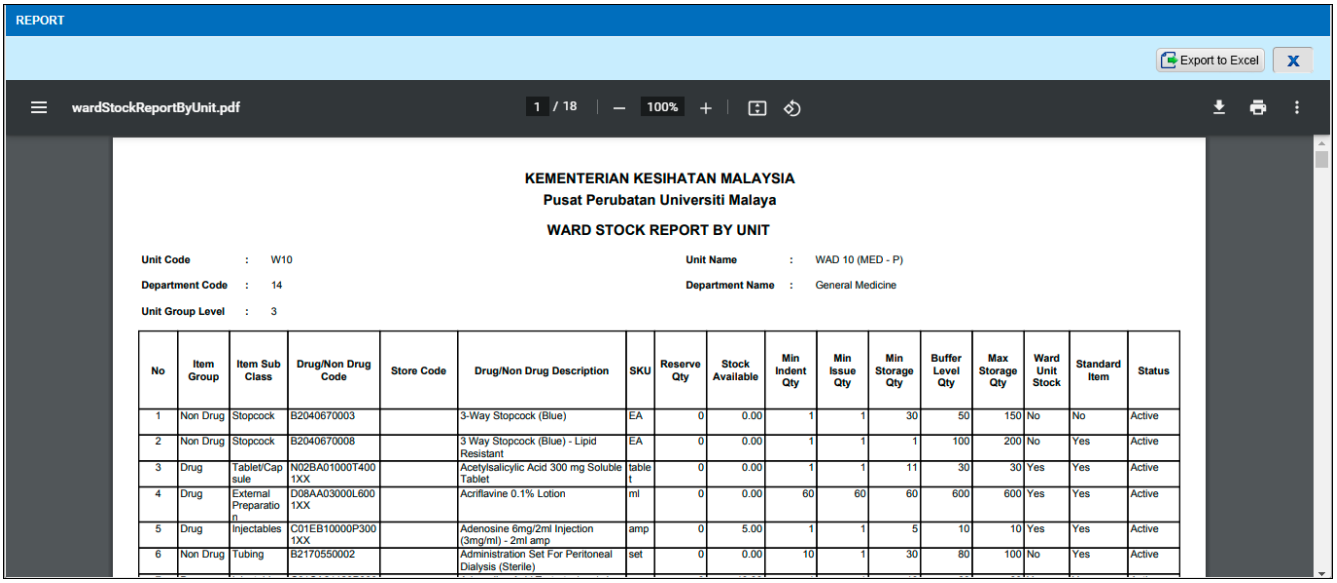



**Figure 3.1.3.1.7-2 Ward Stock**

**STEP 4**

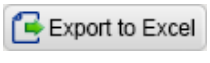
Click on the  button to view/print the record as Figure 3.1.3.1.7-3




| No | Item Group | Item Sub Class | Drug/Non Drug Code | Store Code | Drug/Non Drug Description | SKU | Reserve Qty | Stock Available | Min Indent Qty | Min Issue Qty | Min Storage Qty | Buffer Level Qty | Max Storage Qty | Ward Unit Stock | Standard Item | Status |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Non Drug | Stopcock | B2040670003 | | 3-Way Stopcock (Blue) | EA | 0 | 0.00 | 1 | 1 | 30 | 50 | 150 | No | No | Active |
| 2 | Non Drug | Stopcock | B2040670008 | | 3 Way Stopcock (Blue) - Lipid Resistant | EA | 0 | 0.00 | 1 | 1 | 1 | 100 | 200 | No | Yes | Active |
| 3 | Drug | Tablet/Capsule | N02BA01000T4001XX | | Acetylsalicylic Acid 300 mg Soluble Tablet | tablet | 0 | 0.00 | 1 | 1 | 11 | 30 | 30 | Yes | Yes | Active |
| 4 | Drug | External Preparation | D08AA03000L6001XX | | Acriflavine 0.1% Lotion | ml | 0 | 0.00 | 60 | 60 | 60 | 600 | 600 | Yes | Yes | Active |
| 5 | Drug | Injectables | C01EB10000P3001XX | | Adenosine 6mg/2ml Injection (3mg/ml) - 2ml amp | amp | 0 | 5.00 | 1 | 1 | 5 | 10 | 10 | Yes | Yes | Active |
| 6 | Non Drug | Tubing | B2170550002 | | Administration Set For Peritoneal Dialysis (Sterile) | set | 0 | 0.00 | 10 | 1 | 30 | 80 | 100 | No | Yes | Active |

**Figure 3.1.3.1.7-3 Ward Stock**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.2 Inventory Control

#### 3.1.3.2.1 Below Buffer

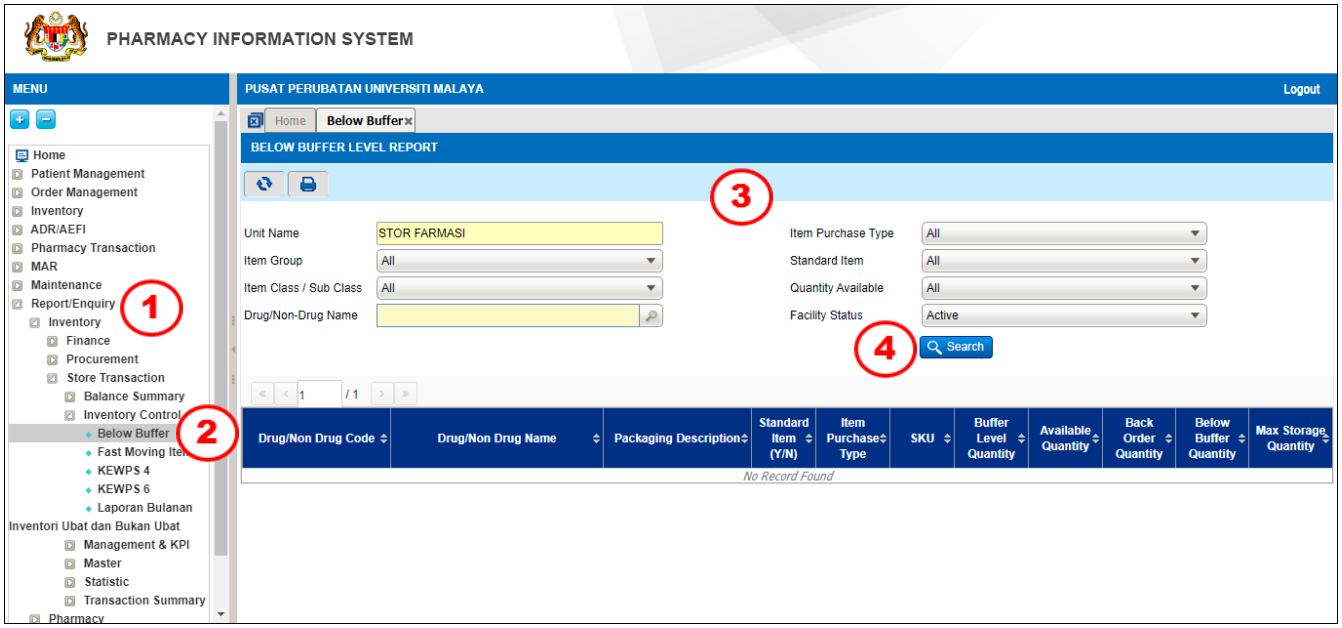



**Figure 3.1.3.2.1-1 Below Buffer**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Inventory Control

**STEP 2**
Click on 'Below Buffer'

**STEP 3**
Search Below Buffer record by criteria as follow:

a) Unit Name
b) Item Purchase Type
   - All
   - APPL
   - Contract
   - LP
c) Item Group
   - All
   - Drug
   - Non Drug
d) Standard Item
   - All
   - Non Standard
   - Standard
e) Item Class / Sub Class
f) Quantity Available
   - All
   - With Stock
   - Without Stock
g) Drug / Non-Drug Name
h) Facility Status
   - All

- Active
- Inactive

**STEP 4**

Click on the Search button and the result display will be based on the entered criteria

***Note***

***Unit Name*** *automatically generated by system based on login user*

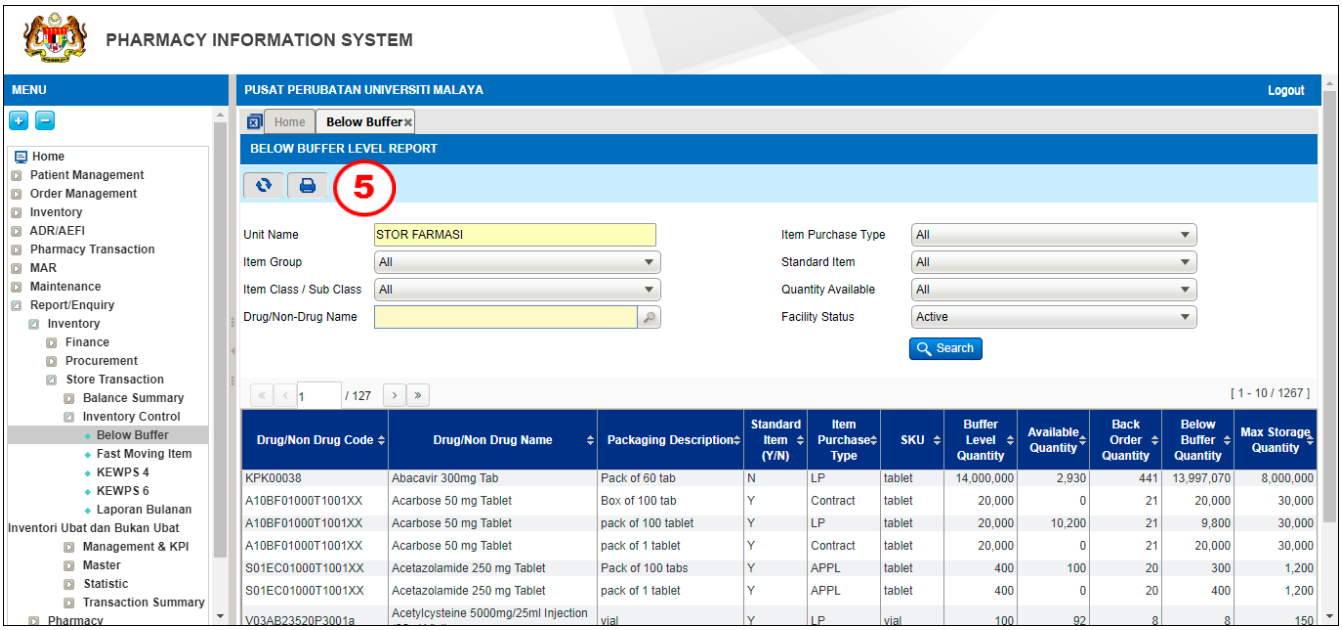



**Figure 3.1.3.2.1-2 Below Buffer**

**STEP 5**

Click on the button to view/print the record as Figure 3.1.3.2.1-3

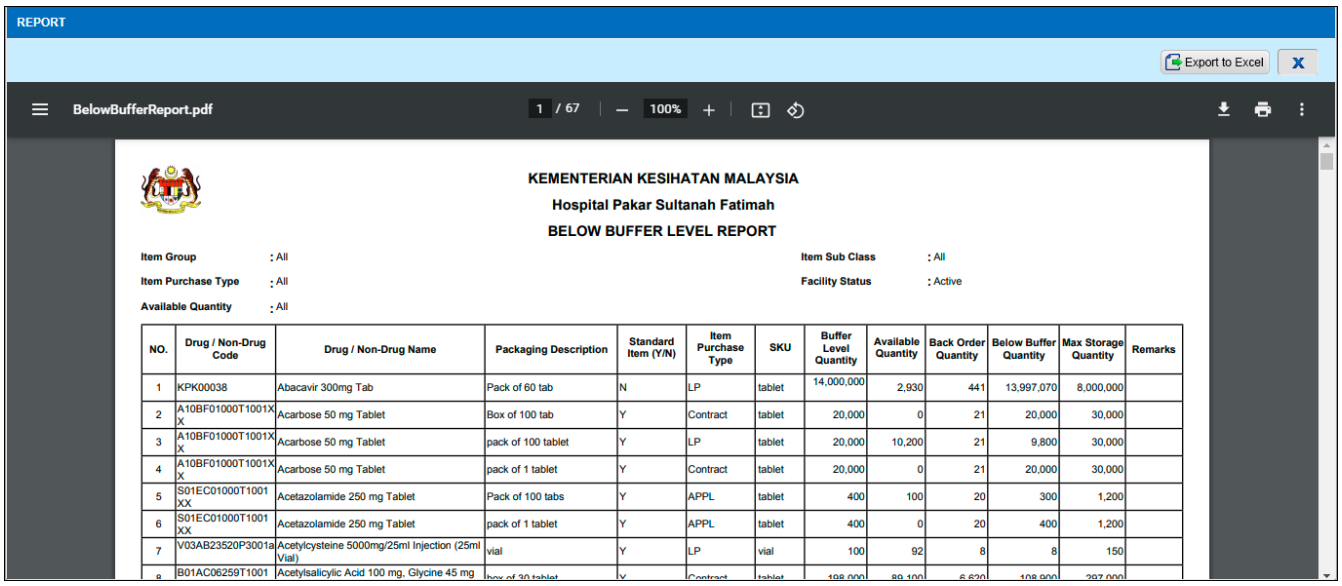



**Figure 3.1.3.2.1-3 Below Buffer**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.3.2.2 Fast Moving Item

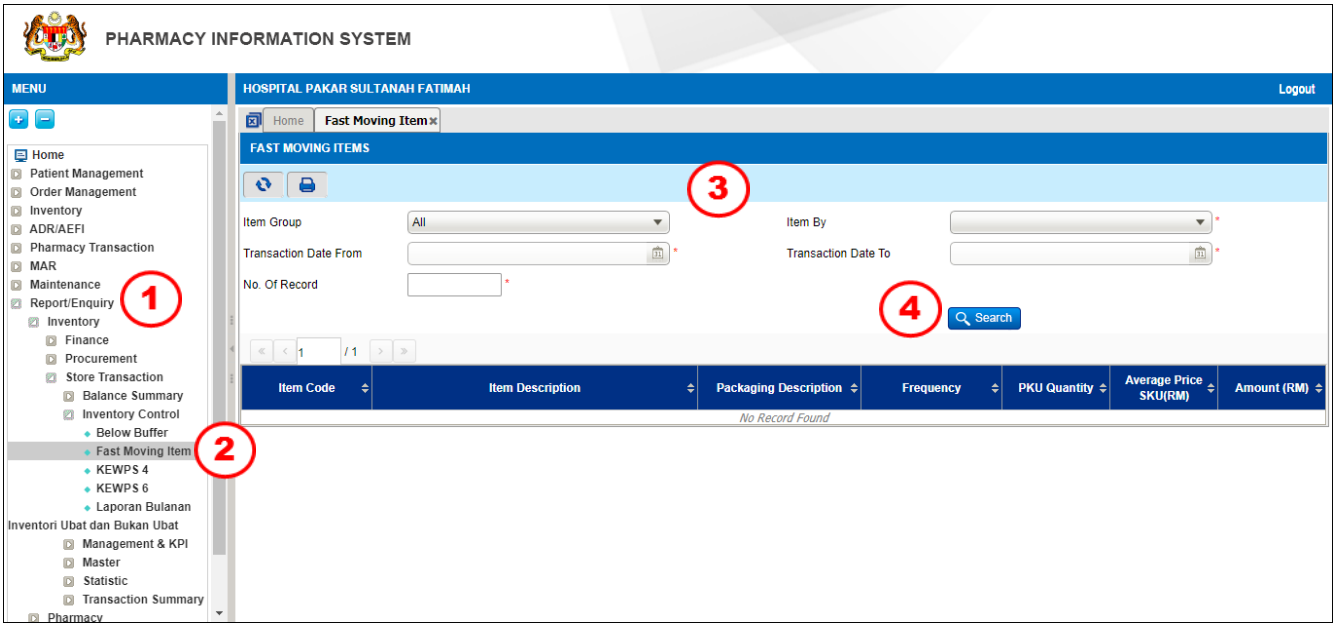



**Figure 3.1.3.2.2-1 Fast Moving Item**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Inventory Control

**STEP 2**
Click on 'Fast Moving Item'

**STEP 3**
Search Fast Moving Item record by criteria as follow:

a) Item Group
b) Item By
   - Frequency of Issuing
   - Quantity of Issuing
c) Transaction Date From
d) Transaction Date To
e) No. Of Record

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

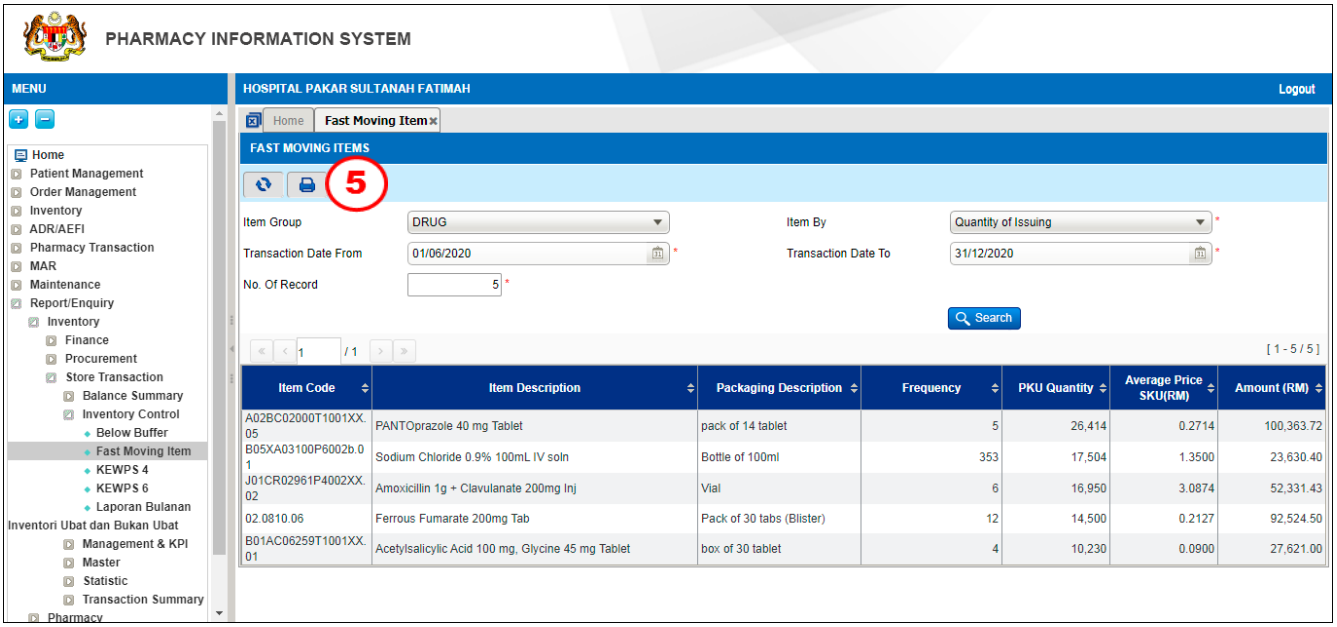



**Figure 3.1.3.2.2-2 Fast Moving Item**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.2.2-3

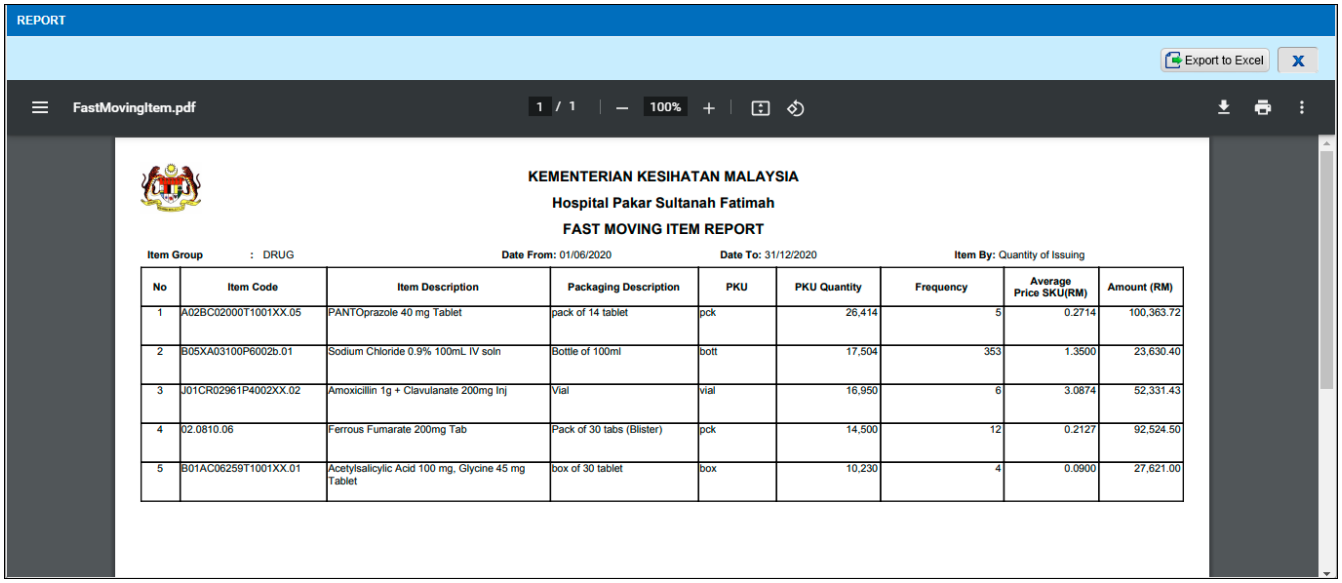



**Figure 3.1.3.2.2-3 Fast Moving Item**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.3.2.3 KEWPS 4

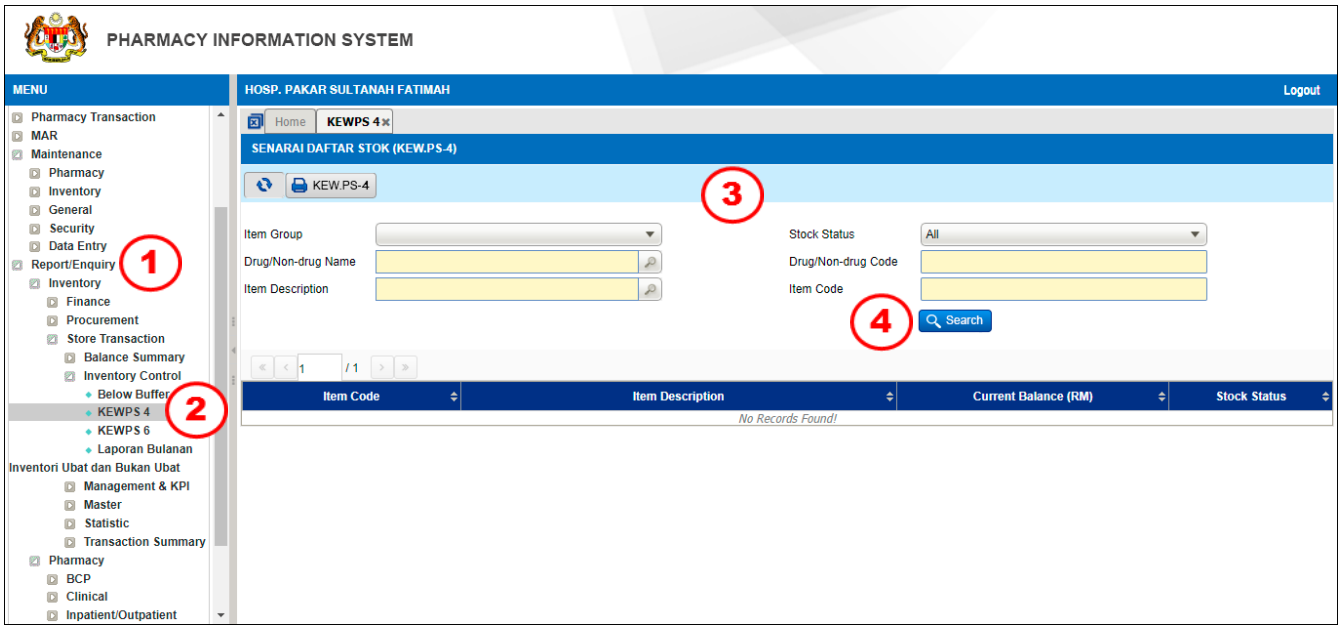



**Figure 3.1.3.2.3-1 KEW.PS-4**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Inventory Control

**STEP 2**
Click on 'KEWPS 4'

**STEP 3**
Search KEWPS 4 record by criteria as follow:

a) Item Group
b) Drug/Non-Drug Name
c) Item Description
d) Stock Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

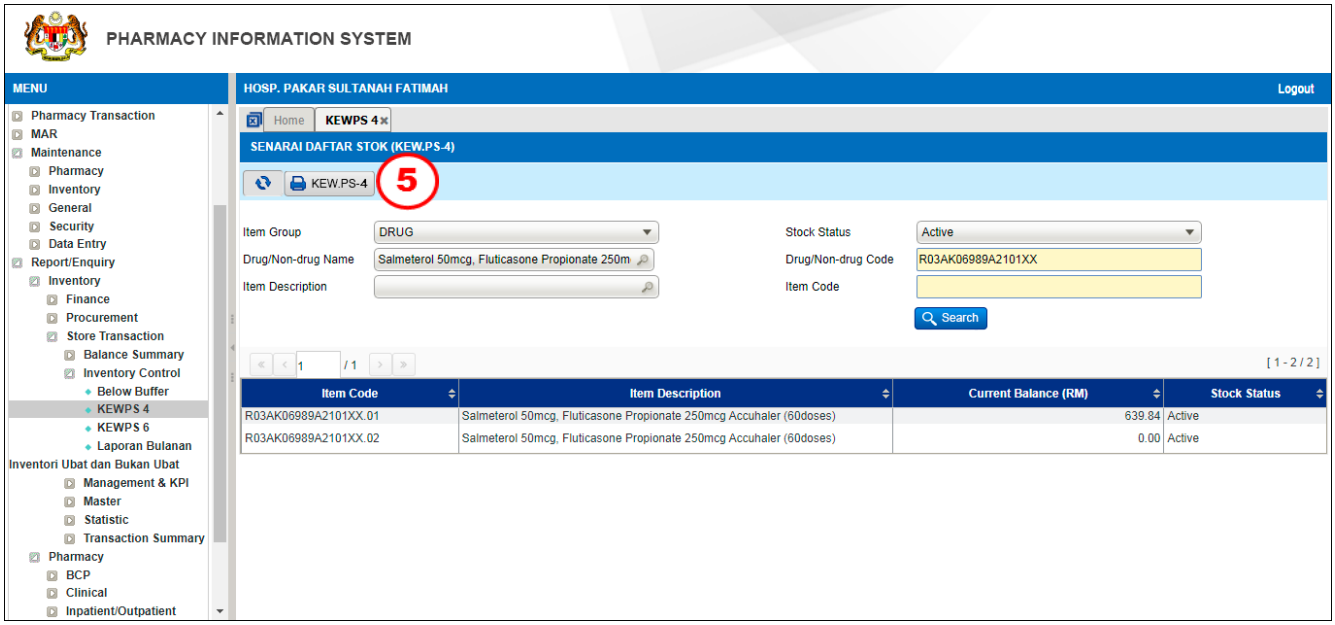



**Figure 3.1.3.2.3-2 KEW.PS-4**

**STEP 5**

Click on the KEW.PS-4 button to view/print the record as Figure 3.1.3.2.3-3

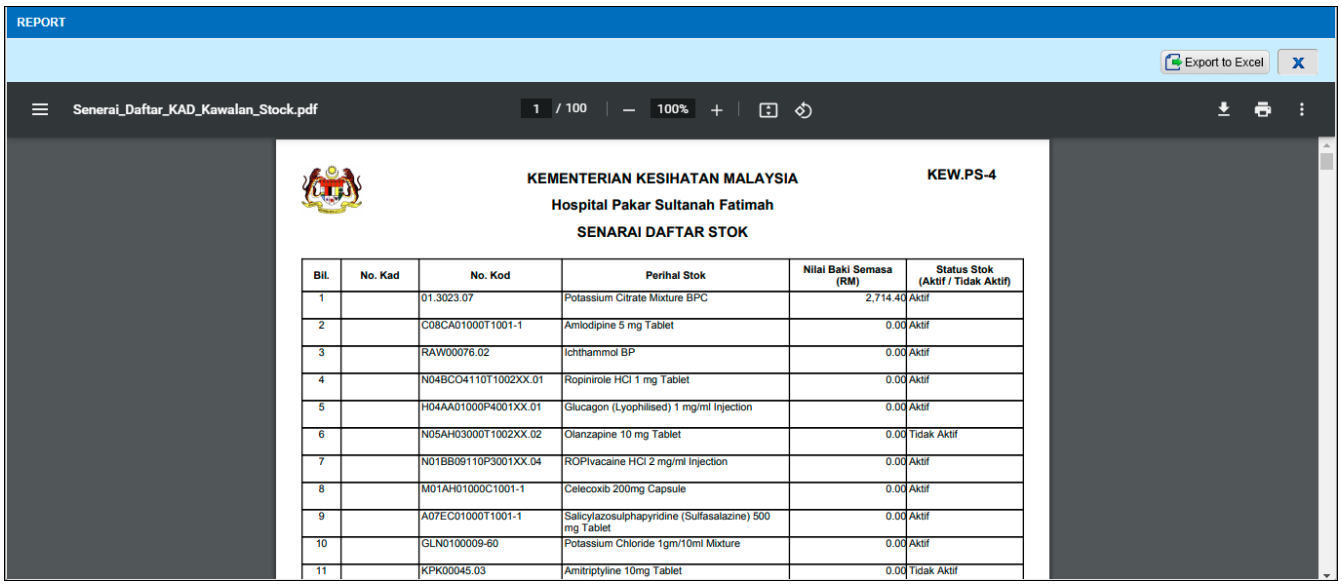



**Figure 3.1.3.2.3-3 KEW.PS-4**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

### 3.1.3.2.4 KEWPS 6

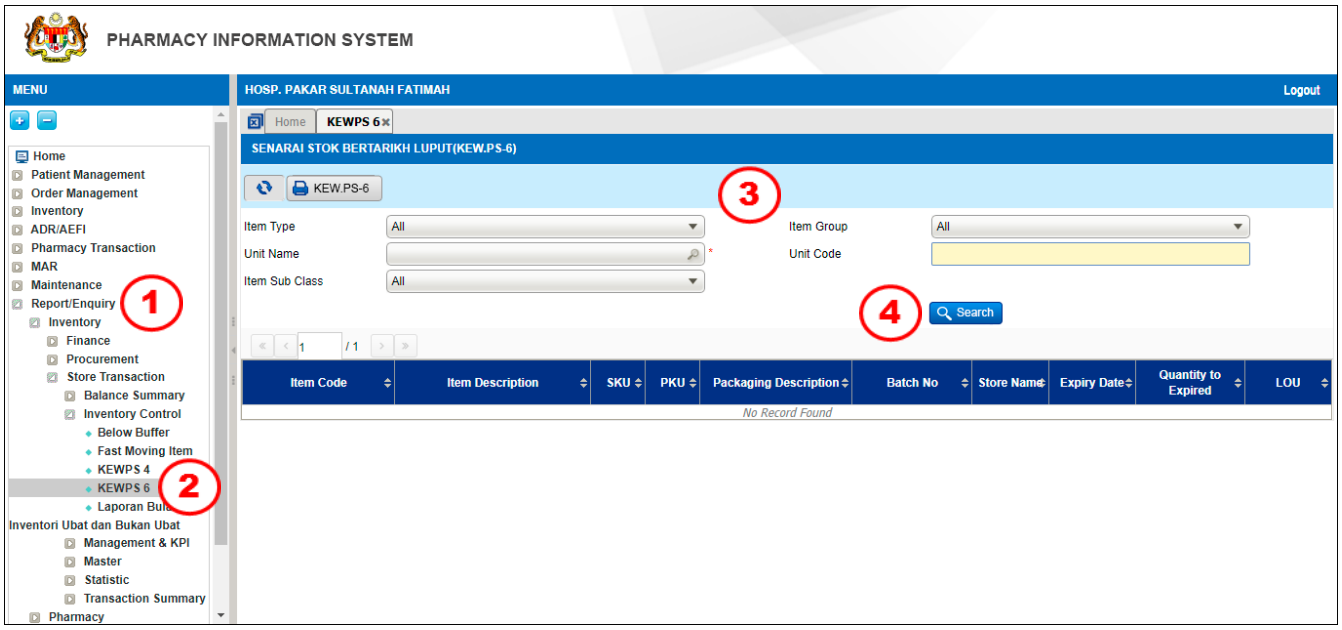



**Figure 3.1.3.2.4-1 KEW.PS-6**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Inventory Control

**STEP 2**
Click on 'KEW.PS-6'

**STEP 3**
Search KEWPS 6 record by criteria as follow:

a) Item Type
   - All
   - APPL
   - Contract
   - LP

b) Item Group
   - All
   - Drug
   - Non Drug

c) Unit Name

d) Item Sub Class

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

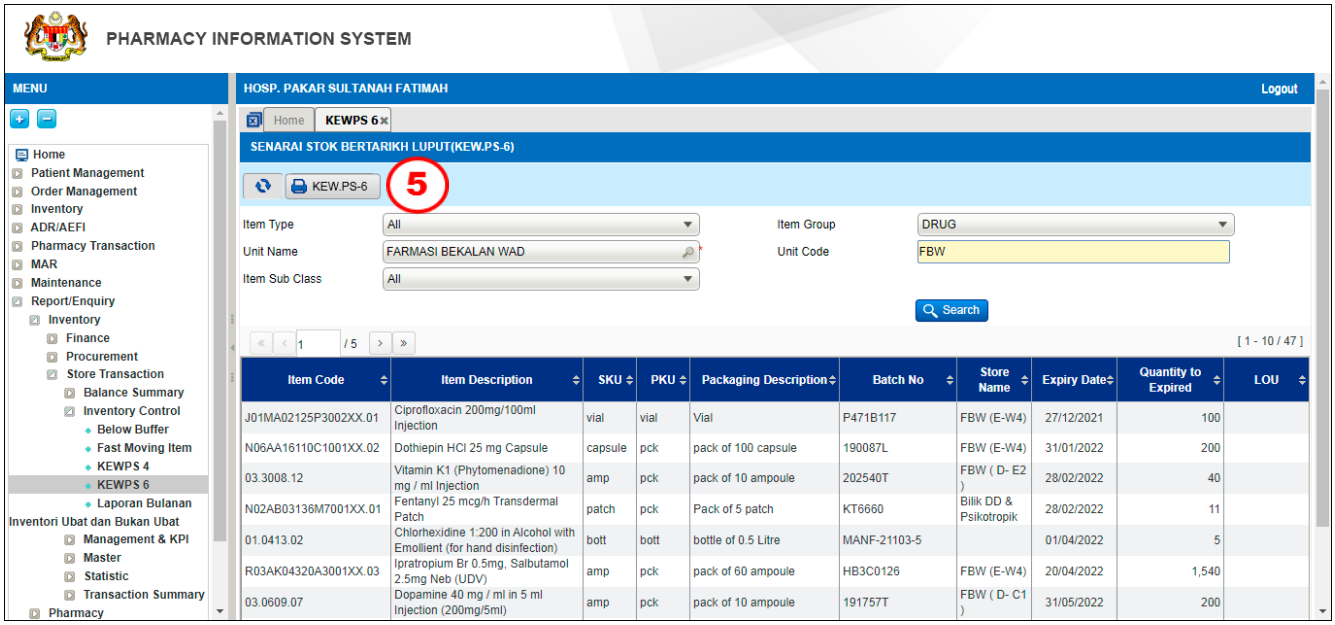



**Figure 3.1.3.2.4-2 KEW.PS-6**

**STEP 5**

Click on the KEW.PS-6 button to view/print the record as Figure 3.1.3.2.4-3

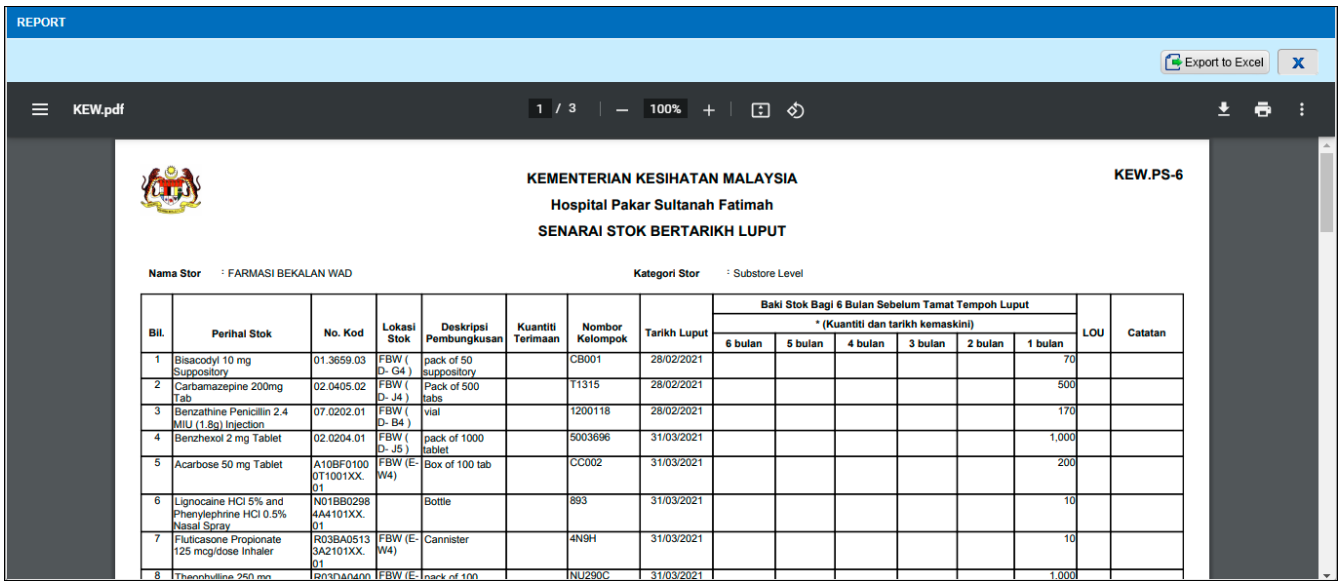



**Figure 3.1.3.2.4-3 KEW.PS-6**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

### 3.1.3.2.5 Laporan Bulanan Inventori Ubat Dan Bukan Ubat

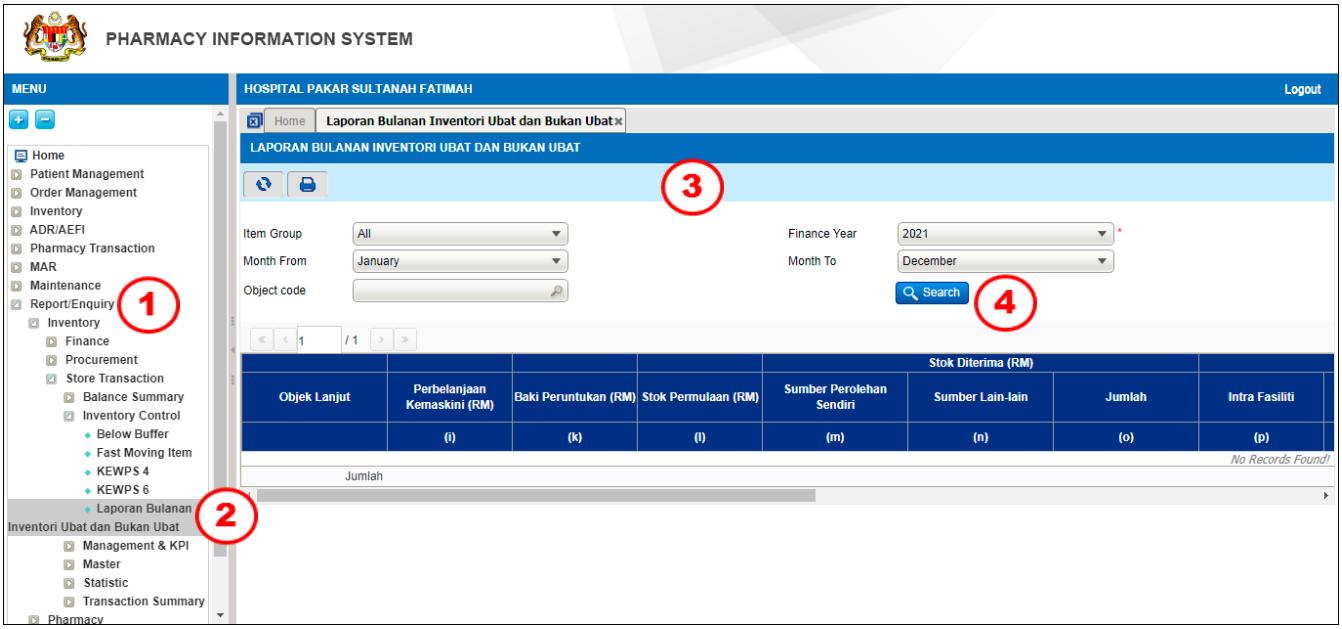



**Figure 3.1.3.2.5-1 Laporan Bulanan Inventori Ubat Dan Bukan Ubat**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Inventory Control

**STEP 2**
Click on 'Laporan Bulanan Inventori Ubat Dan Bukan Ubat'

**STEP 3**
Search Laporan Bulanan Inventori Ubat Dan Bukan Ubat record by criteria as follow:

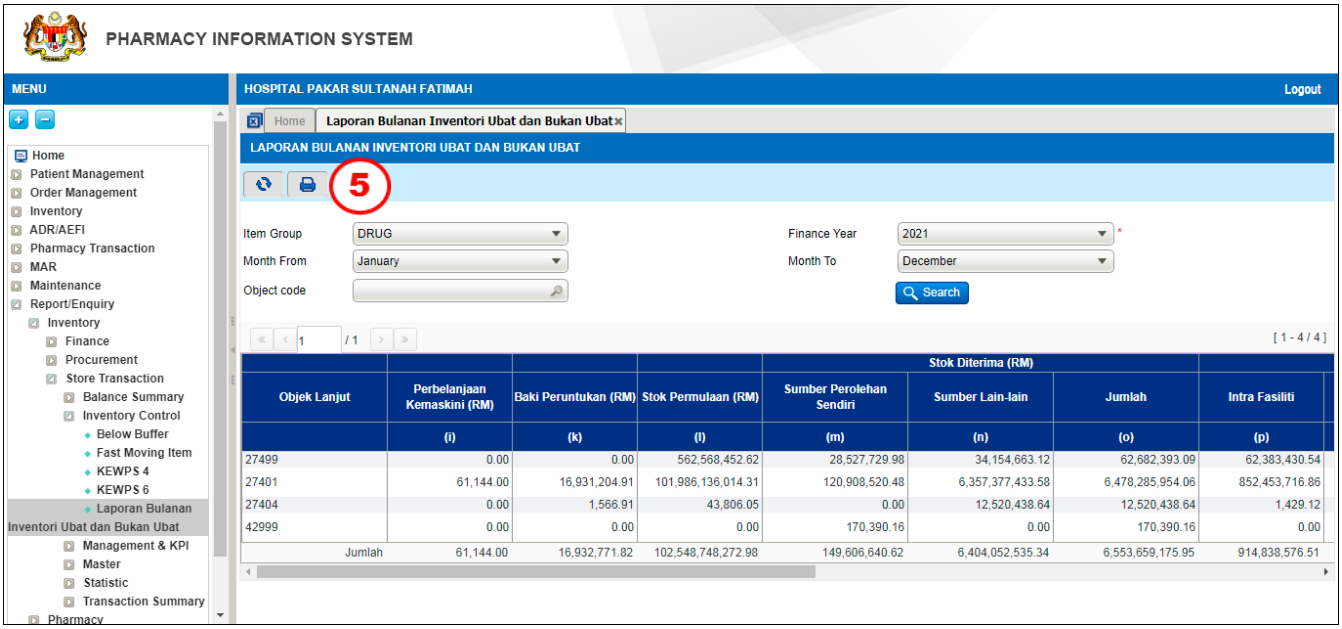
a) Item Group
   - All
   - Drug
   - Non Drug

b) Financial Year
c) Month From
d) Month To
e) Object Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***

- ***Financial Year*** *will be default to current financial year*

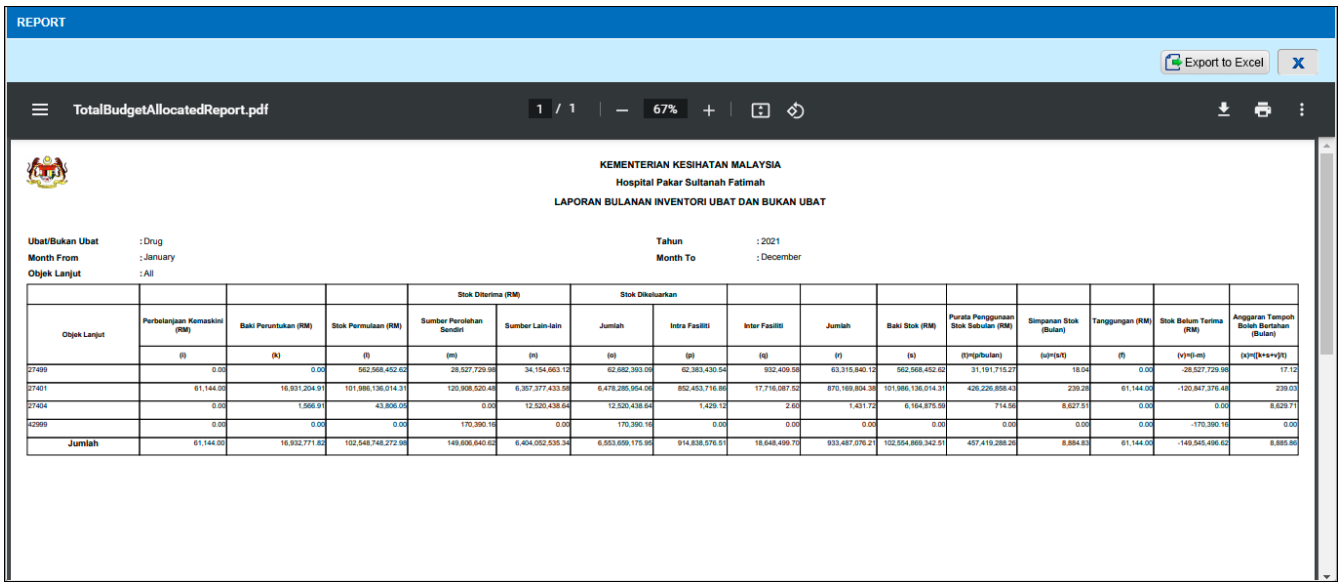



| Objek Lanjut | Perbelanjaan Kemaskini (RM) | Baki Peruntukan (RM) | Stok Permulaan (RM) | Stok Diterima (RM) | | | Intra Fasiliti |
|---|---|---|---|---|---|---|---|
| | | | | Sumber Perolehan Sendiri | Sumber Lain-lain | Jumlah | |
| | (i) | (k) | (l) | (m) | (n) | (o) | (p) |
| 27499 | 0.00 | 0.00 | 562,568,452.62 | 28,527,729.98 | 34,154,663.12 | 62,682,393.09 | 62,383,430.54 |
| 27401 | 61,144.00 | 16,931,204.91 | 101,986,136,014.31 | 120,908,520.48 | 6,357,377,433.58 | 6,478,285,954.06 | 852,453,716.86 |
| 27404 | 0.00 | 1,566.91 | 43,806.05 | 0.00 | 12,520,438.64 | 12,520,438.64 | 1,429.12 |
| 42999 | 0.00 | 0.00 | 0.00 | 170,390.16 | 0.00 | 170,390.16 | 0.00 |
| Jumlah | 61,144.00 | 16,932,771.82 | 102,548,748,272.98 | 149,606,640.62 | 6,404,052,535.34 | 6,553,659,175.95 | 914,838,576.51 |

**Figure 3.1.3.2.5-2 Laporan Bulanan Inventori Ubat Dan Bukan Ubat**

**STEP 5**

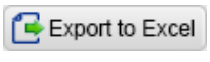
Click on the  button to view/print the record as Figure 3.1.3.2.5-3




| Objek Lanjut | Perbelanjaan Kemaskini (RM) | Baki Peruntukan (RM) | Stok Permulaan (RM) | Stok Diterima (RM) | | Stok Dikeluarkan | | | | Baki Stok (RM) | Purata Penggunaan Stok Sebulan (RM) | Simpanan Stok (Bulan) | Tanggungan (RM) | Stok Belum Terima (RM) | Anggaran Tempoh Boleh Bertahan (Bulan) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | Sumber Perolehan Sendiri | Sumber Lain-lain | Jumlah | Intra Fasiliti | Inter Fasiliti | Jumlah | | | | | | |
| | (i) | (k) | (l) | (m) | (n) | (o) | (p) | (q) | (r) | (s) | (t)=(p/bulan) | (u)=(s/t) | (f) | (v)=(i-m) | (x)=[(k+s+v)/t] |
| 27499 | 0.00 | 0.00 | 562,568,452.62 | 28,527,729.98 | 34,154,663.12 | 62,682,393.09 | 62,383,430.54 | 932,409.58 | 63,315,840.12 | 562,568,452.62 | 31,191,715.27 | 18.04 | 0.00 | -28,527,729.98 | 17.12 |
| 27401 | 61,144.00 | 16,931,204.91 | 101,986,136,014.31 | 120,908,520.48 | 6,357,377,433.58 | 6,478,285,954.06 | 852,453,716.86 | 17,716,087.52 | 870,169,804.38 | 101,986,136,014.31 | 426,226,858.43 | 239.28 | 61,144.00 | -120,847,376.48 | 239.03 |
| 27404 | 0.00 | 1,566.91 | 43,806.05 | 0.00 | 12,520,438.64 | 12,520,438.64 | 1,429.12 | 2.60 | 1,431.72 | 6,164,875.59 | 714.56 | 8,627.51 | 0.00 | 0.00 | 8,629.71 |
| 42999 | 0.00 | 0.00 | 0.00 | 170,390.16 | 0.00 | 170,390.16 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -170,390.16 | 0.00 |
| Jumlah | 61,144.00 | 16,932,771.82 | 102,548,748,272.98 | 149,606,640.62 | 6,404,052,535.34 | 6,553,659,175.95 | 914,838,576.51 | 18,648,499.70 | 933,487,076.21 | 102,554,869,342.51 | 457,419,288.26 | 8,884.83 | 61,144.00 | -149,545,496.62 | 8,885.86 |

**Figure 3.1.3.2.5-3 Laporan Bulanan Inventori Ubat Dan Bukan Ubat**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3 Management & KPI

#### 3.1.3.3.1 ABC Analysis

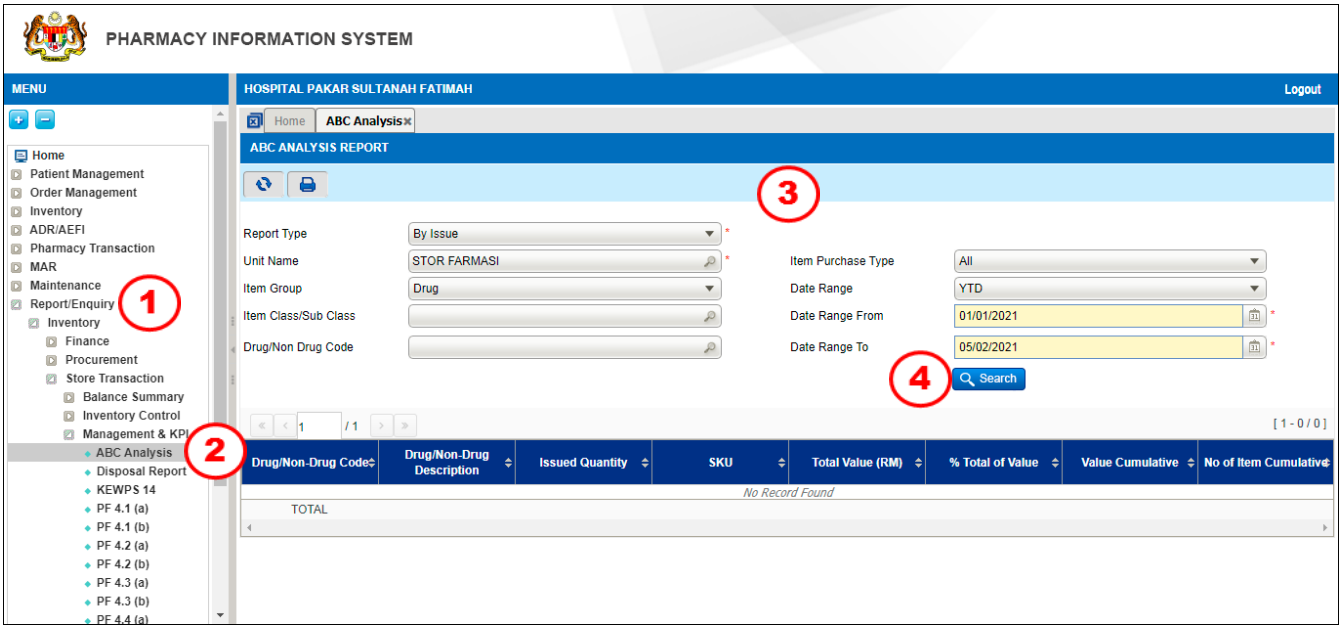



**Figure 3.1.3.3.1-1 ABC Analysis**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Management & KPI

**STEP 2**
Click on 'ABC Analysis

**STEP 3**
Search ABC Analysis record by criteria as follow:

a) Request Type
   - By Issue
   - By Procurement
   - By Usage

b) Unit Name

c) Item Purchase Type
   - All
   - APPL
   - Contract
   - LP

d) Item Group

e) Date Range
   - Date Range
   - YTD

f) Item Class / Sub Class

g) Date Range From

h) Drug/Non-Drug Code

i) Date Range To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

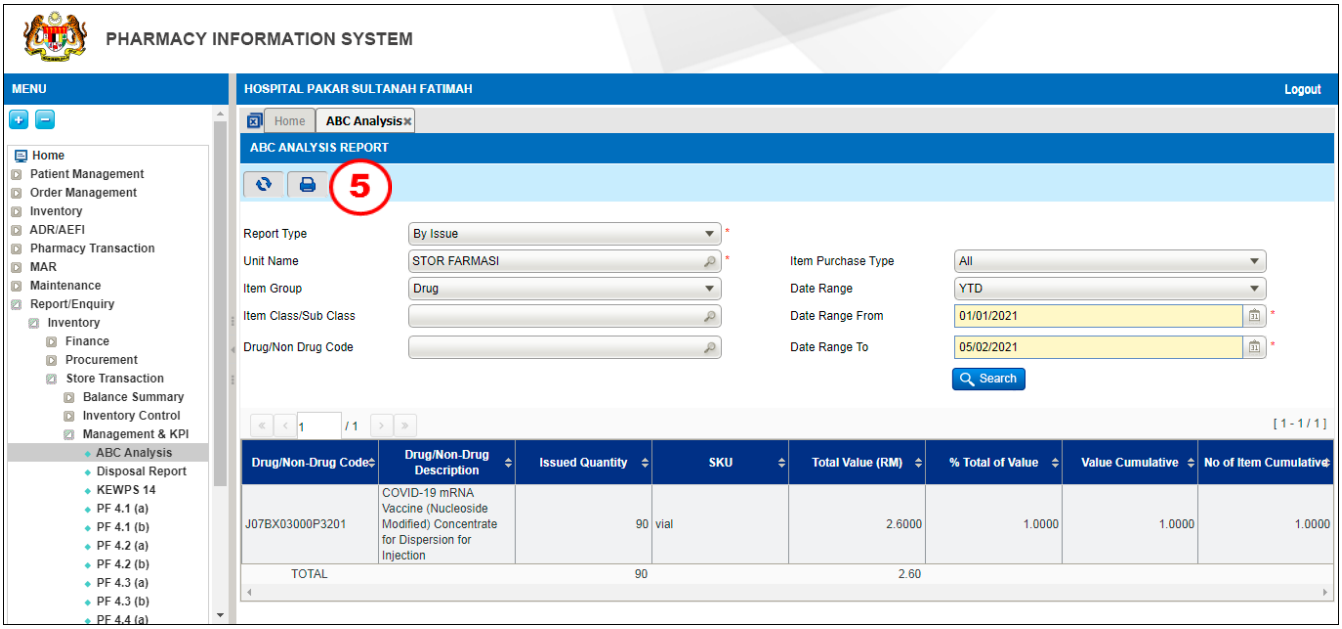



**Figure 3.1.3.3.1-2 ABC Analysis**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.1-3

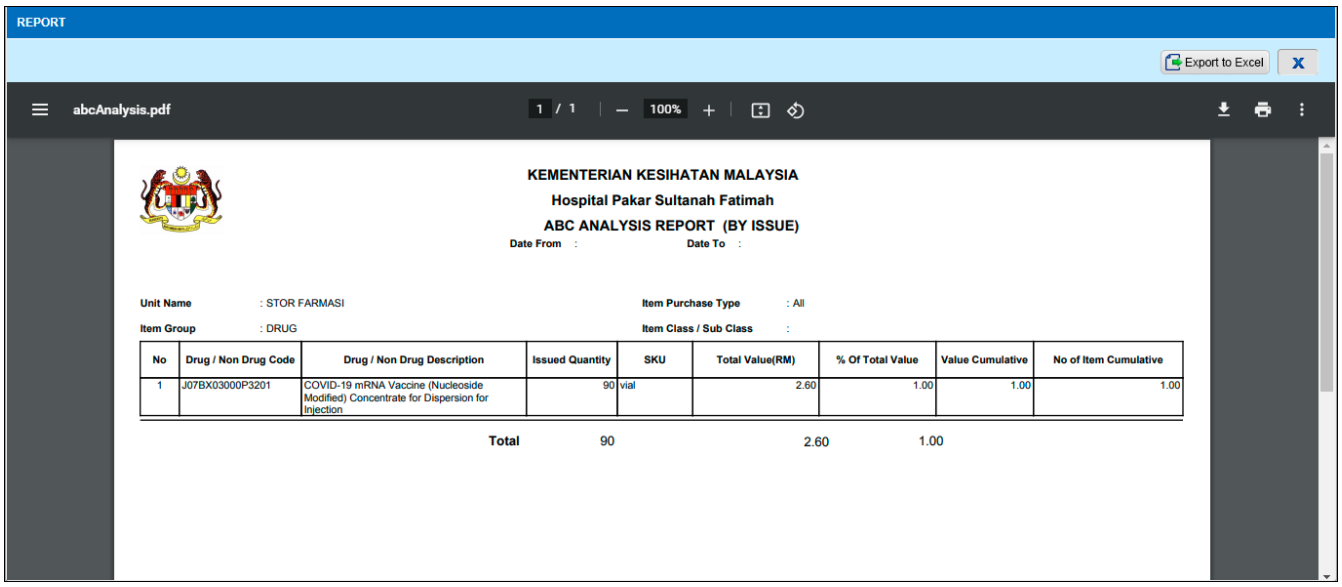
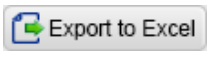



**Figure 3.1.3.3.1-3 ABC Analysis**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.3.2 Disposal Report

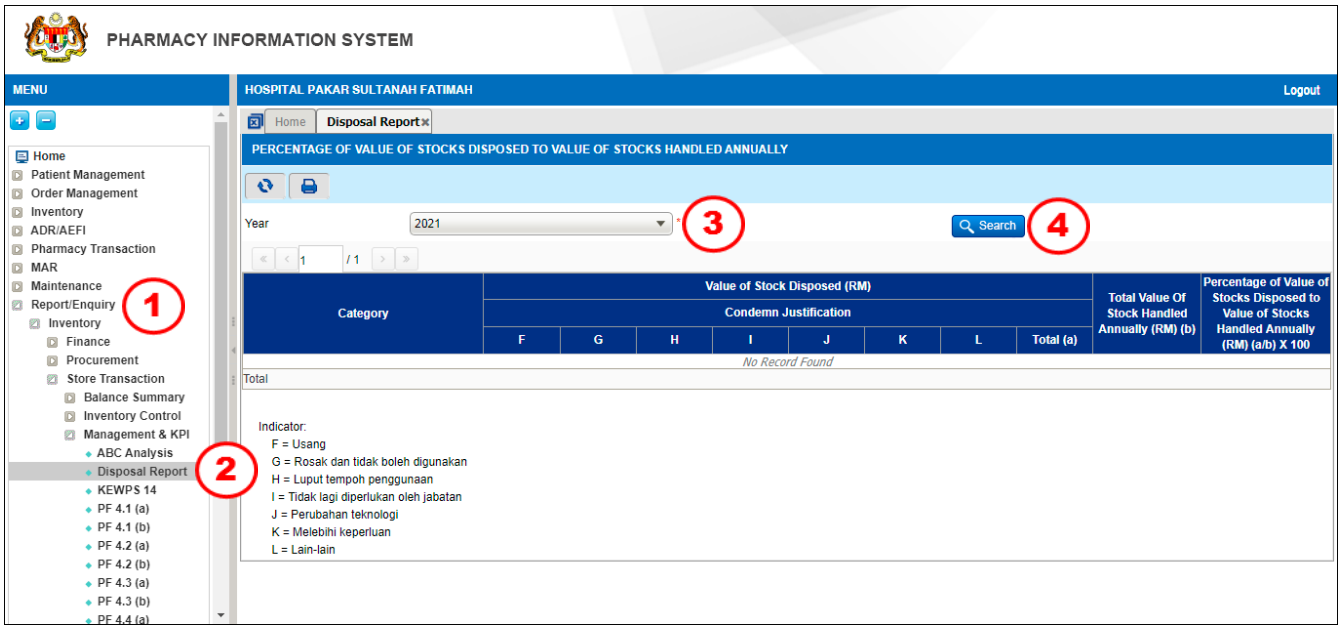


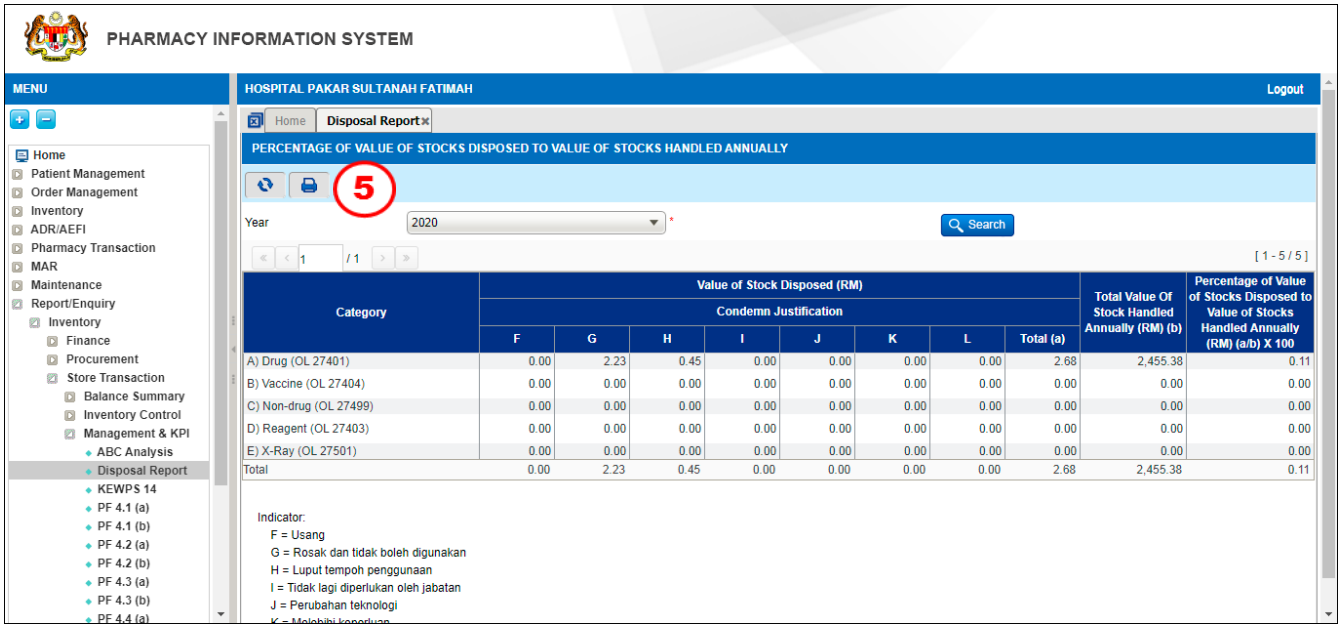

**Figure 3.1.3.3.2.1-1 Disposal Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'Disposal Report'

**STEP 3**
Select ***Year***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

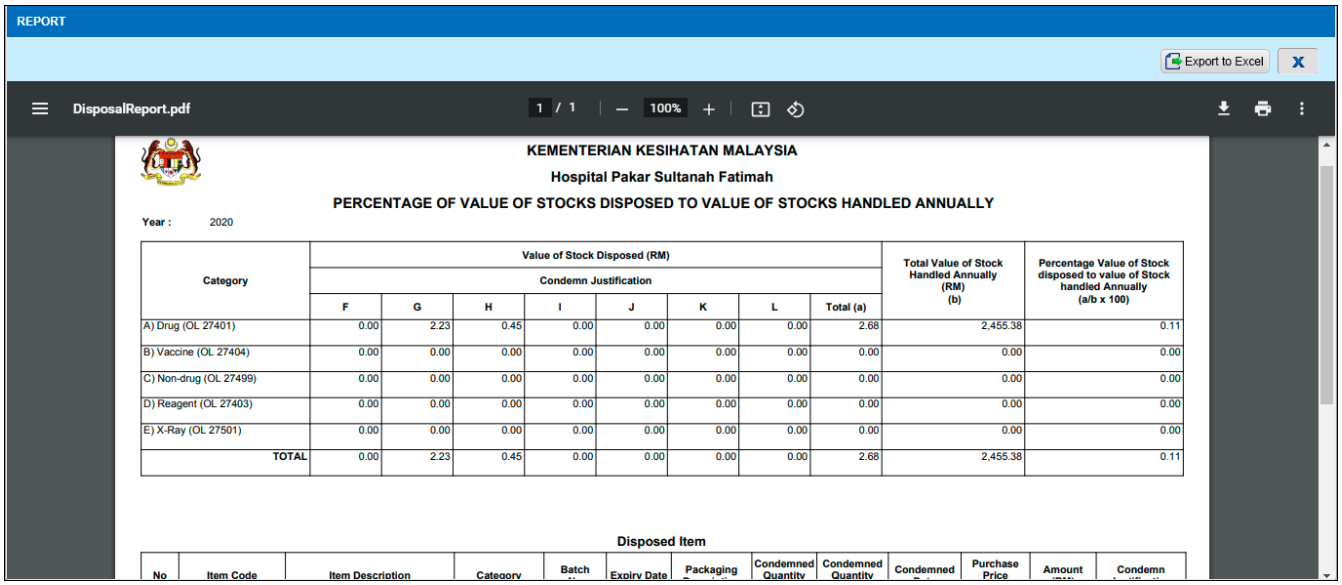



| Category | Value of Stock Disposed (RM) | | | | | | | | Total Value Of Stock Handled Annually (RM) (b) | Percentage of Value of Stocks Disposed to Value of Stocks Handled Annually (RM) (a/b) X 100 |
|---|---|---|---|---|---|---|---|---|---|---|
| | Condemn Justification | | | | | | | | | |
| | F | G | H | I | J | K | L | Total (a) | | |
| A) Drug (OL 27401) | 0.00 | 2.23 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | 2.68 | 2,455.38 | 0.11 |
| B) Vaccine (OL 27404) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| C) Non-drug (OL 27499) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| D) Reagent (OL 27403) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| E) X-Ray (OL 27501) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 0.00 | 2.23 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | 2.68 | 2,455.38 | 0.11 |

**Figure 3.1.3.3.2-2 Disposal Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.2-3

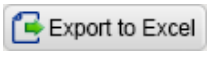



| Category | Value of Stock Disposed (RM) | | | | | | | | Total Value of Stock Handled Annually (RM) (b) | Percentage Value of Stock disposed to value of Stock handled Annually (a/b x 100) |
|---|---|---|---|---|---|---|---|---|---|---|
| | Condemn Justification | | | | | | | | | |
| | F | G | H | I | J | K | L | Total (a) | | |
| A) Drug (OL 27401) | 0.00 | 2.23 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | 2.68 | 2,455.38 | 0.11 |
| B) Vaccine (OL 27404) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| C) Non-drug (OL 27499) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| D) Reagent (OL 27403) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| E) X-Ray (OL 27501) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 2.23 | 0.45 | 0.00 | 0.00 | 0.00 | 0.00 | 2.68 | 2,455.38 | 0.11 |

| No | Item Code | Item Description | Category | Batch | Expiry Date | Packaging | Condemned Quantity | Condemned Quantity | Condemned | Purchase Price | Amount | Condemn |
|---|---|---|---|---|---|---|---|---|---|---|---|---|

**Figure 3.1.3.3.2-3 Disposal Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.3 KEWPS 14

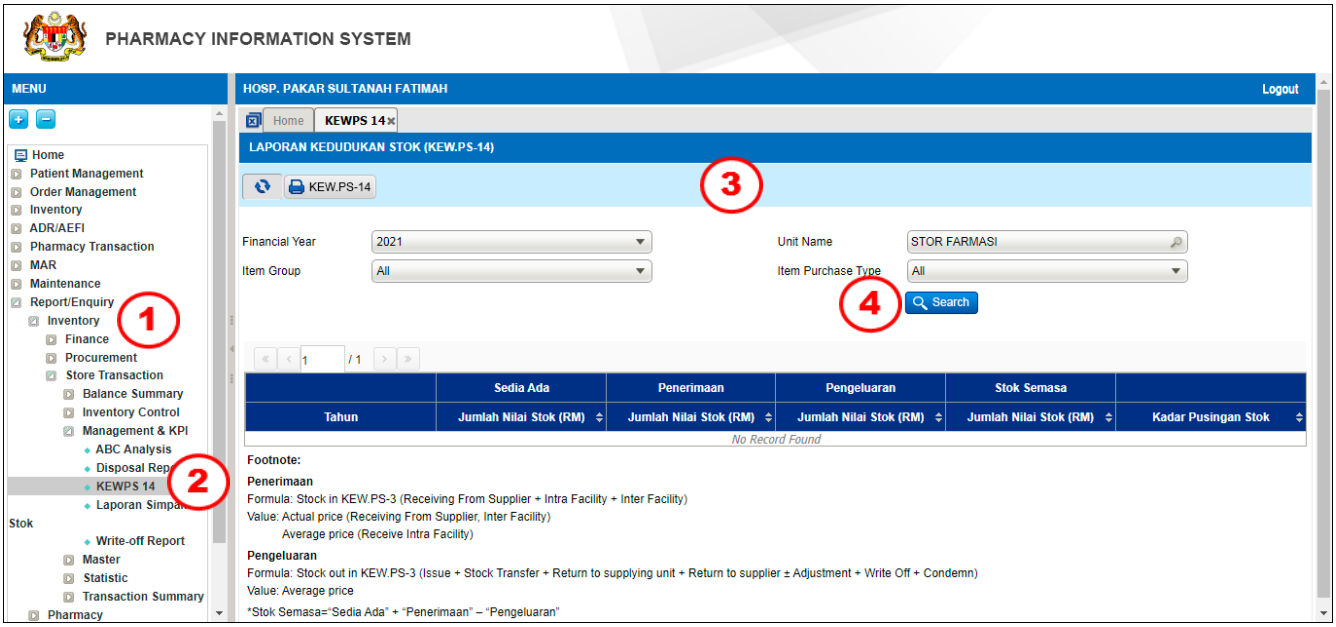



**Figure 3.1.3.3.3-1 KEW.PS-14**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Management & KPI

**STEP 2**
Click on 'KEWPS 14'

**STEP 3**
Search KEWPS 14 record by criteria as follow:

a) Financial Year
b) Item Group
   - All
   - Drug
   - Non Drug
c) Unit Name
d) Item Purchase Type
   - All
   - APPL
   - Contract
   - LP

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

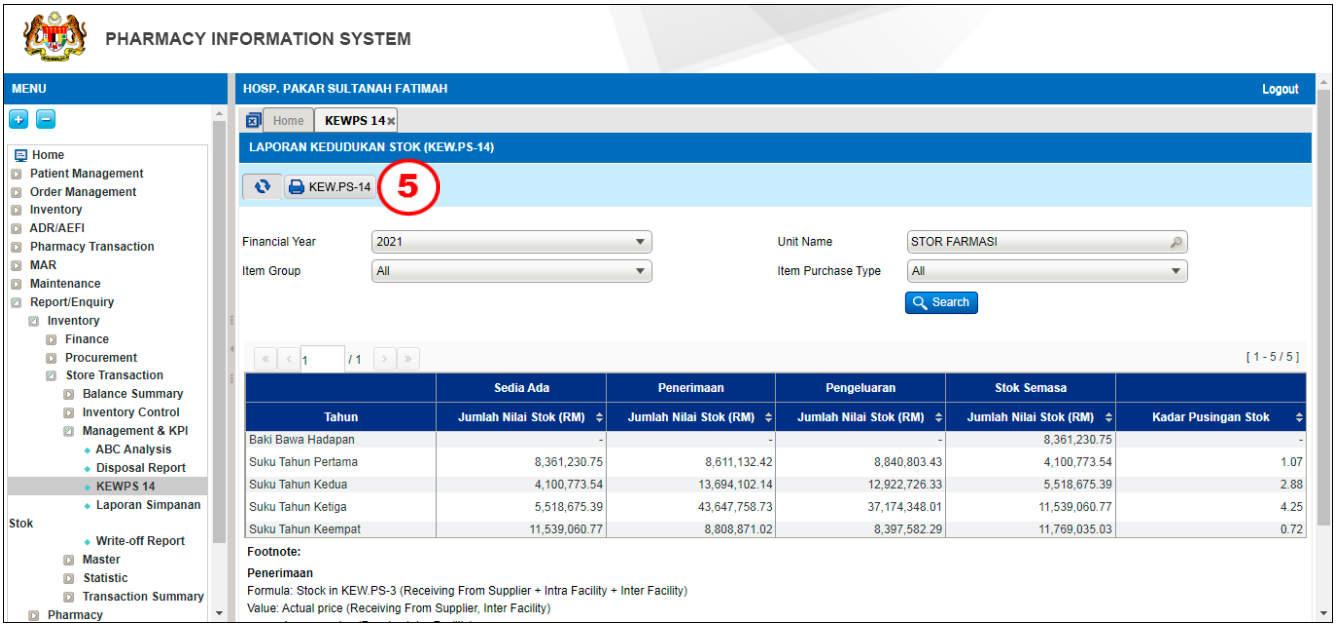



**Figure 3.1.3.3.3-2 KEWPS 14**

**STEP 5**

Click on the KEW.PS-14 button to view/print the record as Figure 3.1.3.3.3-3

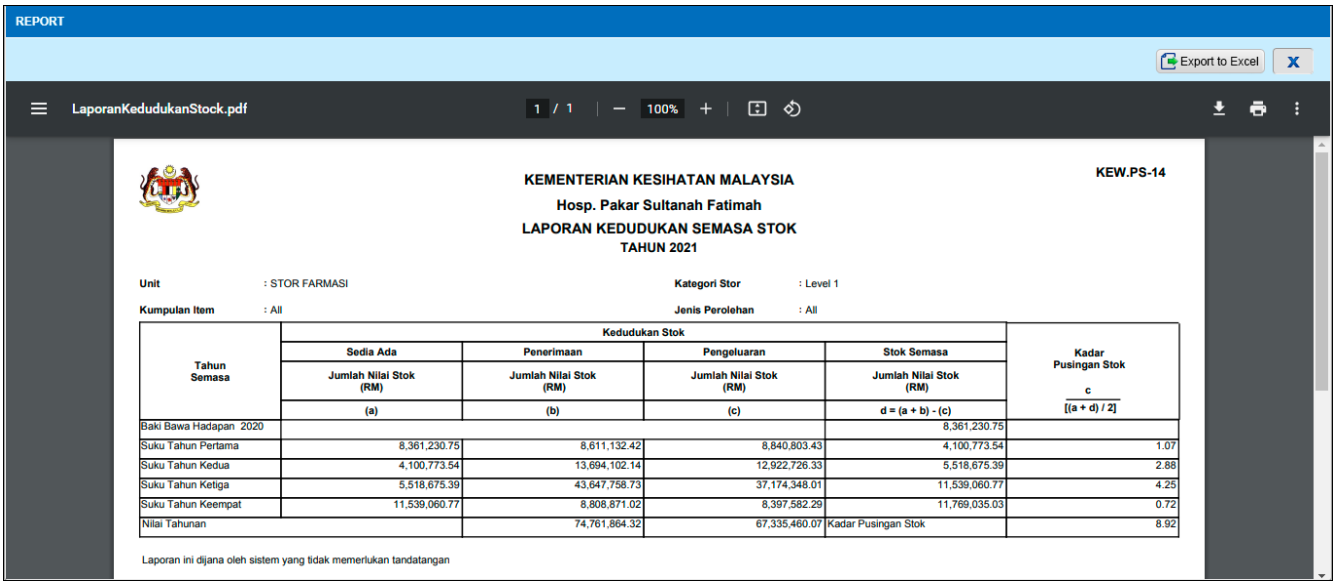



**Figure 3.1.3.3.3-3 KEWPS 14**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

### 3.1.3.3.4 PF 4.1 (a)

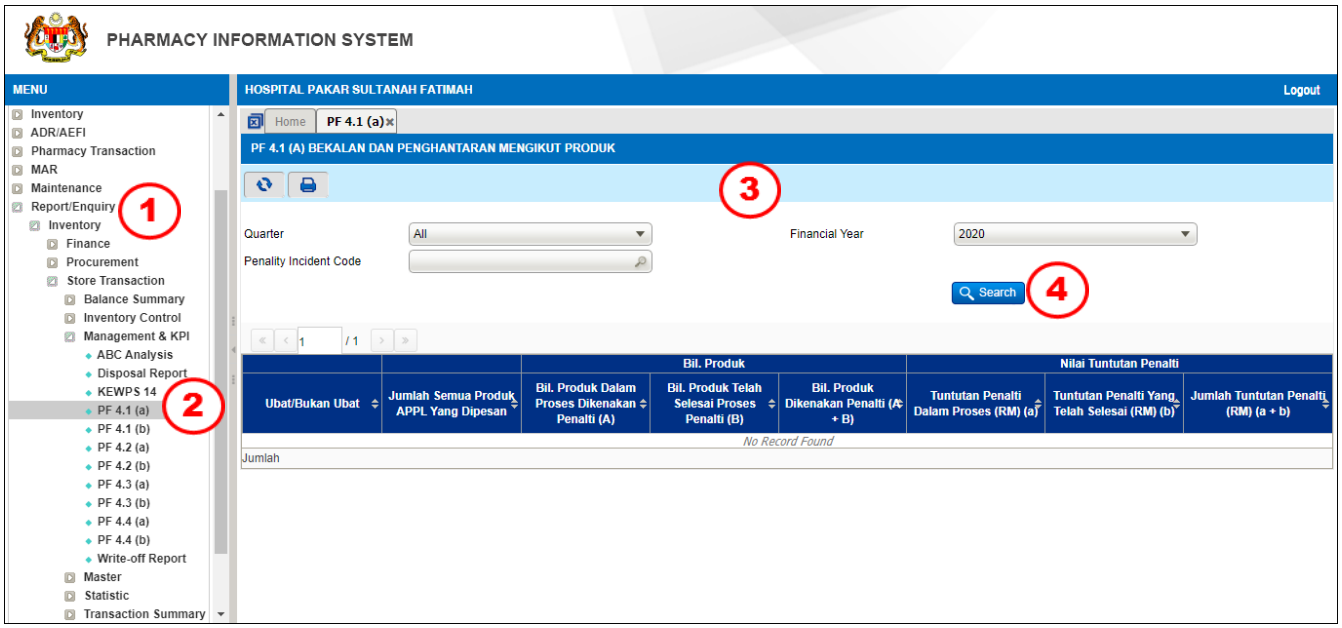



**Figure 3.1.3.3.4-1 PF 4.1 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

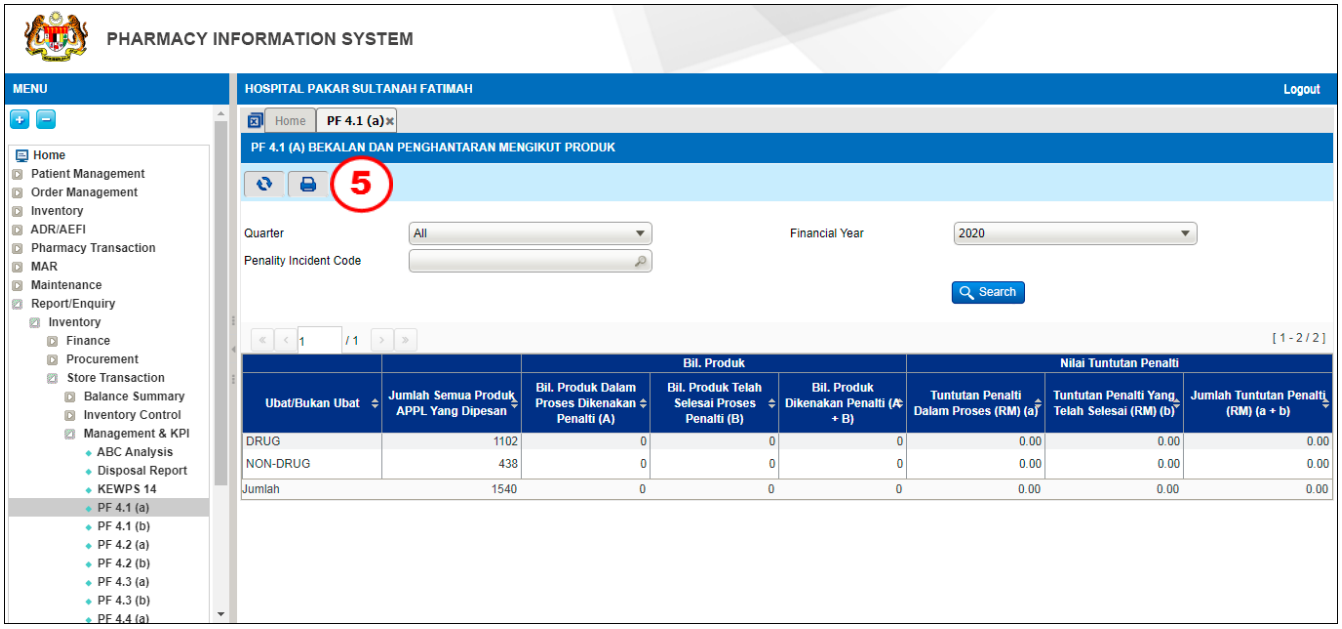
**STEP 2**
Click on 'PF 4.1 (a)'

**STEP 3**
Search PF 4.1 (a) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

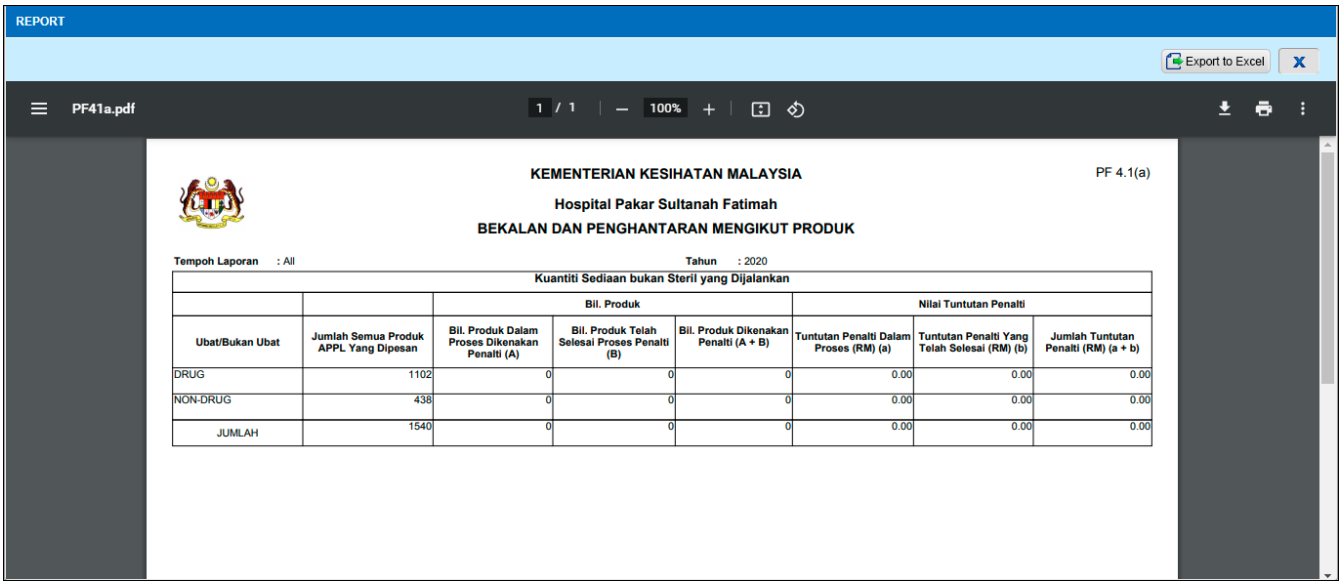



| Ubat/Bukan Ubat | Jumlah Semua Produk APPL Yang Dipesan | Bil. Produk | | | Nilai Tuntutan Penalti | | |
|---|---|---|---|---|---|---|---|
| | | Bil. Produk Dalam Proses Dikenakan Penalti (A) | Bil. Produk Telah Selesai Proses Penalti (B) | Bil. Produk Dikenakan Penalti (A + B) | Tuntutan Penalti Dalam Proses (RM) (a) | Tuntutan Penalti Yang Telah Selesai (RM) (b) | Jumlah Tuntutan Penalti (RM) (a + b) |
| DRUG | 1102 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| NON-DRUG | 438 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| Jumlah | 1540 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |

**Figure 3.1.3.3.4-2 PF 4.1(a)**

**STEP 5**

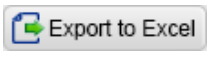
Click on the  button to view/print the record as Figure 3.1.3.3.4-3




| Ubat/Bukan Ubat | Jumlah Semua Produk APPL Yang Dipesan | Bil. Produk | | | Nilai Tuntutan Penalti | | |
|---|---|---|---|---|---|---|---|
| | | Bil. Produk Dalam Proses Dikenakan Penalti (A) | Bil. Produk Telah Selesai Proses Penalti (B) | Bil. Produk Dikenakan Penalti (A + B) | Tuntutan Penalti Dalam Proses (RM) (a) | Tuntutan Penalti Yang Telah Selesai (RM) (b) | Jumlah Tuntutan Penalti (RM) (a + b) |
| DRUG | 1102 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| NON-DRUG | 438 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| JUMLAH | 1540 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |

**Figure 3.1.3.3.4-3 PF 4.1(a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.5 PF 4.1 (b)

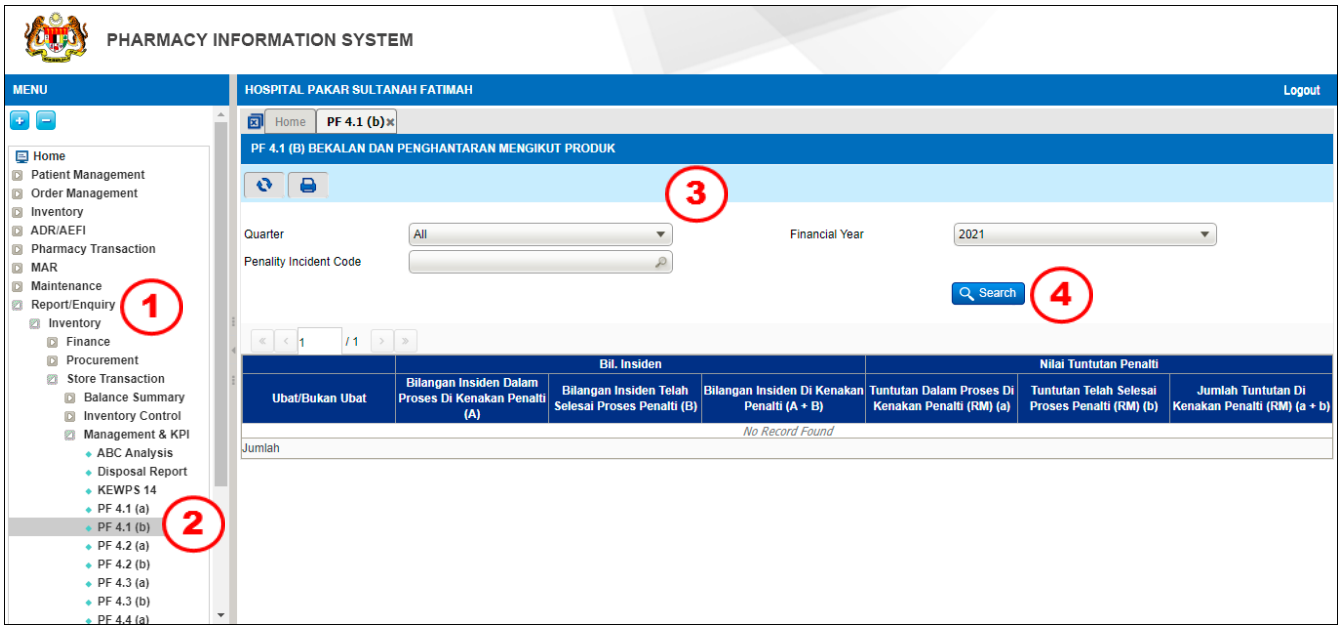



**Figure 3.1.3.3.5-1 PF 4.1 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

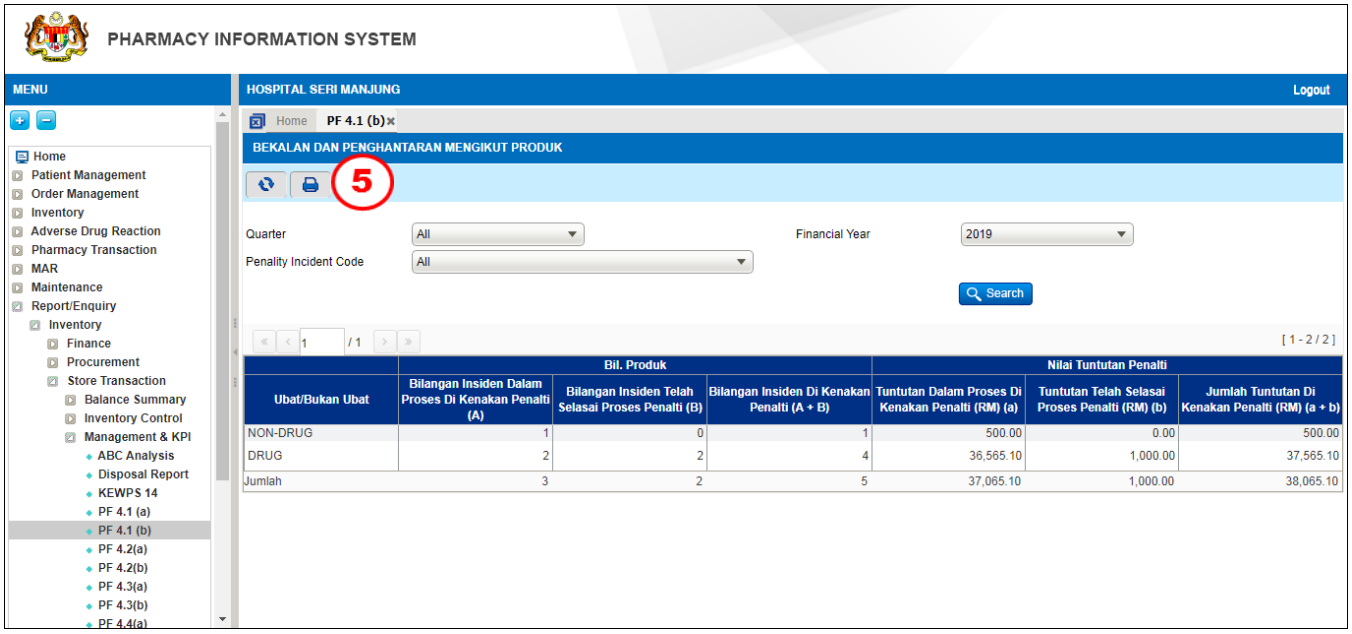
**STEP 2**
Click on 'PF 4.1 (b)'

**STEP 3**
Search PF 4.1 (b) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

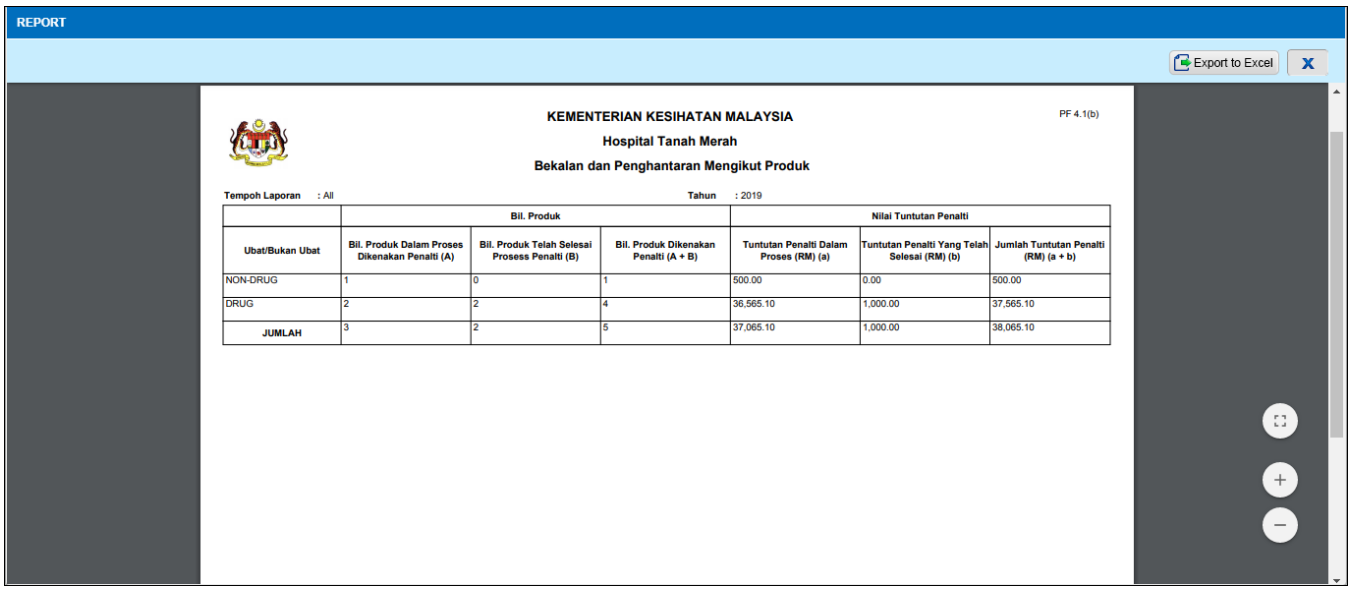



| Ubat/Bukan Ubat | Bil. Produk: Bilangan Insiden Dalam Proses Di Kenakan Penalti (A) | Bil. Produk: Bilangan Insiden Telah Selasai Proses Penalti (B) | Bil. Produk: Bilangan Insiden Di Kenakan Penalti (A + B) | Nilai Tuntutan Penalti: Tuntutan Dalam Proses Di Kenakan Penalti (RM) (a) | Nilai Tuntutan Penalti: Tuntutan Telah Selasai Proses Penalti (RM) (b) | Nilai Tuntutan Penalti: Jumlah Tuntutan Di Kenakan Penalti (RM) (a + b) |
|---|---|---|---|---|---|---|
| NON-DRUG | 1 | 0 | 1 | 500.00 | 0.00 | 500.00 |
| DRUG | 2 | 2 | 4 | 36,565.10 | 1,000.00 | 37,565.10 |
| Jumlah | 3 | 2 | 5 | 37,065.10 | 1,000.00 | 38,065.10 |

**Figure 3.1.3.3.5-2 PF 4.1 (b)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.5-3




| Ubat/Bukan Ubat | Bil. Produk: Bil. Produk Dalam Proses Dikenakan Penalti (A) | Bil. Produk: Bil. Produk Telah Selesai Prosess Penalti (B) | Bil. Produk: Bil. Produk Dikenakan Penalti (A + B) | Nilai Tuntutan Penalti: Tuntutan Penalti Dalam Proses (RM) (a) | Nilai Tuntutan Penalti: Tuntutan Penalti Yang Telah Selesai (RM) (b) | Nilai Tuntutan Penalti: Jumlah Tuntutan Penalti (RM) (a + b) |
|---|---|---|---|---|---|---|
| NON-DRUG | 1 | 0 | 1 | 500.00 | 0.00 | 500.00 |
| DRUG | 2 | 2 | 4 | 36,565.10 | 1,000.00 | 37,565.10 |
| JUMLAH | 3 | 2 | 5 | 37,065.10 | 1,000.00 | 38,065.10 |

**Figure 3.1.3.3.5-3 PF 4.1 (b)**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.3.3.6 PF 4.2 (a)

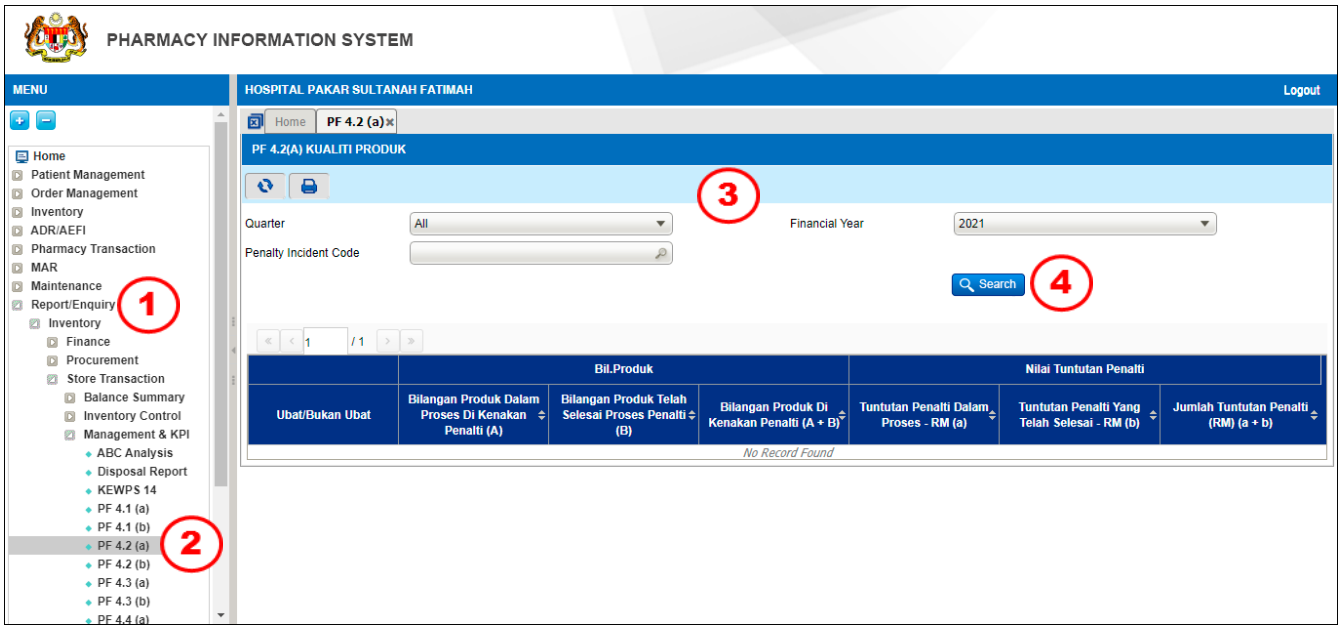



**Figure 3.1.3.3.6-1 PF 4.2 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'PF 4.2 (a)'

**STEP 3**
Search PF 4.2 (a) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

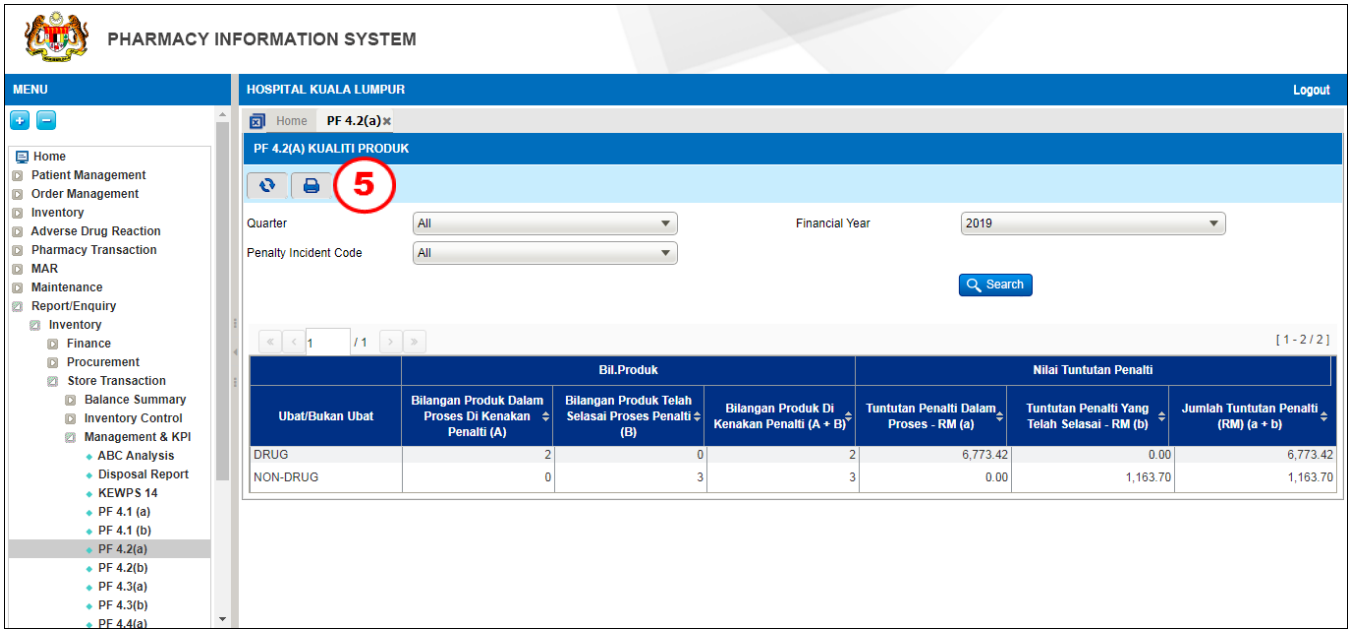



**Figure 3.1.3.3.6-2 PF 4.2 (a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.6-3

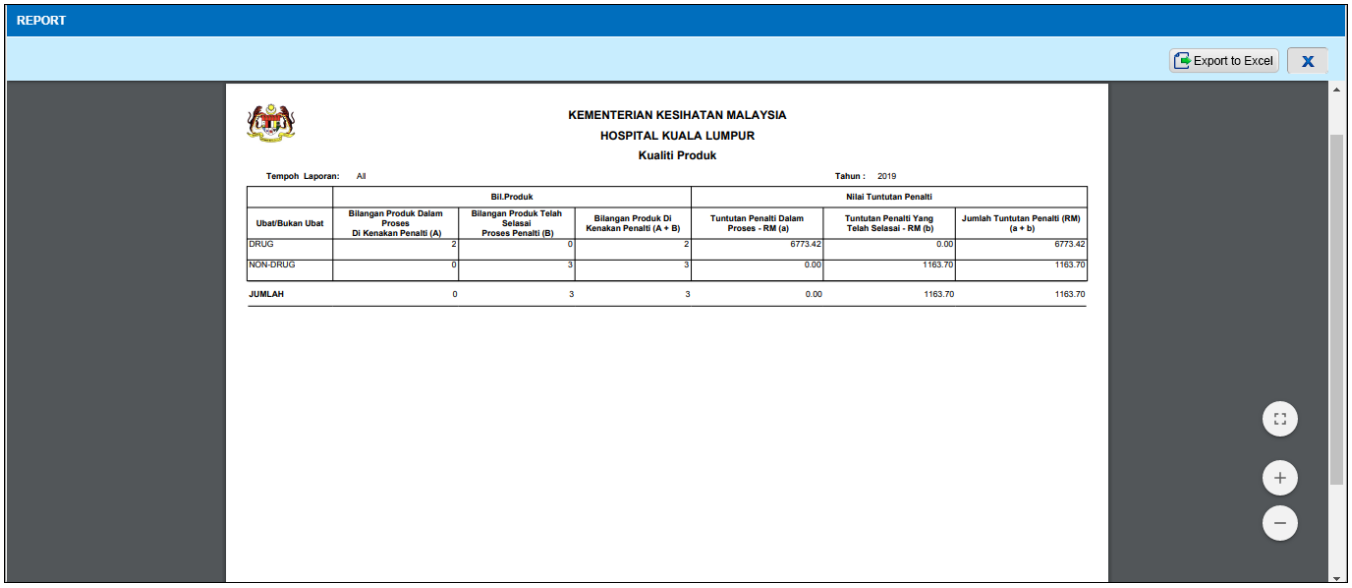



**Figure 3.1.3.3.6-3 PF 4.2 (a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.7 PF 4.2 (b)

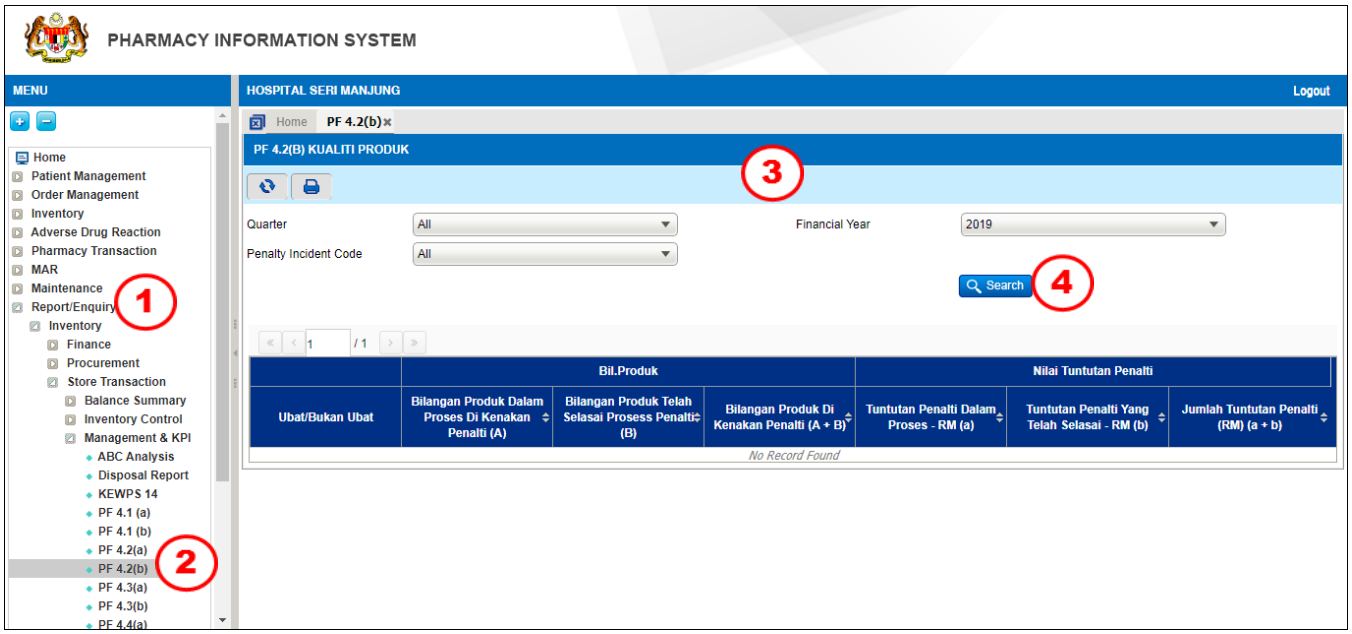



**Figure 3.1.3.3.7-1 PF 4.2 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'PF 4.2 (b)'

**STEP 3**
Search PF 4.2 (b) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

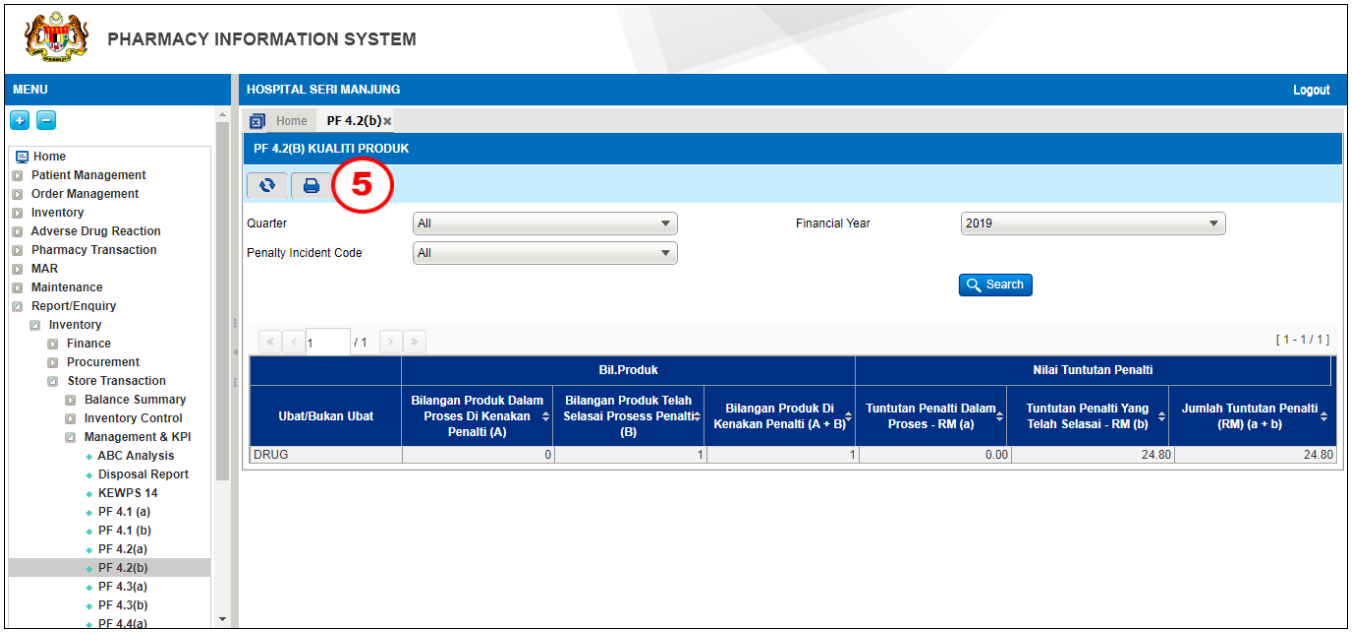



**Figure 3.1.3.3.7-2 PF 4.2 (b)**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.3.7-3

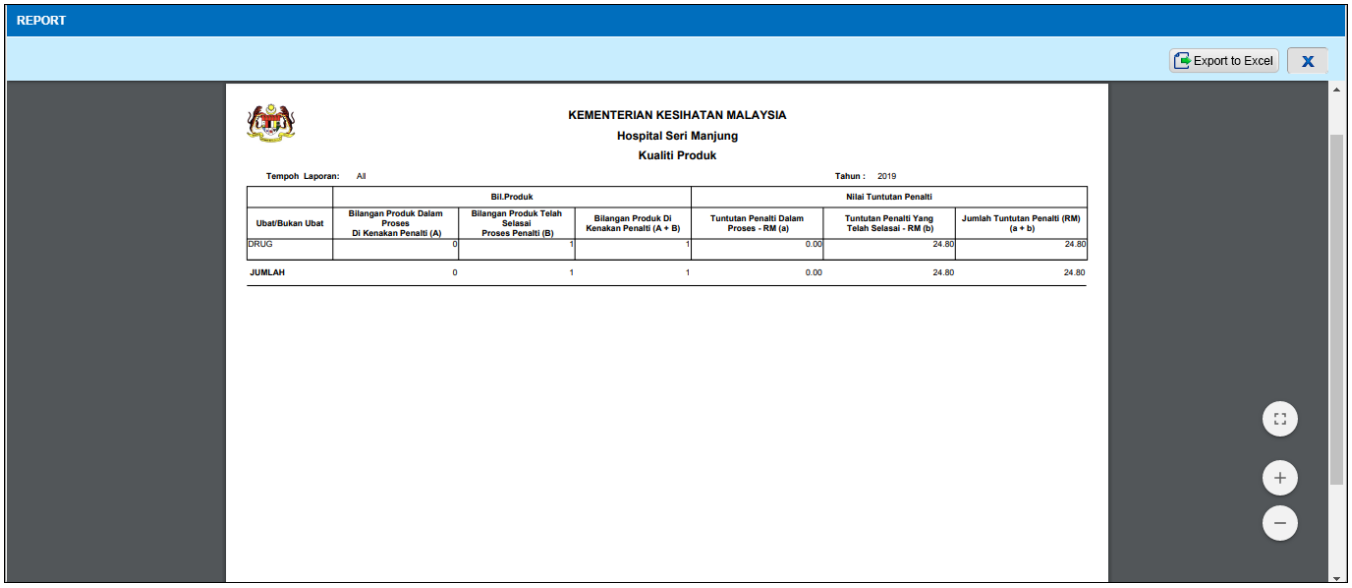



**Figure 3.1.3.3.7-3 PF 4.2 (b)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.8 PF 4.3 (a)

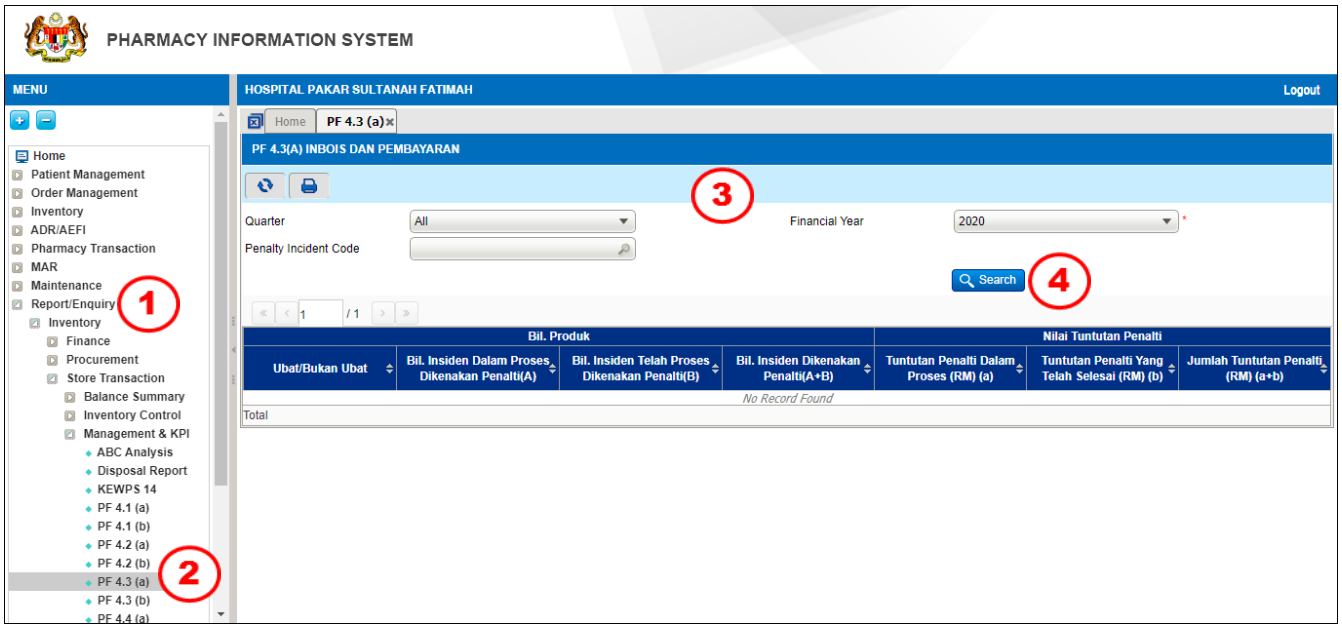



**Figure 3.1.3.3.8-1 PF 4.3 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

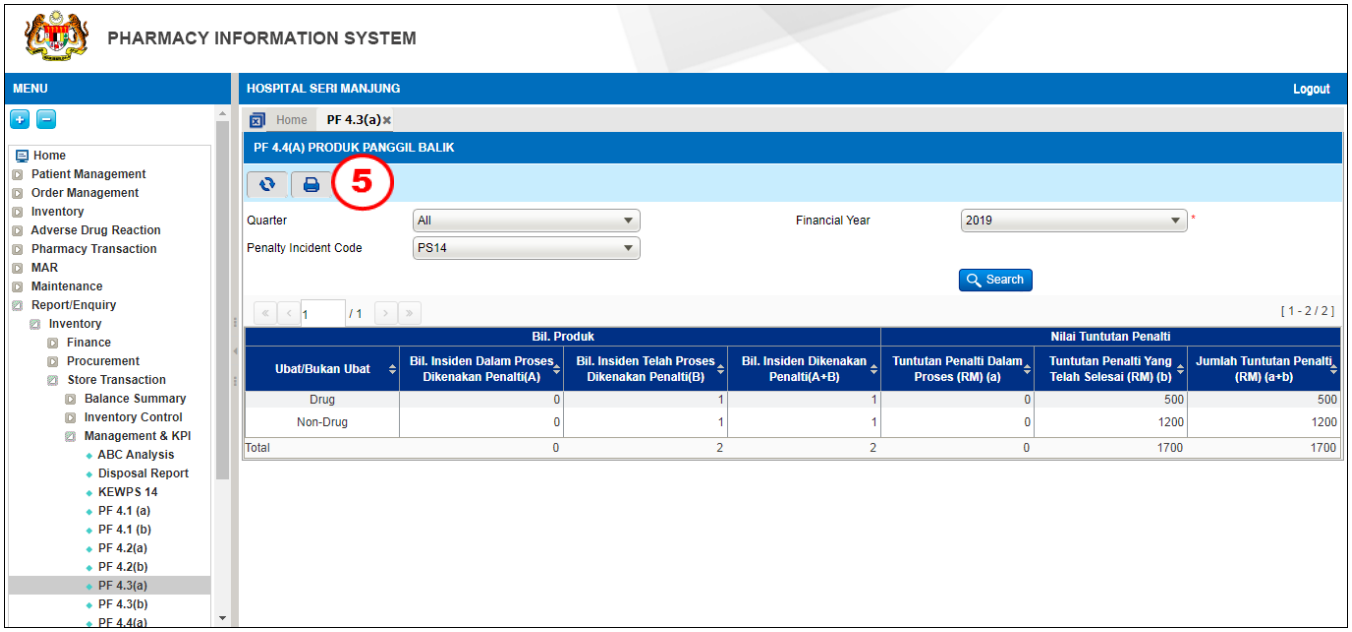
**STEP 2**
Click on 'PF 4.3 (a)'

**STEP 3**
Search PF 4.3 (a) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

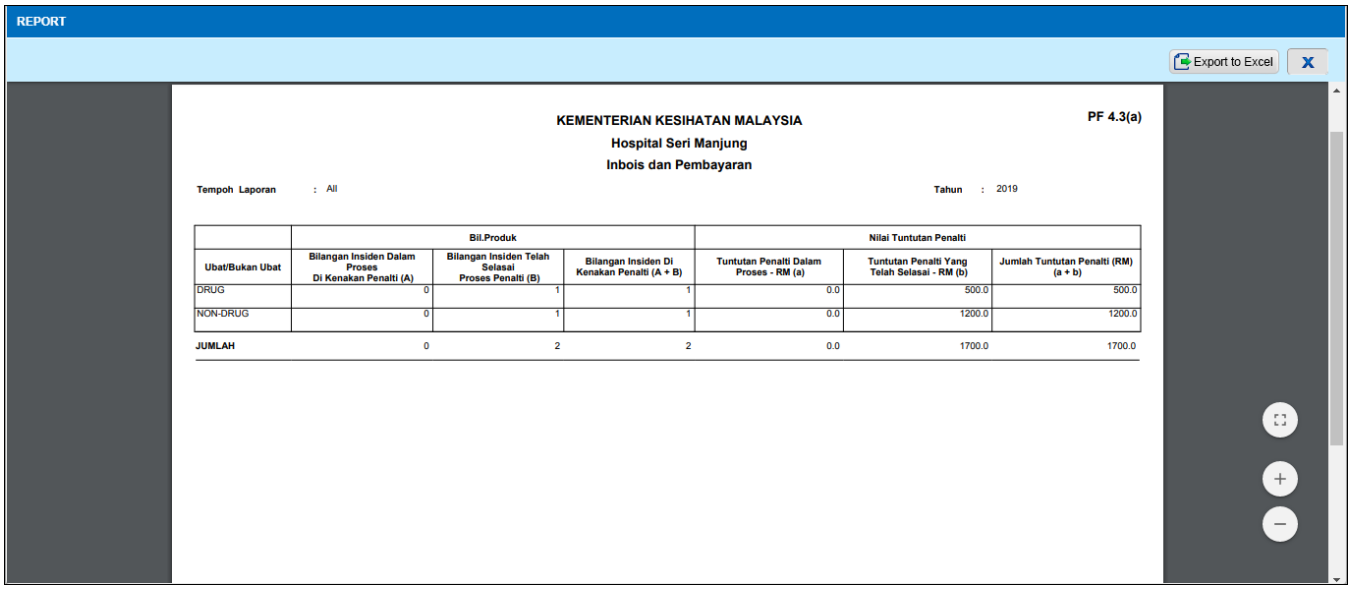



| Ubat/Bukan Ubat | Bil. Produk: Bil. Insiden Dalam Proses Dikenakan Penalti(A) | Bil. Produk: Bil. Insiden Telah Proses Dikenakan Penalti(B) | Bil. Produk: Bil. Insiden Dikenakan Penalti(A+B) | Nilai Tuntutan Penalti: Tuntutan Penalti Dalam Proses (RM) (a) | Nilai Tuntutan Penalti: Tuntutan Penalti Yang Telah Selesai (RM) (b) | Nilai Tuntutan Penalti: Jumlah Tuntutan Penalti (RM) (a+b) |
|---|---|---|---|---|---|---|
| Drug | 0 | 1 | 1 | 0 | 500 | 500 |
| Non-Drug | 0 | 1 | 1 | 0 | 1200 | 1200 |
| Total | 0 | 2 | 2 | 0 | 1700 | 1700 |

**Figure 3.1.3.3.8-2 PF 4.3(a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.8-3




| Ubat/Bukan Ubat | Bil.Produk: Bilangan Insiden Dalam Proses Di Kenakan Penalti (A) | Bil.Produk: Bilangan Insiden Telah Selasai Proses Penalti (B) | Bil.Produk: Bilangan Insiden Di Kenakan Penalti (A + B) | Nilai Tuntutan Penalti: Tuntutan Penalti Dalam Proses - RM (a) | Nilai Tuntutan Penalti: Tuntutan Penalti Yang Telah Selasai - RM (b) | Nilai Tuntutan Penalti: Jumlah Tuntutan Penalti (RM) (a + b) |
|---|---|---|---|---|---|---|
| DRUG | 0 | 1 | 1 | 0.0 | 500.0 | 500.0 |
| NON-DRUG | 0 | 1 | 1 | 0.0 | 1200.0 | 1200.0 |
| JUMLAH | 0 | 2 | 2 | 0.0 | 1700.0 | 1700.0 |

**Figure 3.1.3.3.8-3 PF 4.3(a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.9 PF 4.3 (b)

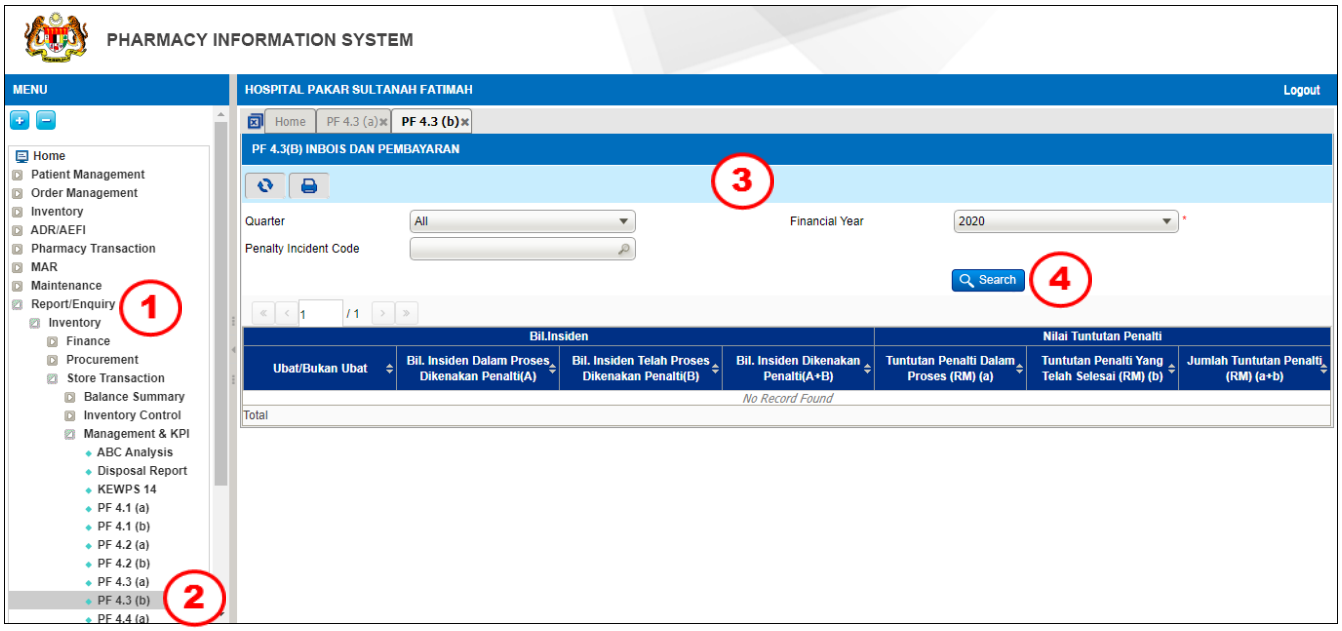



**Figure 3.1.3.3.9-1 PF 4.3 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'PF 4.3 (b)'

**STEP 3**
Search PF 4.3 (b) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

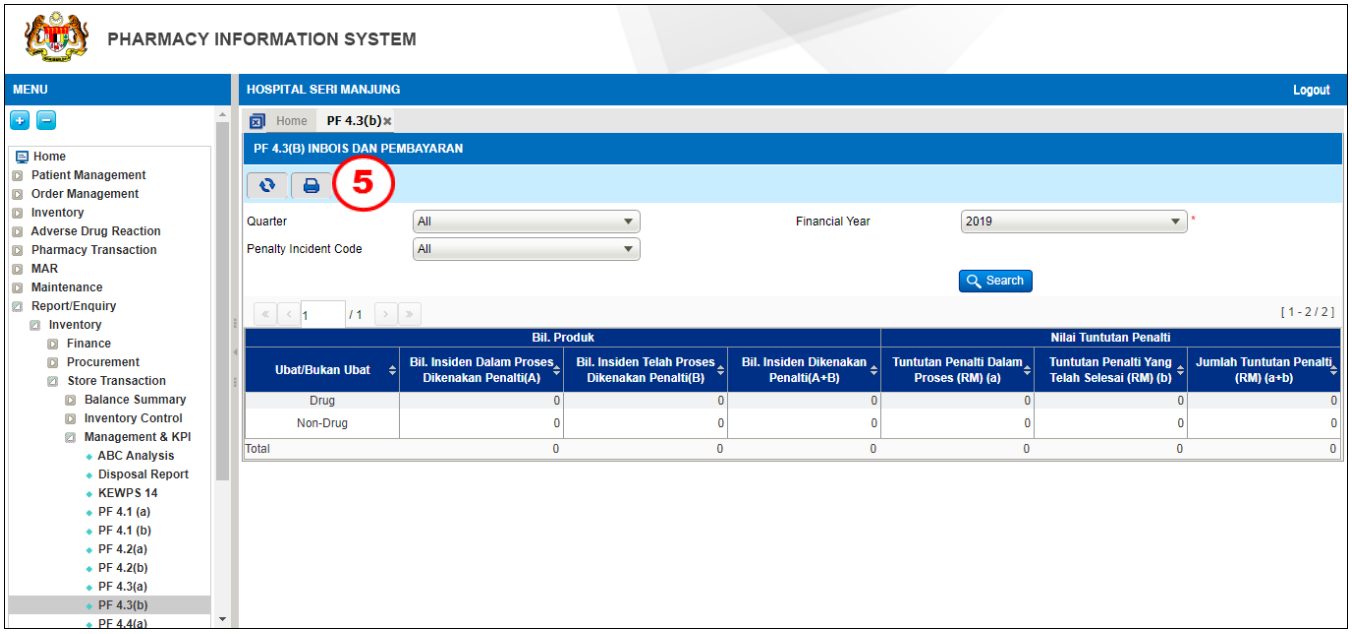



**Figure 3.1.3.3.9-2 PF 4.3 (b)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.9-3

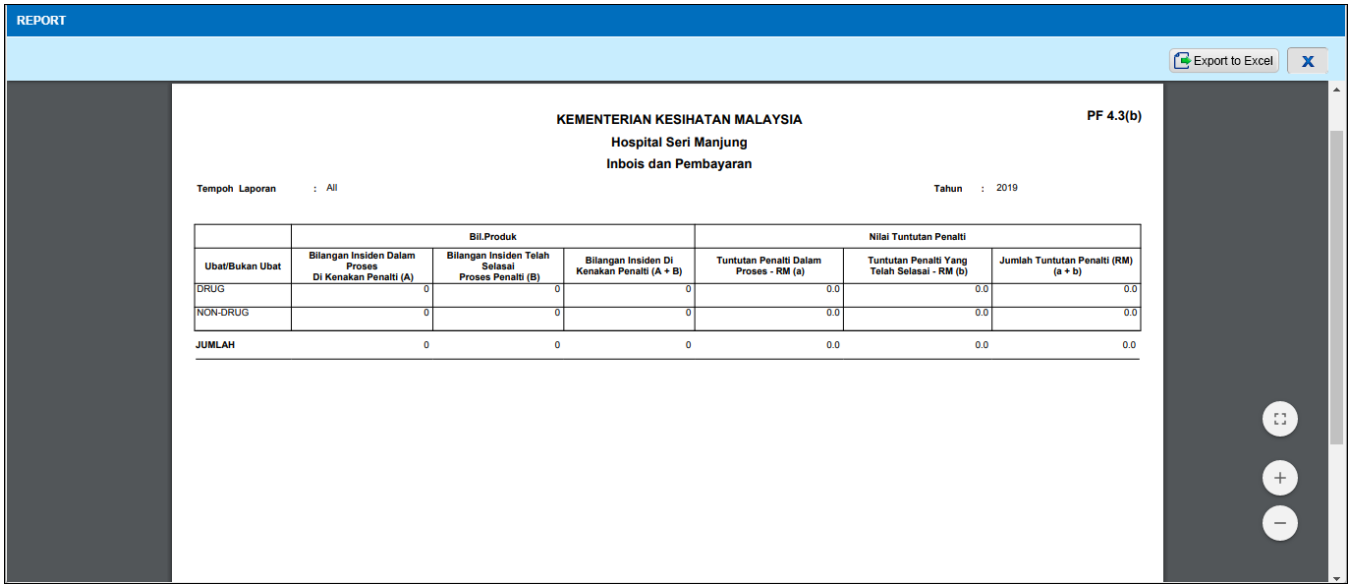



**Figure 3.1.3.3.9-3 PF 4.3 (b)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.10 PF 4.4 (a)

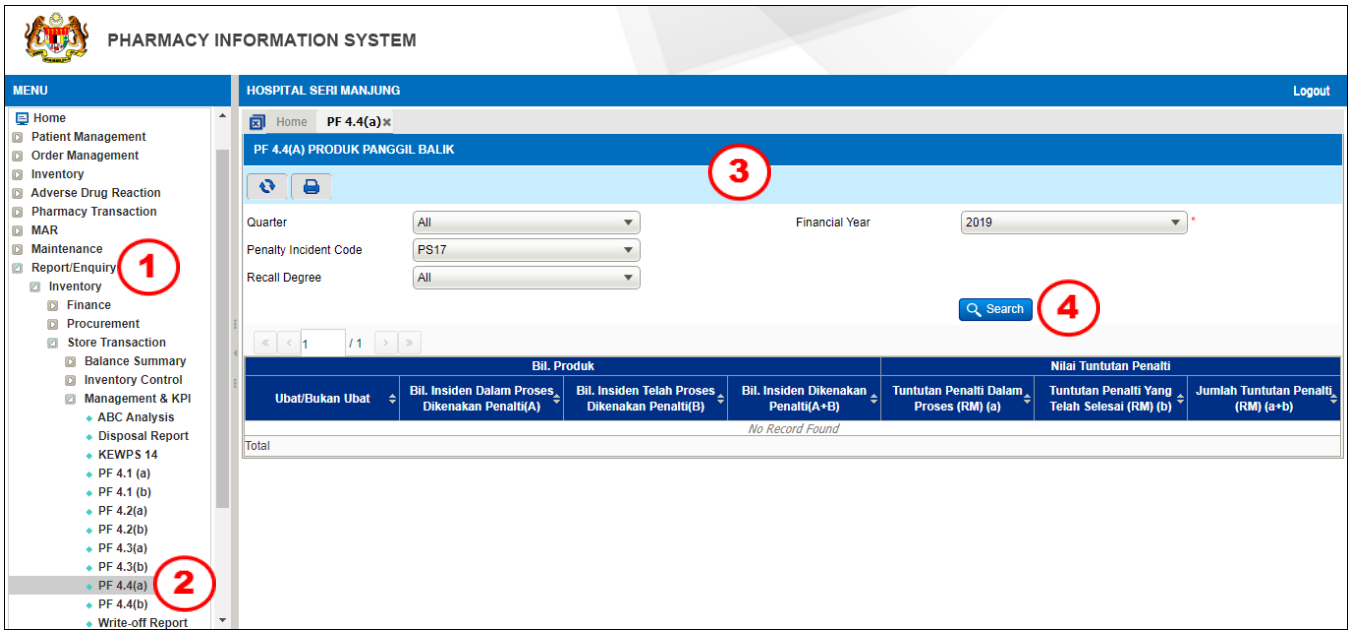



**Figure 3.1.3.3.10-1 PF 4.4 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'PF 4.4 (a)'

**STEP 3**
Search PF 4.4 (a) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code
d) Recall Degree
   - All
   - 1st Degree
   - 2nd Degree
   - 3rd Degree

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

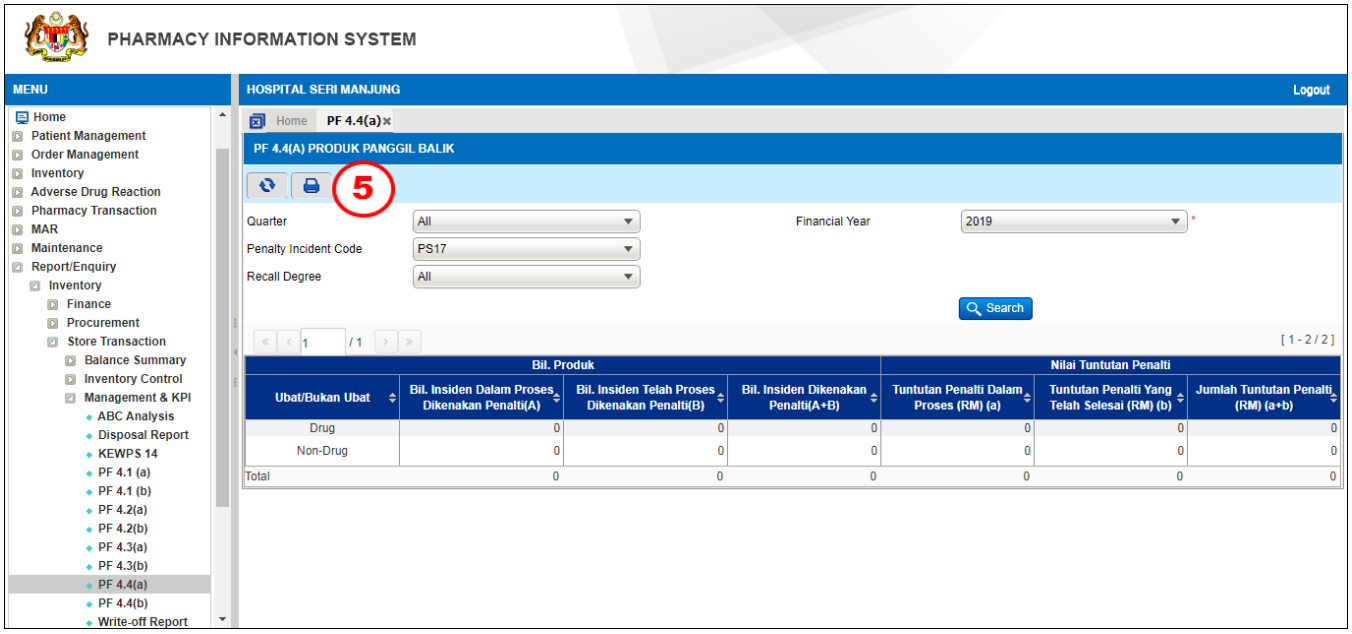



**Figure 3.1.3.3.10-2 PF 4.4 (a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.10-3

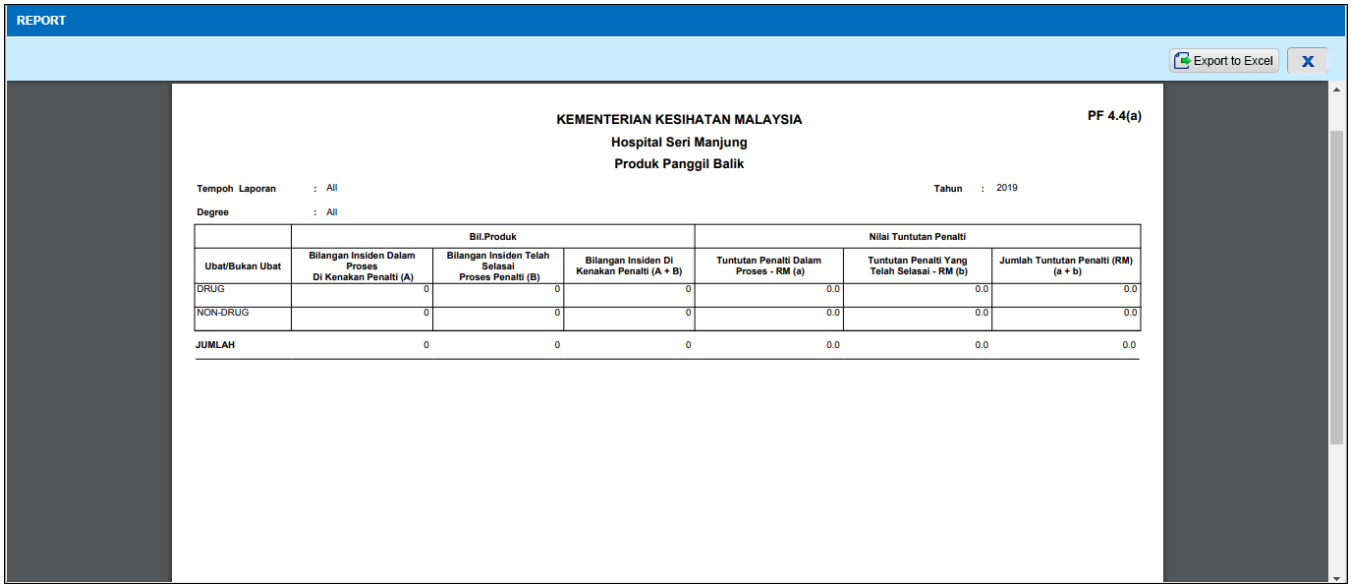



**Figure 3.1.3.3.10-3 PF 4.4 (a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.3.11 PF 4.4 (b)

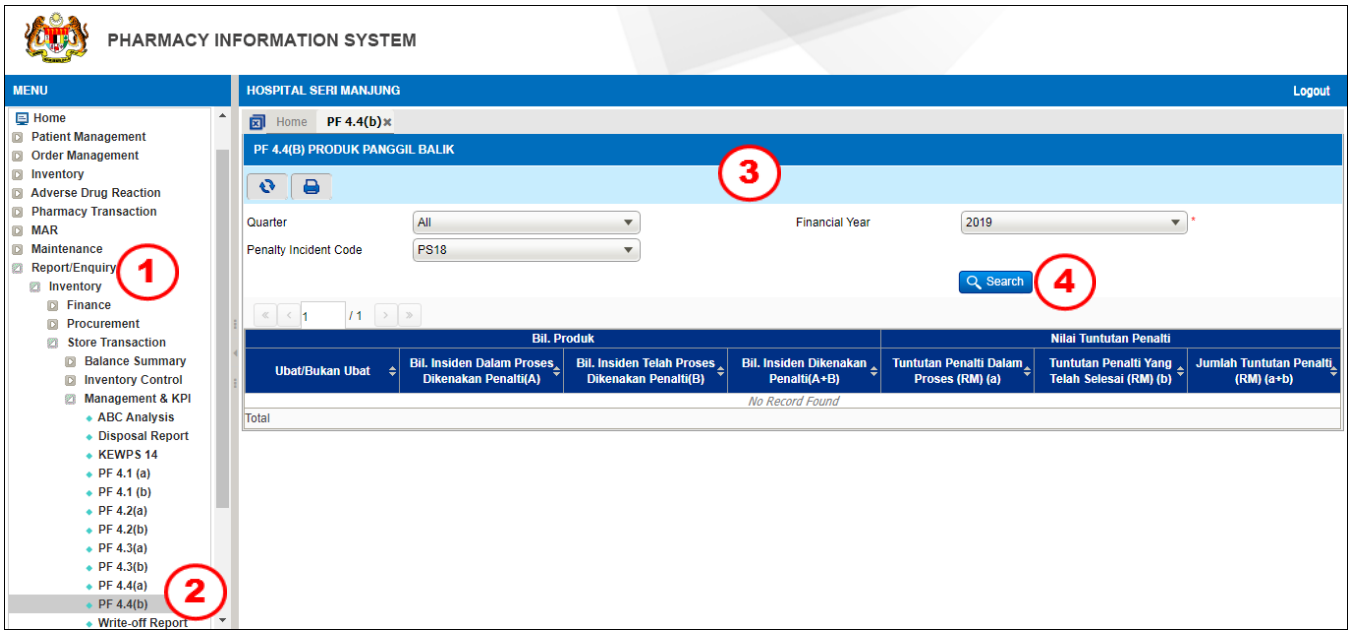



**Figure 3.1.3.3.11-1 PF 4.4 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'PF 4.4 (b)'

**STEP 3**
Search PF 4.4 (b) record by criteria as follow:

a) Quarter
   - First Quarter
   - Second Quarter
   - Third Quarter
   - Fourth Quarter

b) Financial Year
c) Penalty Incident Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

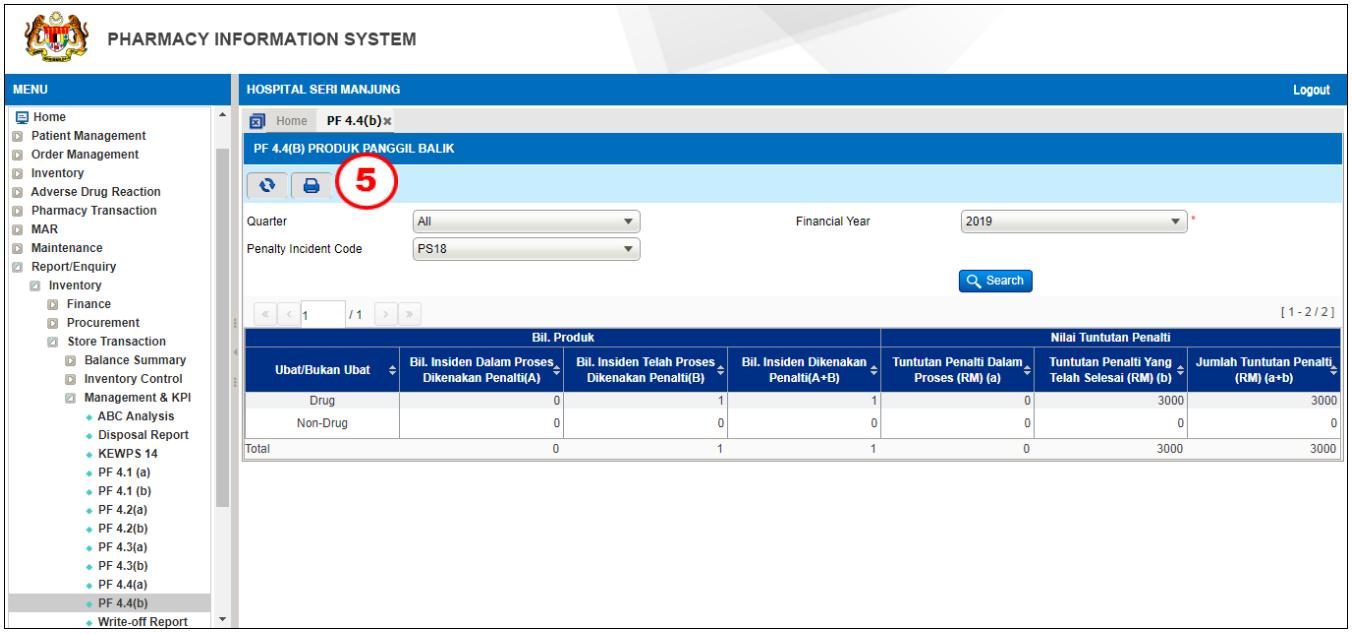



**Figure 3.1.3.3.11-2 PF 4.4 (b)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.11-3

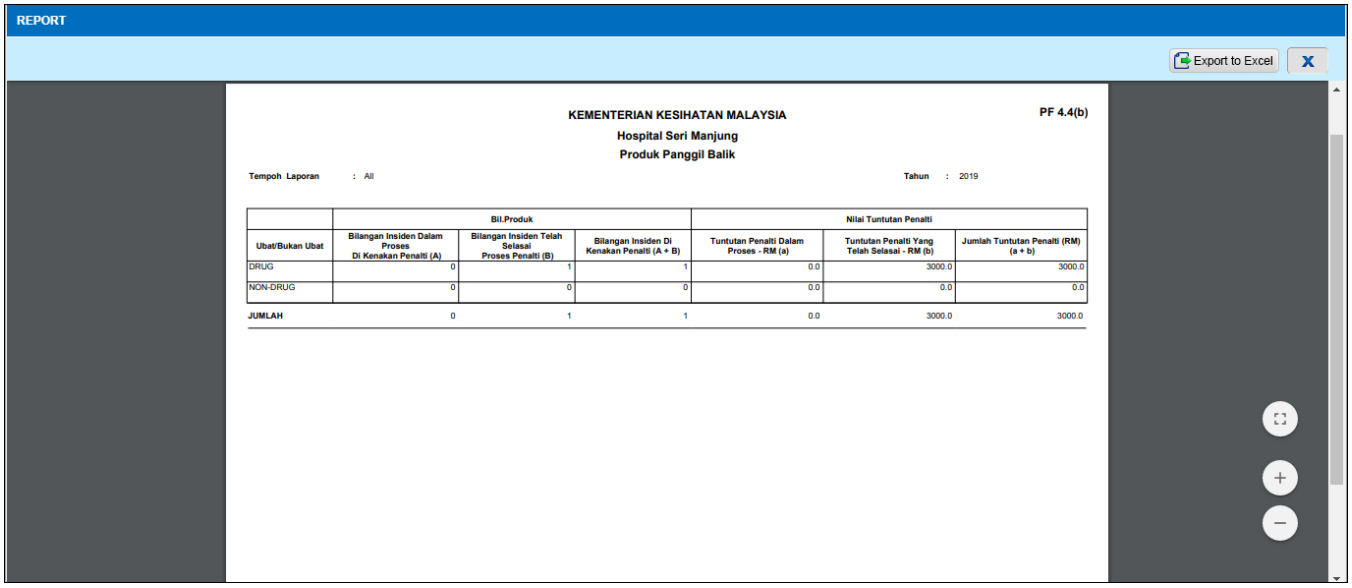



**Figure 3.1.3.3.11-3 PF 4.4 (b)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.3.12 Write-off Report

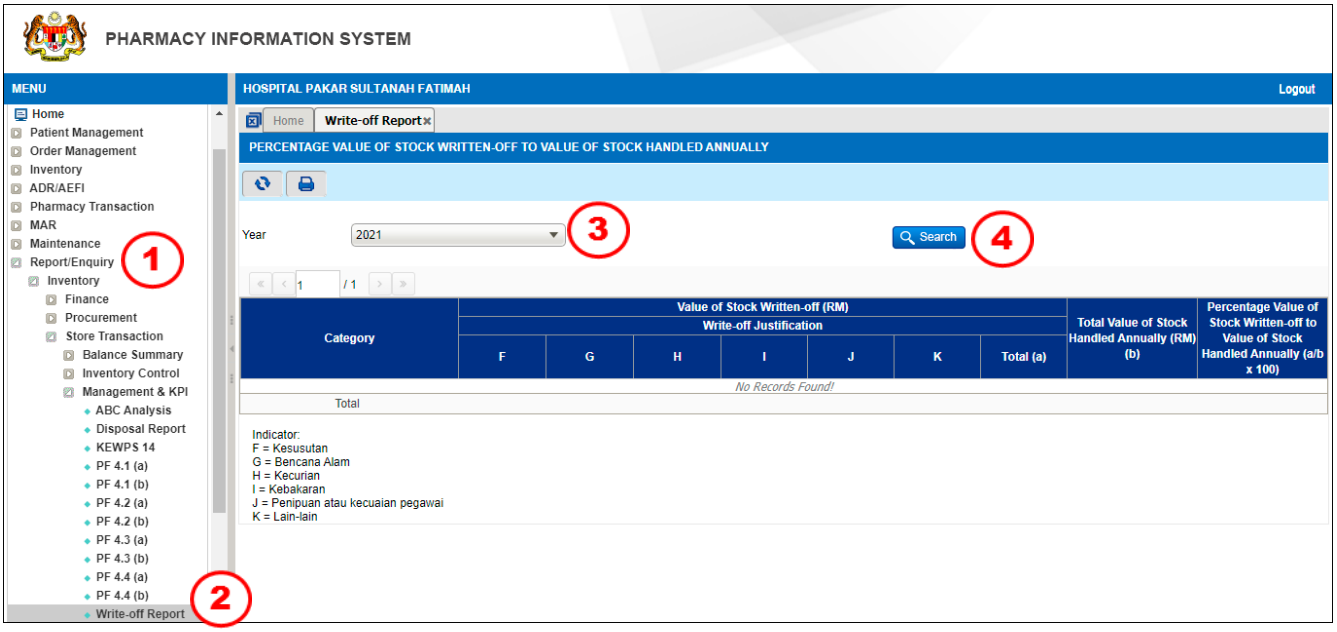



**Figure 3.1.3.3.12-1 Write-off Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Management & KPI'

**STEP 2**
Click on 'Write-off Report'

**STEP 3**
Select ***Year***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

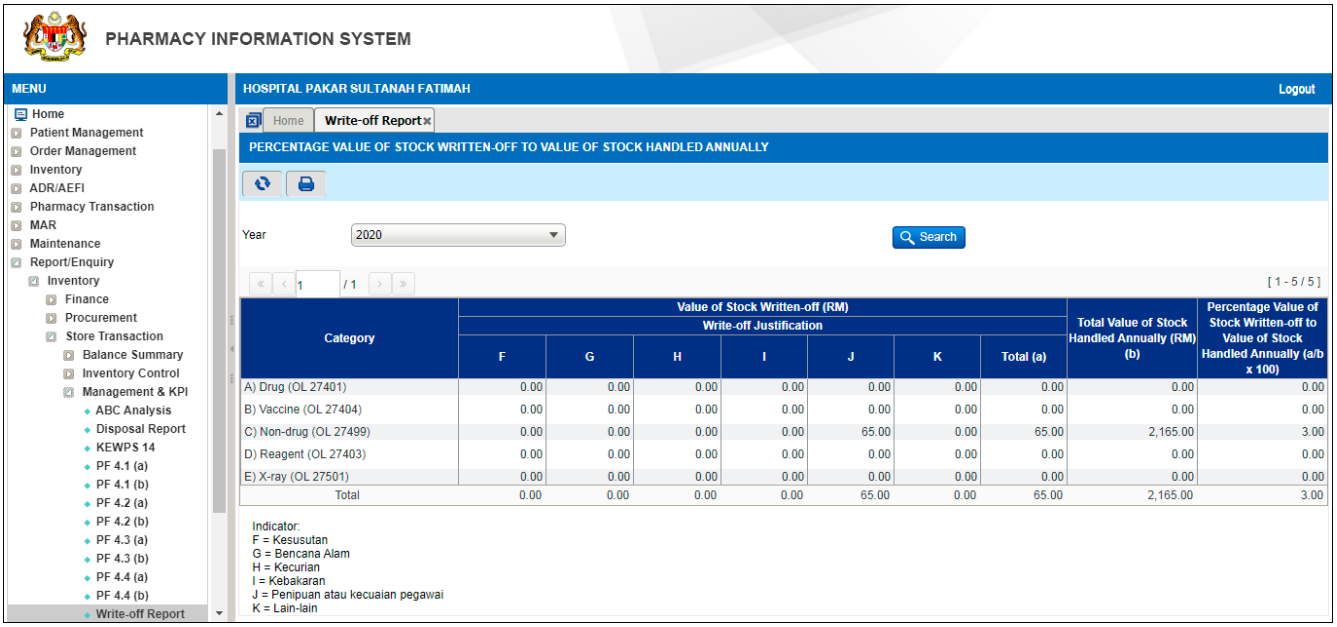
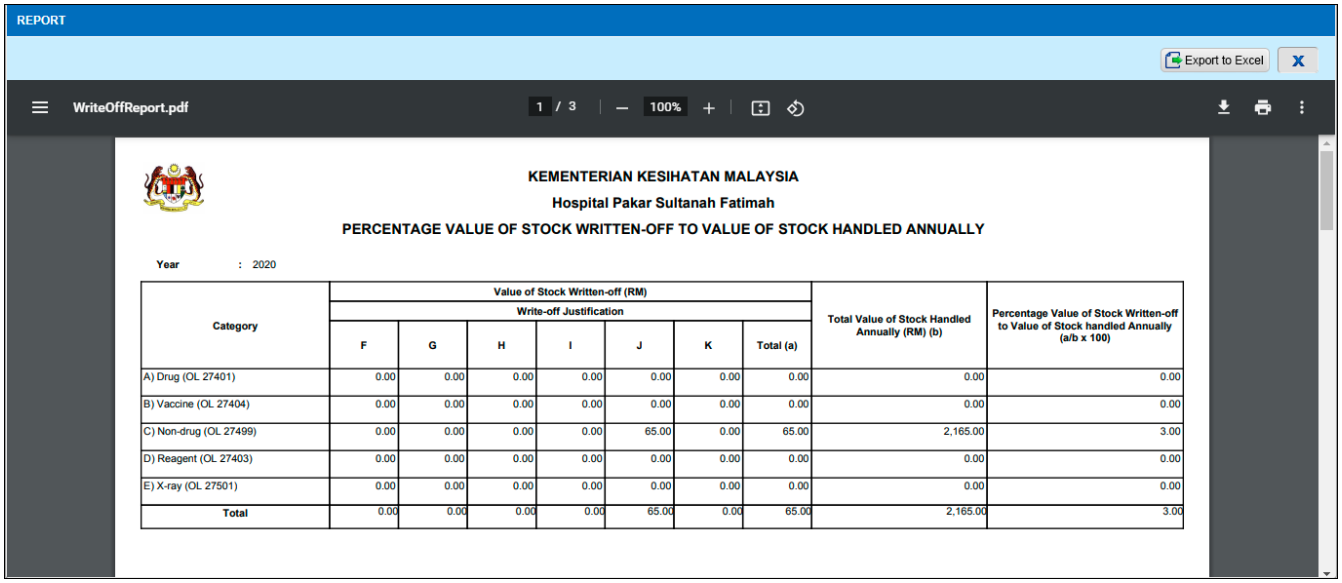



**Figure 3.1.3.3.12-2 Write-off Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.3.12-3




| Category | Value of Stock Written-off (RM) – Write-off Justification | | | | | | | Total Value of Stock Handled Annually (RM) (b) | Percentage Value of Stock Written-off to Value of Stock handled Annually (a/b x 100) |
|---|---|---|---|---|---|---|---|---|---|
| | F | G | H | I | J | K | Total (a) | | |
| A) Drug (OL 27401) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| B) Vaccine (OL 27404) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| C) Non-drug (OL 27499) | 0.00 | 0.00 | 0.00 | 0.00 | 65.00 | 0.00 | 65.00 | 2,165.00 | 3.00 |
| D) Reagent (OL 27403) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| E) X-ray (OL 27501) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 0.00 | 0.00 | 0.00 | 0.00 | 65.00 | 0.00 | 65.00 | 2,165.00 | 3.00 |

**Figure 3.1.3.3.12-3 Write-off Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.4 Master

#### 3.1.3.4.1 Facility Catalogue

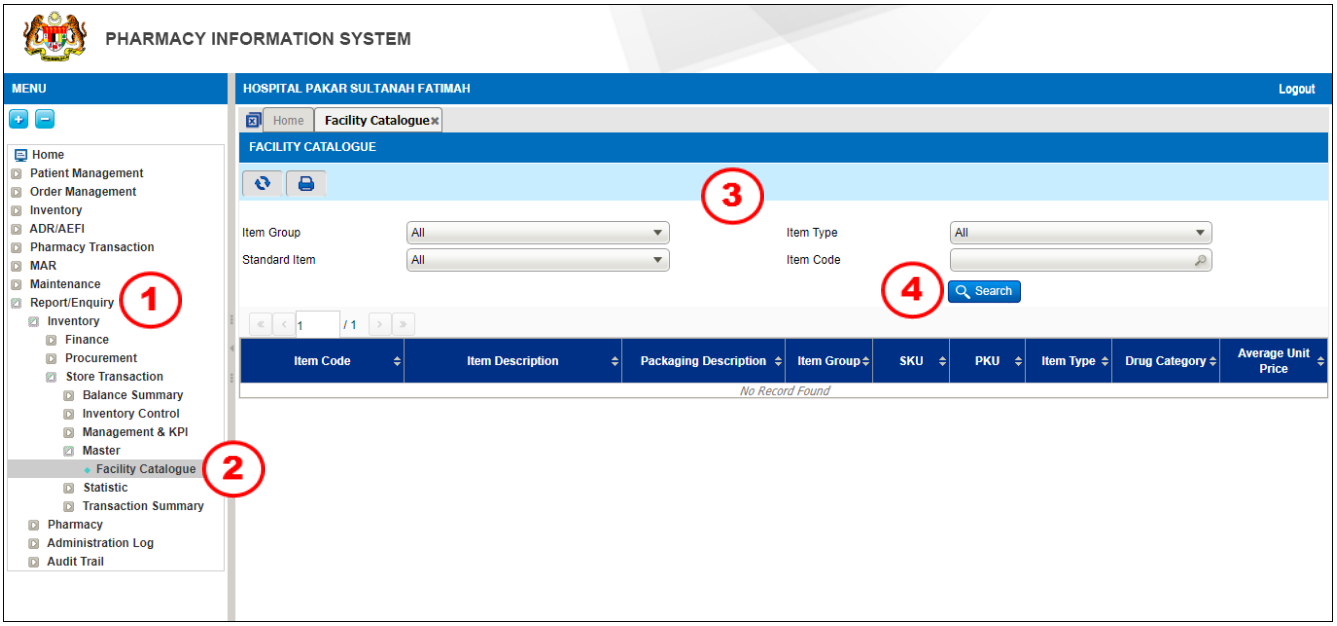



**Figure 3.1.3.4.1-1 Facility Catalogue**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Master

**STEP 2**
Click on 'Facility Catalogue'

**STEP 3**
Search Facility Catalogue record by criteria as follow:

a) Item Group
   - All
   - Drug
   - Non-Drug

b) Item Type
   - All
   - LPPL
   - Contract
   - LP

c) Standard Item
   - All
   - Non-Standard
   - Standard

d) Item Description

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

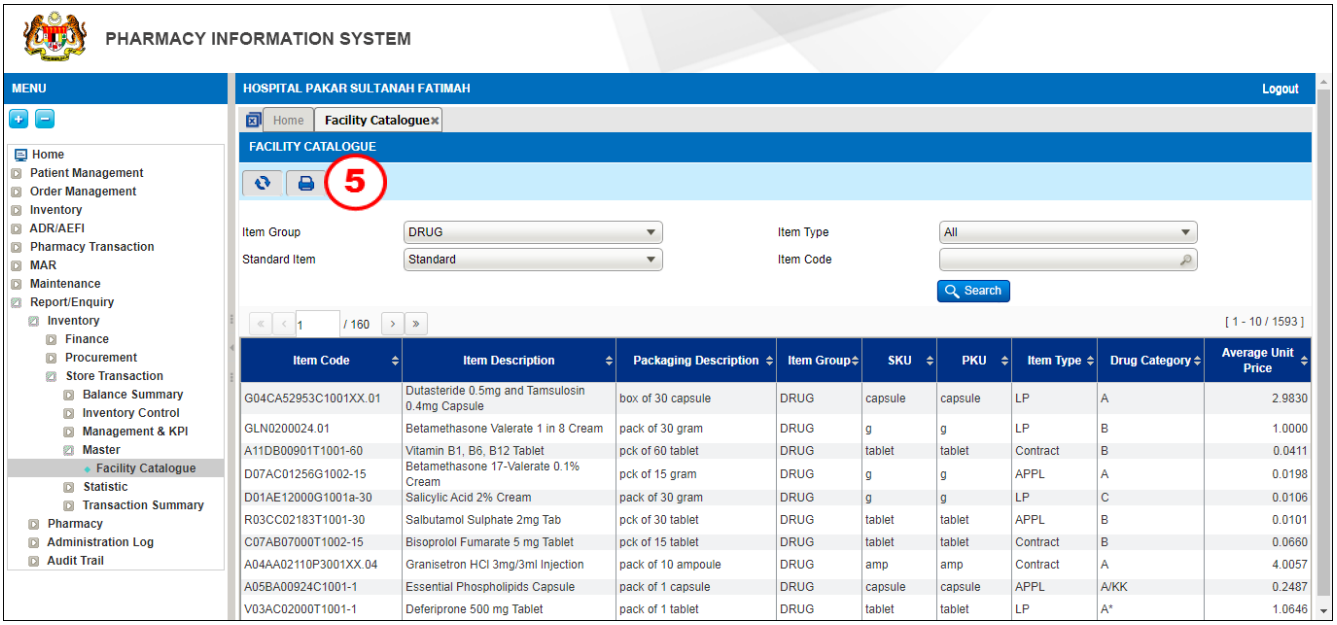



**Figure 3.1.3.4.1-2 Facility Catalogue**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.4.1-3

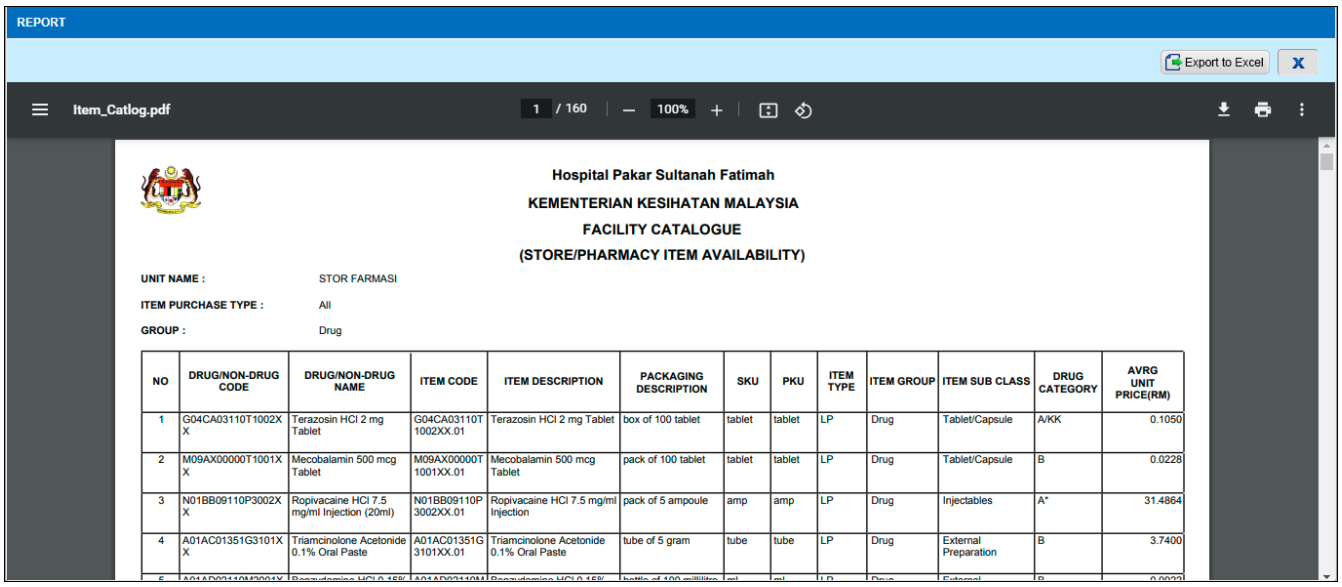



**Figure 3.1.3.4.1-3 Facility Catalogue**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.3.5 Statistic

#### 3.1.3.5.1 Average Issue by Month

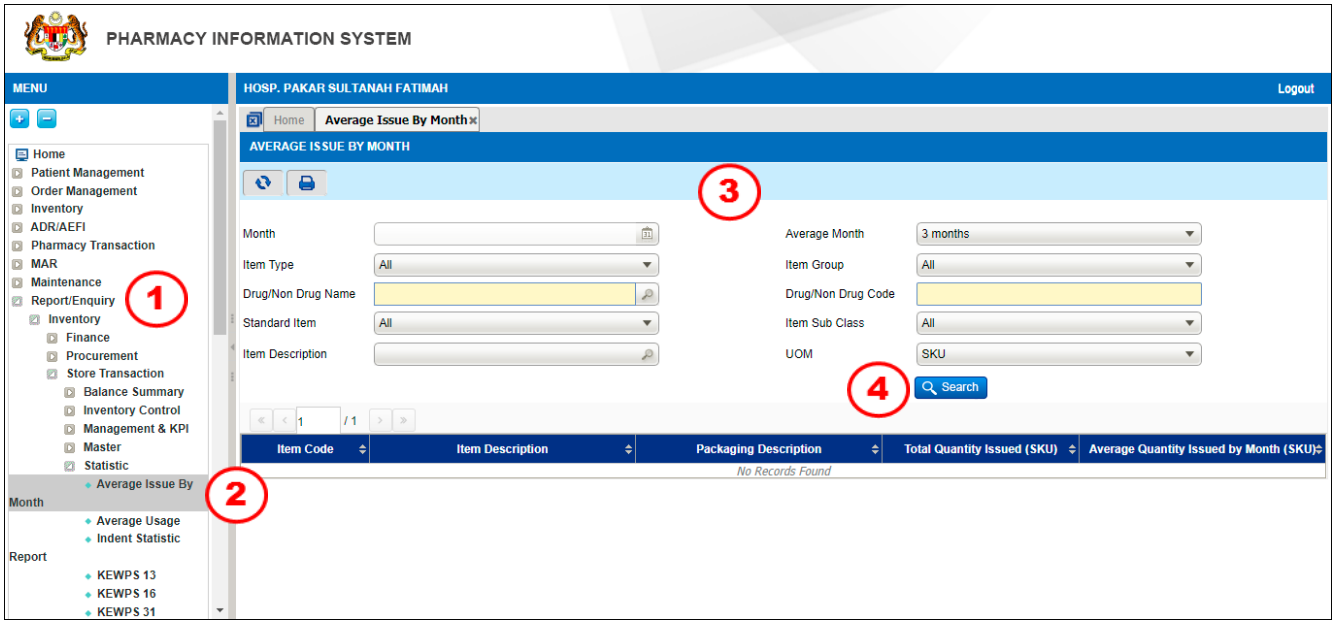



**Figure 3.1.3.5.1-1 Average Issue By month**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic

**STEP 2**
Click on 'Average Issue By Month'

**STEP 3**
Search Average Issue By Month record by criteria as follow:

a) Month
b) Average Month
c) Item Type
d) Item Group
   - All
   - Drug
   - Non Drug
e) Drug/Non-Drug Name
f) Drug/Non-Drug Code
g) Standard Item
h) Item Sub Class
i) Item Description
j) UOM
   - SKU
   - PKU

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

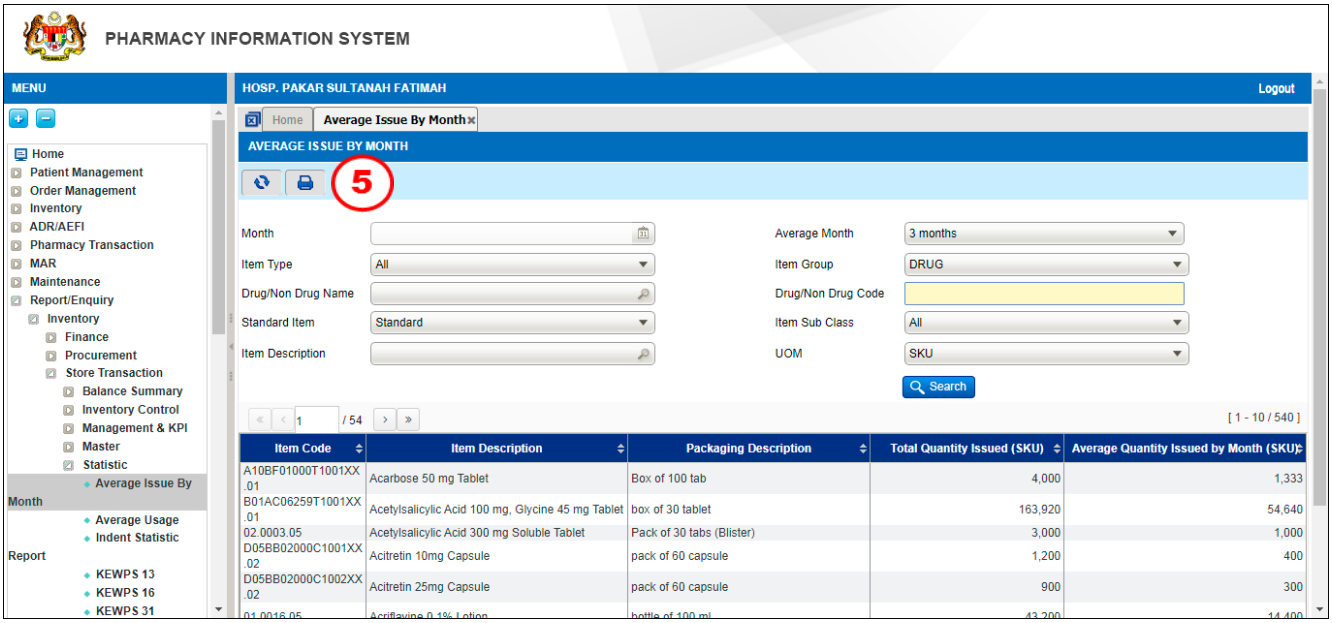



**Figure 3.1.3.5.1-2 Average Issue By month**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.5.1-3

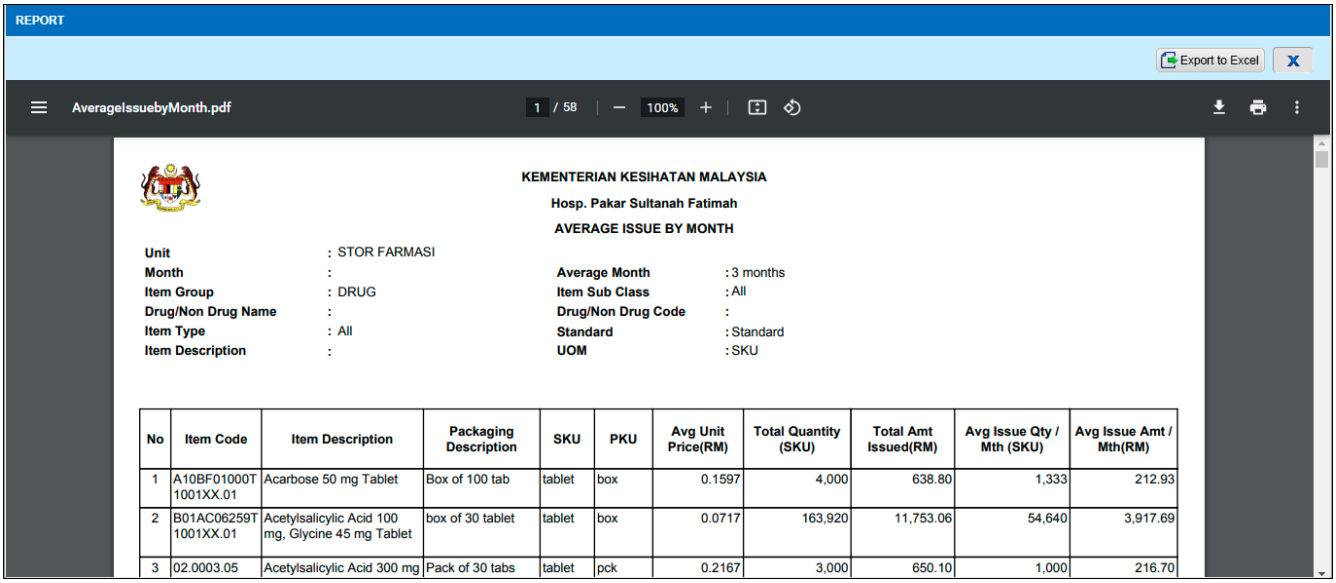



**Figure 3.1.3.5.1-3 Average Issue By month**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.5.2 Average Usage

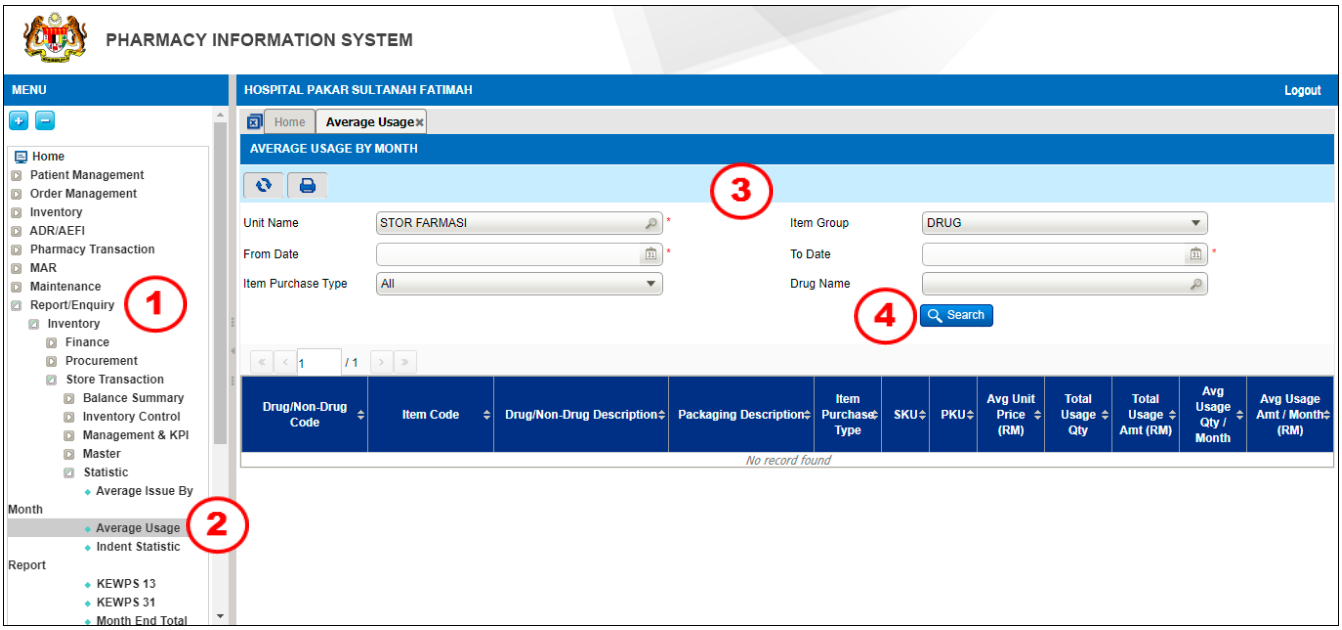



**Figure 3.1.3.5.2-1 Average Usage**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic

**STEP 2**
Click on 'Average Usage'

**STEP 3**
Search Average Usage record by criteria as follow:

a) Unit Name
b) From Date
c) To Date
d) Item Group
e) Drug Name

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

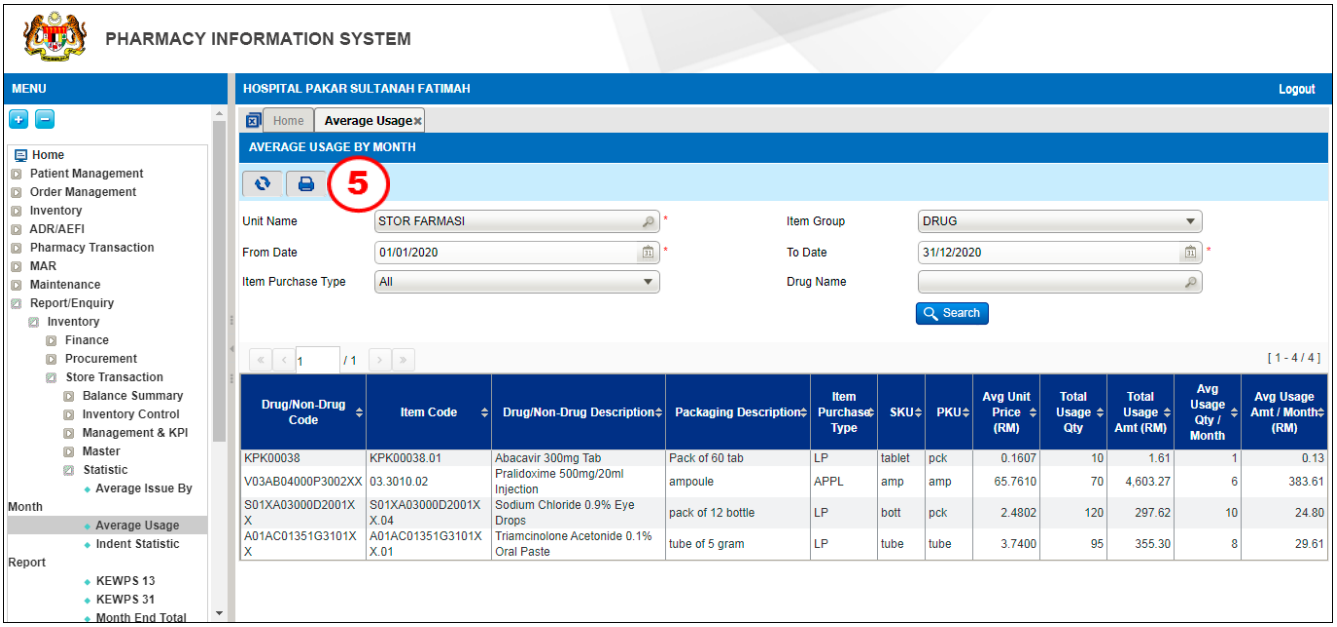



**Figure 3.1.3.5.2-2 Average Usage**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.5.2-3

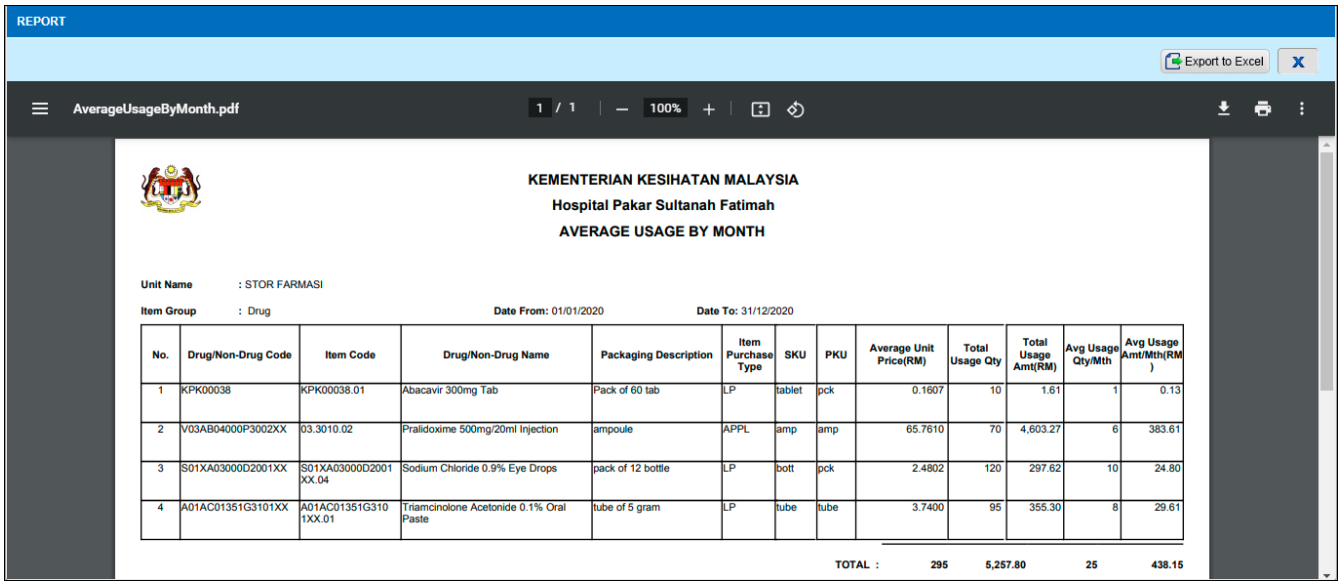



**Figure 3.1.3.5.2-3 Average Usage**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

## 3.1.3.5.3 Indent Statistic Report

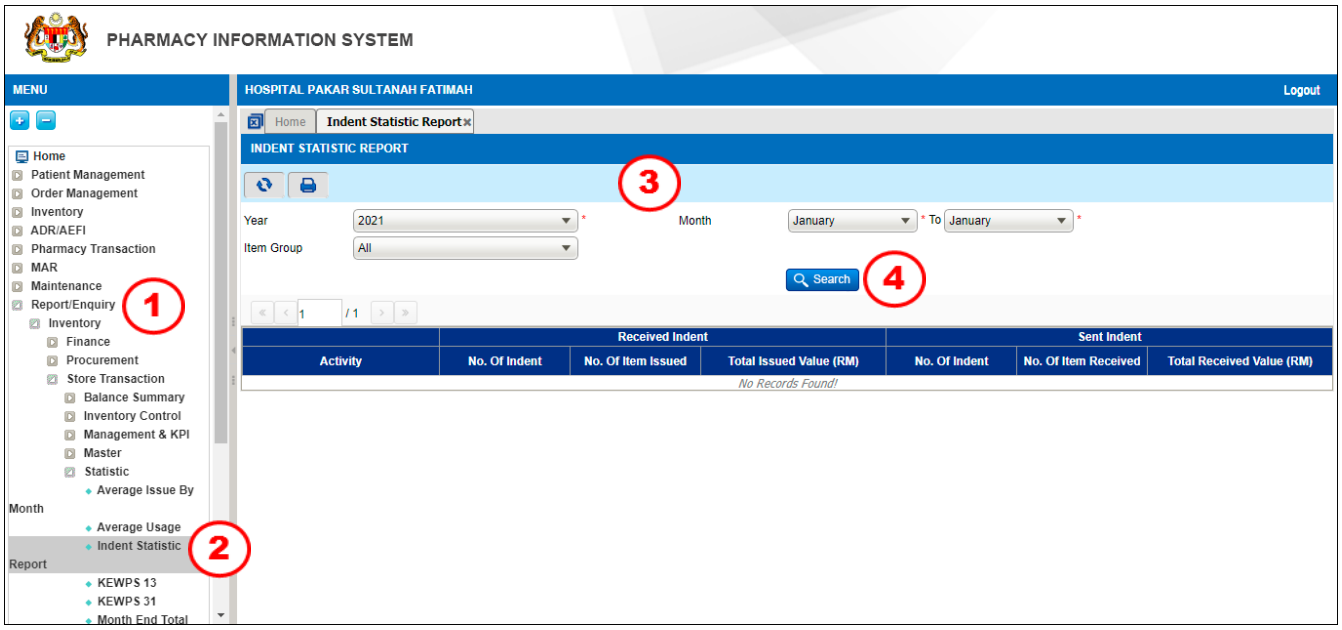



**Figure 3.1.3.5.3-1 Indent Statistic Report**

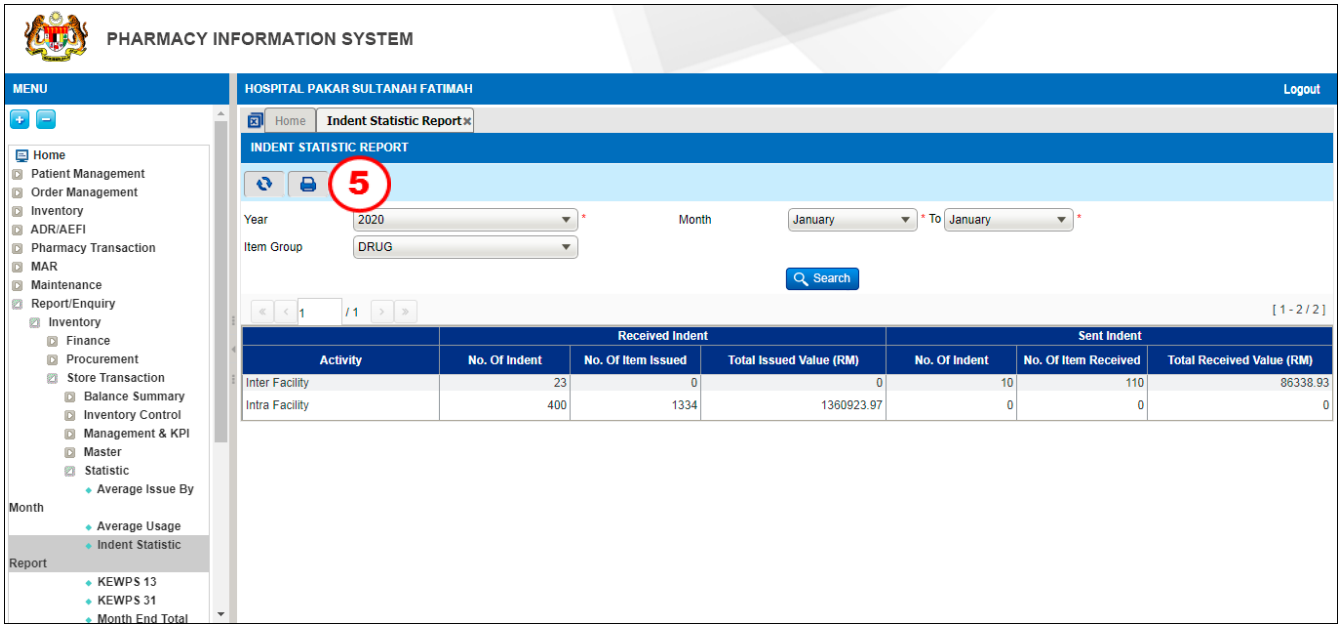
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic

**STEP 2**
Click on 'Indent Statistic Report'

**STEP 3**
Search Indent Statistic Report record by criteria as follow:

a) Year
b) Month
c) To
d) Item Group
   - All
   - Drug
   - Non Drug

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

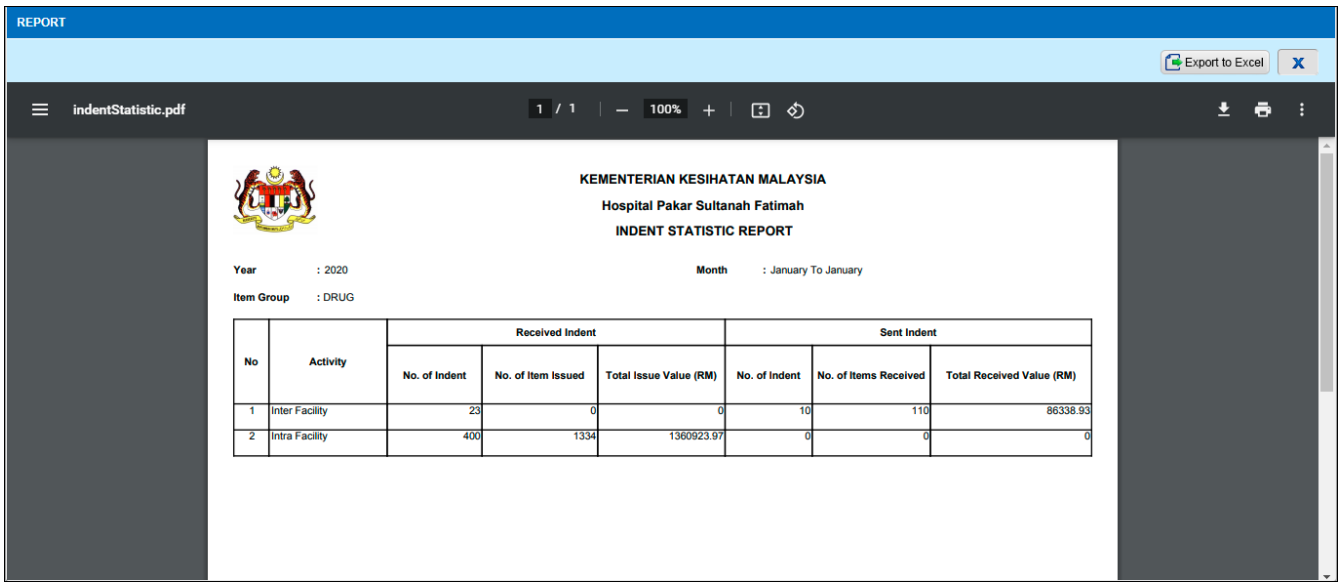



| Activity | Received Indent | | | Sent Indent | | |
|---|---|---|---|---|---|---|
| | No. Of Indent | No. Of Item Issued | Total Issued Value (RM) | No. Of Indent | No. Of Item Received | Total Received Value (RM) |
| Inter Facility | 23 | 0 | 0 | 10 | 110 | 86338.93 |
| Intra Facility | 400 | 1334 | 1360923.97 | 0 | 0 | 0 |

**Figure 3.1.3.5.3-2 Indent Statistic Report**

**STEP 5**

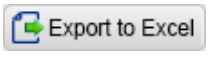
Click on the  button to view/print the record as Figure 3.1.3.5.3-3




| No | Activity | Received Indent | | | Sent Indent | | |
|---|---|---|---|---|---|---|---|
| | | No. of Indent | No. of Item Issued | Total Issue Value (RM) | No. of Indent | No. of Items Received | Total Received Value (RM) |
| 1 | Inter Facility | 23 | 0 | 0 | 10 | 110 | 86338.93 |
| 2 | Intra Facility | 400 | 1334 | 1360923.97 | 0 | 0 | 0 |

**Figure 3.1.3.5.3-3 Indent Statistic Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.5.4 KEWPS 13

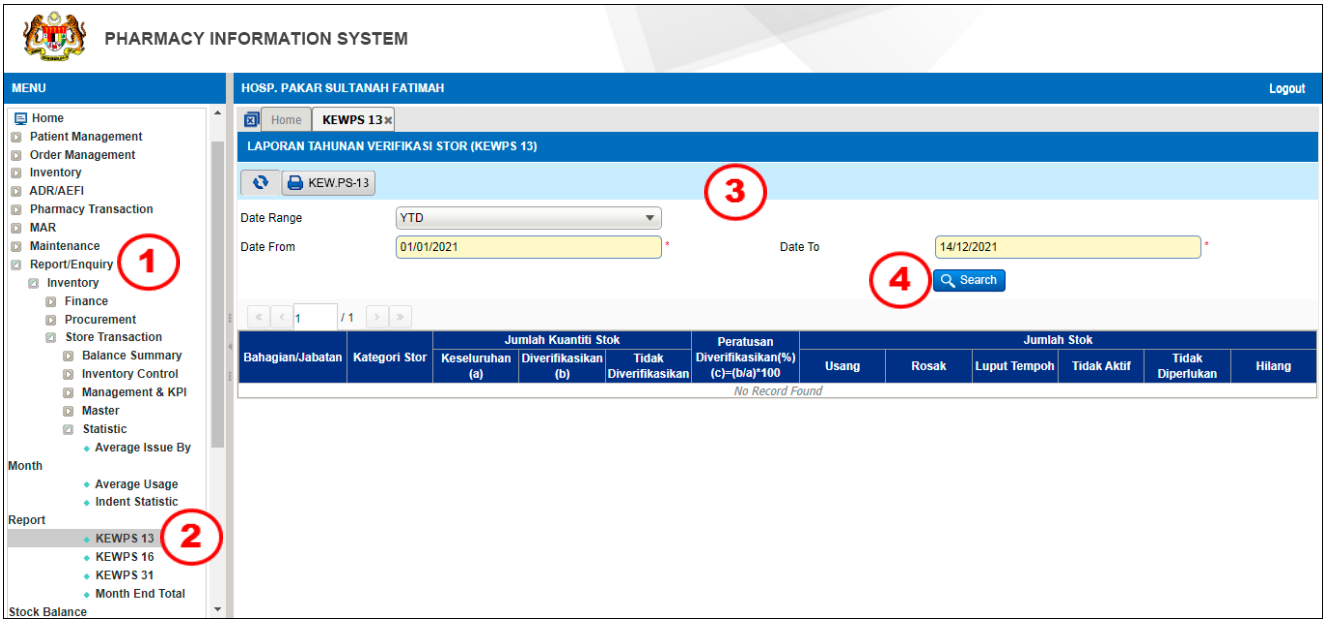



**Figure 3.1.3.5.4-1 KEW.PS-13**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Statistic'

**STEP 2**
Click on 'KEWPS 13'

**STEP 3**
Search KEWPS 13 record by criteria as follow:

a) Date Range
   - Date Range
   - YTD

b) Date From

c) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

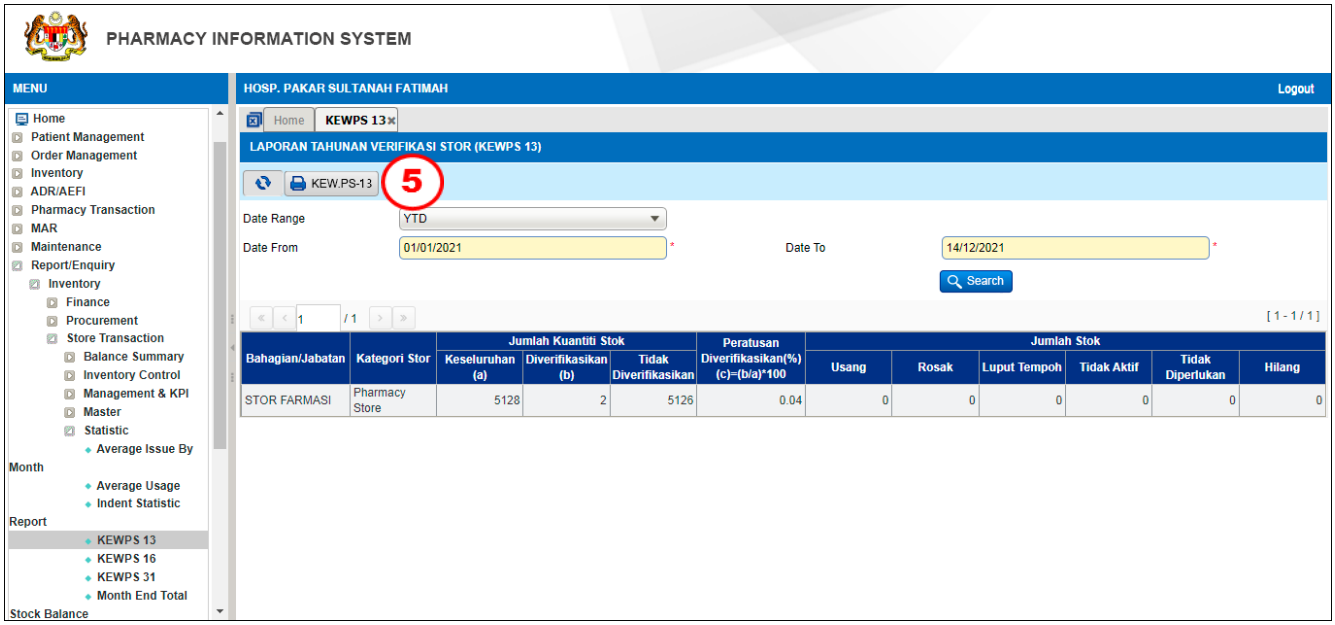



**Figure 3.1.3.5.4-2 KEW.PS-13**

**STEP 5**

Click on the KEW.PS-13 button to view/print the record as Figure 3.1.3.5.4-3

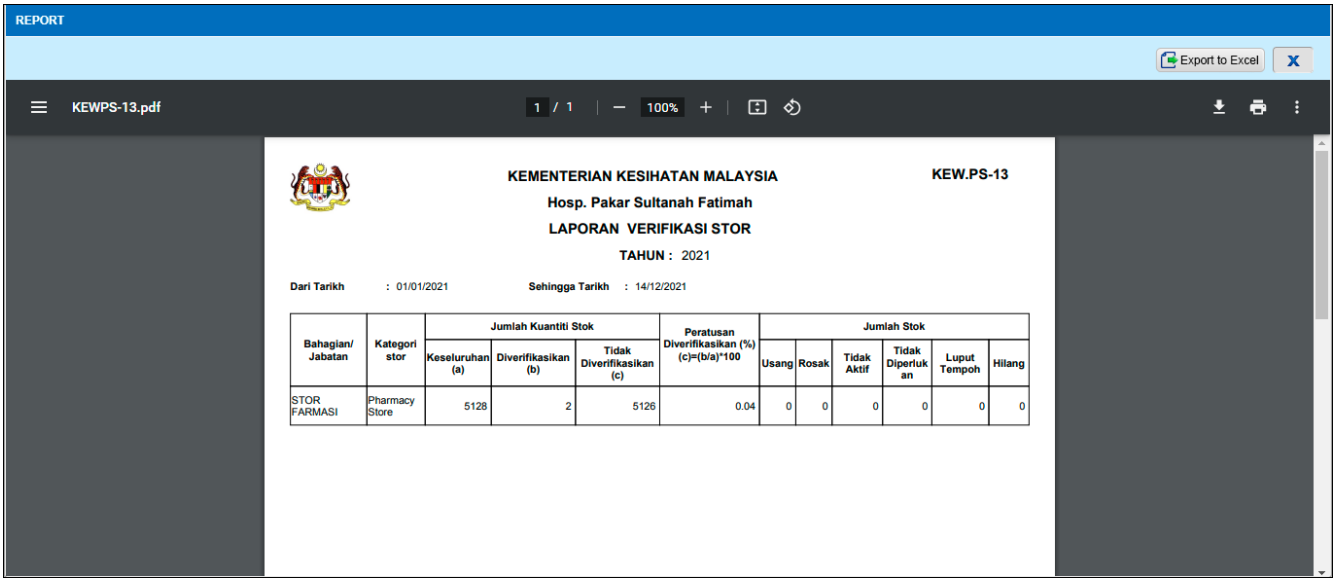



**Figure 3.1.3.5.4-3 KEW.PS-13**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

### 3.1.3.5.5 KEWPS 16

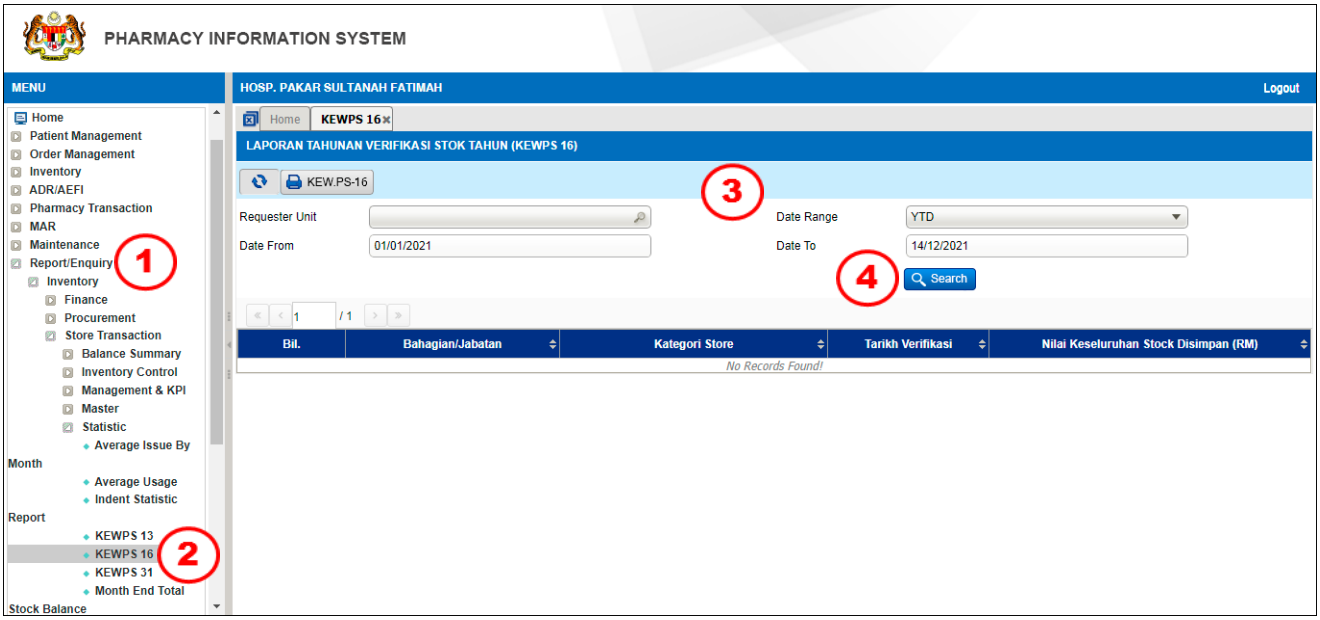



**Figure 3.1.3.5.5-1 KEW.PS-16**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Statistic'

**STEP 2**
Click on 'KEWPS 13'

**STEP 3**
Search KEWPS 13 record by criteria as follow:

a) Requester Unit
b) Date Range
   - Date Range
   - YTD
c) Date From
d) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

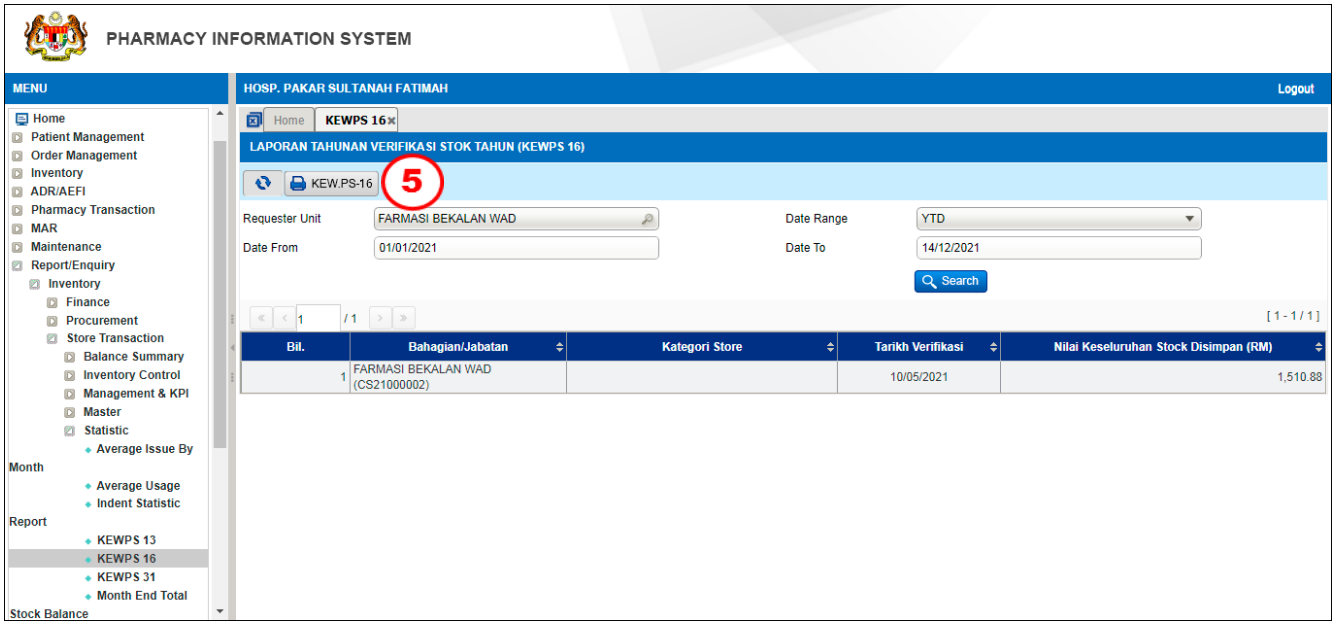



**Figure 3.1.3.5.5-2 KEW.PS-16**

**STEP 5**

Click on the KEW.PS-16 button to view/print the record as Figure 3.1.3.5.5-3

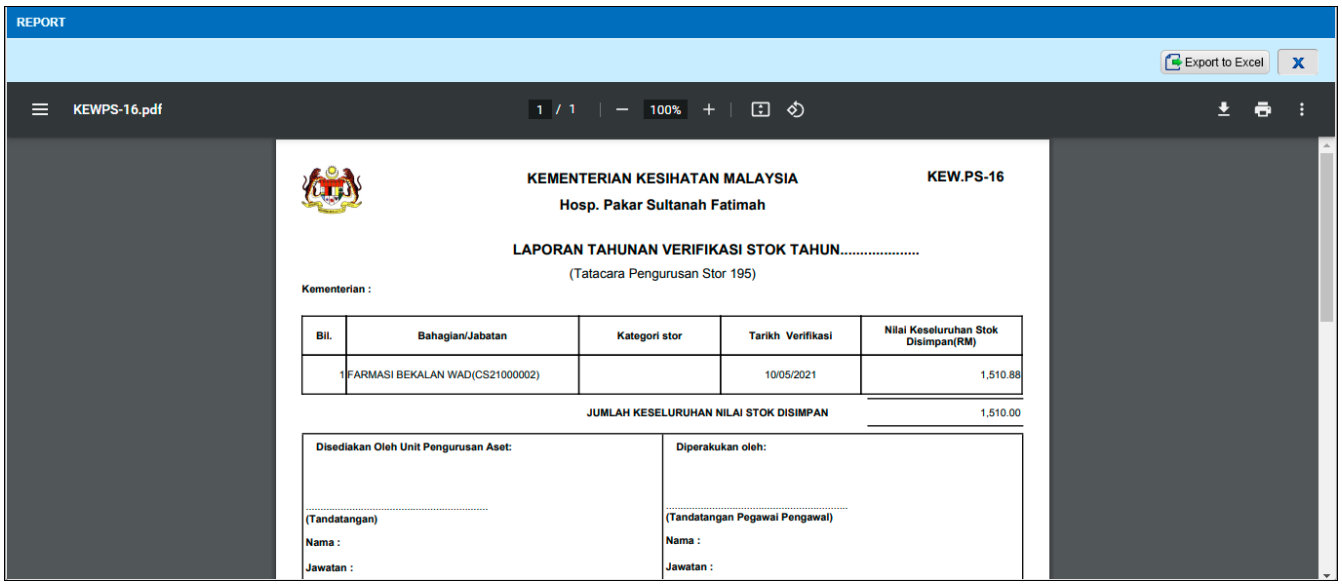



**Figure 3.1.3.5.5-3 KEW.PS-16**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

### 3.1.3.5.6 KEWPS 31

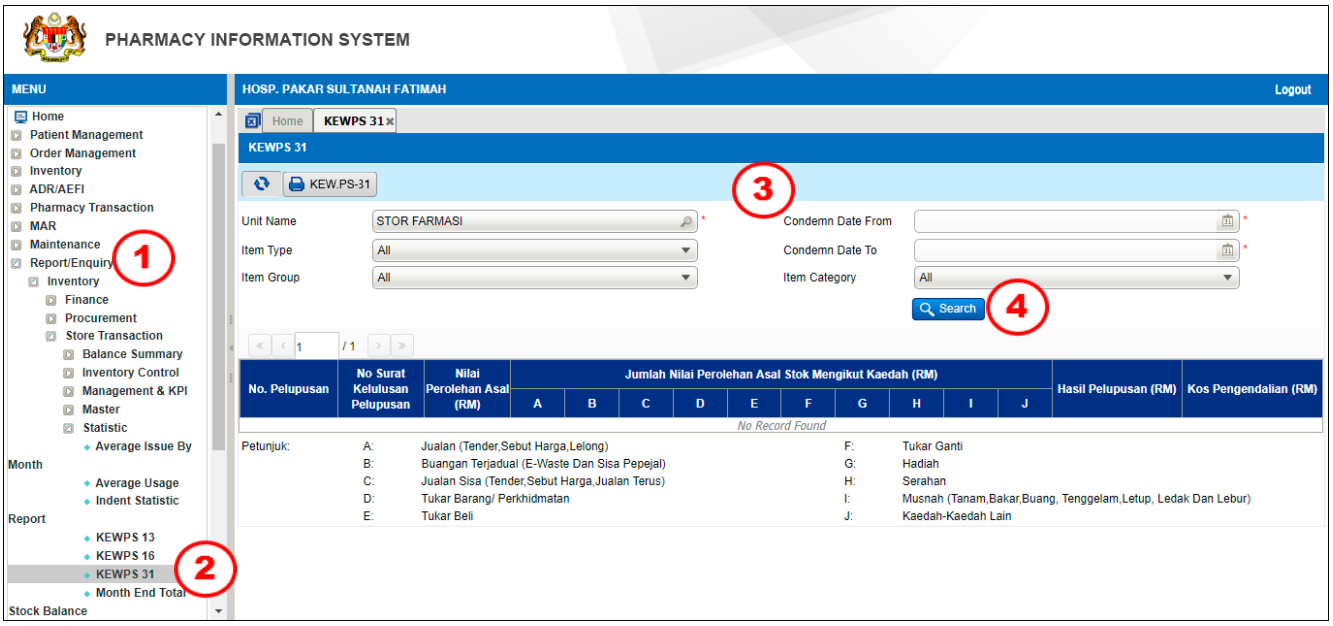



**Figure 3.1.3.5.6-1 KEW.PS-31**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic

**STEP 2**
Click on 'KEWPS 31'

**STEP 3**
Search KEWPS 31 record by criteria as follow:

a) Unit Name
b) Condemn Date From
c) Item Type
   - All
   - APPL
   - Contract
   - LP
d) Condemn Date To
e) Item Group
   - All
   - Drug
   - Non Drug
f) Item Category

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

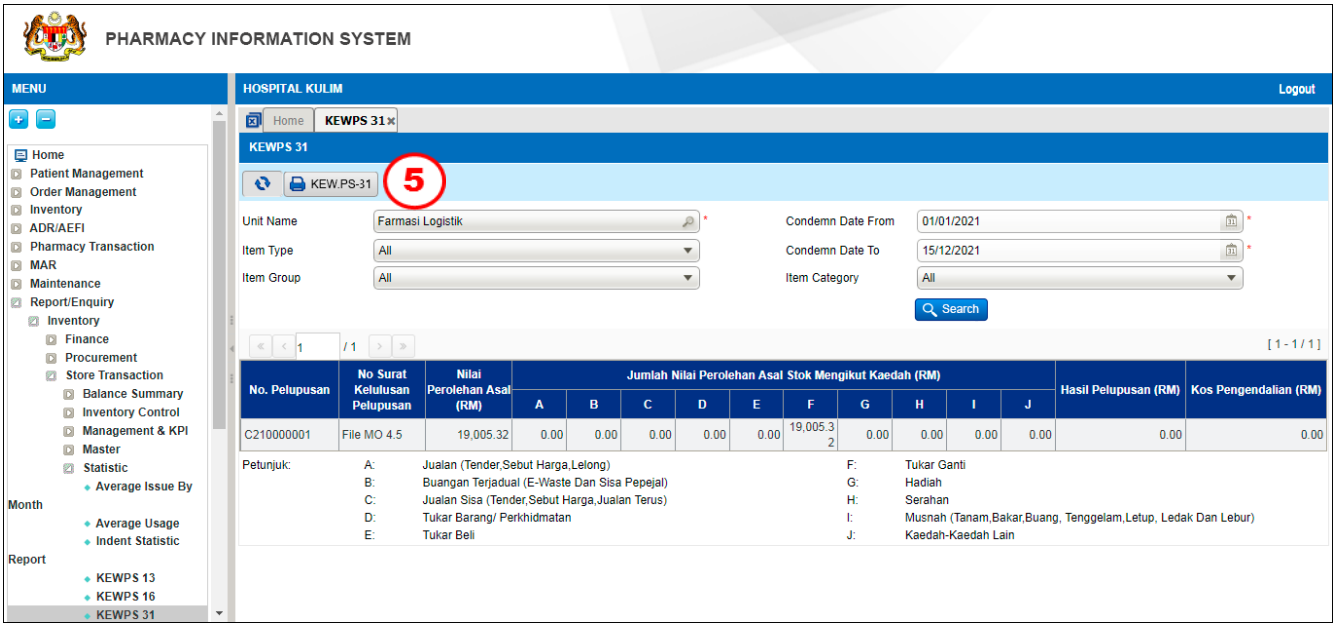



**Figure 3.1.3.5.6-2 KEW.PS-31**

**STEP 5**

Click on the KEW.PS-31 button to view/print the record as Figure 3.1.3.5.6-3

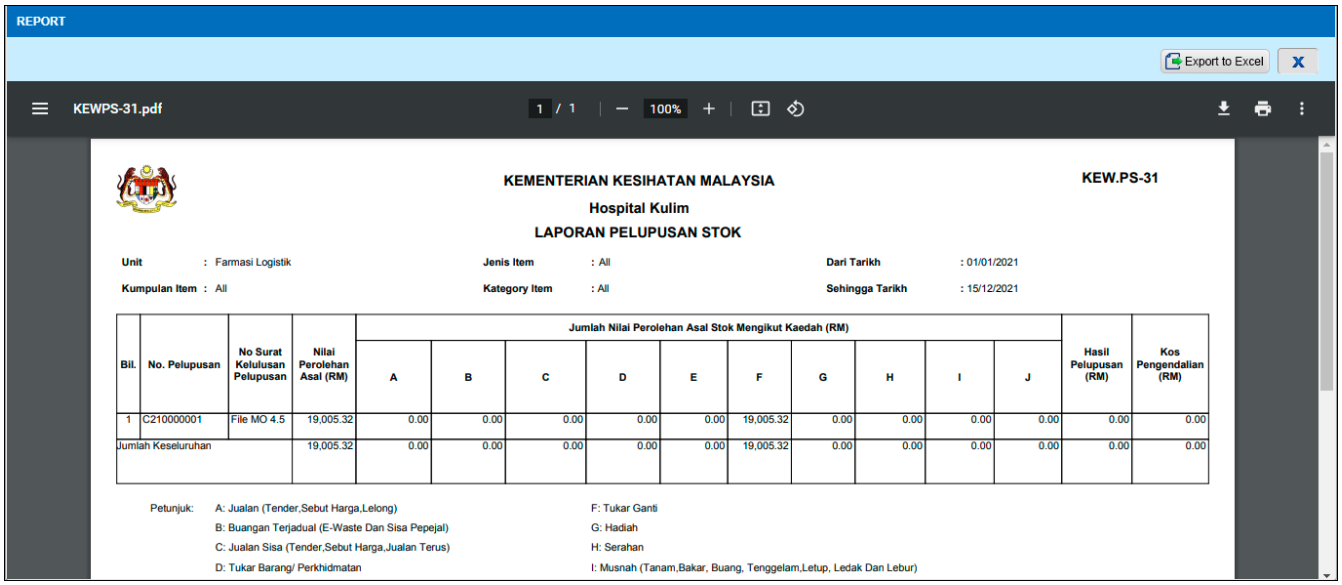



**Figure 3.1.3.5.6-3 KEWPS 31**

***Note***

*Click on the* Export to Excel *button to save/view/print report in Excel format.*

## 3.1.3.5.7 Month End Total Stock Balance

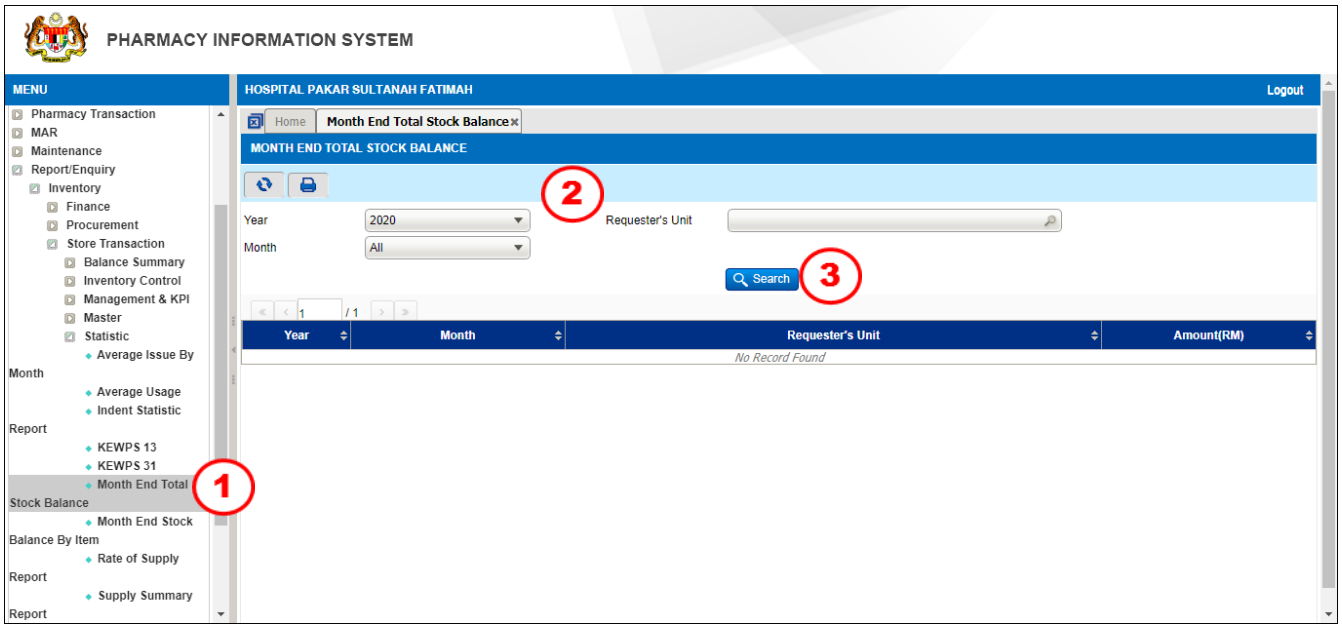



**Figure 3.1.3.5.7-1 Month End Total Stock Balance**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic and then Click on 'Month End Total Stock Balance'

**STEP 2**
Search Month End Total Stock Balance record by criteria as follow:

a) Year
b) Month
c) Requester Unit

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

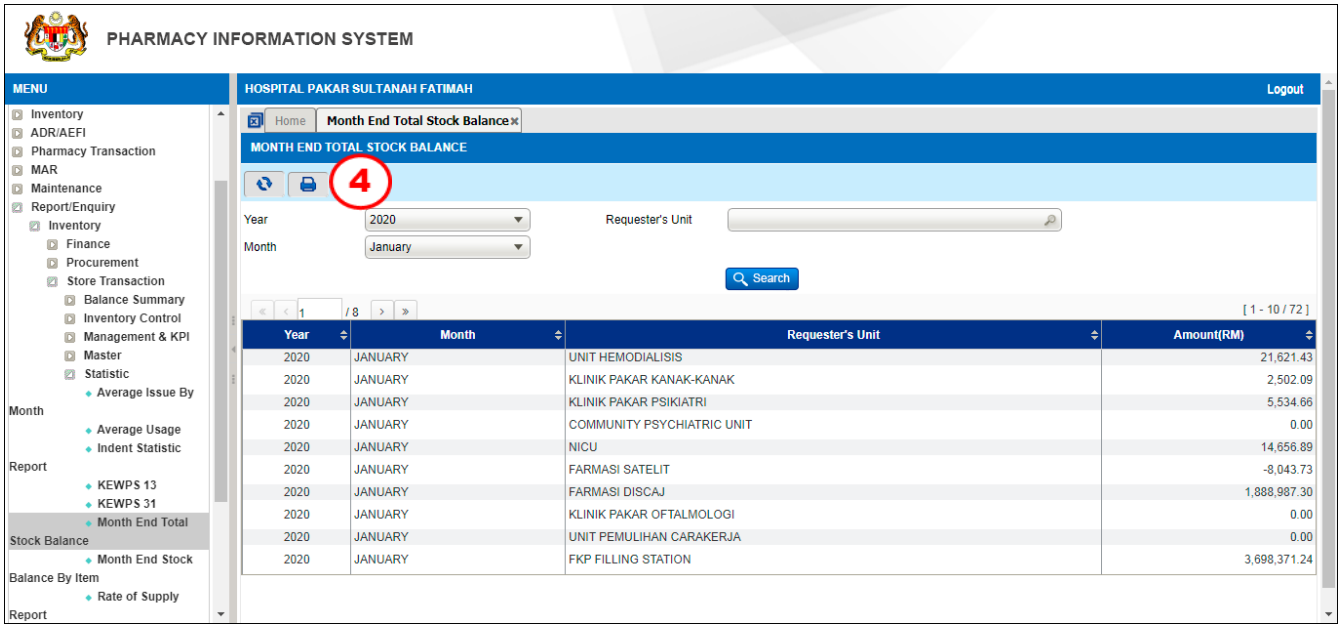



**Figure 3.1.3.5.7-2 Month End Total Stock Balance**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.5.7-3

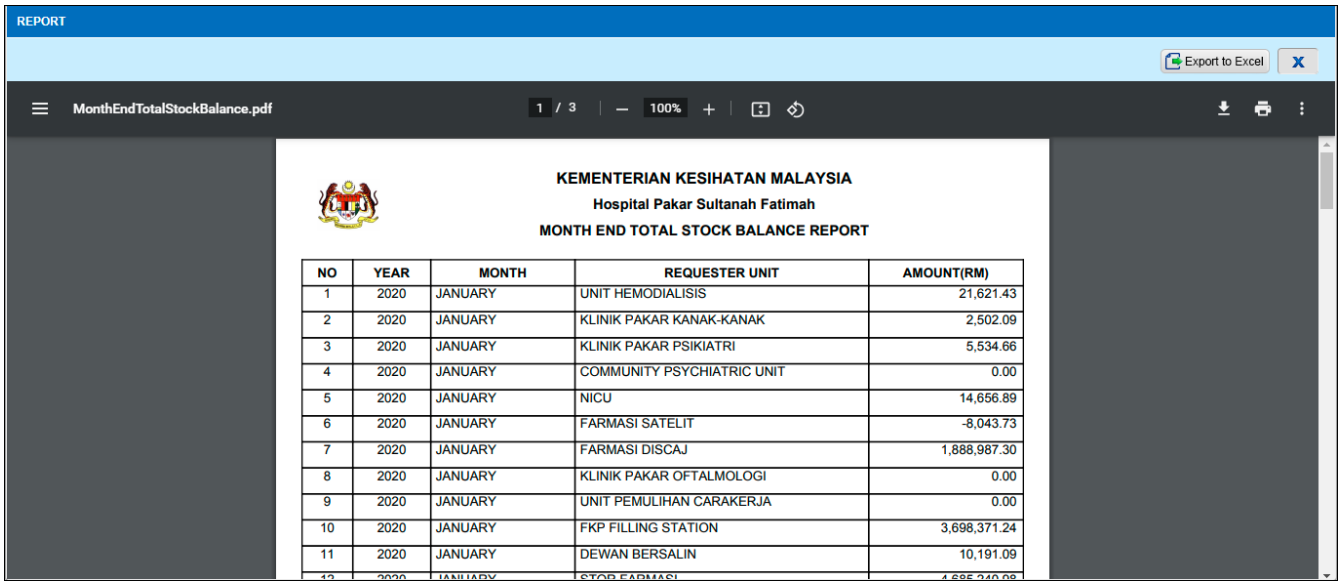
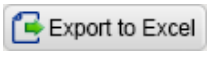



**Figure 3.1.3.5.7-3 Month End Total Stock Balance**

***Note***

*Click on the* 

*button to save/view/print report in Excel format*

## 3.1.3.5.8 Month End Stock Balance By Item

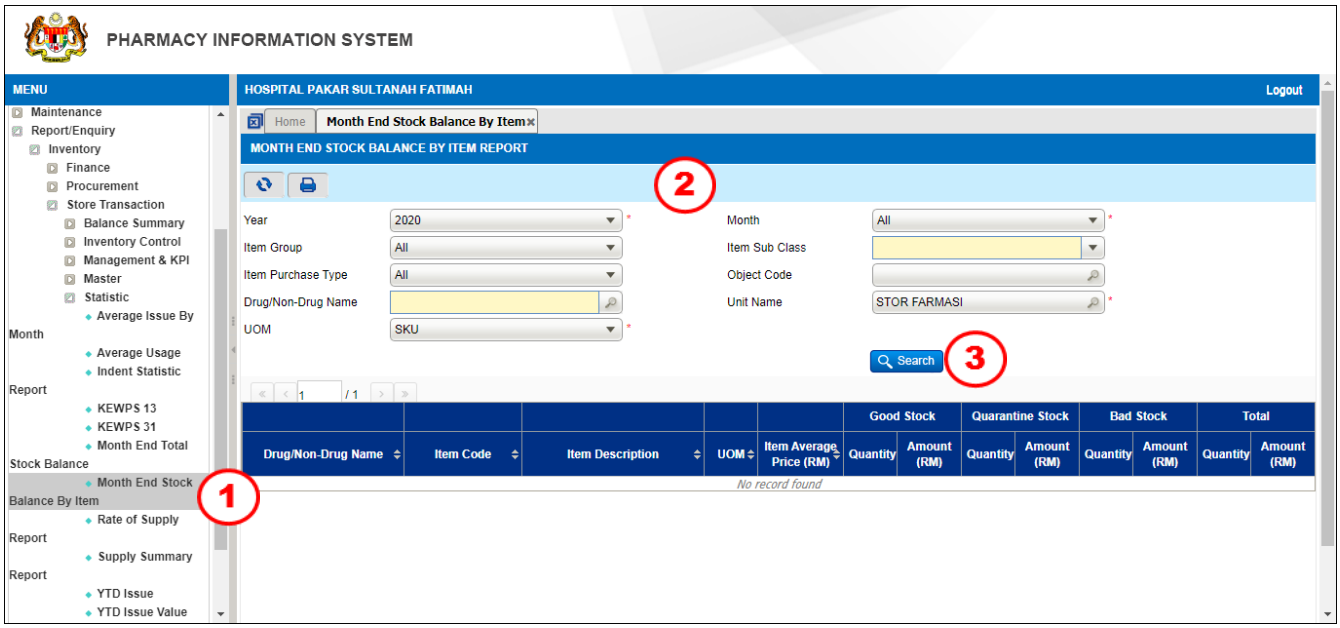



**Figure 3.1.3.5.8-1 Month End Stock Balance By Item**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic and then Click on 'Month End Stock Balance By Item'

**STEP 2**
Search Month End Stock Balance By Item record by criteria as follow:

a) Year
b) Month
c) Item Group
   - All
   - Drug
   - Non-Drug
d) Item Purchase Type
   - All
   - APPL
   - Contract
   - LP
e) Object Code
f) Drug/Non-Drug Name
g) Unit Name
h) UOM
   - SKU
   - PKU

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

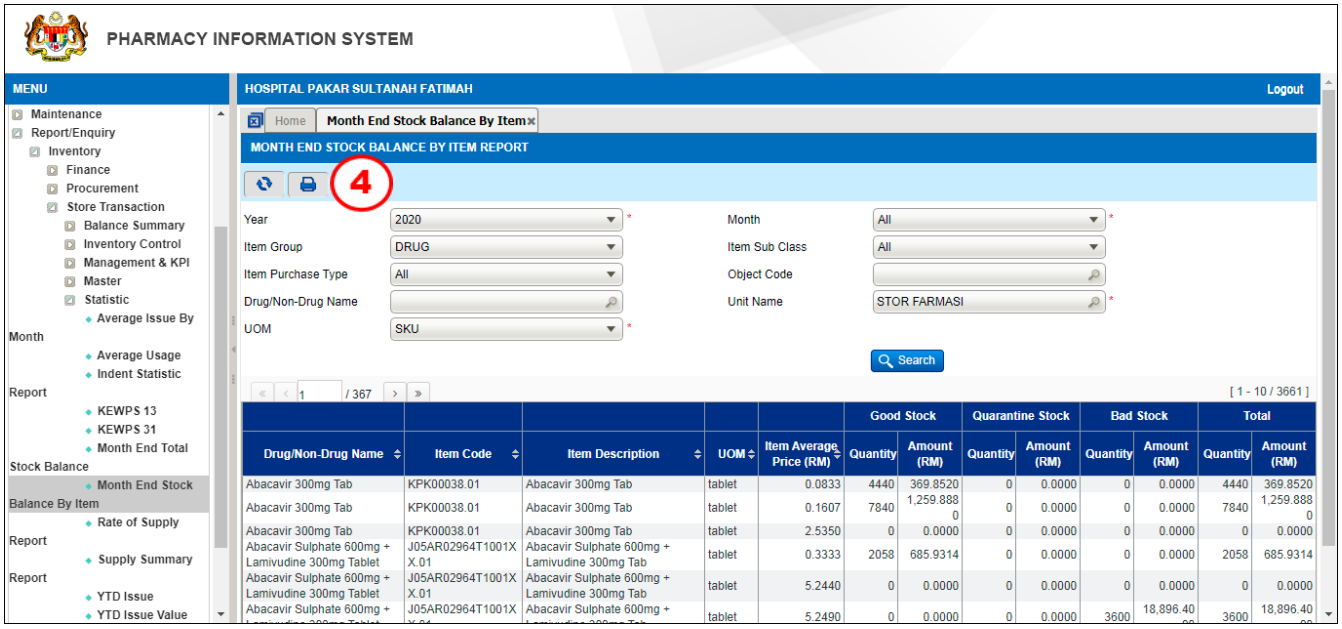



**Figure 3.1.3.5.8-2 Month End Stock Balance By Item**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.5.8-3

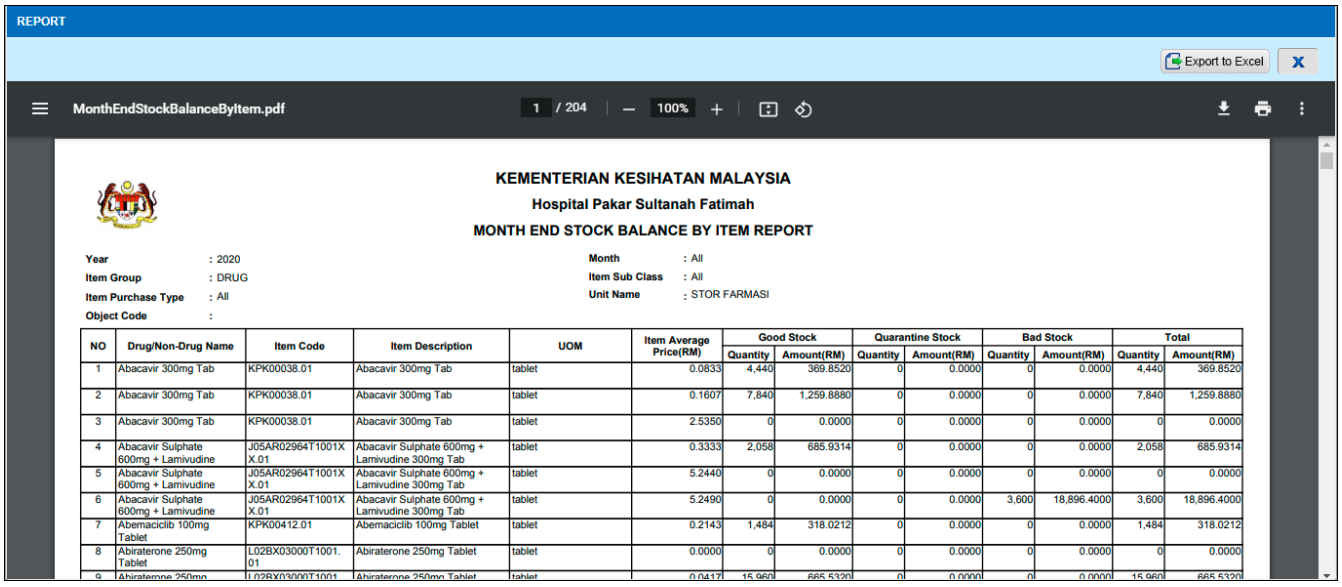
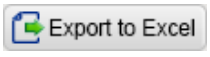



**Figure 3.1.3.5.8-3 Month End Stock Balance By Item**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.5.9 Rate Of Supply Report

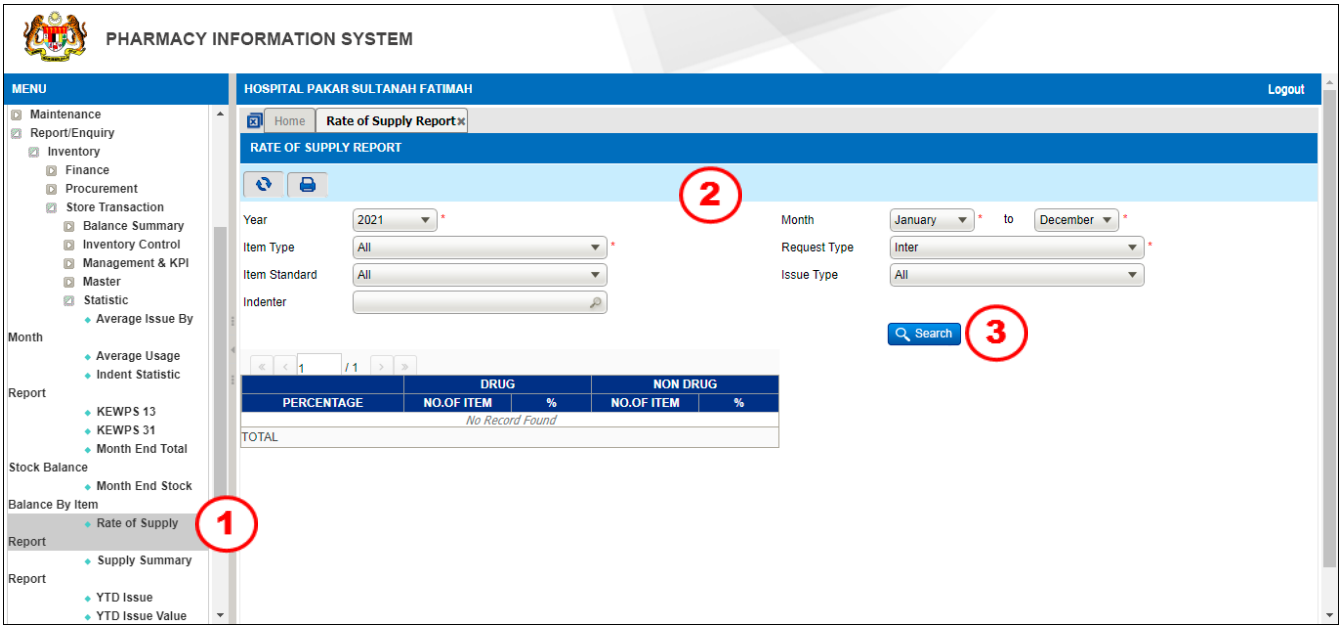



**Figure 3.1.3.5.9-1 Rate of Supply Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic and then Click on 'Rate of Supply Report'

**STEP 2**
Search Rate of Supply Report record by criteria as follow:

a) Year
b) Month
c) To
d) Item Type
e) Request Type
   - Inter
   - Intra
f) Item Standard
   - All
   - Standard
   - Non Standard
g) Issue Type
   - All
   - Direct Issue
   - Offline Issue
   - Online Issue
h) Indenter

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

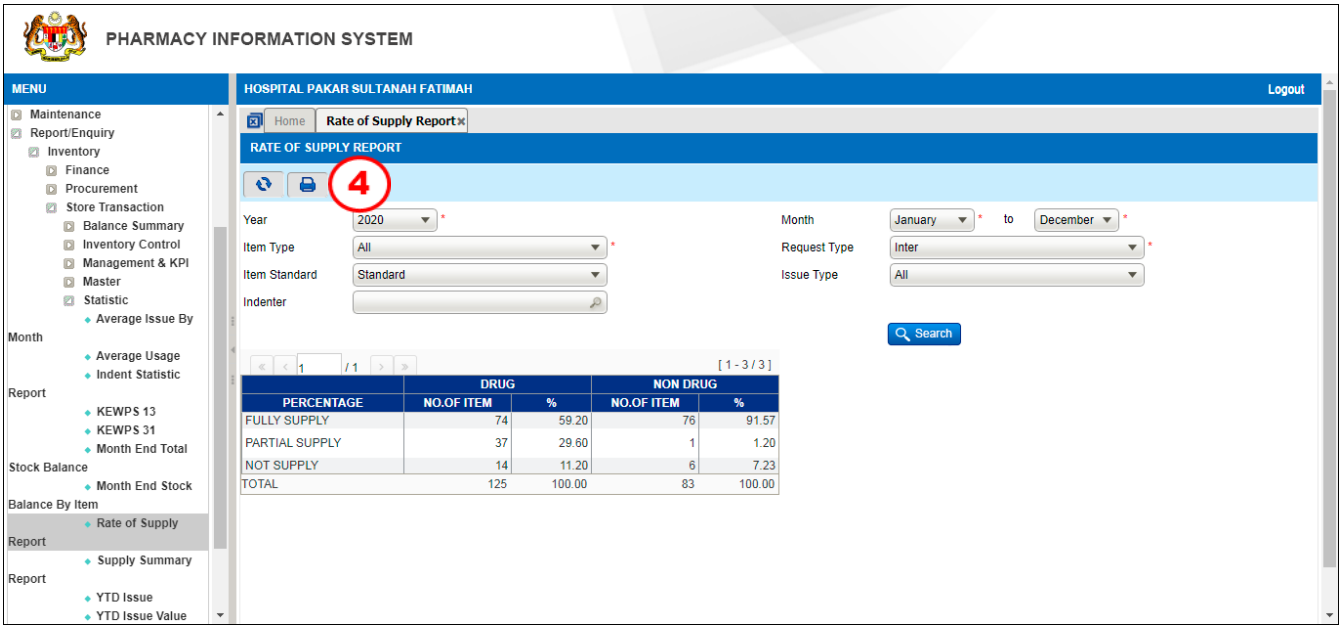



**Figure 3.1.3.5.9-2 Rate Of Supply Report**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.5.9-3

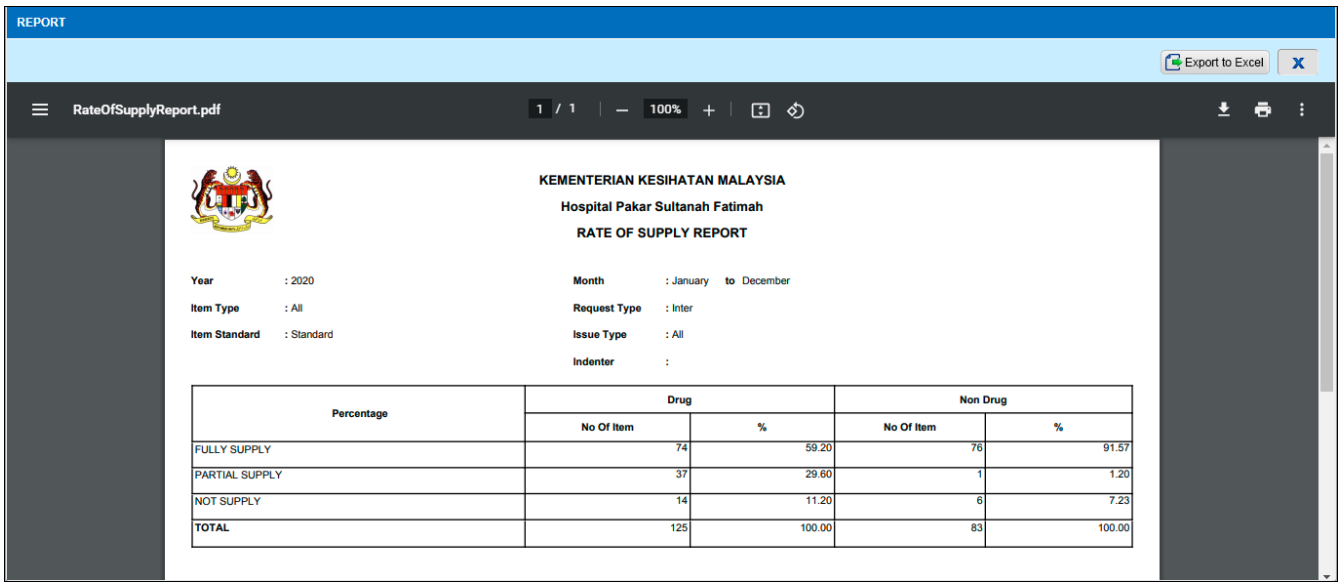



**Figure 3.1.3.5.9-3 Rate Of Supply Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.5.10 Supply Summary Report

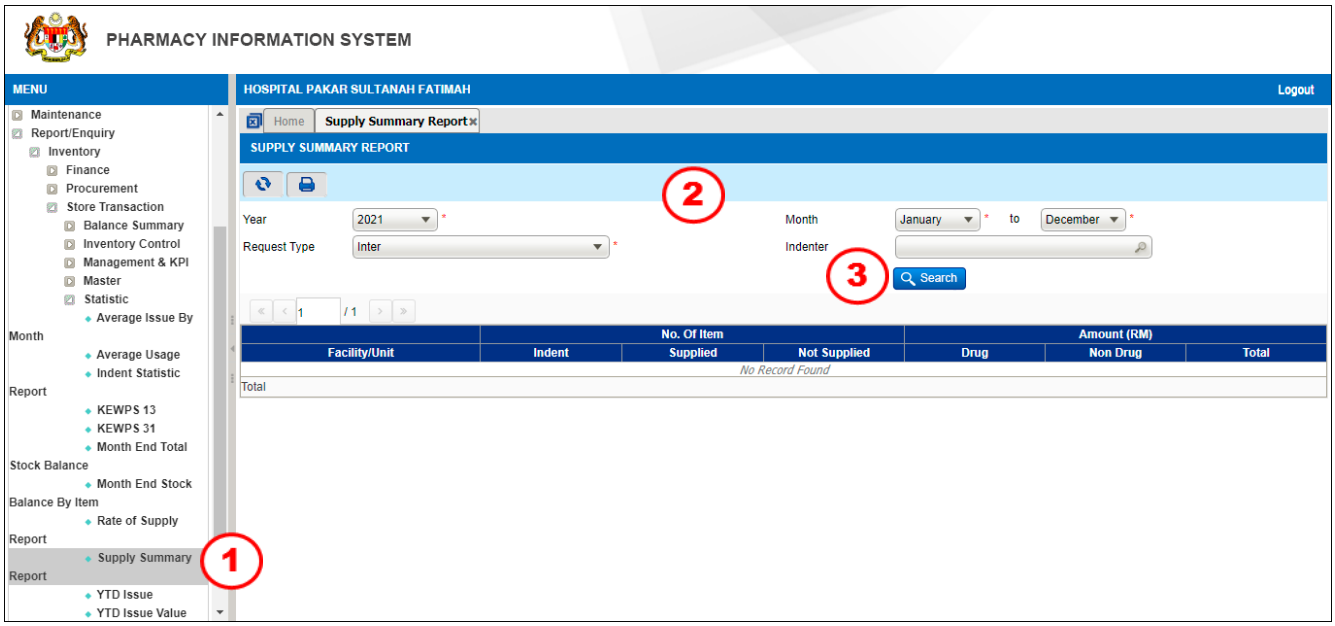



**Figure 3.1.3.5.10-1 Supply Summary Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic and then Click on 'Supply Summary Report'

**STEP 2**
Search Supply Summary Report record by criteria as follow:

a) Year
b) Month
c) To
d) Request Type
   - Inter
   - Intra
e) Issue Type
   - All
   - Direct Issue
   - Offline Issue
   - Online Issue
f) Indenter

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

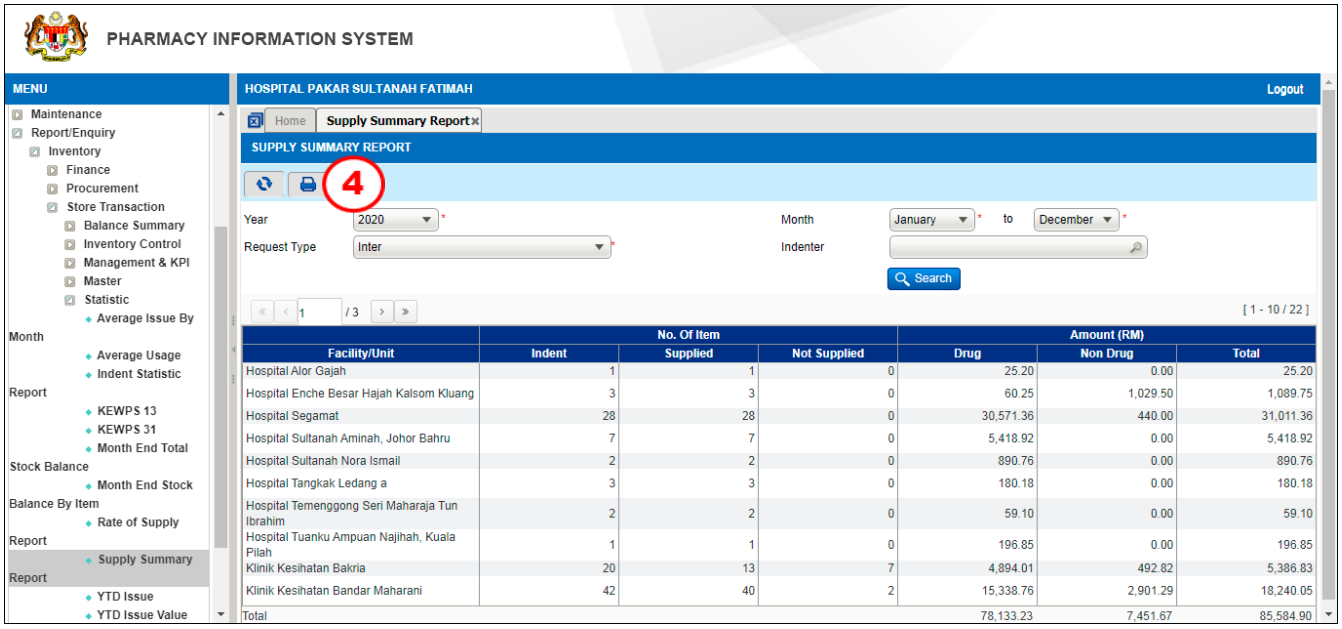



**Figure 3.1.3.5.10-2 Supply Summary Report**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.5.10-3

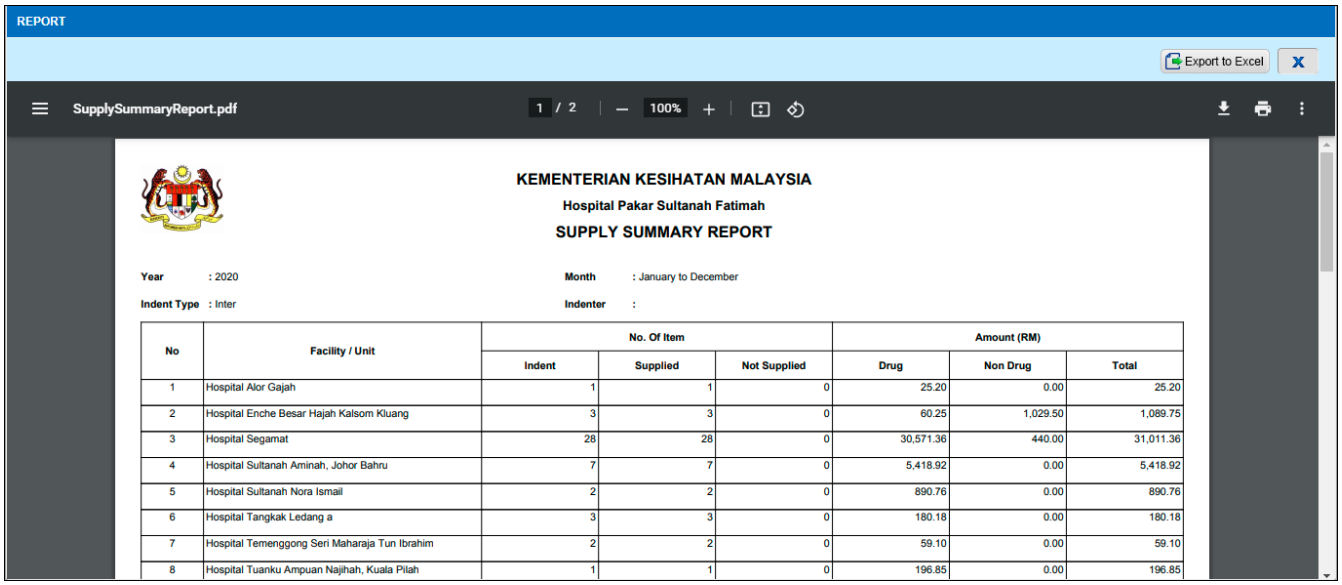
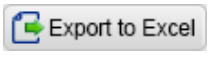



**Figure 3.1.3.5.10-3 Supply Summary Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.5.11 YTD Issue

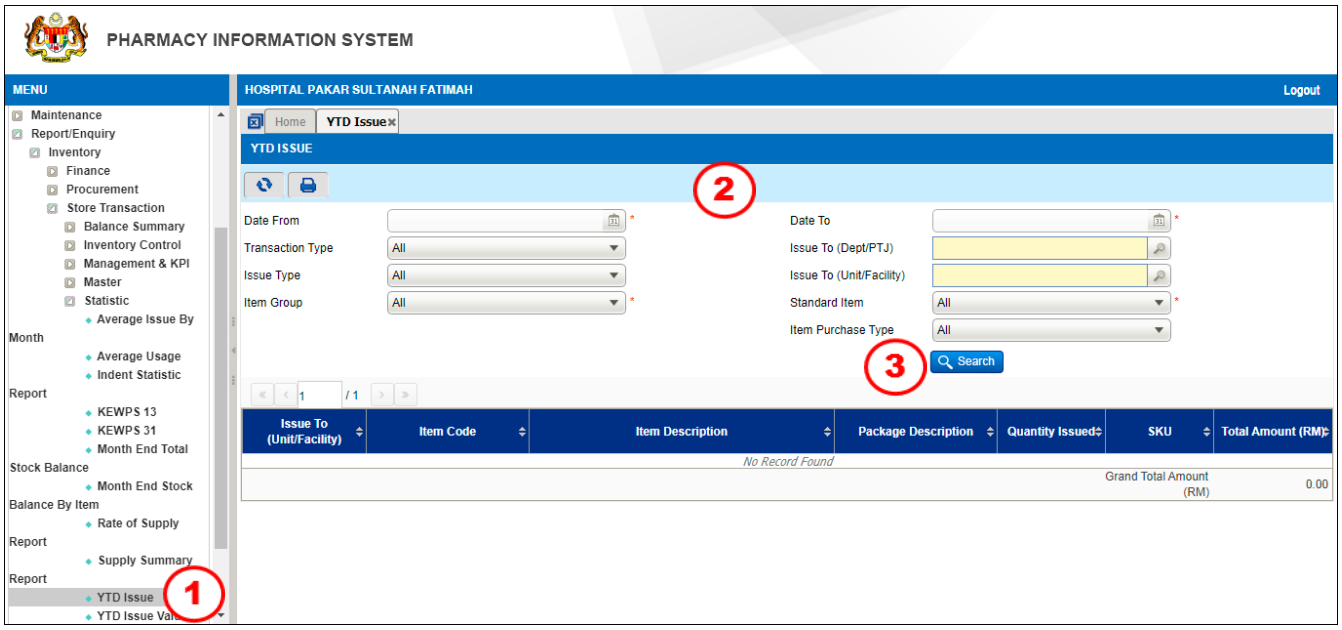



**Figure 3.1.3.5.11-1 YTD Issue**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic and then Click on 'YTD Issue'

**STEP 2**
Search YTD Issue record by criteria as follow:

a) Date From
b) Date To
c) Transaction Type
d) Issue To (Dept/PTJ)
e) Issue Type
   - All
   - Online Issue
   - Direct Issue
   - Ward/Unit Issue
   - Offline Issue
   - RIQ
f) Issue To (Unit/Facility)
g) Item Group
h) Standard Item
i) Item Purchase Type

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

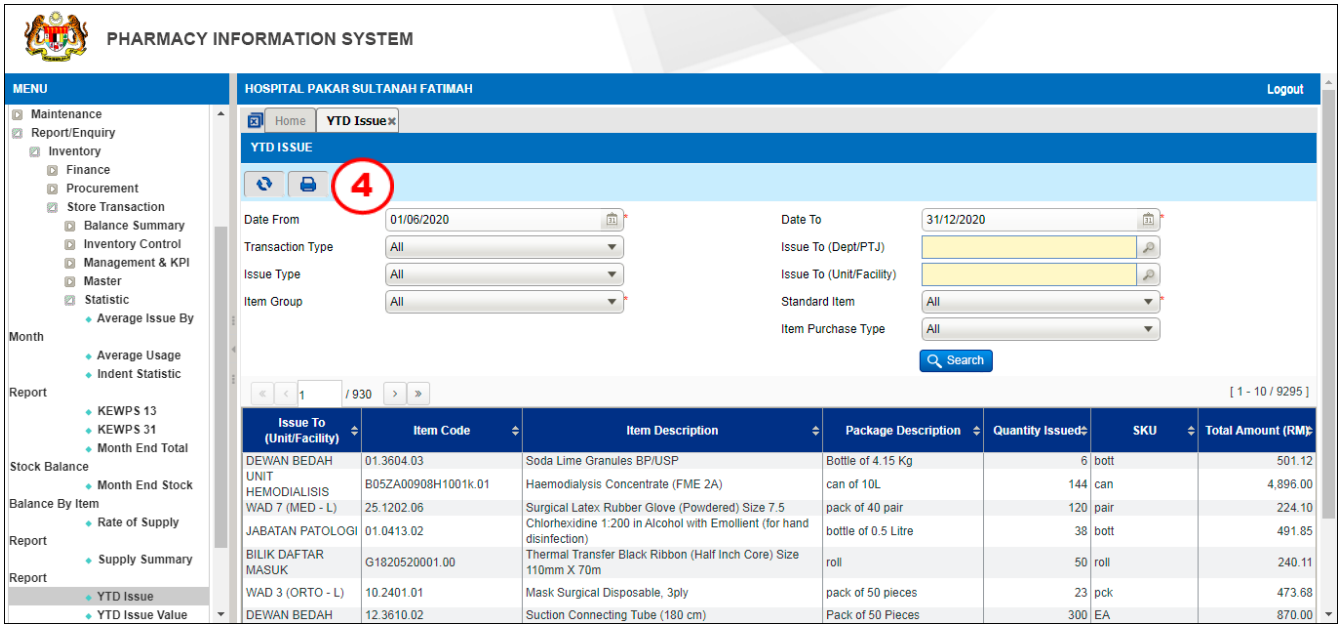



**Figure 3.1.3.5.11-2 YTD Issue**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.5.11-3

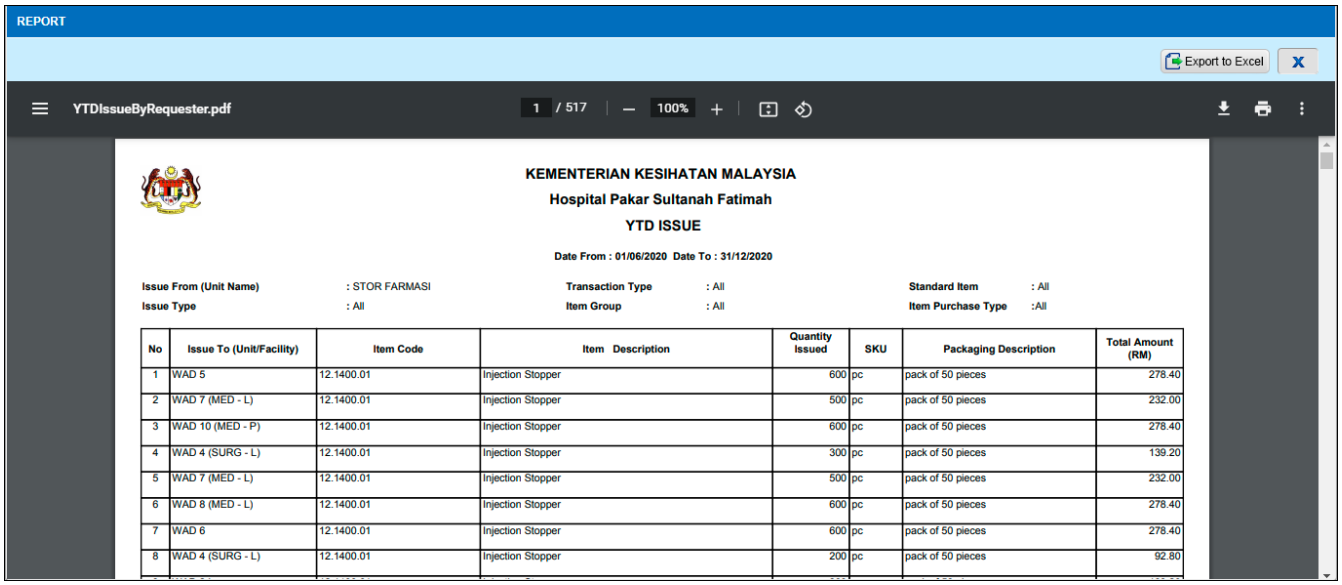
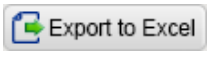



**Figure 3.1.3.5.11-3 YTD Issue**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.5.12 YTD Issue Value

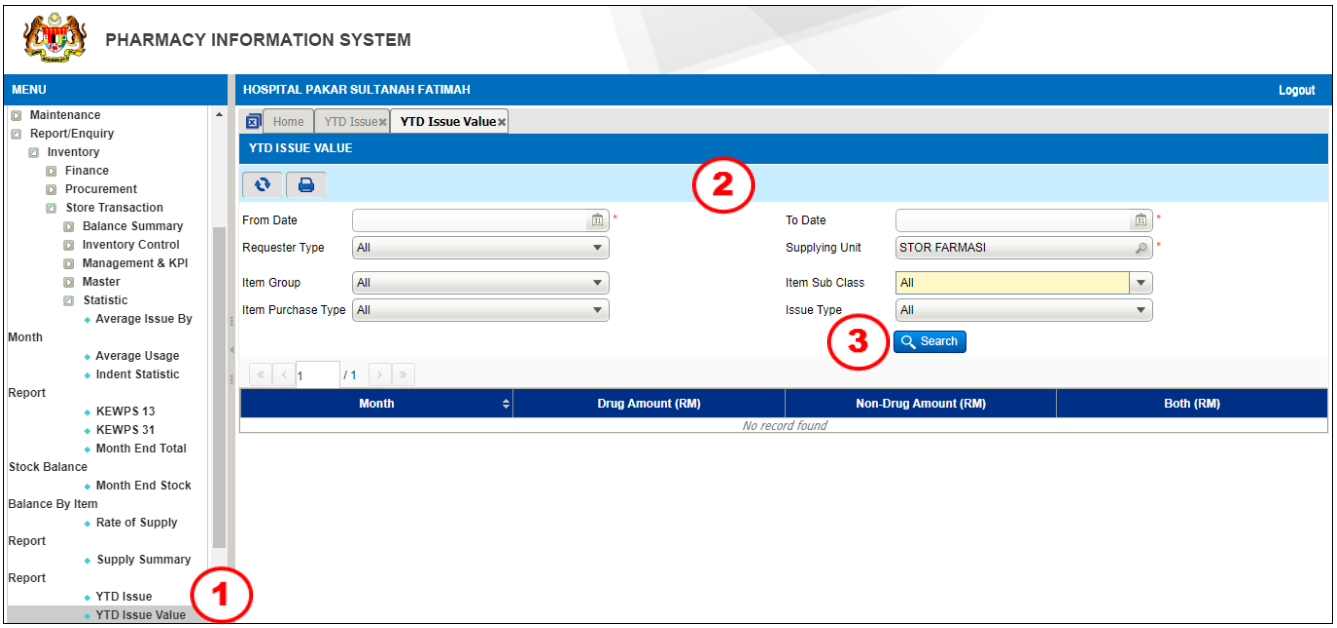



**Figure 3.1.3.5.12-1 YTD Issue Value**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Statistic and then Click on 'YTD Issue Value'

**STEP 2**
Search YTD Issue Value record by criteria as follow:

a) From Date
b) To Date
c) Requester Type
   - Inter Facility
   - Intra Facility
d) Supplying Unit
e) Item Group
   - All
   - Drug
   - Non Drug
f) Item Sub Class
g) Item Purchase Type
h) Issue Type

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

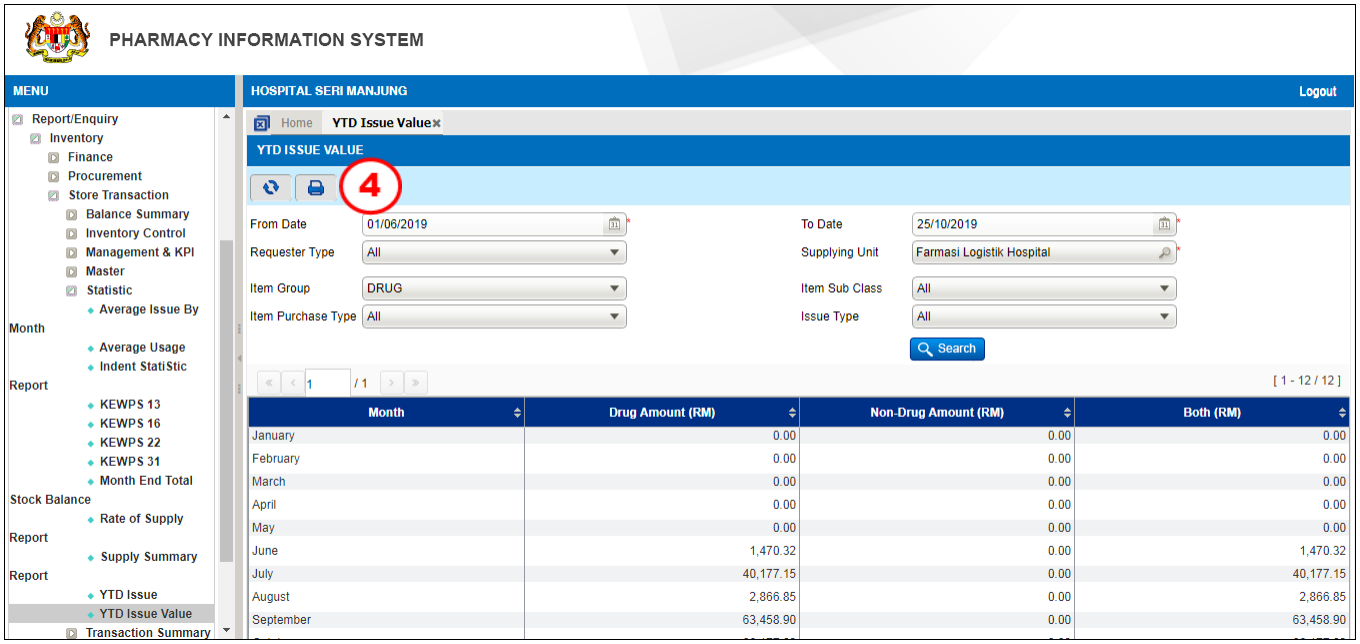



**Figure 3.1.3.5.12-2 YTD Issue Value**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.5.12-3

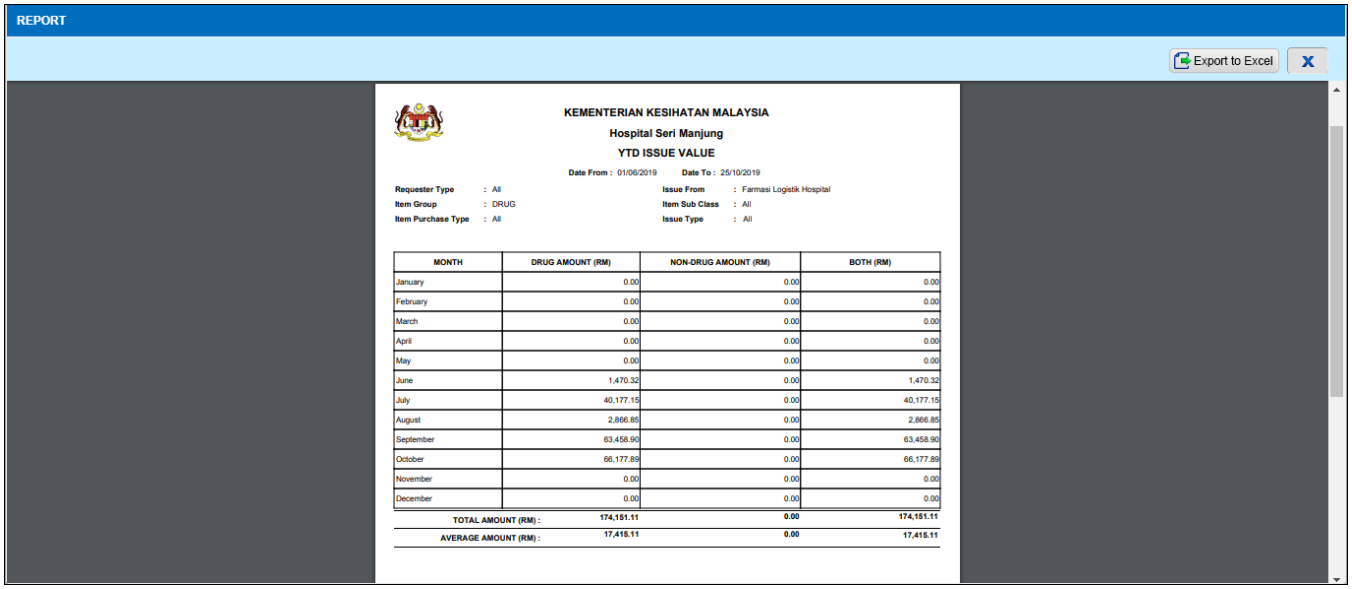



**Figure 3.1.3.5.12-3 YTD Issue Value**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.6 Transaction Summary

#### 3.1.3.6.1 Data Management Report

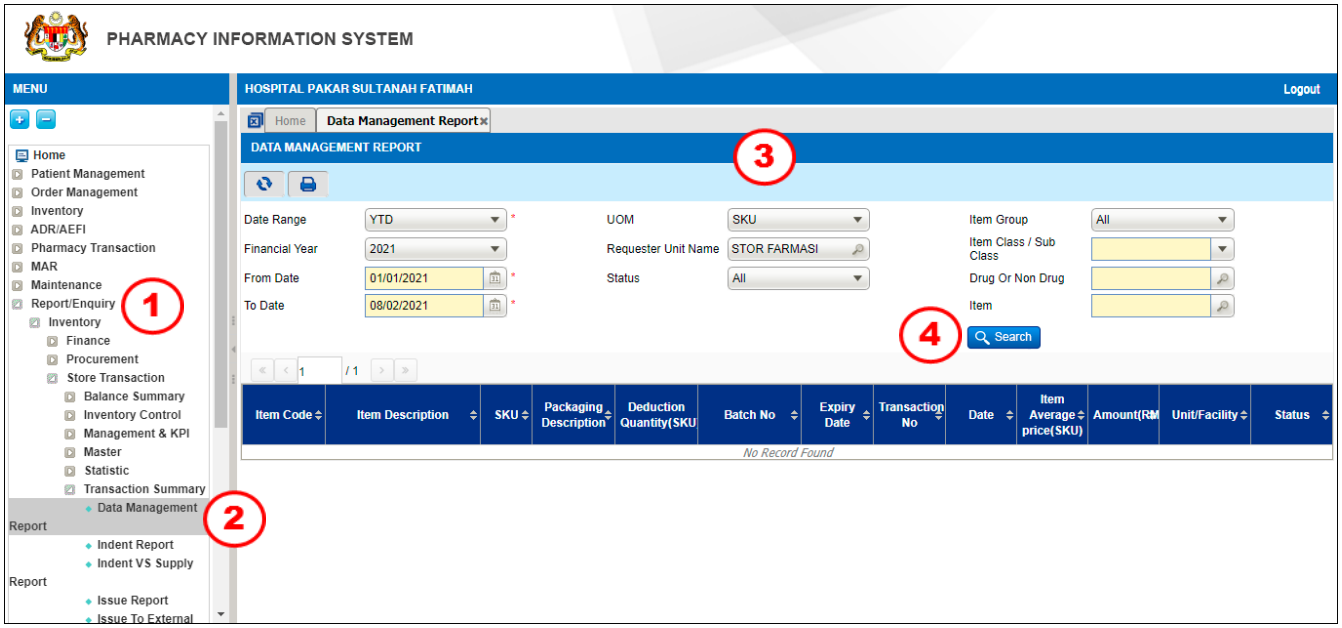



**Figure 3.1.3.6.1-1 Data Management Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'Data Management Report'

**STEP 3**
Search Data Management Report record by criteria as follow:

a) Date Range
   - Date Range
   - YTD
b) UOM
   - SKU
   - PKU
c) Item Group
   - All
   - Drug
   - Non-Drug
d) Financial Year
e) Requester Unit Name
f) Item Class / Sub Class
g) From Date
h) Status
i) Drug Or Non Drug
j) To Date
k) Item

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

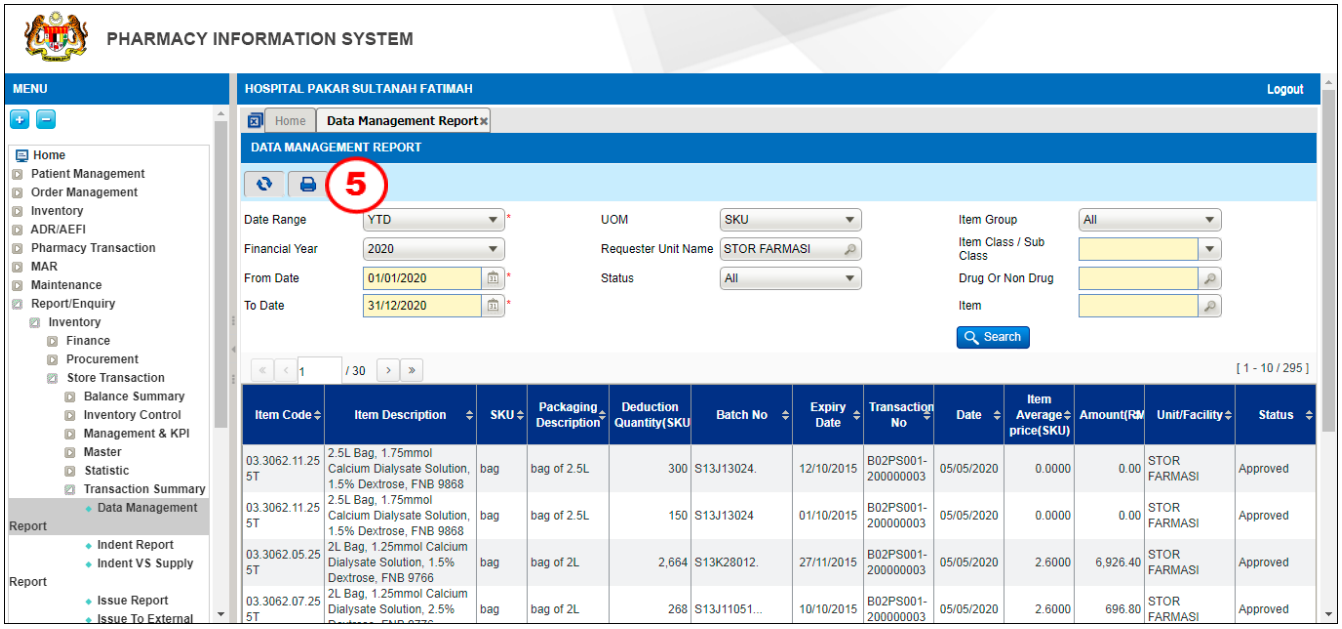



**Figure 3.1.3.6.1-2 Data Management Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.1-3

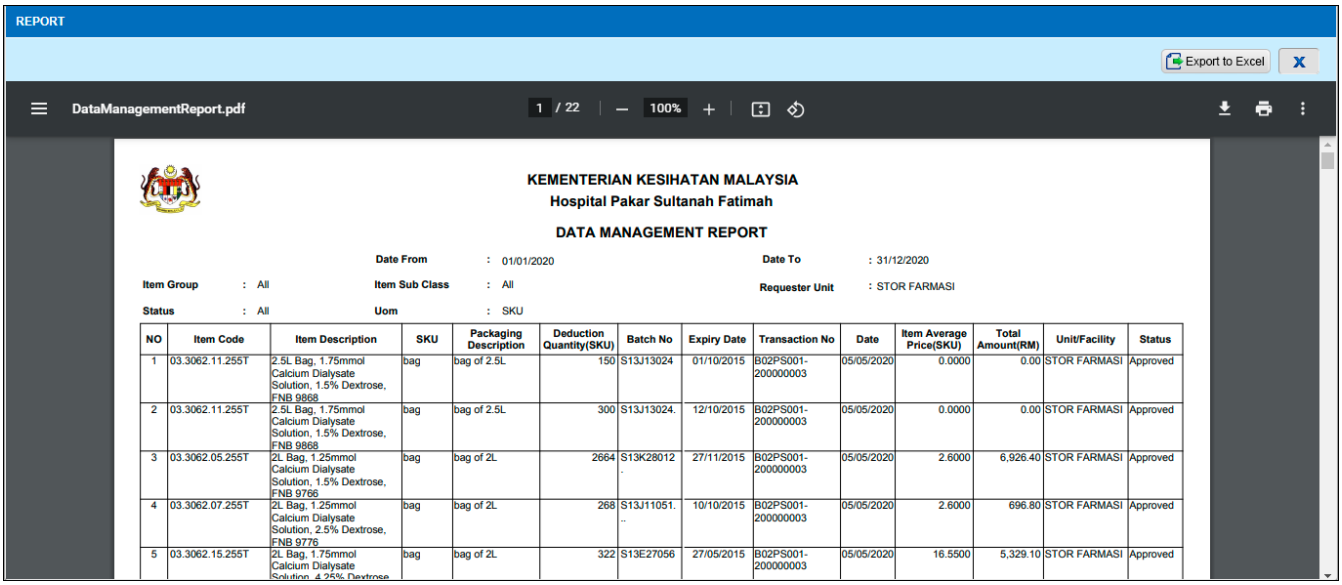



**Figure 3.1.3.6.1-3 Data Management Report**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.1.3.6.2 Indent Report

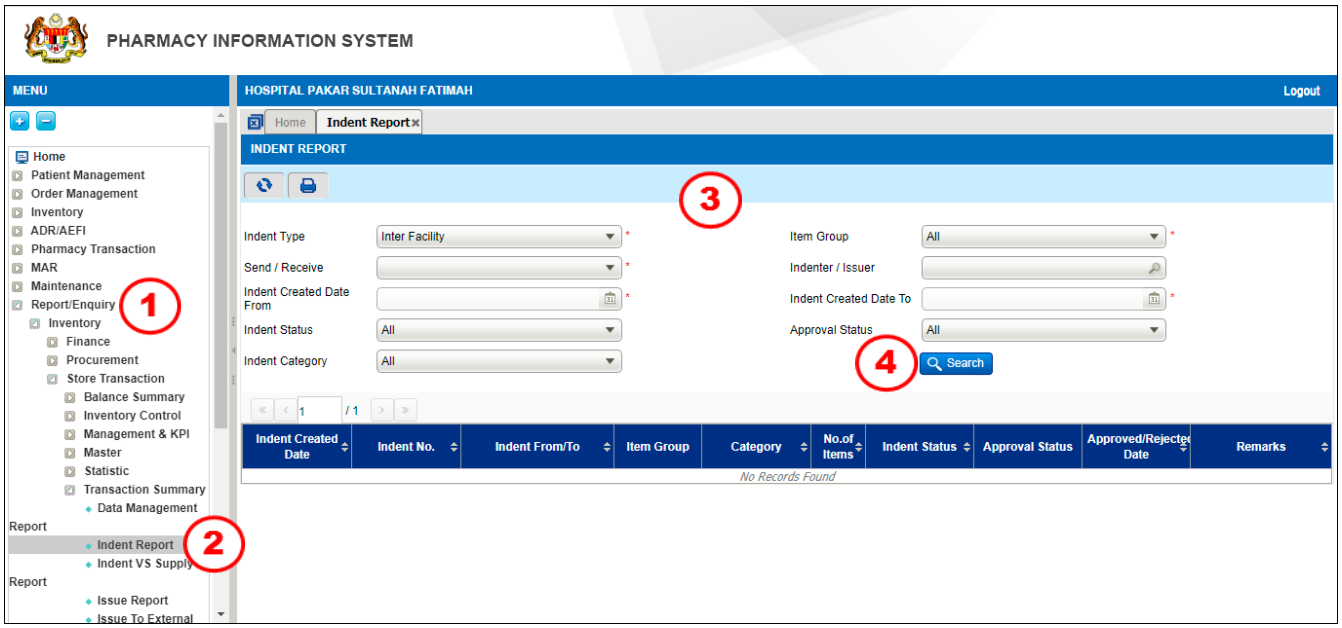



**Figure 3.1.3.6.2-1 Indent Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'Indent Report'

**STEP 3**
Search Indent Report record by criteria as follow:

a) Indent Type
   - Inter Facility
   - Intra Facility

b) Item Group
   - All
   - Drug
   - Non-Drug

c) Send / Receive
d) Indenter / Issuer
e) Indent Created Date From
f) Indent Created Date To
g) Indent Status
h) Approval Status
i) Indent Category
   - All
   - Normal
   - SPUB
   - Manufacturing

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

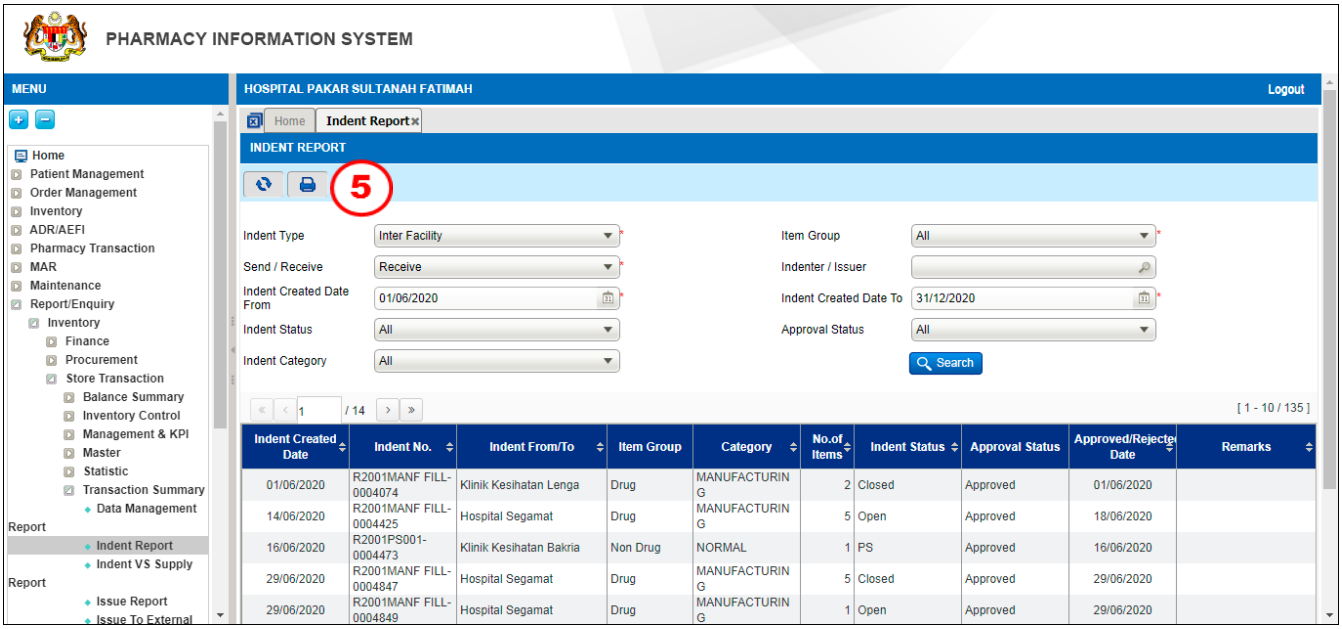



**Figure 3.1.3.6.2-2 Indent Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.2-3

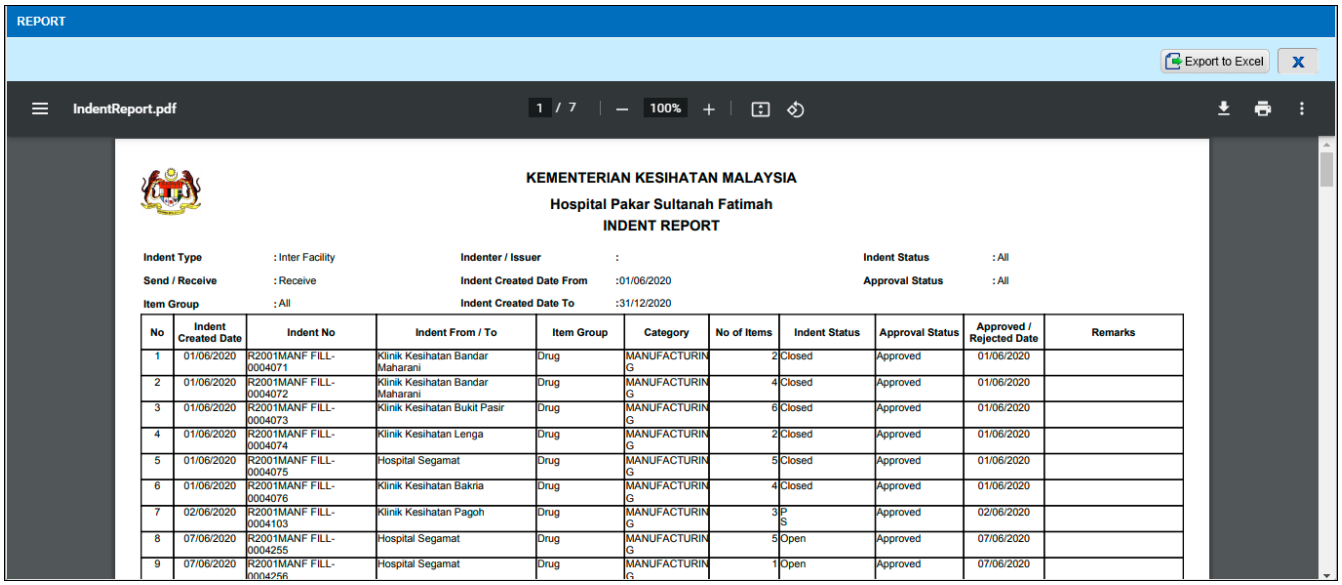



**Figure 3.1.3.6.2-3 Indent Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.3 Indent Vs Supply Report

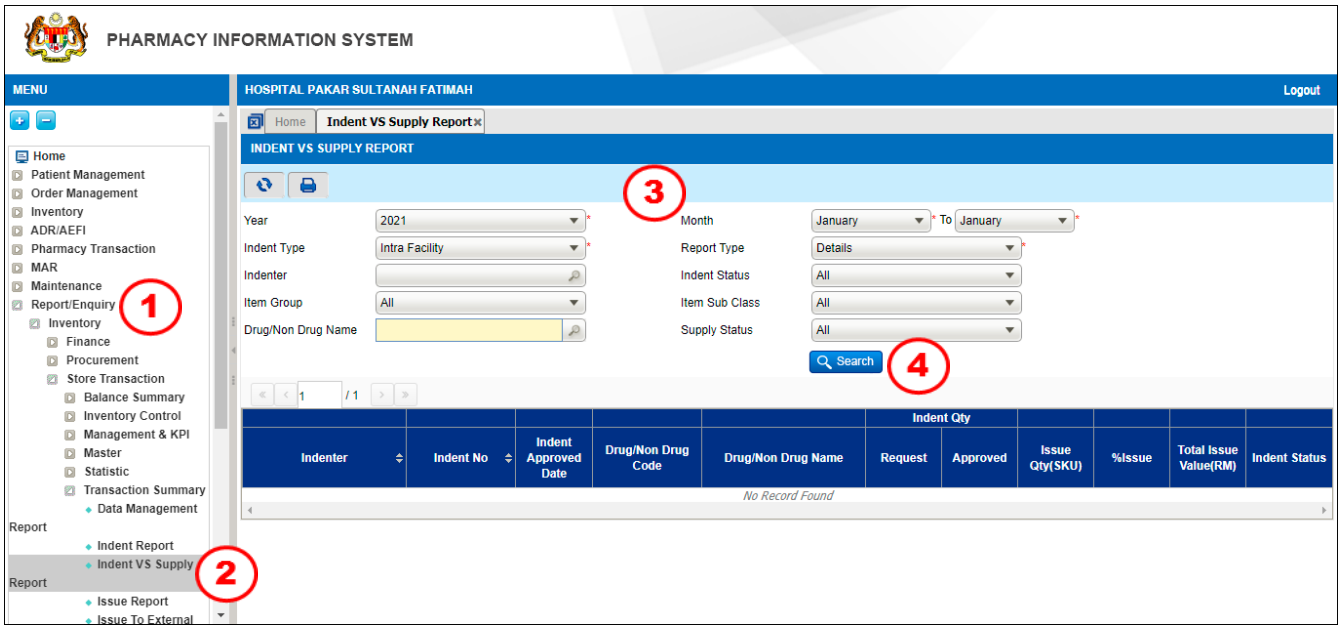



**Figure 3.1.3.6.3-1 Indent Vs Supply Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'Indent Vs Supply Report'

**STEP 3**
Search Indent Vs Supply record by criteria as follow:

a) Year
b) Month
c) To
d) Indent Type
e) Report Type
f) Indenter
g) Indent Status
h) Item Group
i) Item Sub Class
j) Drug / Non Drug Name
k) Supply Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***
*There are 2 type of Indent Vs Supply report as below:*

- *Details*
- *Summary*

***Report Type: Details***

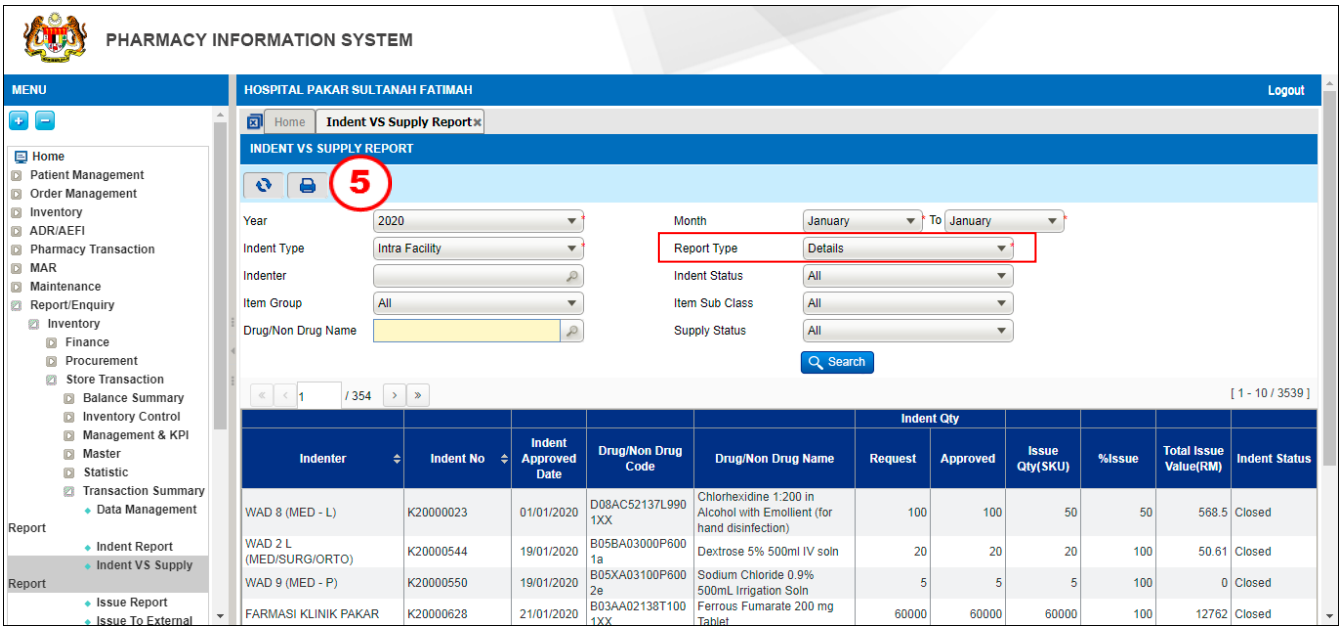



**Figure 3.1.3.6.3-2 Indent Vs Supply Detail Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.3-3

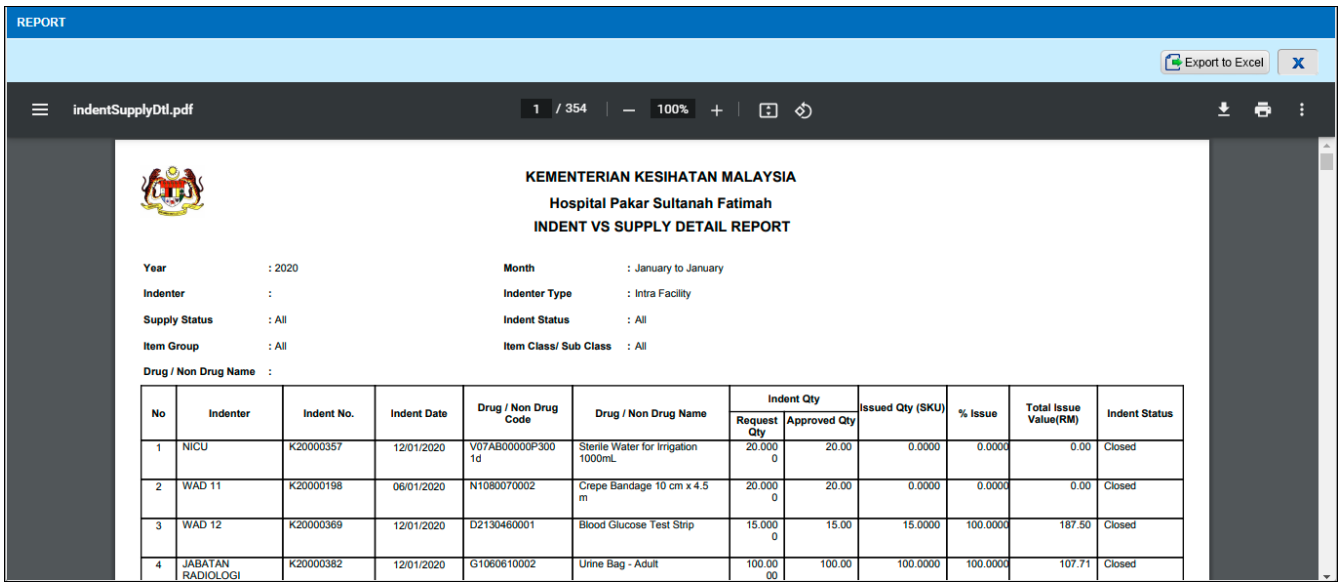
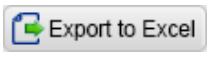



**Figure 3.1.3.6.3-3 Indent Vs Supply Detail Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

***Report Type: Summary***

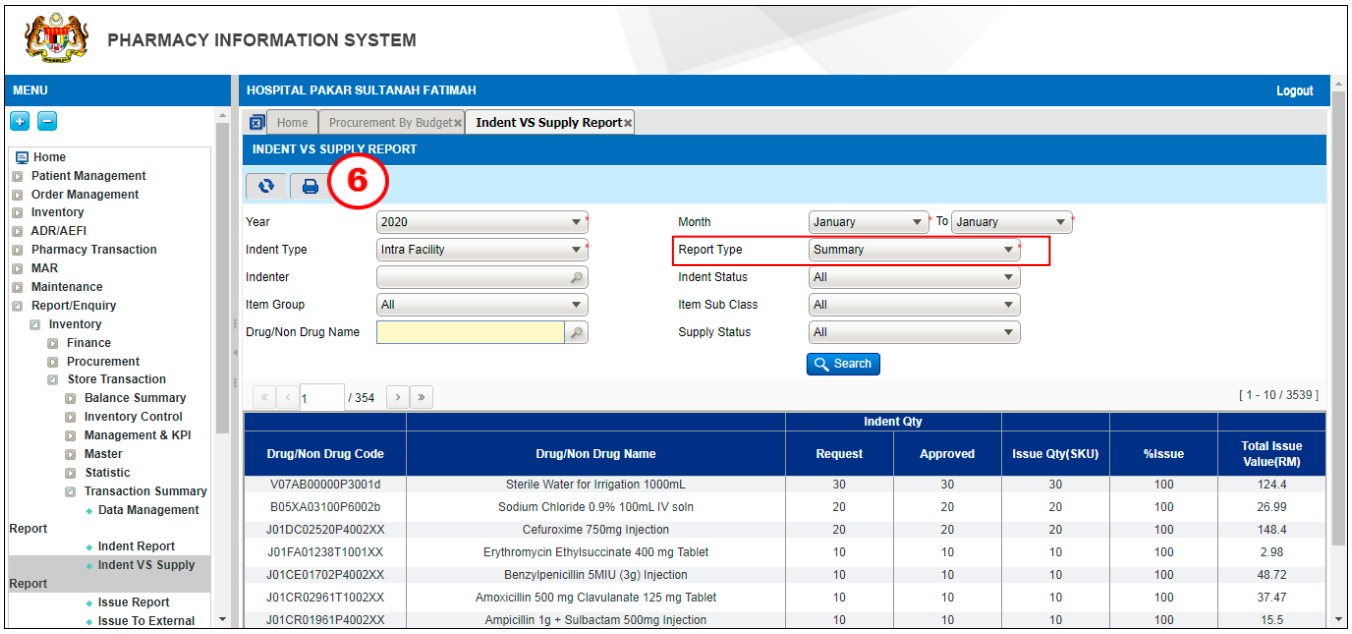



**Figure 3.1.3.6.3-4 Indent Vs Supply Summary Report**

**STEP 6**

Click on the  button to view/print the record as Figure 3.1.3.6.3-5

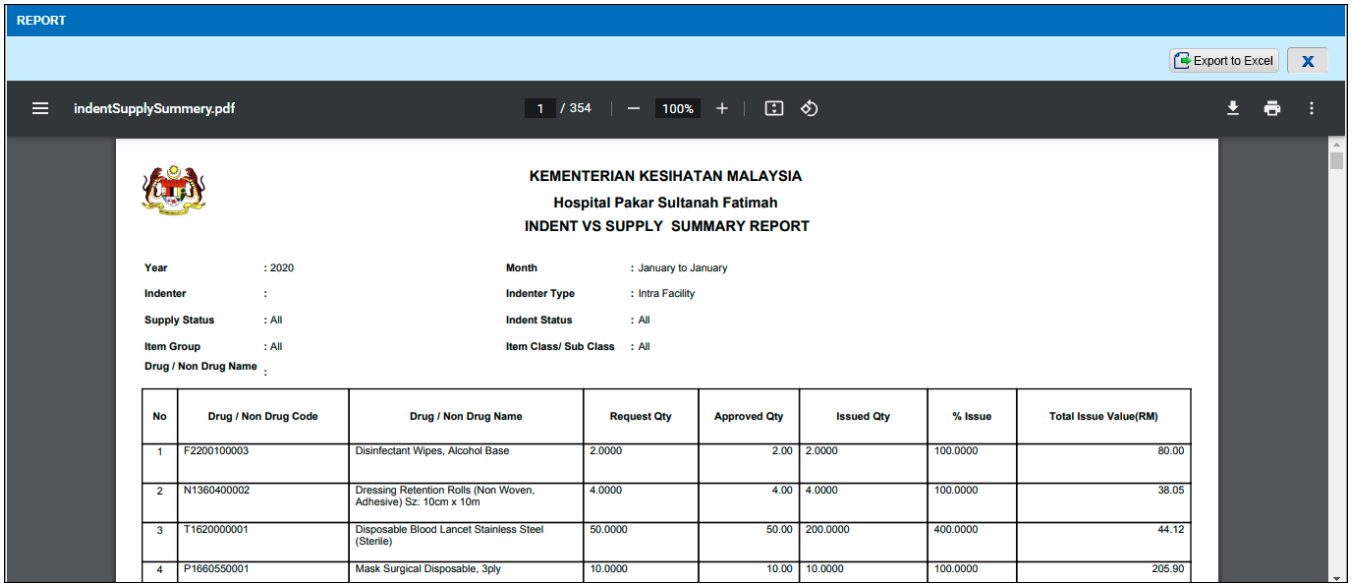



**Figure 3.1.3.6.3-5 Indent Vs Supply Summary Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.4 Issue Report

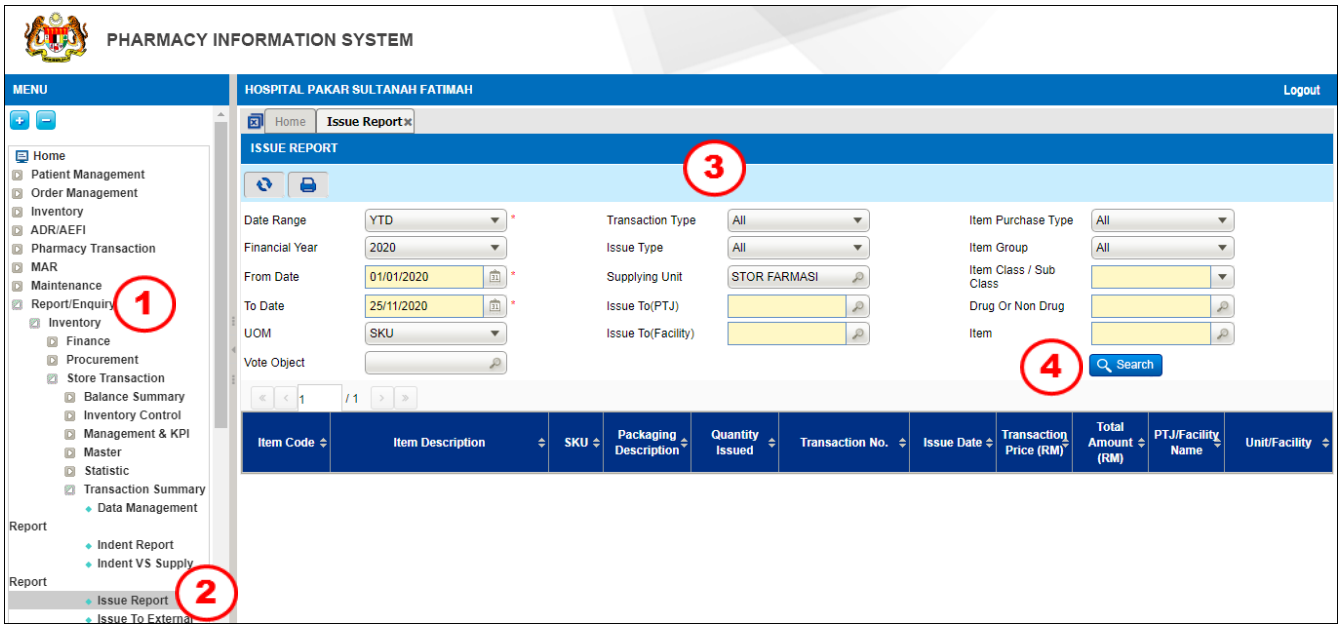



**Figure 3.1.3.6.4-1 Issue Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'Issue Report'

**STEP 3**
Search Issue Report record by criteria as follow:

a) Date Range
   - YTD
   - Date Range
b) Transaction Type
c) Item Purchase Type
d) Financial Year
e) Issue Type
f) Item Group
g) From Date
h) Supplying Unit
i) Item Class / Sub Class
j) To Date
k) Issue To (PTJ)
l) Drug Or Non Drug
m) UOM
n) Issue To (Facility)
o) Item
p) Vote Object

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

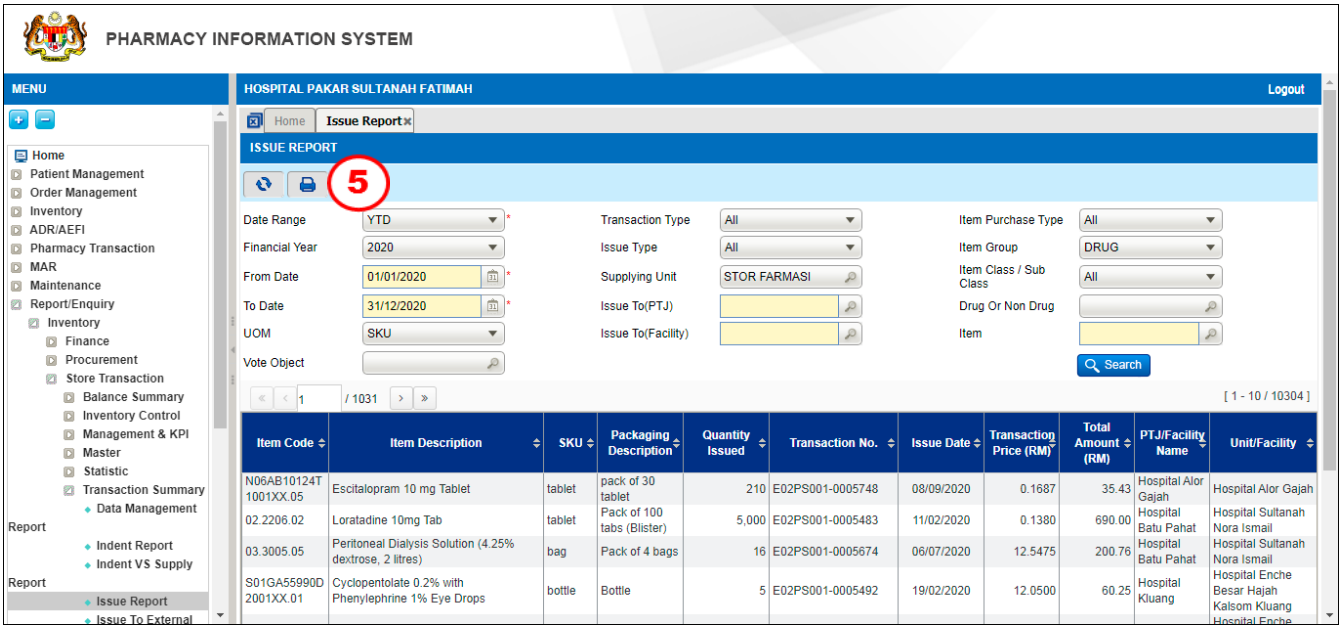



**Figure 3.1.3.6.4-2 Issue Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.4-3

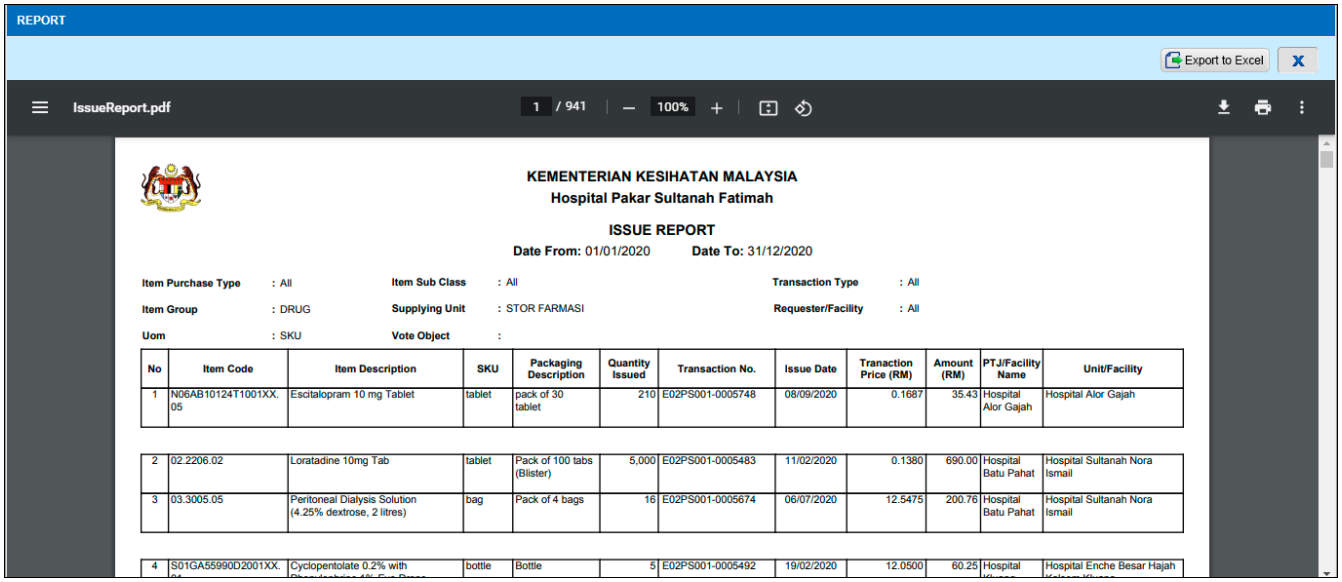
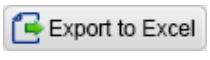



**Figure 3.1.3.6.4-3 Issue Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.5 Issue To External

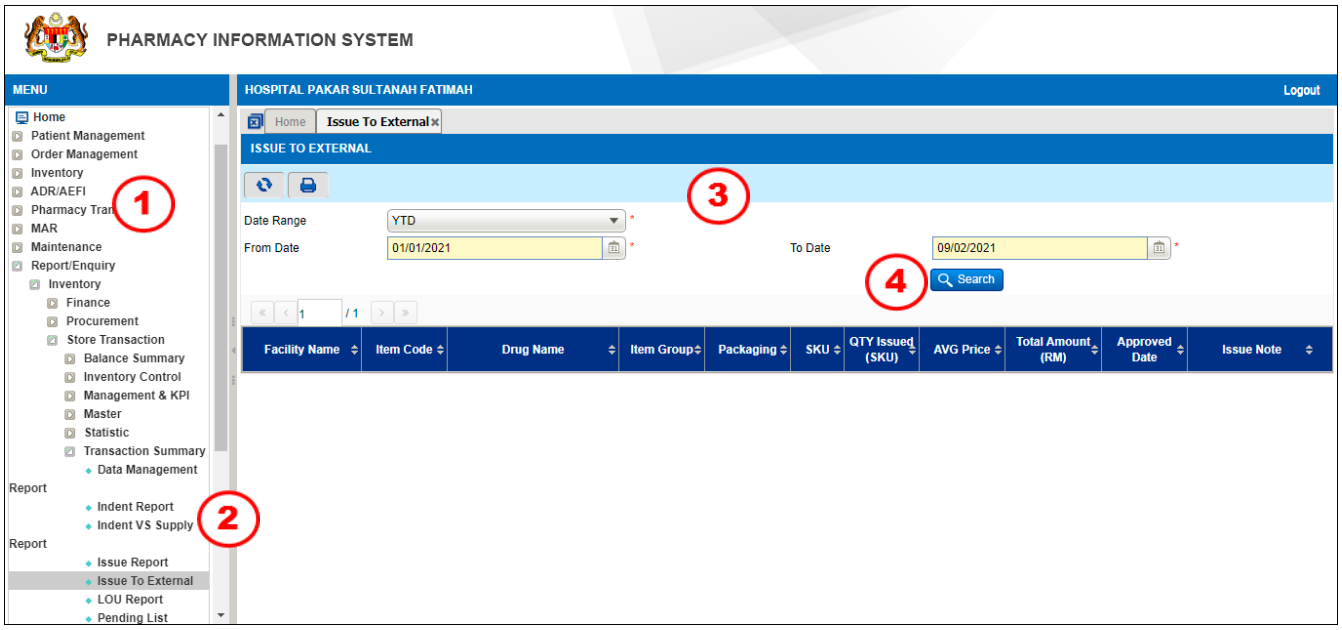



**Figure 3.1.3.6.5-1 Issue To External**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Transaction Summary

**STEP 2**
Click on 'Issue To External'

**STEP 3**
Search Issue To External record by criteria as follow:

a) Date Range
b) From Date
c) To Date

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

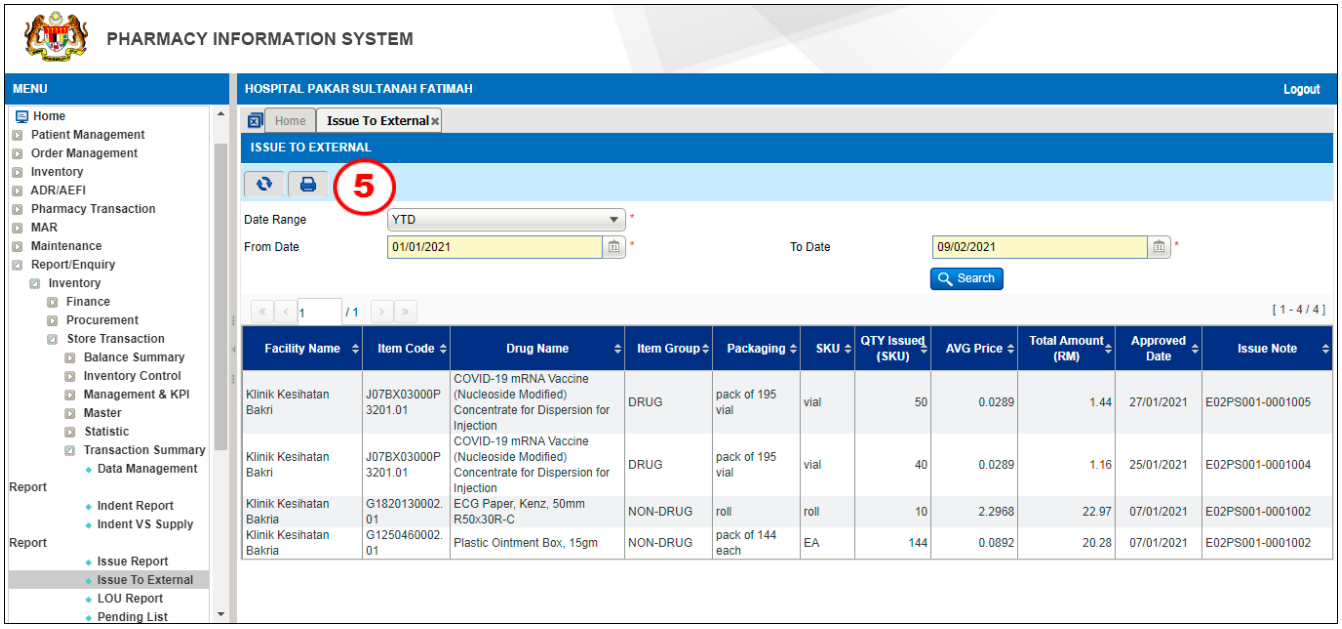



**Figure 3.1.3.6.5-2 Issue to External**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.5-3

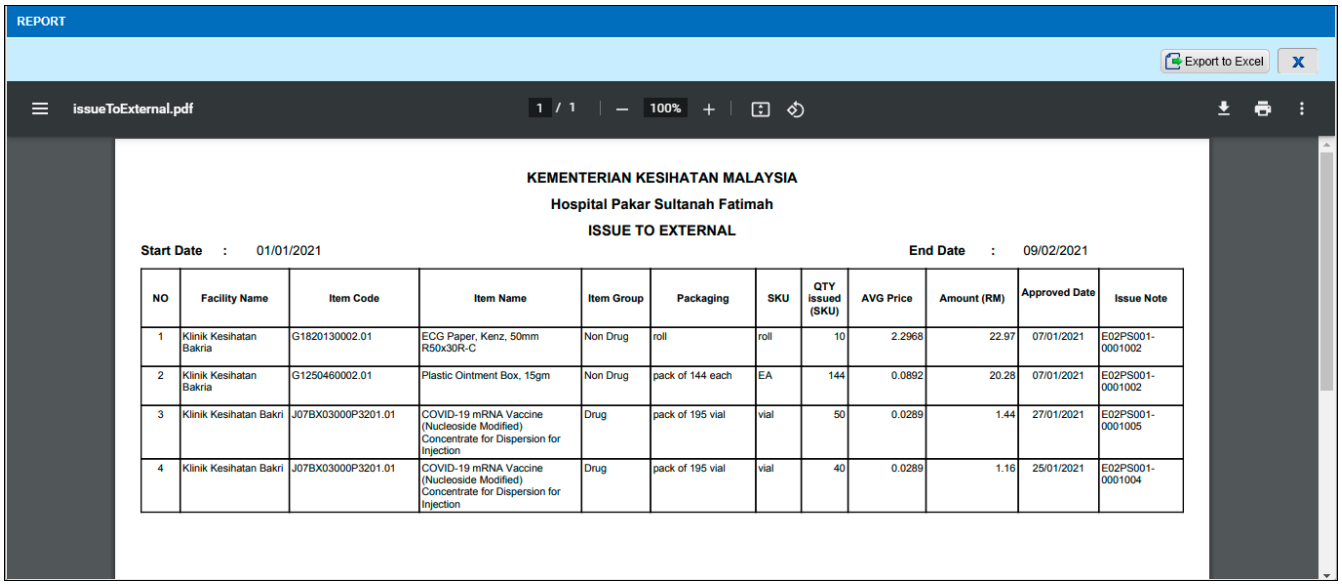
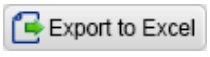



**Figure 3.1.3.6.5-3 Issue To External**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.6 LOU Report

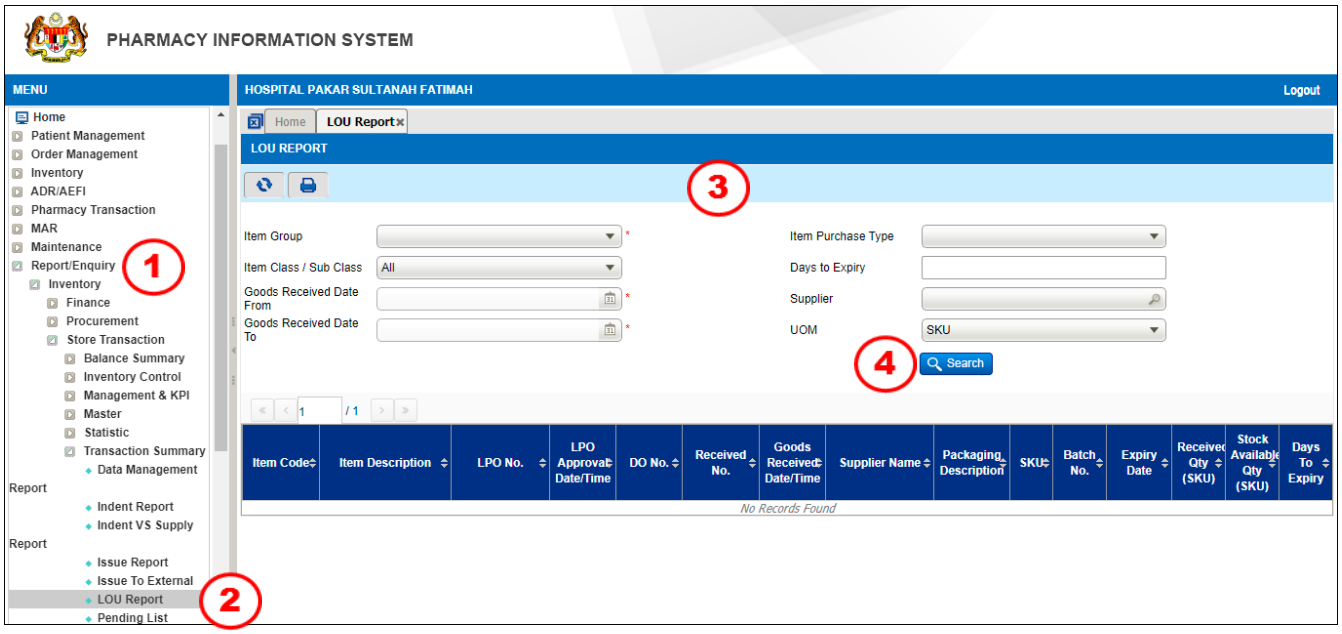



**Figure 3.1.3.6.6-1 LOU Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'LOU Report'

**STEP 3**
Search LOU Report record by criteria as follow:

a) Item Group
   - Drug
   - Non Drug

b) Item Purchase Type
c) Item Class / Sub Class
d) Days to Expiry
e) Goods Received Date From
f) Supplier
g) Goods Received Date To
h) UOM
   - PKU
   - SKU

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

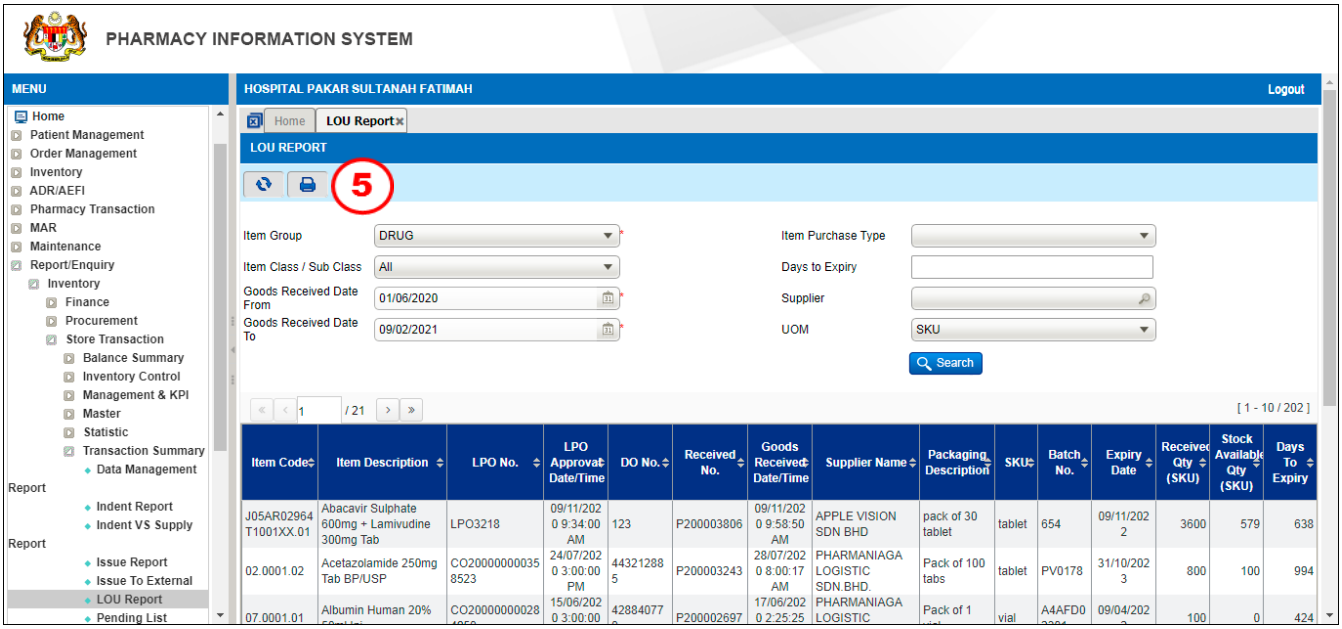



**Figure 3.1.3.6.6-2 LOU Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.6-3

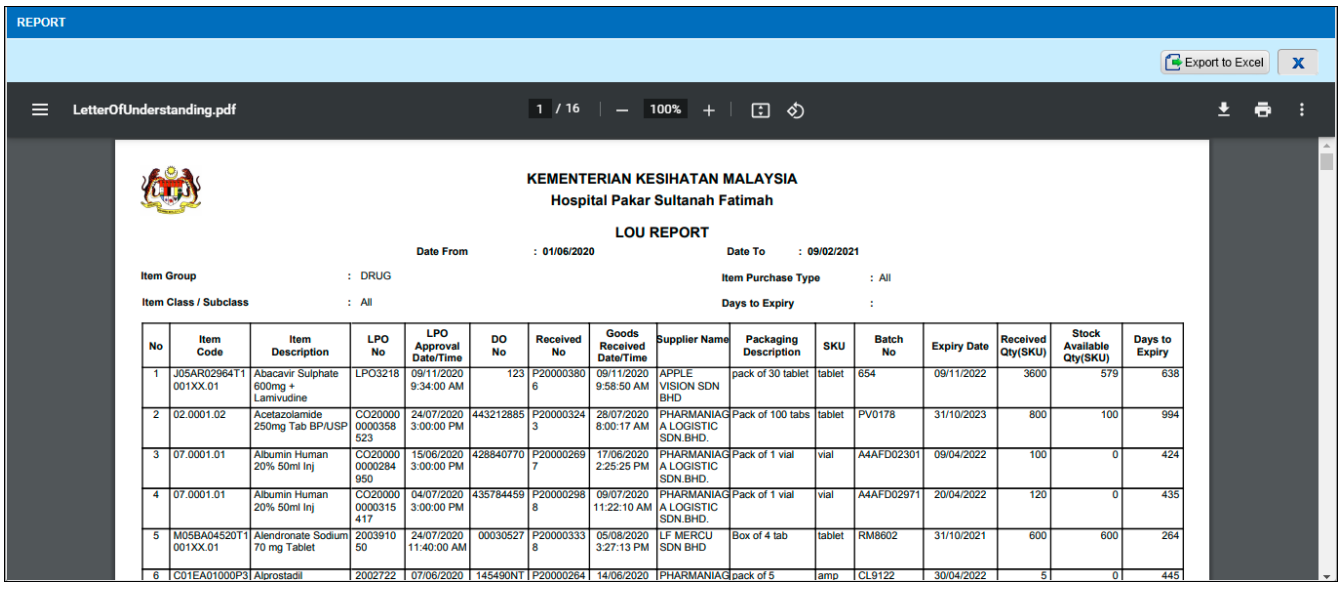
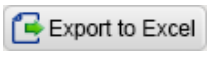



**Figure 3.1.3.6.6-3 LOU Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.7 Pending List

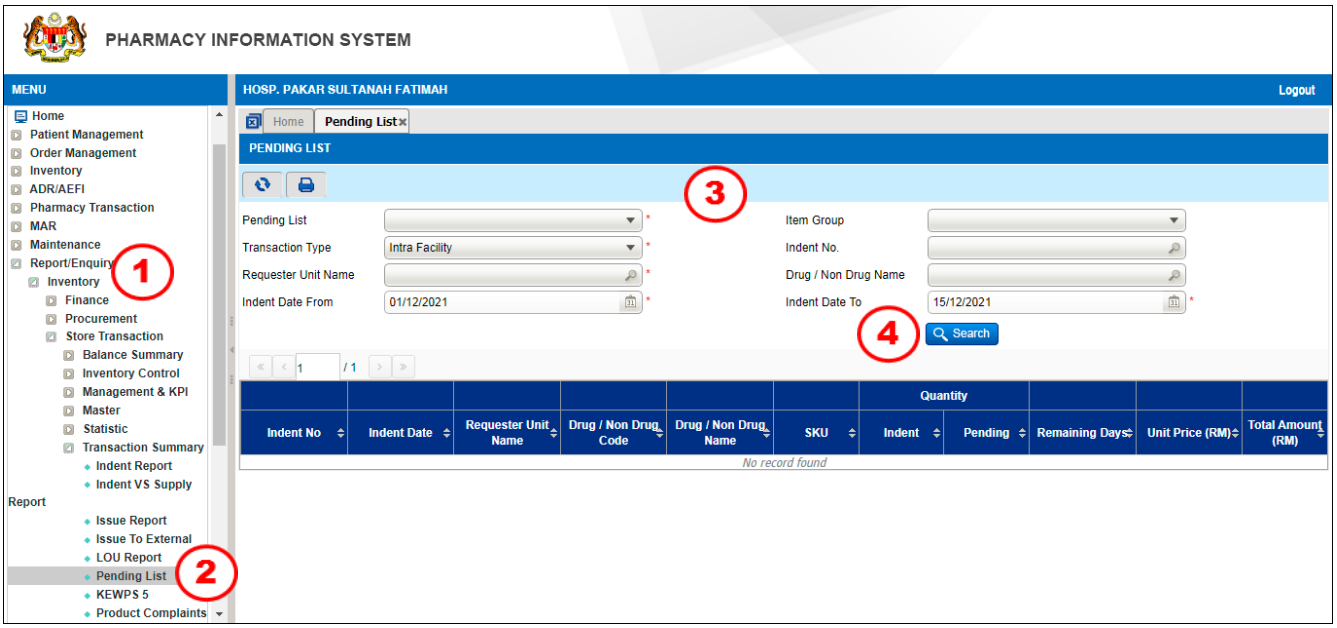



**Figure 3.1.3.6.7-1 Pending List**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Transaction Summary

**STEP 2**
Click on 'Pending List'

**STEP 3**
Search Pending List record by criteria as follow:

a) Pending List
   - Pending Indent List
   - Pending Issue List

b) Item Group
c) Transaction Type
d) Indent No
e) Requester Unit Name
f) Indent Date From
g) Drug/Non Drug Name
h) Indent Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

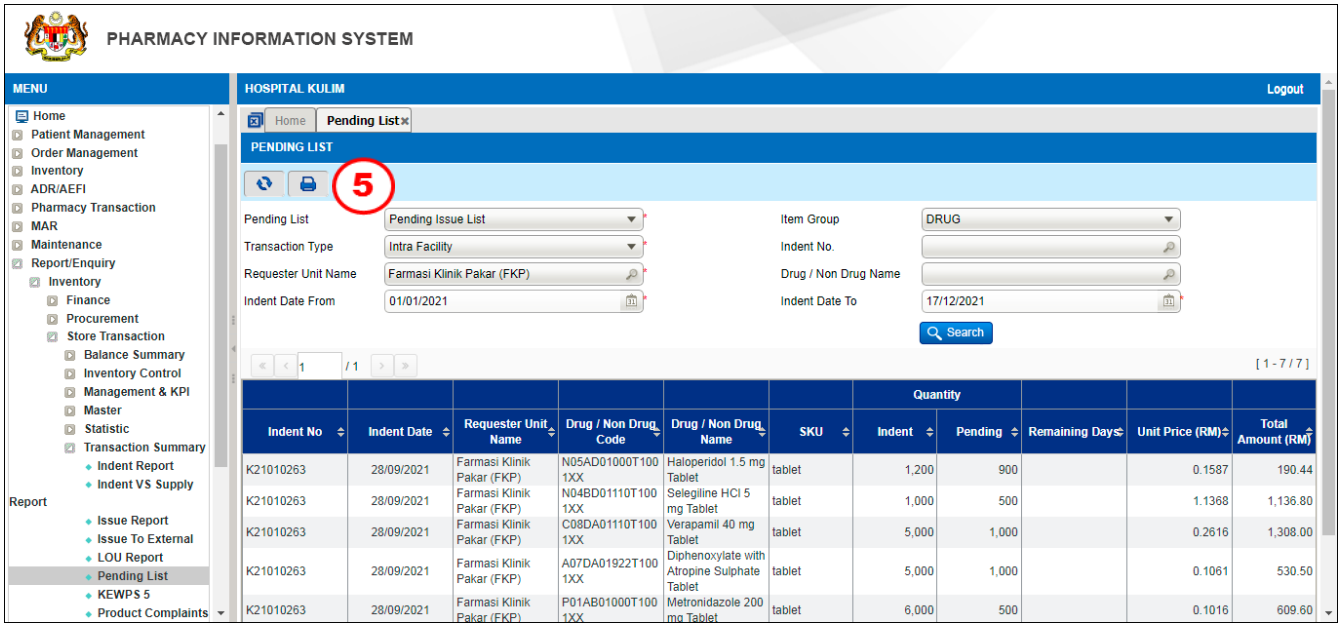



**Figure 3.1.3.6.7-2 Pending List**

**TEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.7-3

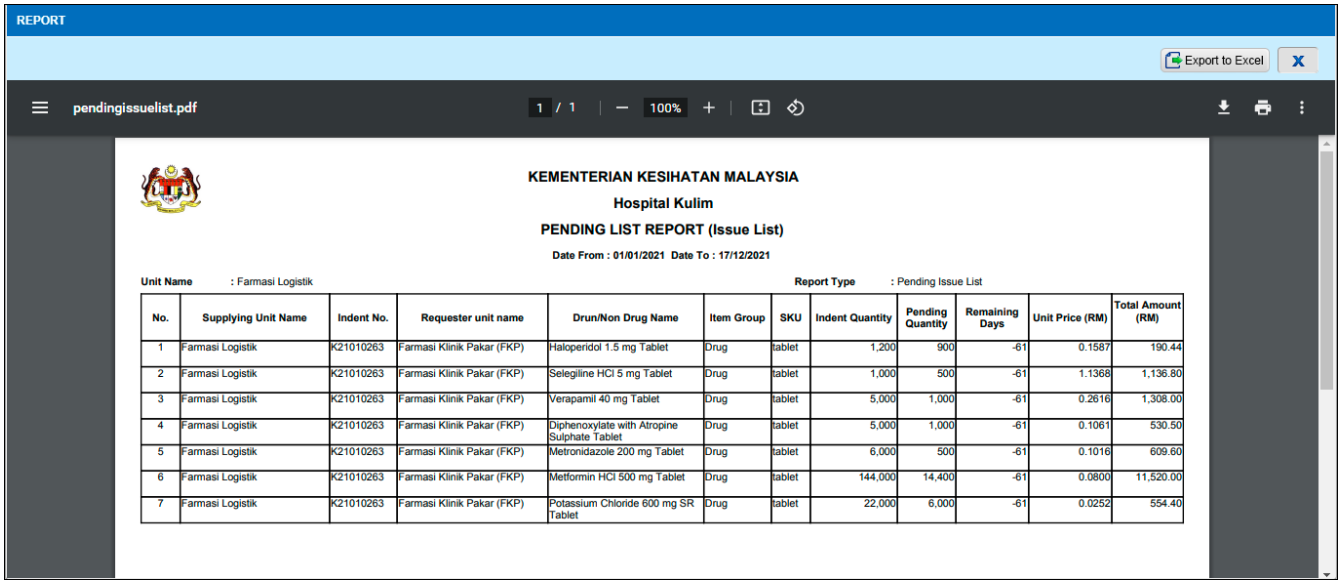



**Figure 3.1.3.6.7-3 Pending List**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.1.3.6.8 KEWPS 5

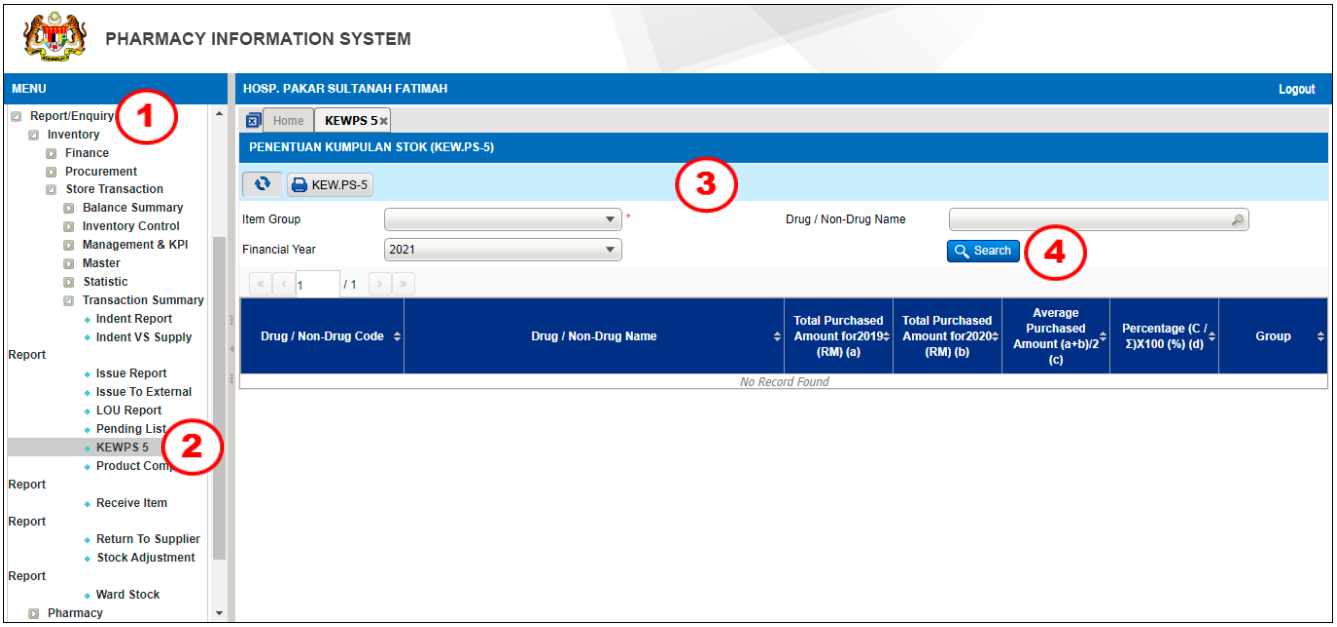



**Figure 3.1.3.6.8-1 KEW.PS-5**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on KEWPS 5

**STEP 3**
Search KEWPS 5 record by criteria as follow:

a) Item Group
   - Drug
   - Non Drug

b) Drug / Non-Drug Name

c) Financial Year

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

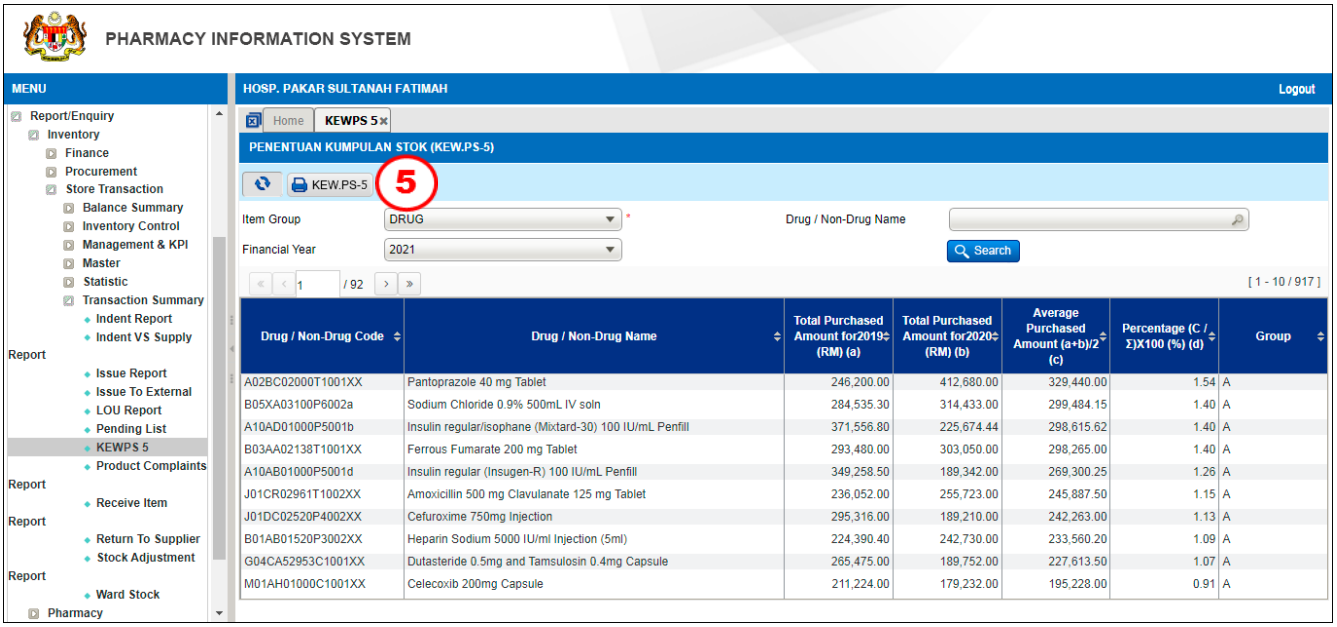



**Figure 3.1.3.6.8-2 KEW.PS-5**

**STEP 5**

Click on the KEW.PS-5 button to view/print the record as Figure 3.1.3.6.8-3

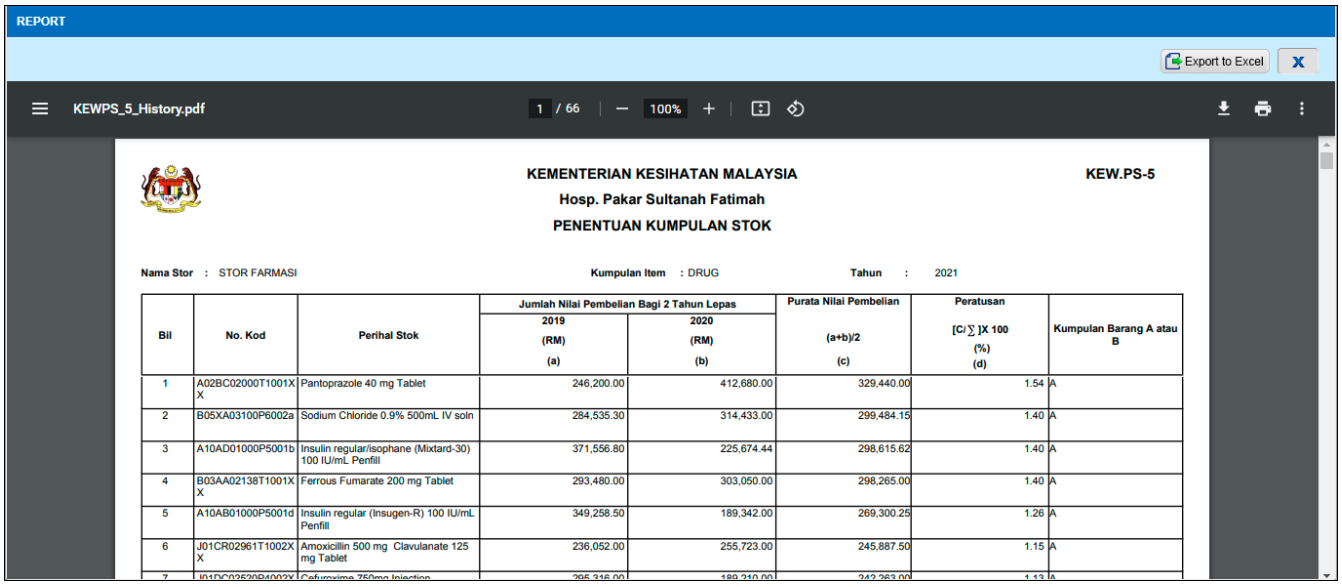



**Figure 3.1.3.6.8-3 KEW.PS-5**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

## 3.1.3.6.9 Product Complaint

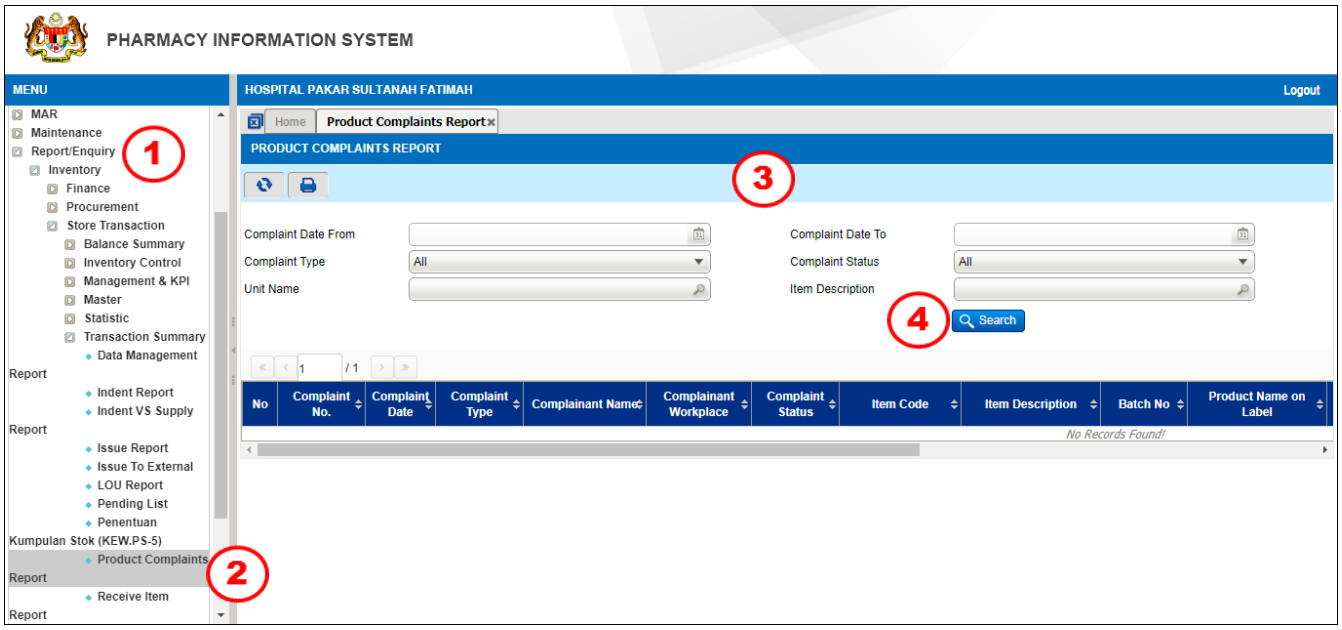



**Figure 3.1.3.6.9-1 Product Complaint**

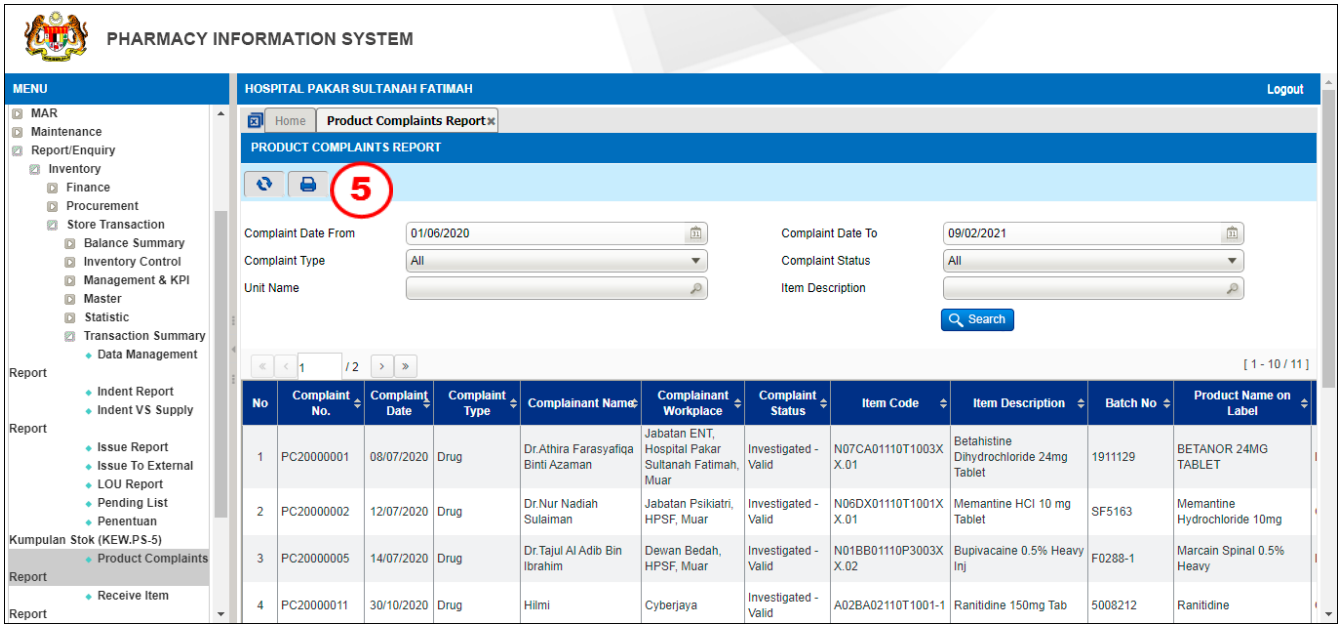
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'Product Complaints Report'

**STEP 3**
Search Product Complaint Report record by criteria as follow:

a) Complaint Date From
b) Complaint Date To
c) Complaint Type
d) Complaint Status
e) Unit Name
f) Item Description

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

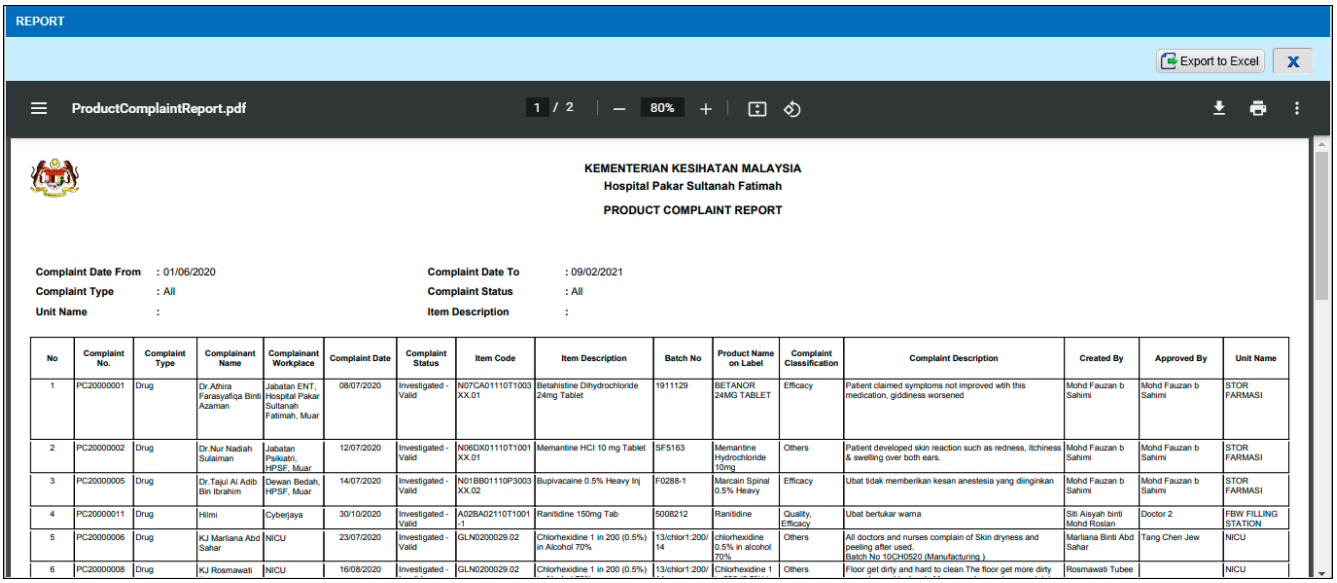



| No | Complaint No. | Complaint Date | Complaint Type | Complainant Name | Complainant Workplace | Complaint Status | Item Code | Item Description | Batch No | Product Name on Label |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | PC20000001 | 08/07/2020 | Drug | Dr.Athira Farasyafiqa Binti Azaman | Jabatan ENT, Hospital Pakar Sultanah Fatimah, Muar | Investigated - Valid | N07CA01110T1003X X.01 | Betahistine Dihydrochloride 24mg Tablet | 1911129 | BETANOR 24MG TABLET |
| 2 | PC20000002 | 12/07/2020 | Drug | Dr.Nur Nadiah Sulaiman | Jabatan Psikiatri, HPSF, Muar | Investigated - Valid | N06DX01110T1001X X.01 | Memantine HCl 10 mg Tablet | SF5163 | Memantine Hydrochloride 10mg |
| 3 | PC20000005 | 14/07/2020 | Drug | Dr.Tajul Al Adib Bin Ibrahim | Dewan Bedah, HPSF, Muar | Investigated - Valid | N01BB01110P3003X X.02 | Bupivacaine 0.5% Heavy Inj | F0288-1 | Marcain Spinal 0.5% Heavy |
| 4 | PC20000011 | 30/10/2020 | Drug | Hilmi | Cyberjaya | Investigated - Valid | A02BA02110T1001-1 | Ranitidine 150mg Tab | 5008212 | Ranitidine |

**Figure 3.1.3.6.9-2 Product Complaint**

**STEP 5**

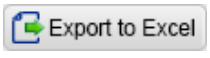
Click on the  button to view/print the record as Figure 3.1.3.6.9-3




| No | Complaint No. | Complaint Type | Complainant Name | Complainant Workplace | Complaint Date | Complaint Status | Item Code | Item Description | Batch No | Product Name on Label | Complaint Classification | Complaint Description | Created By | Approved By | Unit Name |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | PC20000001 | Drug | Dr.Athira Farasyafiqa Binti Azaman | Jabatan ENT, Hospital Pakar Sultanah Fatimah, Muar | 08/07/2020 | Investigated - Valid | N07CA01110T1003 XX.01 | Betahistine Dihydrochloride 24mg Tablet | 1911129 | BETANOR 24MG TABLET | Efficacy | Patient claimed symptoms not improved with this medication, giddiness worsened | Mohd Fauzan b Sahimi | Mohd Fauzan b Sahimi | STOR FARMASI |
| 2 | PC20000002 | Drug | Dr.Nur Nadiah Sulaiman | Jabatan Psikiatri, HPSF, Muar | 12/07/2020 | Investigated - Valid | N06DX01110T1001 XX.01 | Memantine HCl 10 mg Tablet | SF5163 | Memantine Hydrochloride 10mg | Others | Patient developed skin reaction such as redness, itchiness & swelling over both ears. | Mohd Fauzan b Sahimi | Mohd Fauzan b Sahimi | STOR FARMASI |
| 3 | PC20000005 | Drug | Dr.Tajul Al Adib Bin Ibrahim | Dewan Bedah, HPSF, Muar | 14/07/2020 | Investigated - Valid | N01BB01110P3003 XX.02 | Bupivacaine 0.5% Heavy Inj | F0288-1 | Marcain Spinal 0.5% Heavy | Efficacy | Ubat tidak memberikan kesan anestesia yang diinginkan | Mohd Fauzan b Sahimi | Mohd Fauzan b Sahimi | STOR FARMASI |
| 4 | PC20000011 | Drug | Hilmi | Cyberjaya | 30/10/2020 | Investigated - Valid | A02BA02110T1001 -1 | Ranitidine 150mg Tab | 5008212 | Ranitidine | Quality, Efficacy | Ubat bertukar warna | Siti Aisyah binti Mohd Roslan | Doctor 2 | FBW FILLING STATION |
| 5 | PC20000006 | Drug | KJ Marliana Abd Sahar | NICU | 23/07/2020 | Investigated - Valid | GLN0200029.02 | Chlorhexidine 1 in 200 (0.5%) in Alcohol 70% | 13/chlor1:200/ 14 | chlorhexidine 0.5% in alcohol 70% | Others | All doctors and nurses complain of Skin dryness and peeling after used. Batch No 10CH0520 (Manufacturing ) | Marliana Binti Abd Sahar | Tang Chen Jew | NICU |
| 6 | PC20000008 | Drug | KJ Rosmawati | NICU | 16/08/2020 | Investigated - | GLN0200029.02 | Chlorhexidine 1 in 200 (0.5%) | 13/chlor1:200/ | Chlorhexidine 1 | Others | Floor get dirty and hard to clean.The floor get more dirty | Rosmawati Tubee | | NICU |

**Figure 3.1.3.6.9-3 Product Complaint**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.10 Receive Item Report

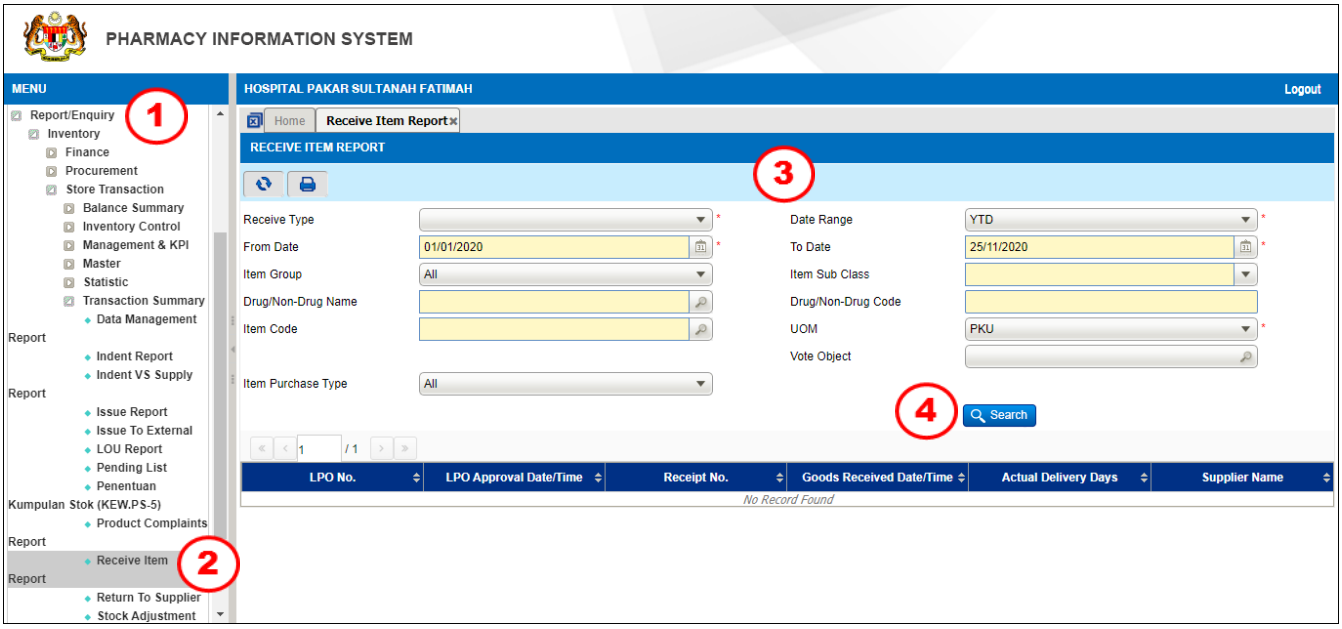



**Figure 3.1.3.6.10-1 Receive Item Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Transaction Summary

**STEP 2**
Click on 'Receive Item Report'

**STEP 3**
Search Receive Item Report record by criteria as follow:

a) Receive Type
   - Inter Facility
   - Intra Facility
   - Supplier
b) Date Range
c) From Date
d) To Date
e) Item Group
   - All
   - Drug
   - Non Drug
f) Item Sub Class
g) Drug/Non Drug Name
h) Drug/Non Drug Code
i) Item Code
j) UOM
   - PKU
   - SKU
k) Vote Object
l) Item Purchase Type

**STEP 4**

Click on the Search button and the result display will be based on the entered criteria

**Receive Type: Inter Facility**

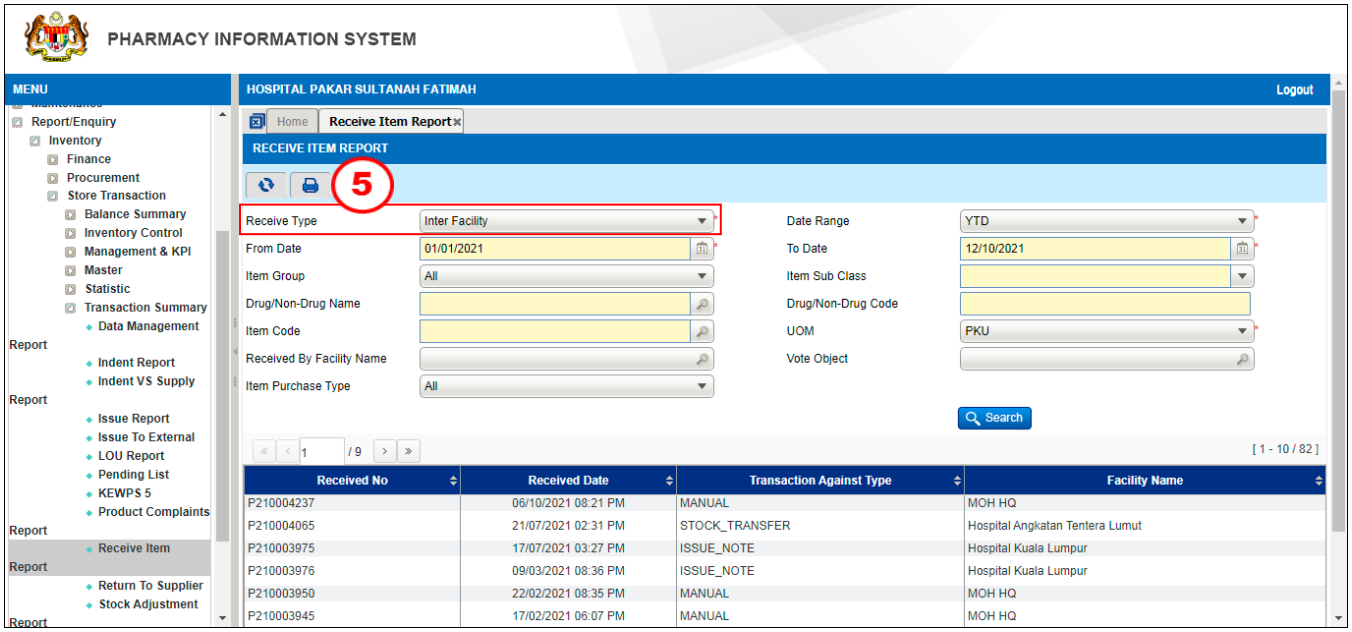



**Figure 3.1.3.6.10-2 Receive Item Report (Inter Facility)**

**STEP 5**

Click on the button to view/print the record as Figure 3.1.3.6.10-3

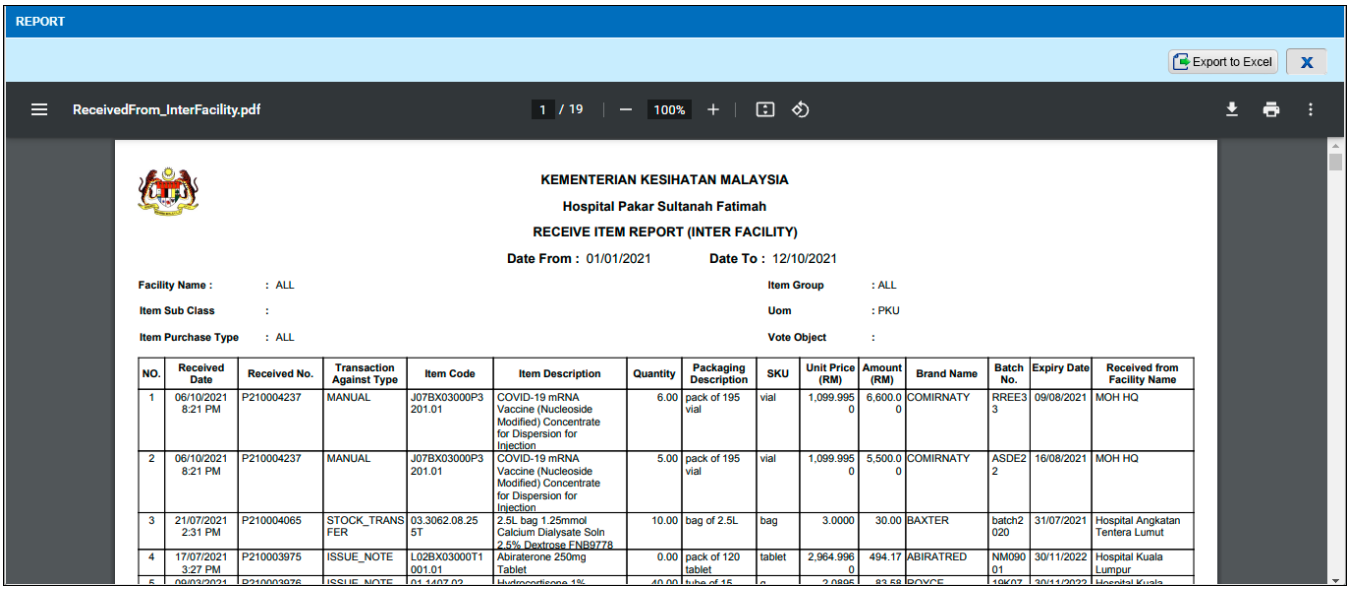



**Figure 3.1.3.6.10-3 Receive Item Report (Inter Facility)**

***Note***

*Click on the Export to Excel button to save/view/print report in Excel format.*

## Receive Type: Intra Facility

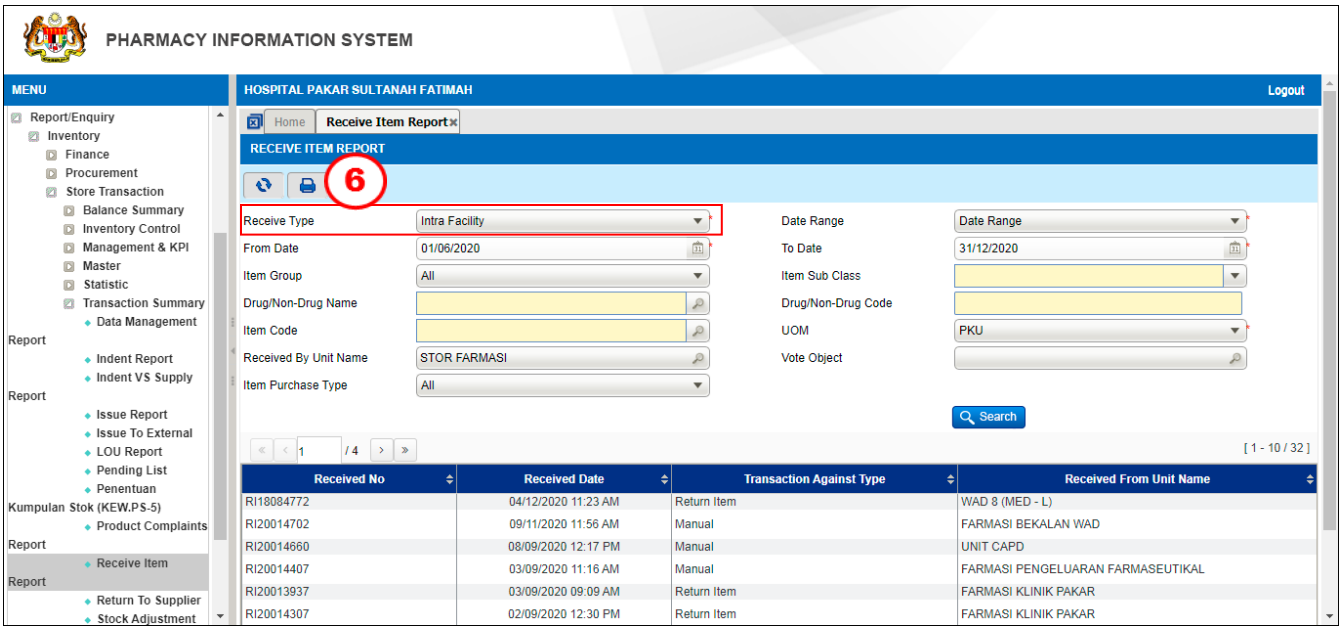



**Figure 3.1.3.6.10-4 Receive Item Report (Intra Facility)**

**STEP 6**

Click on the  button to view/print the record as Figure 3.1.3.6.10-5

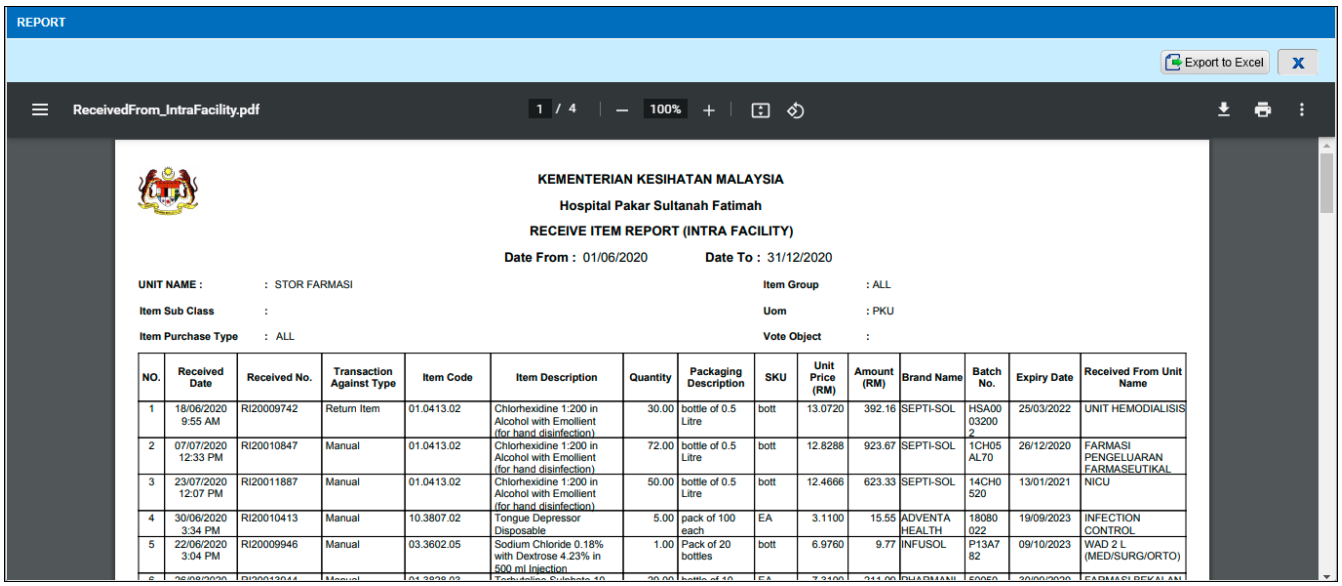



**Figure 3.1.3.6.10-5 Receive Item Report (Intra Facility)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

**Receive Type: Supplier**

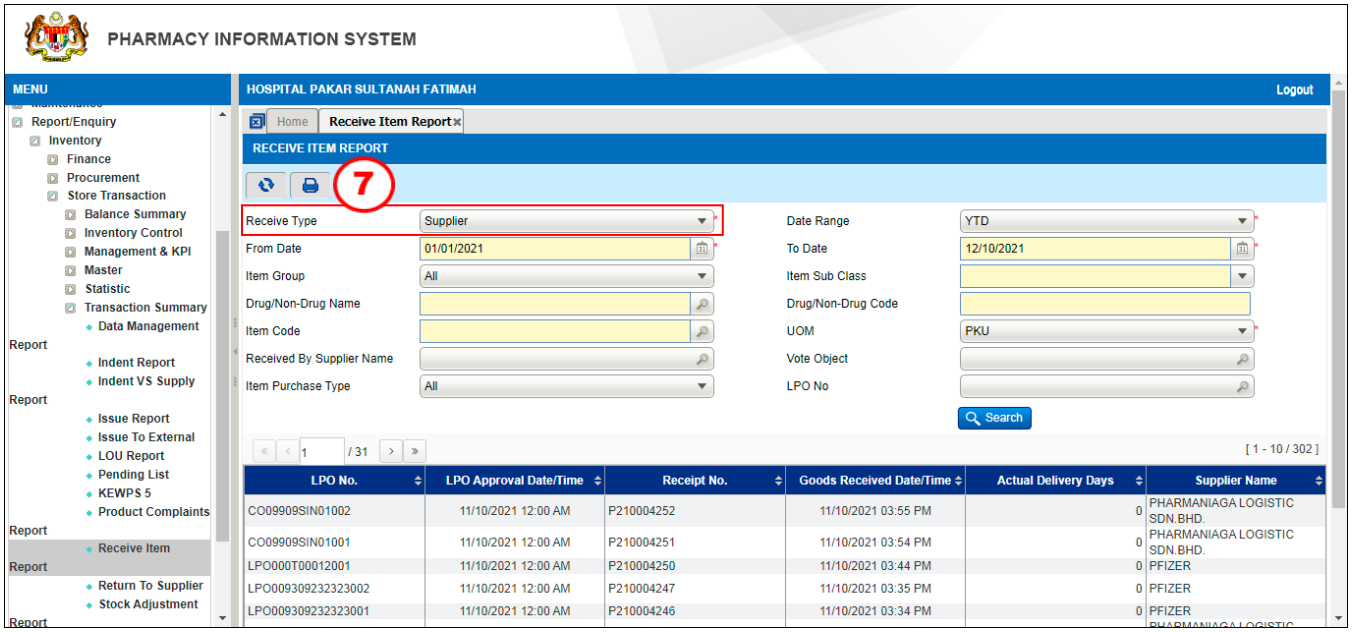



**Figure 3.1.3.6.10-6 Receive Item Report (Supplier)**

**STEP 7**

Click on the  button to view/print the record as Figure 3.1.3.6.10-7

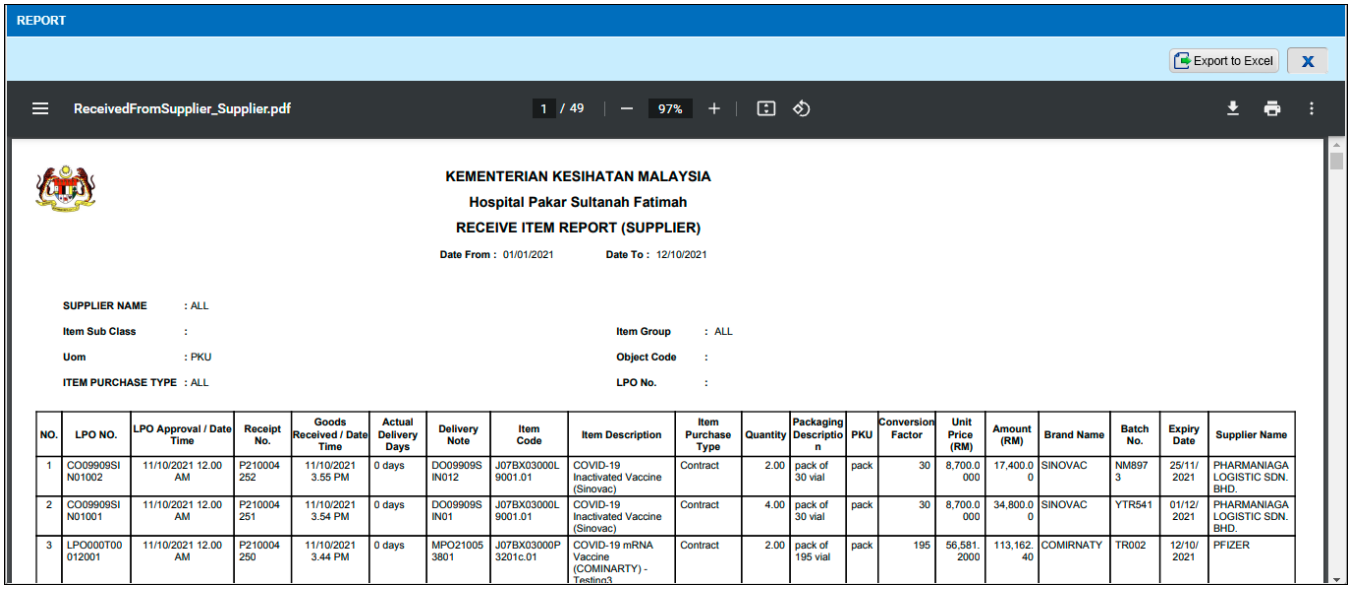



**Figure 3.1.3.6.10-7 Receive Item Report (Supplier)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.11 Return To Supplier

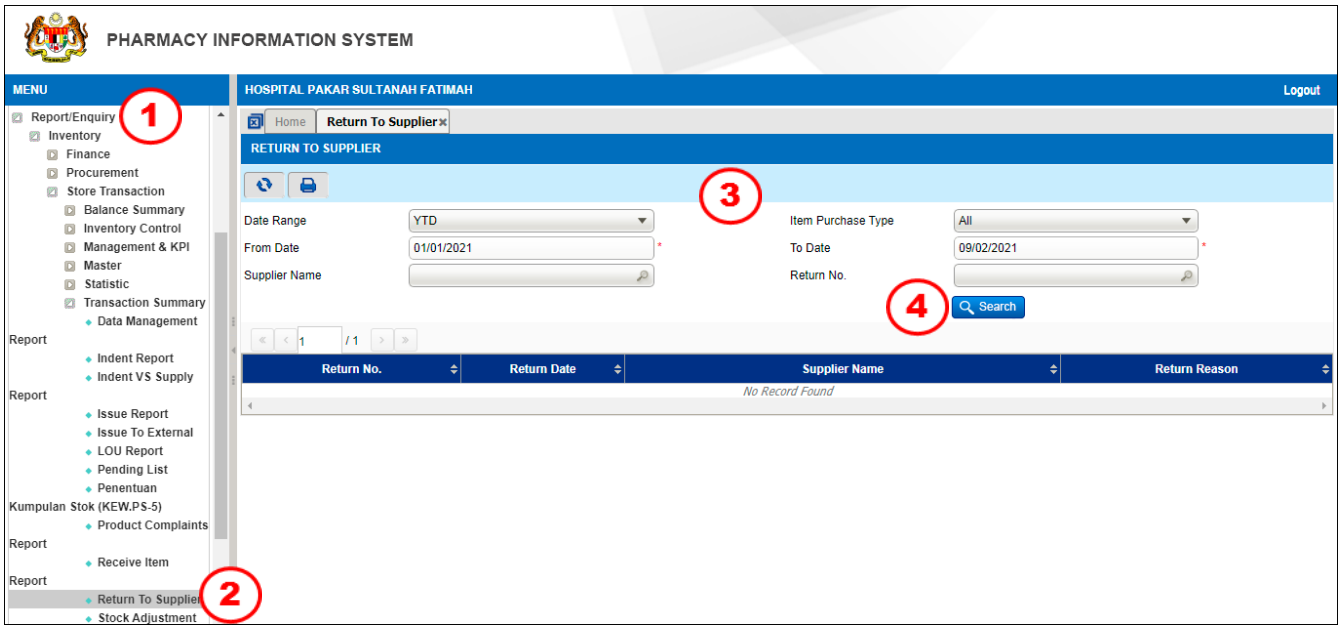



**Figure 3.1.3.6.11-1 Return To Supplier**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary'

**STEP 2**
Click on 'Return To Supplier'

**STEP 3**
Search Return To Supplier record by criteria as follow:

a) Date Range
b) Item Purchase Type
c) From Date
d) To Date
e) Supplier Name
f) Return No

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

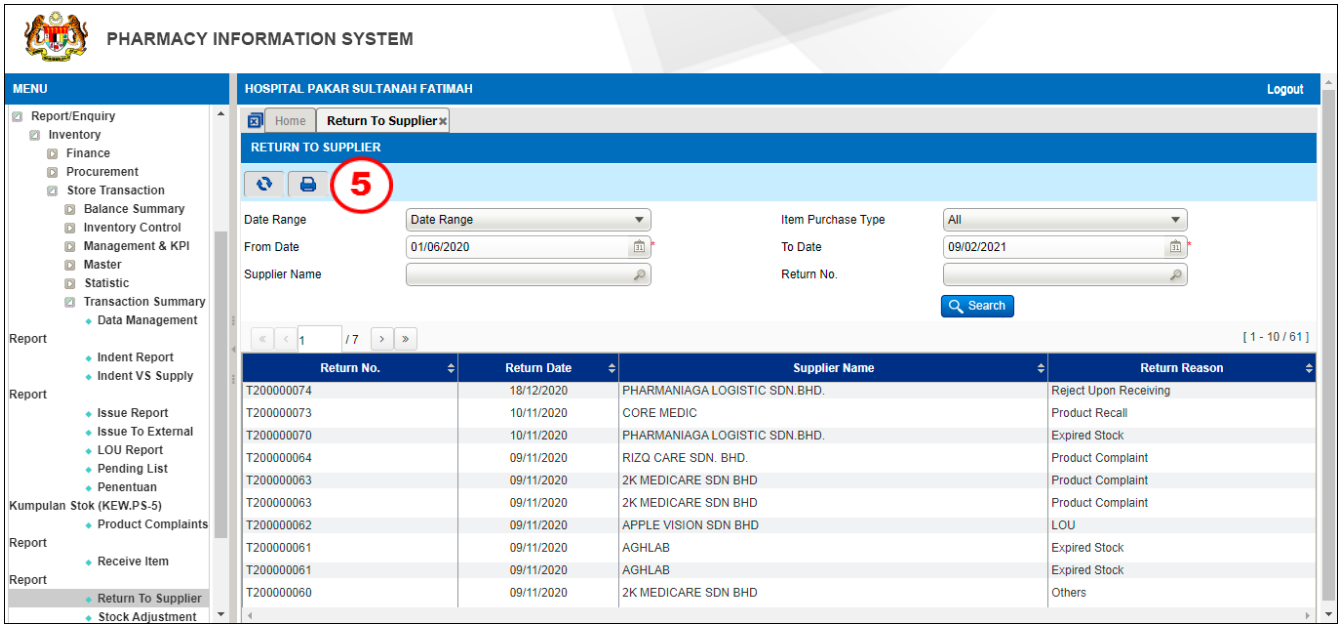



**Figure 3.1.3.6.11-2 Return To Supplier**

**STEP 5**

Click on the  button to view/print the record as Figure 3.1.3.6.11-3

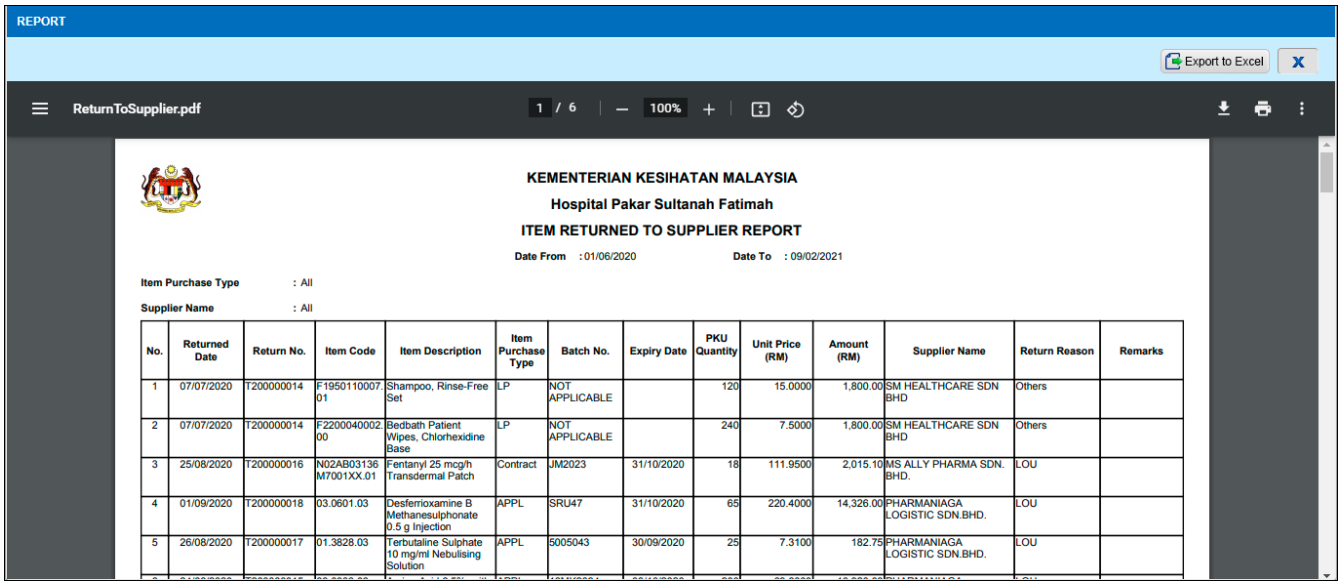
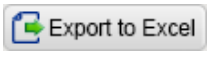



**Figure 3.1.3.6.11-3 Return To Supplier**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

## 3.1.3.6.12 Stock Adjustment Report

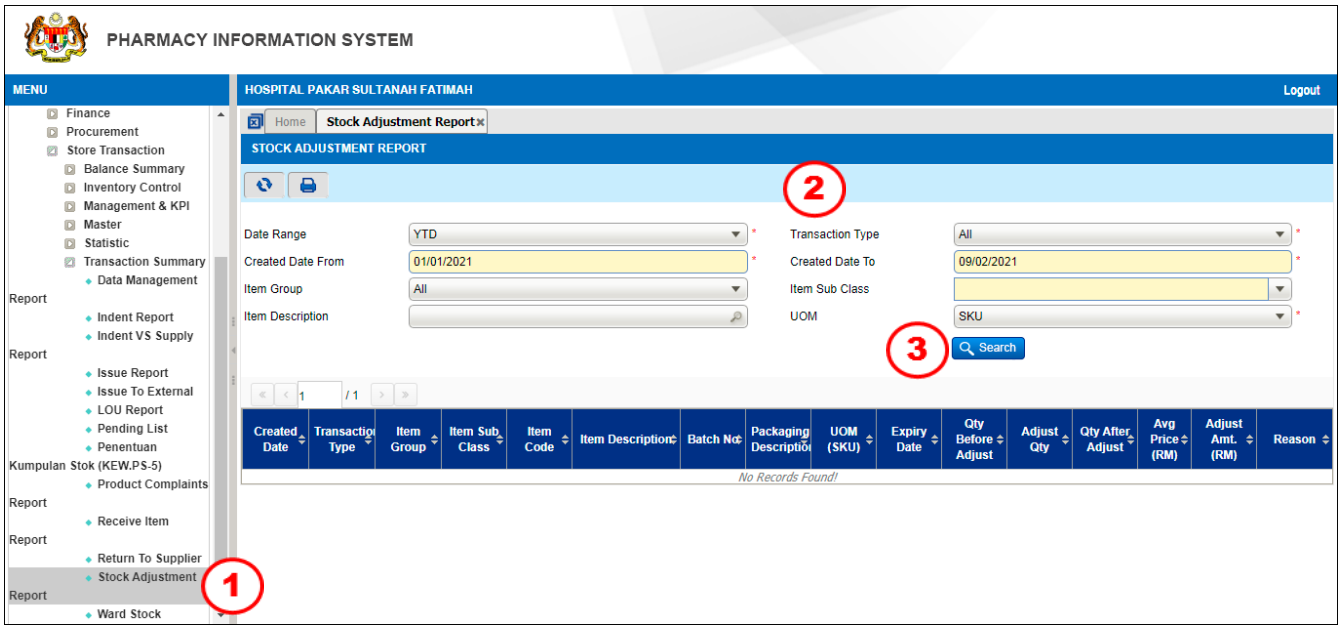



**Figure 3.1.3.6.12-1 Stock Adjustment Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu 'Transaction Summary' and then Click on 'Stock Adjustment Report'

**STEP 2**
Search Stock Adjustment Report record by criteria as follow:

a) Date Range
b) Transaction Type
c) Created Date Form
d) Created Date To
e) Item Group
   - All
   - Drug
   - Non Drug
f) Item Sub Class
g) Item Description
h) UOM

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

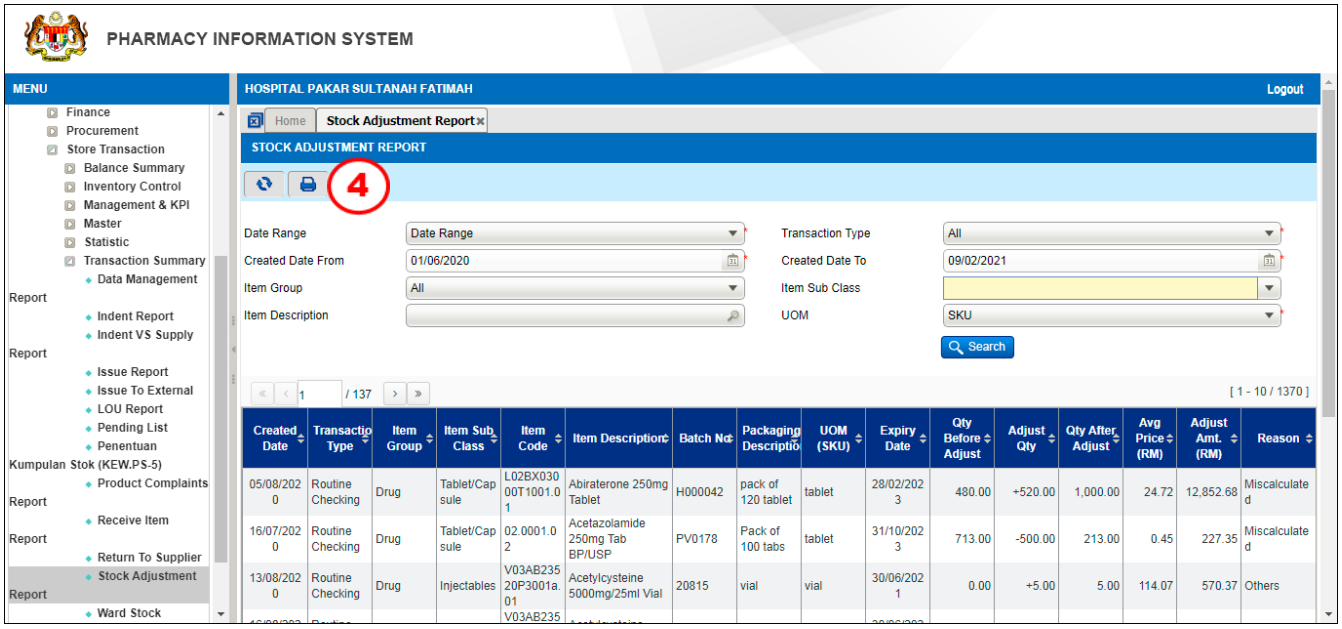



**Figure 3.1.3.6.12-2 Stock Adjustment Report**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.6.12-3

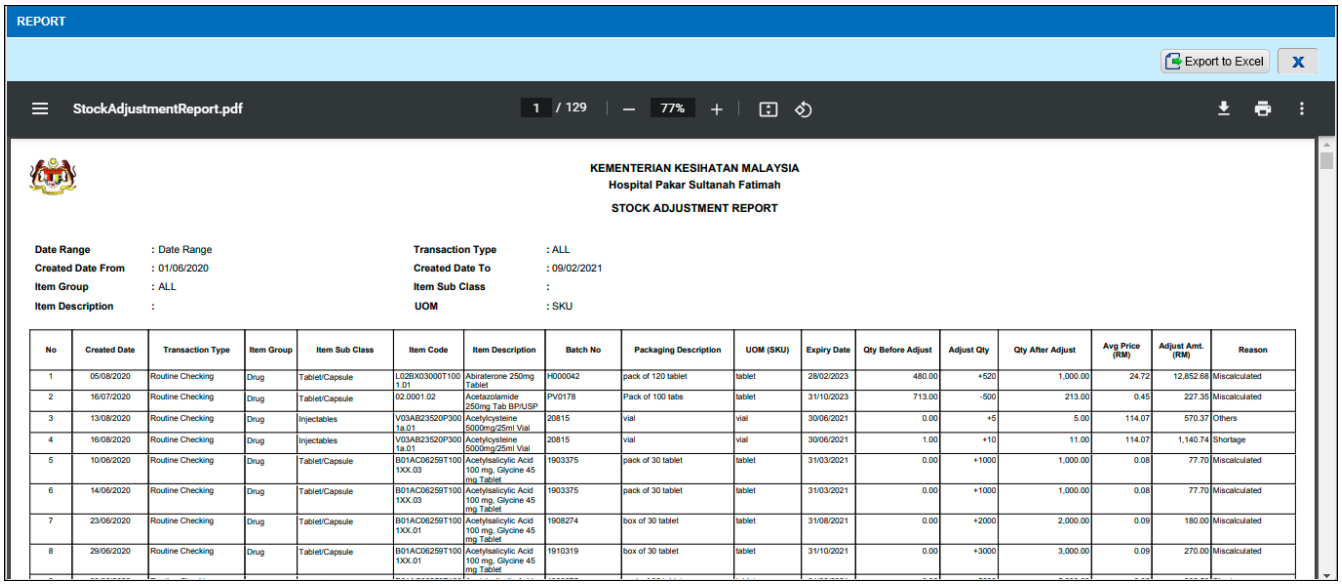
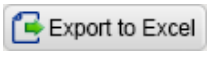



**Figure 3.1.3.6.12-3 Stock Adjustment Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 3.1.3.6.13 Ward Stock

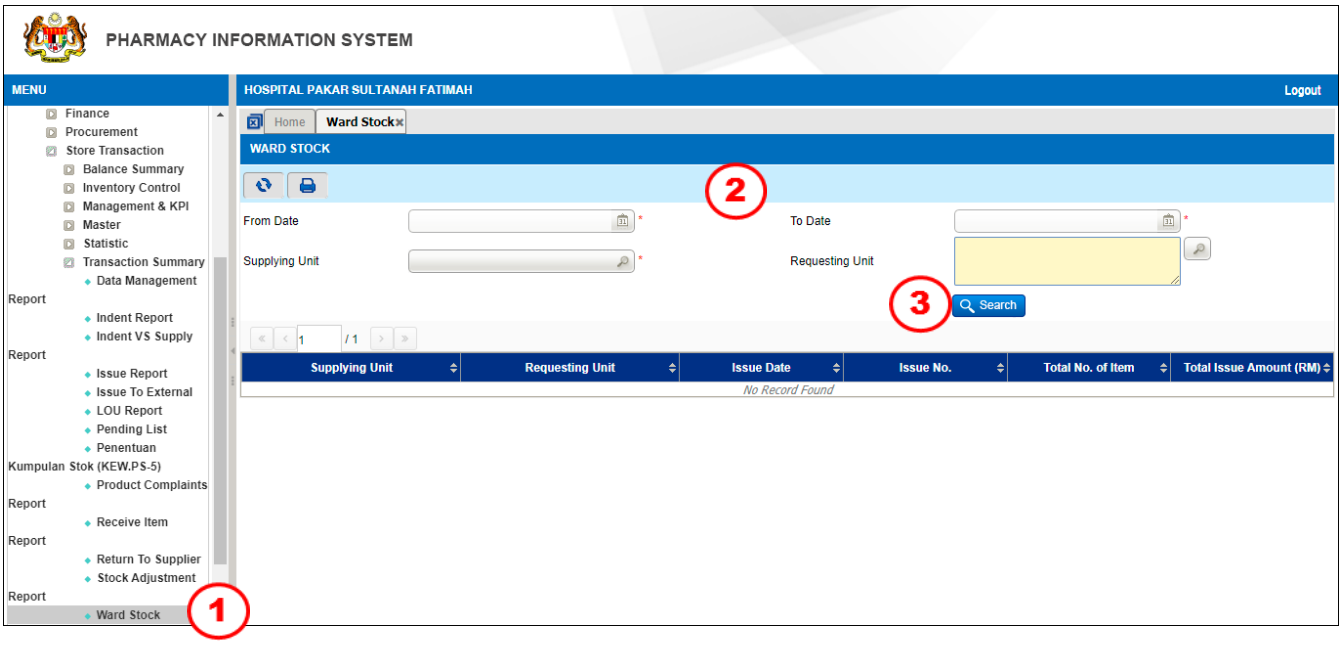



**Figure 3.1.3.6.13-1 Ward Stock**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Inventory', click 'Store Transaction' and then click sub-menu Transaction Summary and then Click on 'Ward Stock'

**STEP 2**
Search Ward Stock record by criteria as follow:

a) From Date
b) To Date
c) Supplying Unit
d) Requesting Unit

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

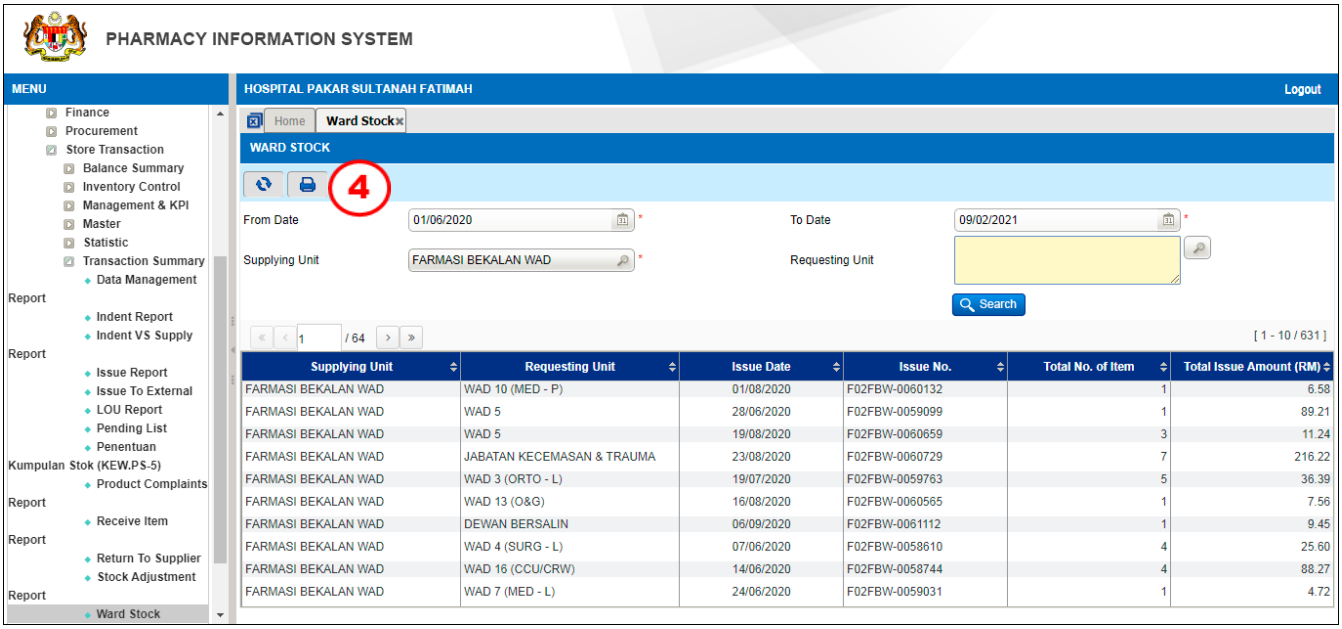



**Figure 3.1.3.6.13-2 Ward Stock**

**STEP 4**

Click on the  button to view/print the record as Figure 3.1.3.6.13-3

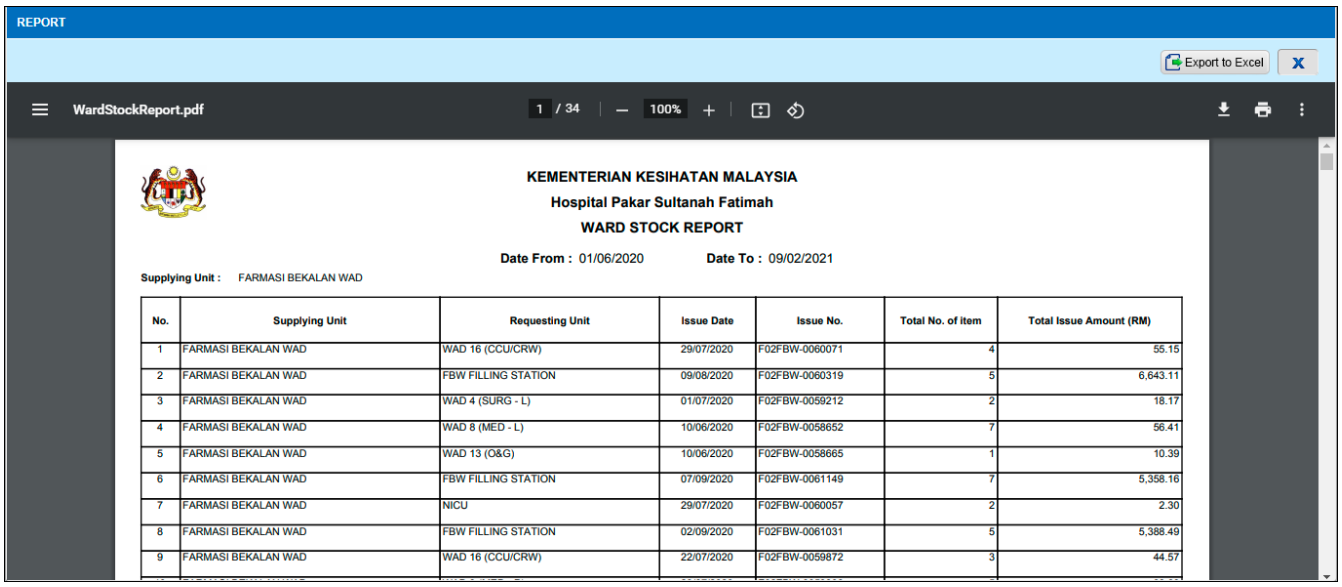
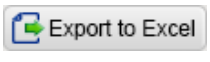



**Figure 3.1.3.6.13-3 Ward Stock Report By Unit**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

## 3.2 Pharmacy

### 3.2.1 BCP

#### 3.2.1.1 Active Patients (Encountered)

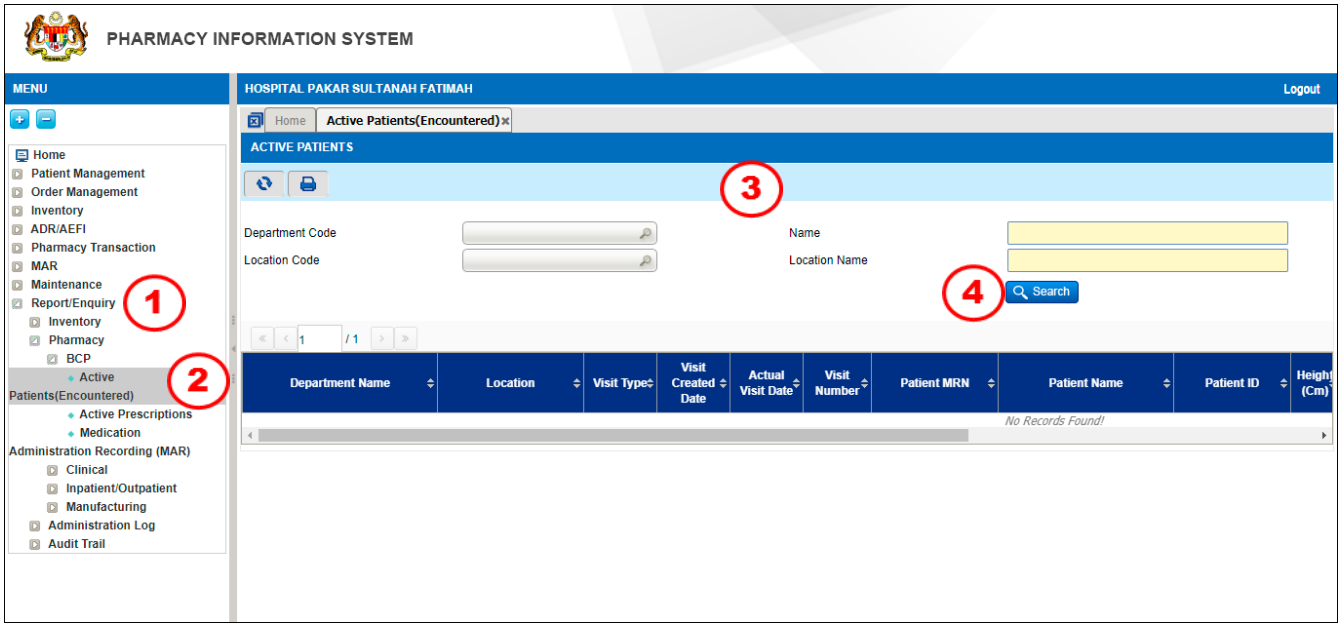



**Figure 3.2.1.1-1 Active Patients (Encountered)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'BCP

**STEP 2**
Click on 'Active Patients (Encountered)

**STEP 3**
Search Active Patients (Encountered) record by criteria as follow:

a) Department Code
b) Location Code

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

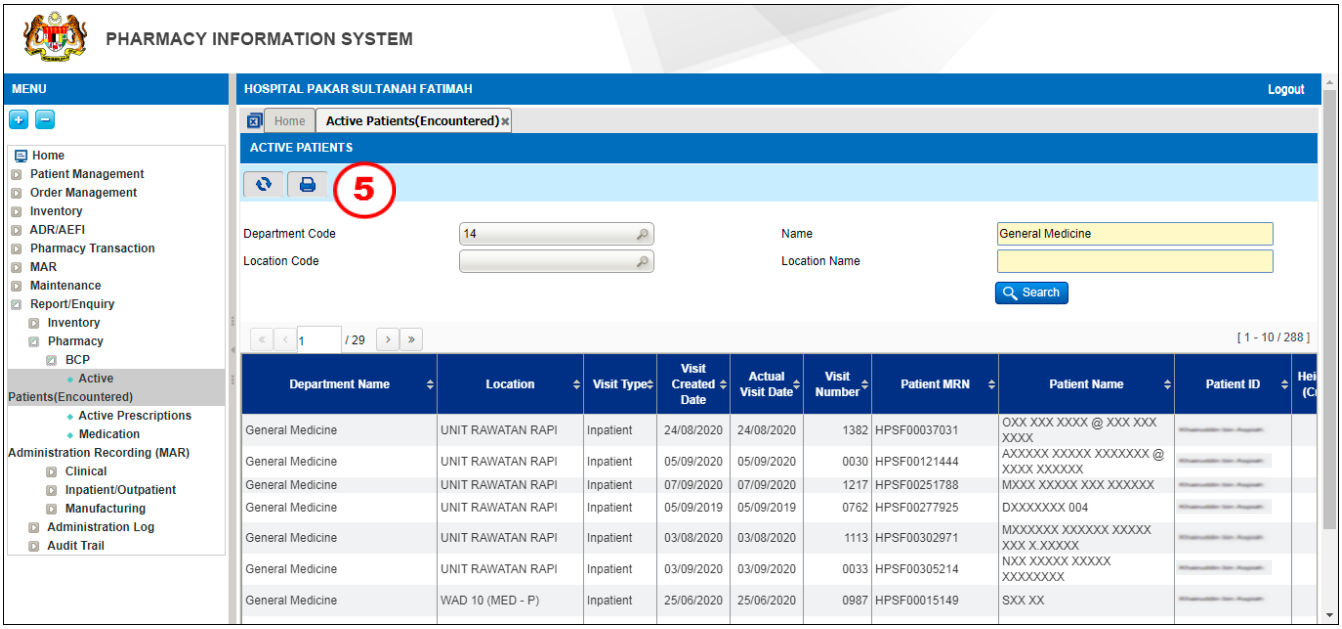



**Figure 3.2.1.1-2 Active Patients (Encountered)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.1.1-3

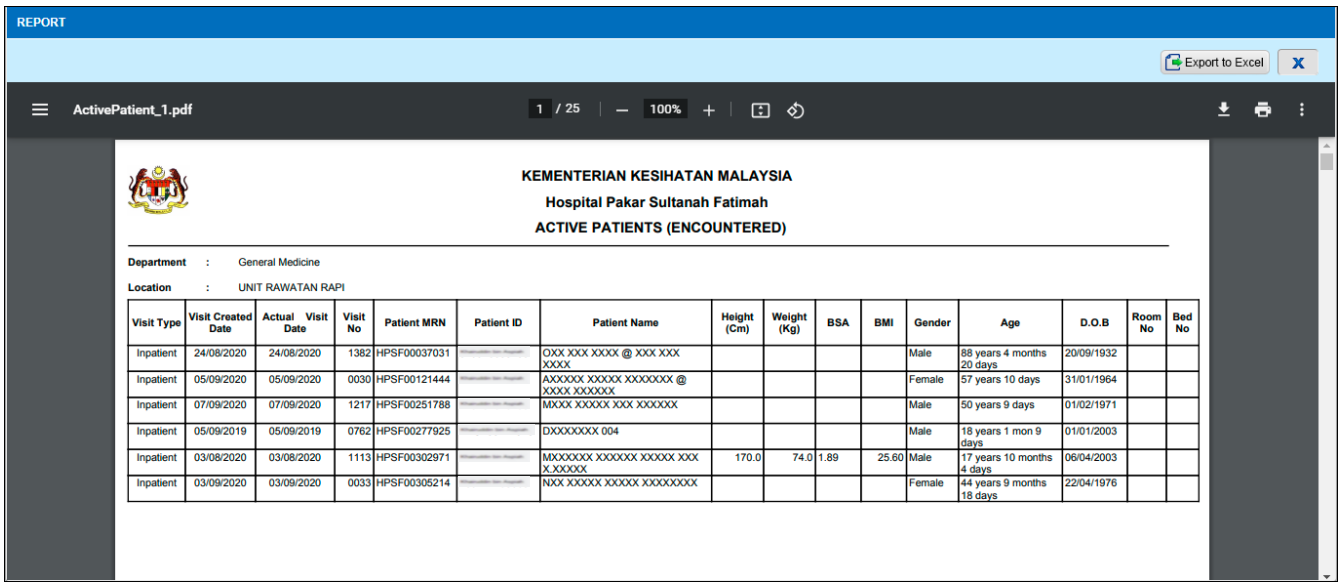
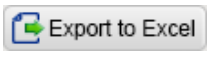



**Figure 3.2.1.1-3 Active Patients (Encountered)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.1.2 Active Prescriptions

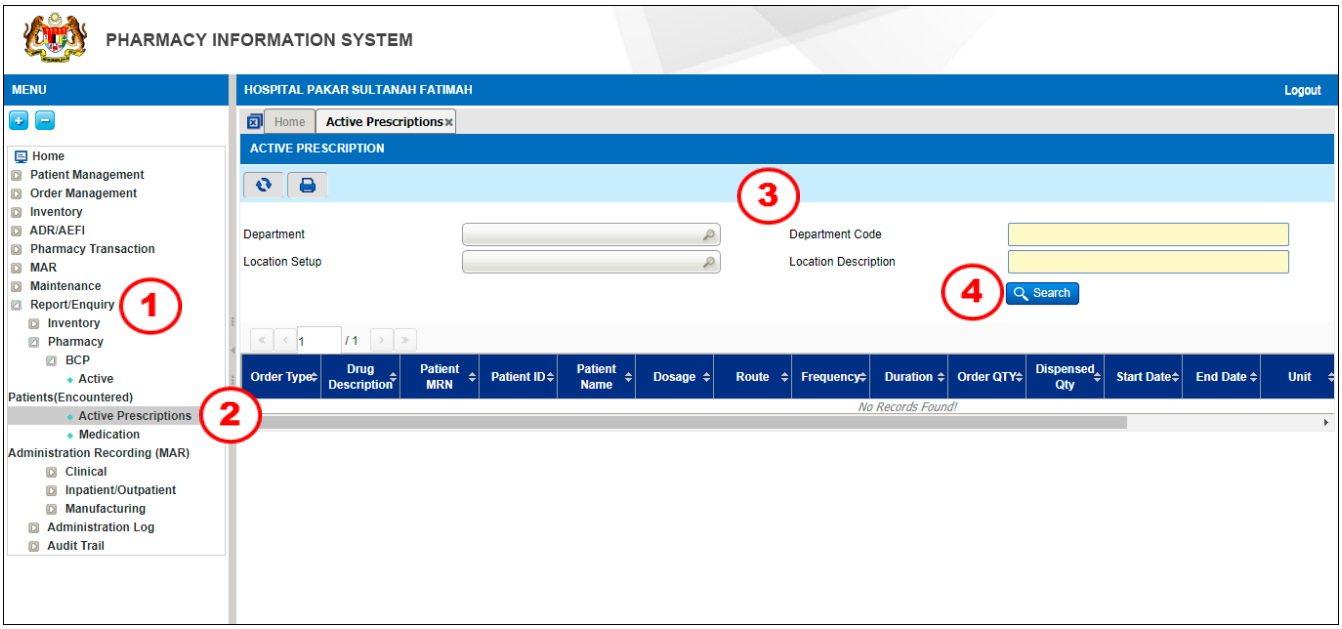



**Figure 3.2.1.2-1 Active Prescription**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'BCP'

**STEP 2**
Click on 'Active Prescriptions'

**STEP 3**
Search Active Prescriptions' record by criteria as follow:

a) Department
b) Location Setup

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

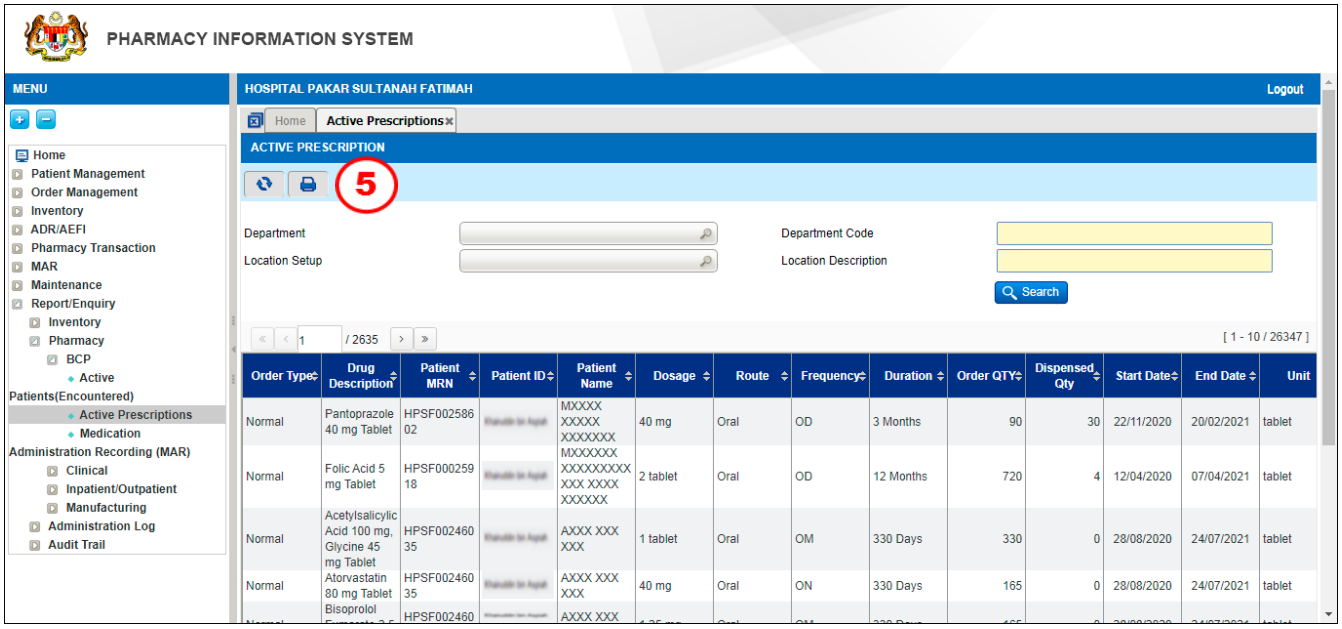



**Figure 3.2.1.2-2 Active Prescription**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.1.2-3

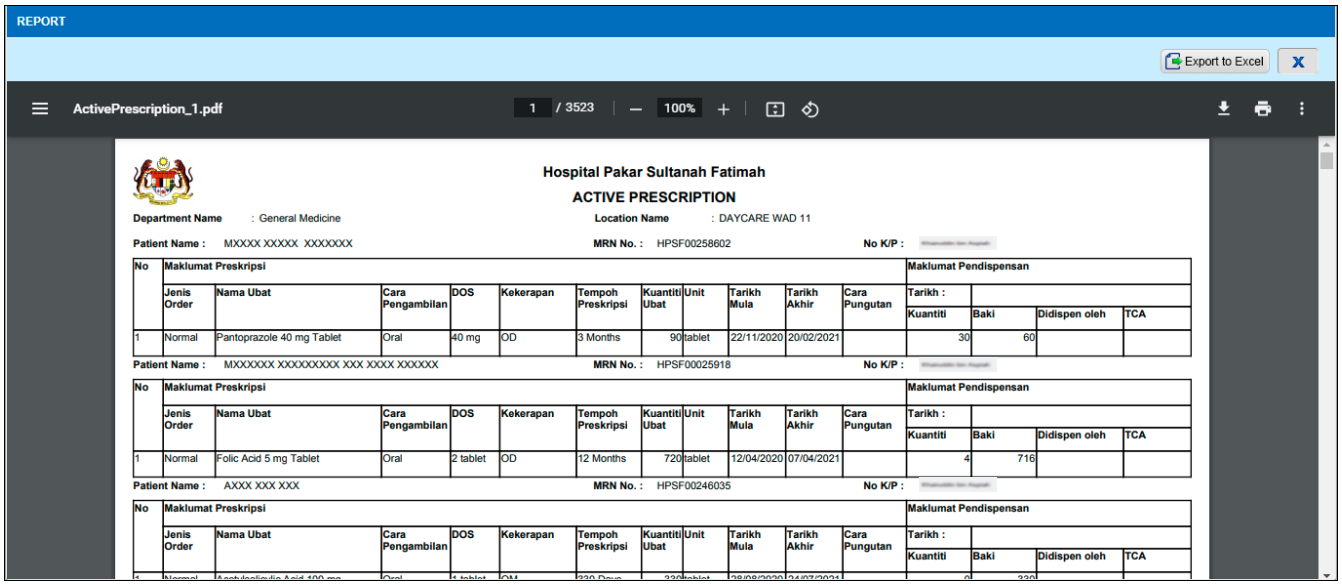
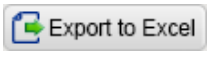



**Figure 3.2.1.2-3 Active Prescription**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.1.3 Medication Administration Recording (MAR)

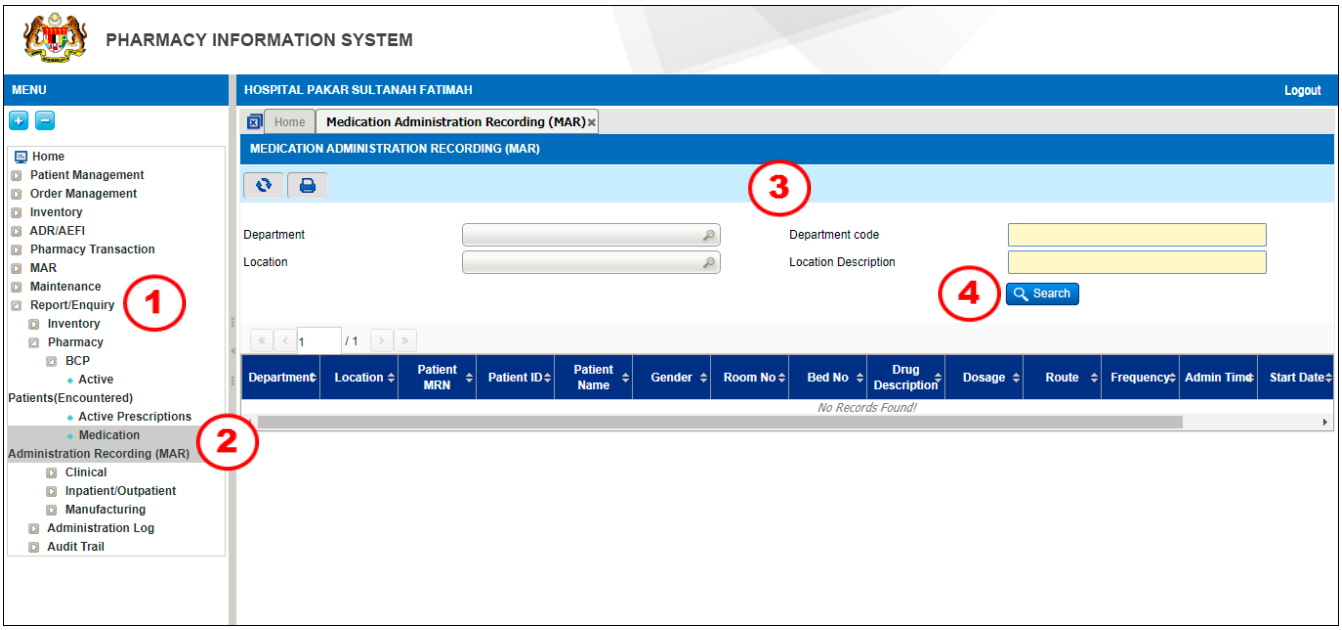



**Figure 3.2.1.3-1 Medication Administration Recording (MAR)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'BCP'

**STEP 2**
Click on 'Medication Administration Recording (MAR)

**STEP 3**
Search Medication Administration Recording (MAR) record by criteria as follow:

a) Department
b) Location

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

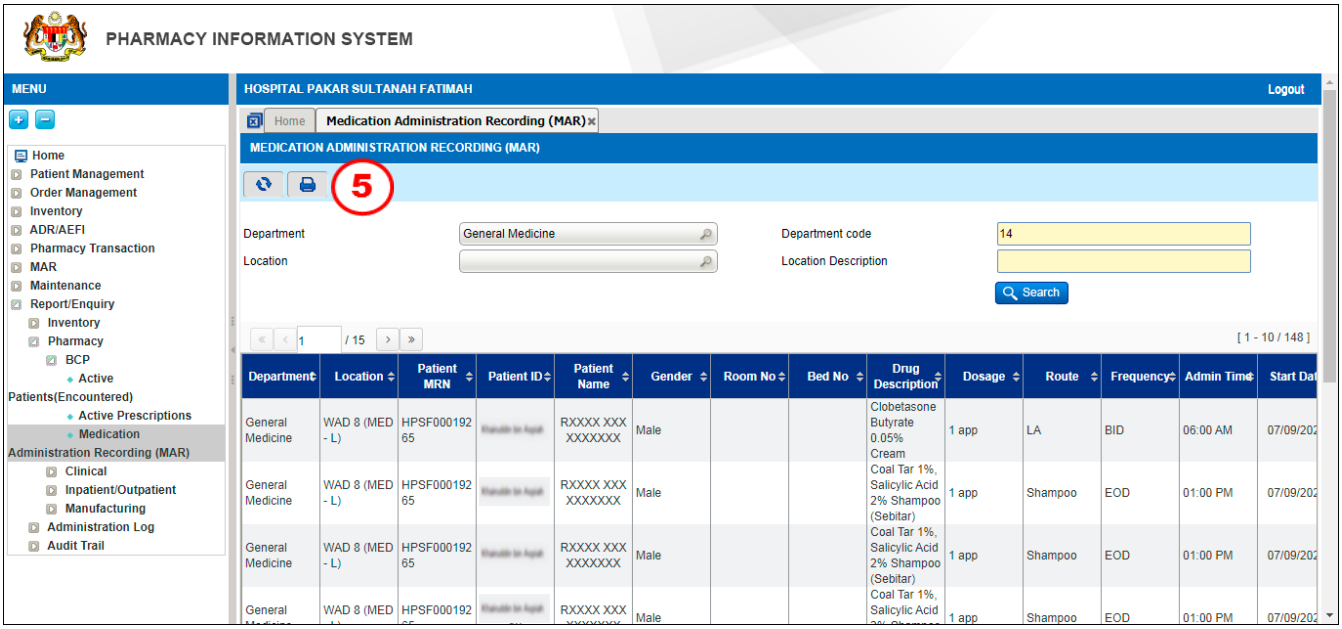



**Figure 3.2.1.3-2 Medication Administration Recording (MAR)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.1.3-3

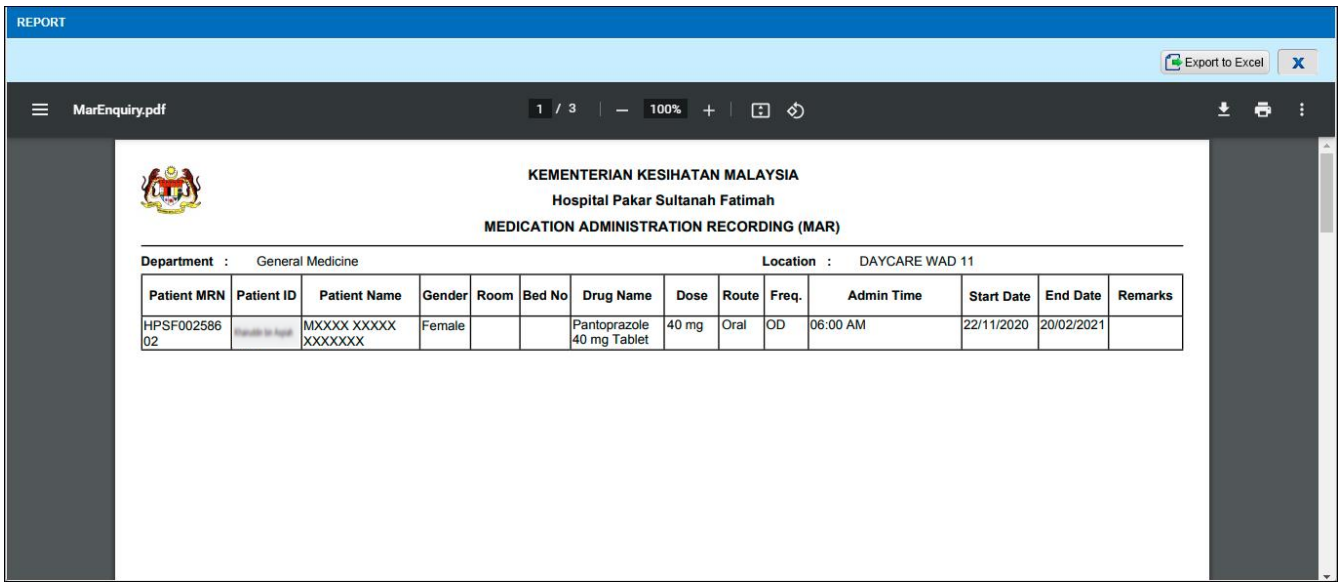



**Figure 3.2.1.3-3 Medication Administration Recording (MAR)**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.2 Clinical

#### 3.2.2.1 ADR Reporting Listing

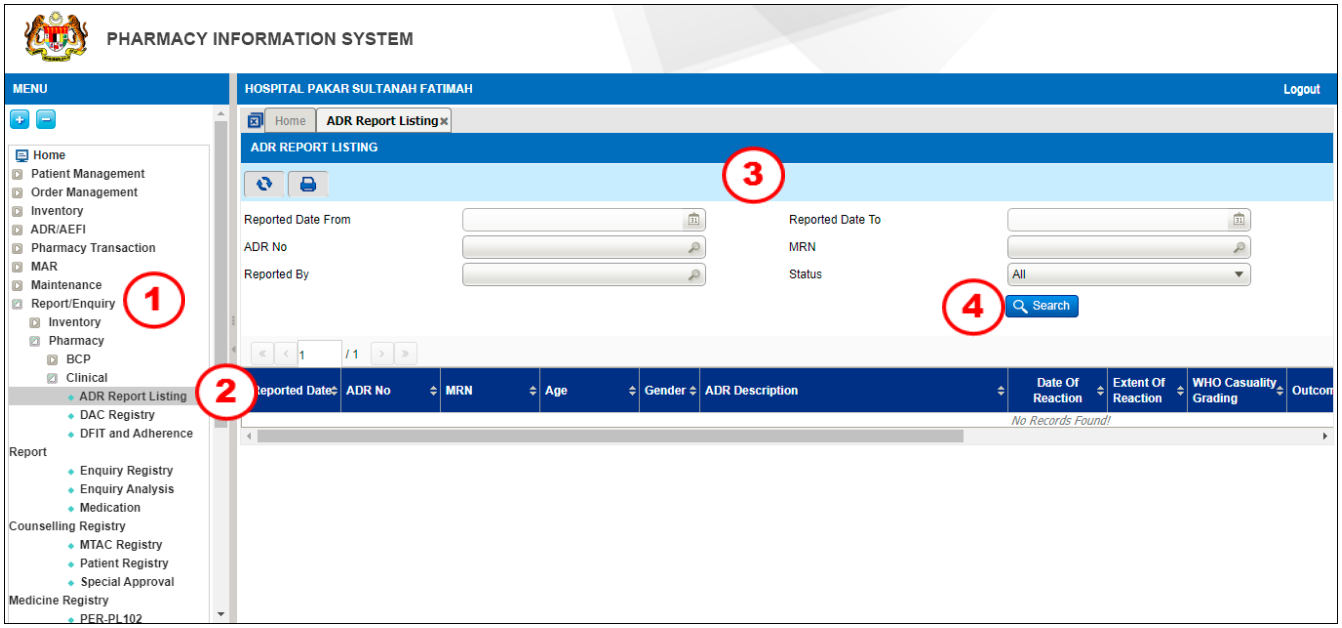



**Figure 3.2.2.1-1 ADR Report Listing**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'ADR Report Listing'

**STEP 3**
Search ADR Report Listing record by criteria as follow:

a) Reported Date From
b) Reported Date To
c) ADR No
d) MRN
e) Reported By
f) Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

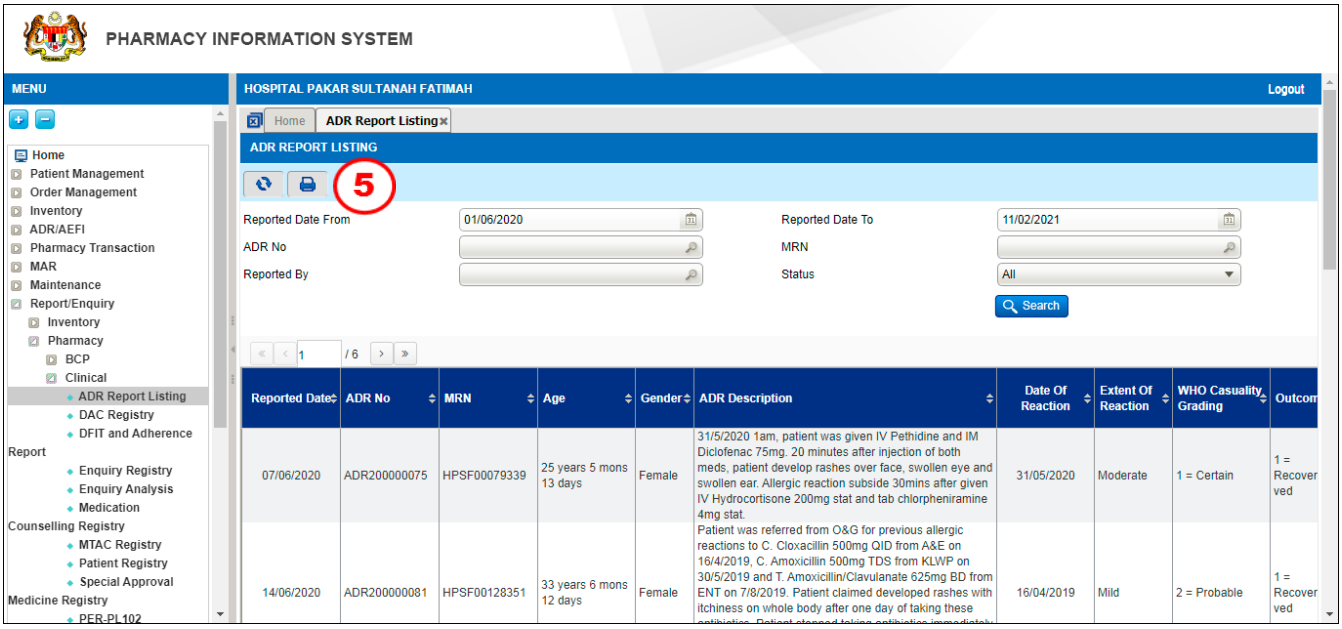



**Figure 3.2.2.1-2 ADR Report Listing Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.1-3

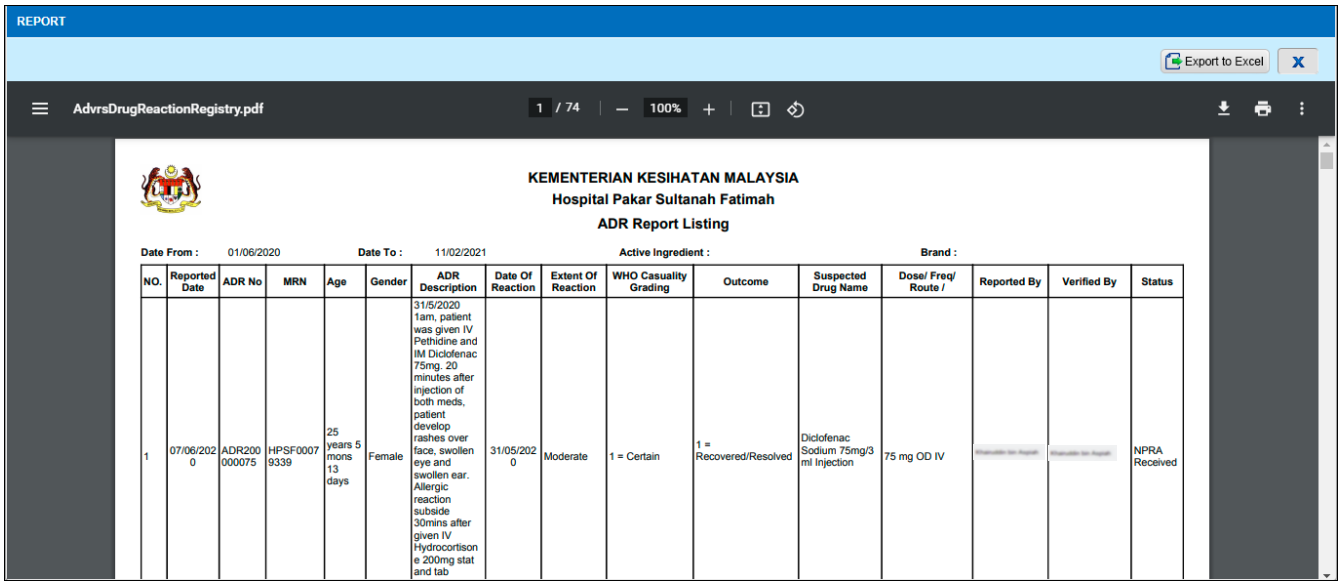
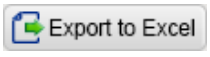



**Figure 3.2.2.1-3 ADR Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.2 Clinical Pharmacy Registry

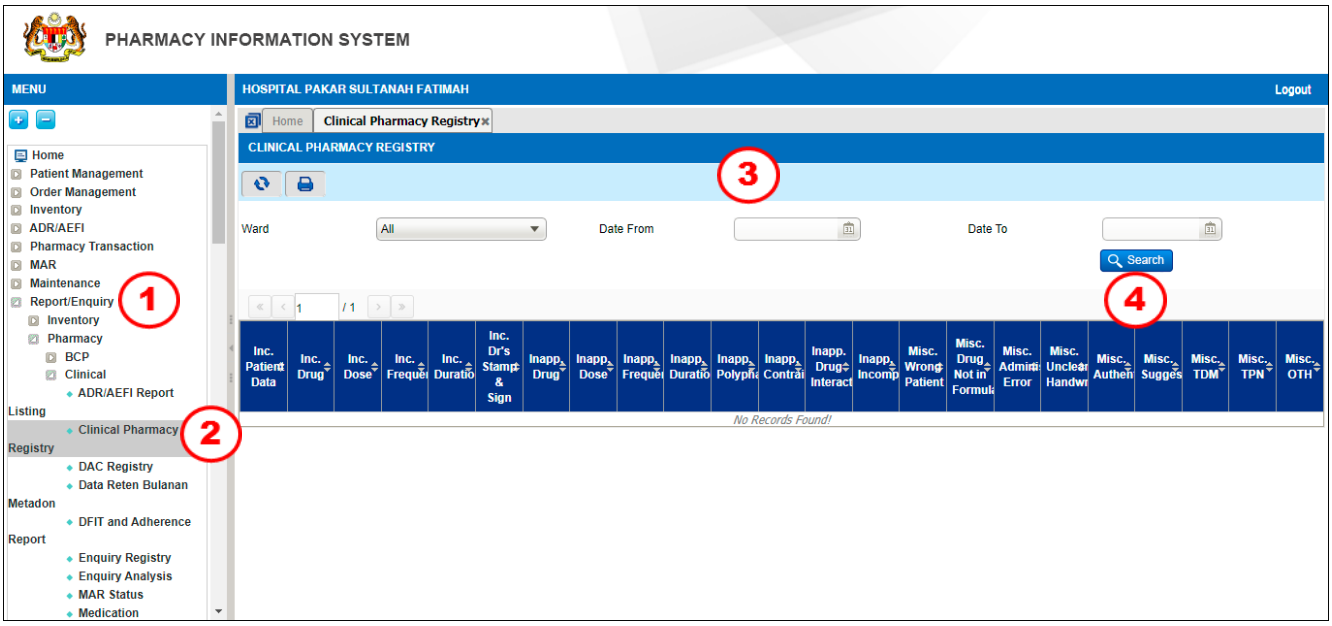



**Figure 3.2.2.2-1 Clinical Pharmacy Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Clinical Pharmacy Registry'

**STEP 3**
Search Clinical Pharmacy Registry record by criteria as follow:

a) Ward
b) Date From
c) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

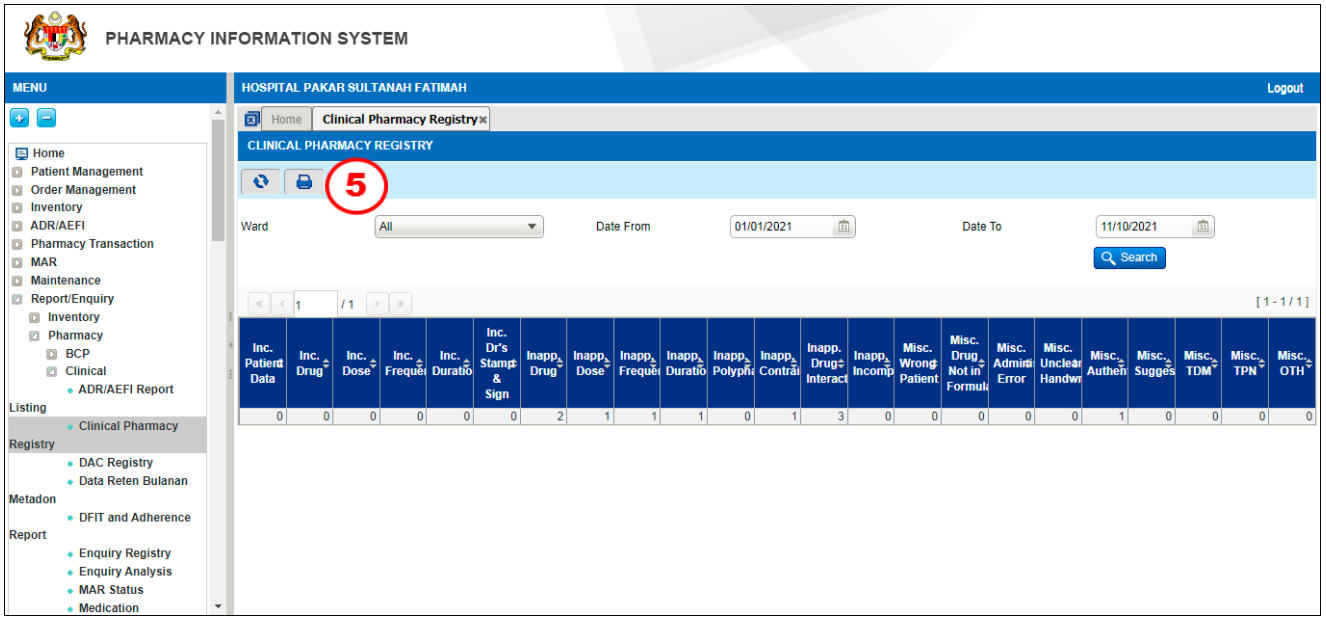



**Figure 3.2.2.2-2 Clinical Pharmacy Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.2-3

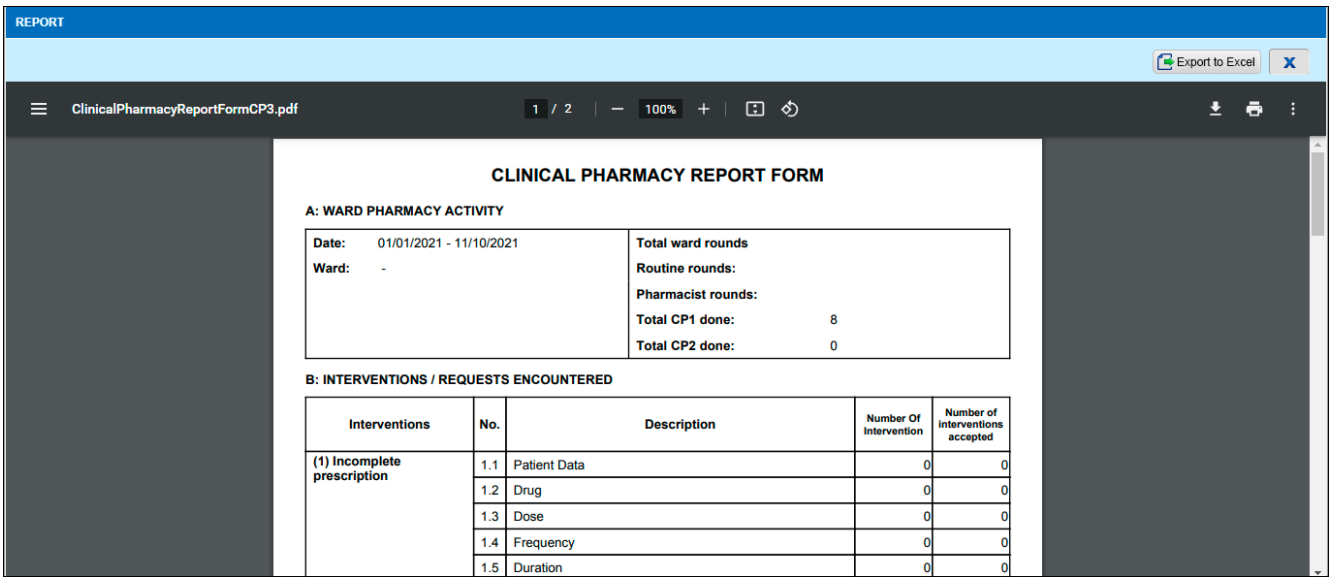
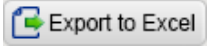



**Figure 3.2.2.2-3 Clinical Pharmacy Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.3 DAC Registry

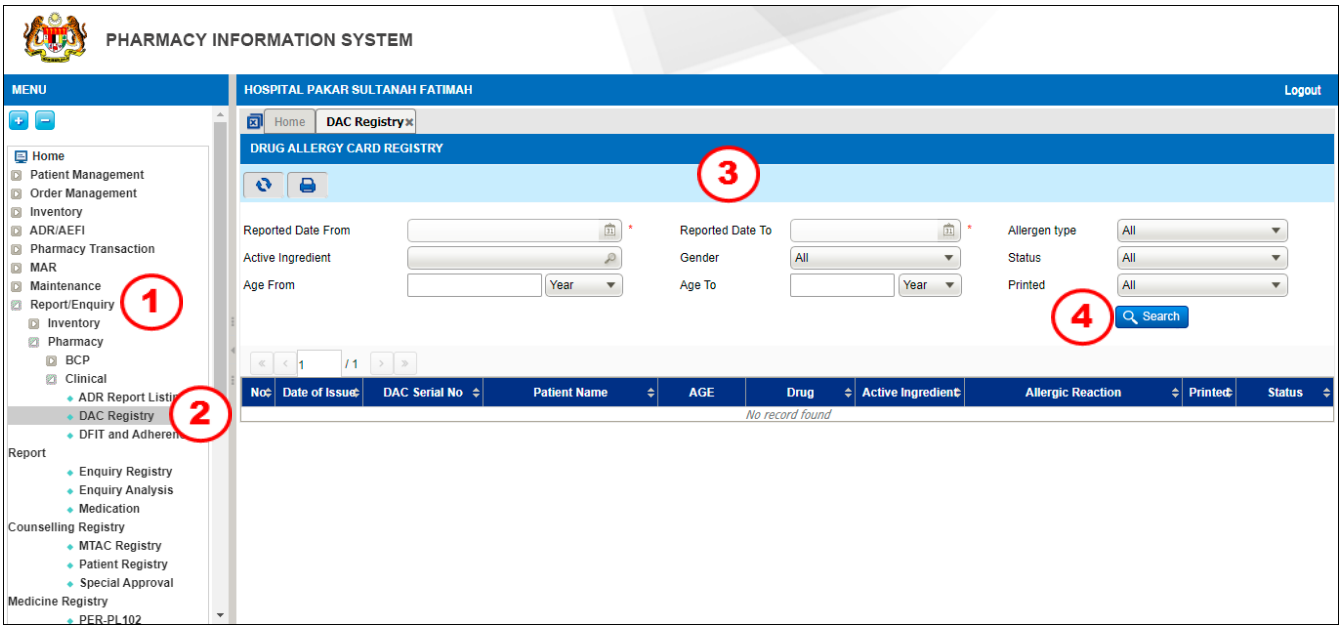



**Figure 3.2.2.3-1 DAC Registry**

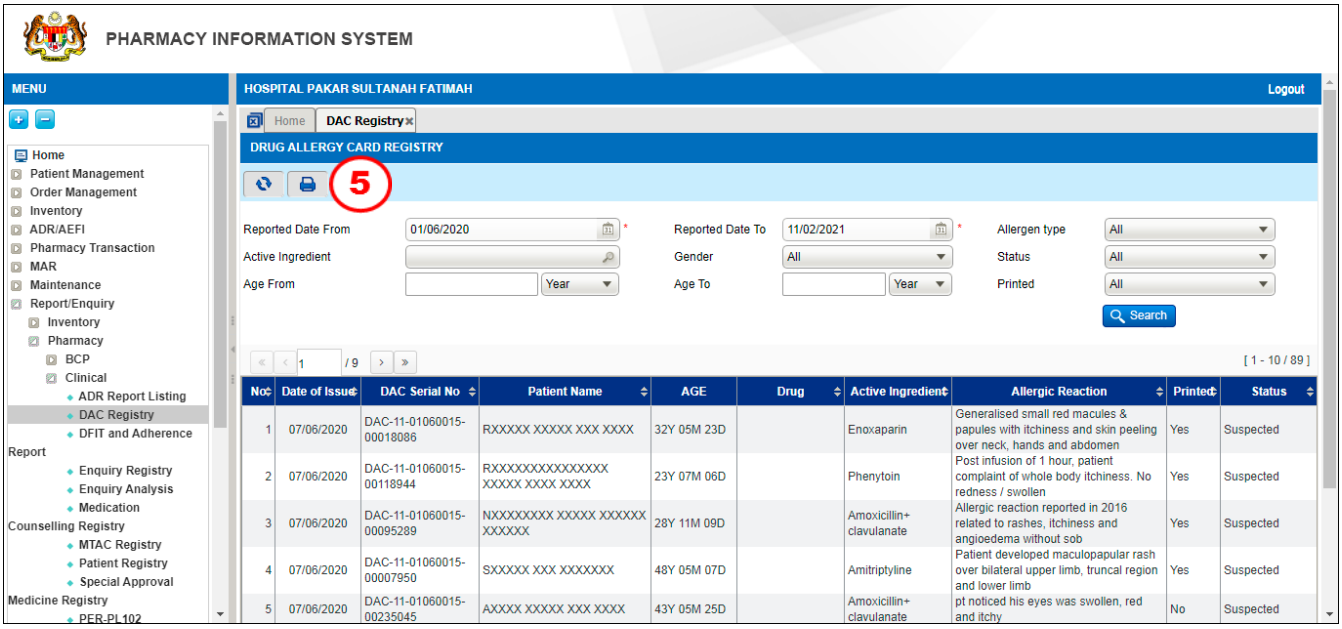
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'DAC Registry'

**STEP 3**
Search DAC Registry record by criteria as follow:

a) Reported Date From
b) Reported Date To
c) Allergan Type
d) Active Ingredient
e) Gender
f) Status
g) Age From
h) Age To
i) Printed

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

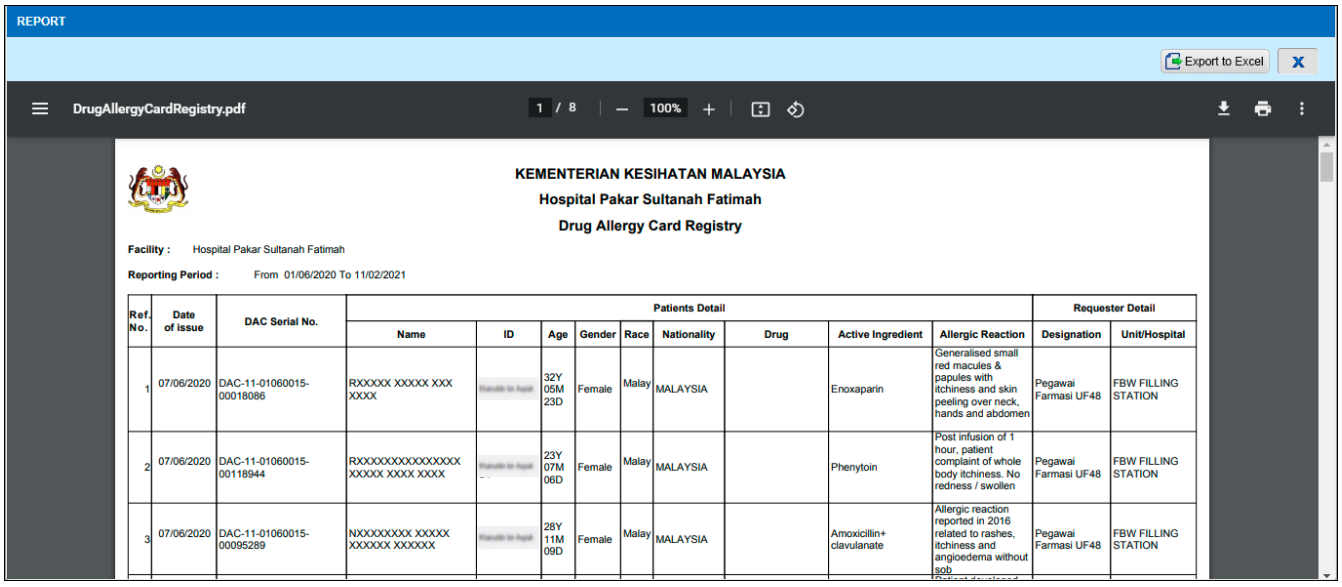



| No | Date of Issue | DAC Serial No | Patient Name | AGE | Drug | Active Ingredient | Allergic Reaction | Printed | Status |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 07/06/2020 | DAC-11-01060015-00018086 | RXXXXX XXXXX XXX XXXX | 32Y 05M 23D | | Enoxaparin | Generalised small red macules & papules with itchiness and skin peeling over neck, hands and abdomen | Yes | Suspected |
| 2 | 07/06/2020 | DAC-11-01060015-00118944 | RXXXXXXXXXXXXXX XXXXX XXXX XXXX | 23Y 07M 06D | | Phenytoin | Post infusion of 1 hour, patient complaint of whole body itchiness. No redness / swollen | Yes | Suspected |
| 3 | 07/06/2020 | DAC-11-01060015-00095289 | NXXXXXXXX XXXXX XXXXXX XXXXXX | 28Y 11M 09D | | Amoxicillin+ clavulanate | Allergic reaction reported in 2016 related to rashes, itchiness and angioedema without sob | Yes | Suspected |
| 4 | 07/06/2020 | DAC-11-01060015-00007950 | SXXXXX XXX XXXXXXX | 48Y 05M 07D | | Amitriptyline | Patient developed maculopapular rash over bilateral upper limb, truncal region and lower limb | Yes | Suspected |
| 5 | 07/06/2020 | DAC-11-01060015-00235045 | AXXXX XXXXX XXX XXXX | 43Y 05M 25D | | Amoxicillin+ clavulanate | pt noticed his eyes was swollen, red and itchy | No | Suspected |

**Figure 3.2.2.3-2 DAC Registry Search Result**

**STEP 5**

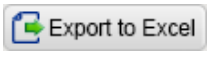
Click on the  button to view/print the record as Figure 3.2.2.3-3




| Ref. No. | Date of issue | DAC Serial No. | Patients Detail | | | | | | | | Requester Detail | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Name | ID | Age | Gender | Race | Nationality | Drug | Active Ingredient | Allergic Reaction | Designation | Unit/Hospital |
| 1 | 07/06/2020 | DAC-11-01060015-00018086 | RXXXXX XXXXX XXX XXXX | | 32Y 05M 23D | Female | Malay | MALAYSIA | | Enoxaparin | Generalised small red macules & papules with itchiness and skin peeling over neck, hands and abdomen | Pegawai Farmasi UF48 | FBW FILLING STATION |
| 2 | 07/06/2020 | DAC-11-01060015-00118944 | RXXXXXXXXXXXXXX XXXXX XXXX XXXX | | 23Y 07M 06D | Female | Malay | MALAYSIA | | Phenytoin | Post infusion of 1 hour, patient complaint of whole body itchiness. No redness / swollen | Pegawai Farmasi UF48 | FBW FILLING STATION |
| 3 | 07/06/2020 | DAC-11-01060015-00095289 | NXXXXXXXX XXXXX XXXXXX XXXXXX | | 28Y 11M 09D | Female | Malay | MALAYSIA | | Amoxicillin+ clavulanate | Allergic reaction reported in 2016 related to rashes, itchiness and angioedema without sob | Pegawai Farmasi UF48 | FBW FILLING STATION |

**Figure 3.2.2.3-3 DAC Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.4 Data Reten Bulanan Metadon

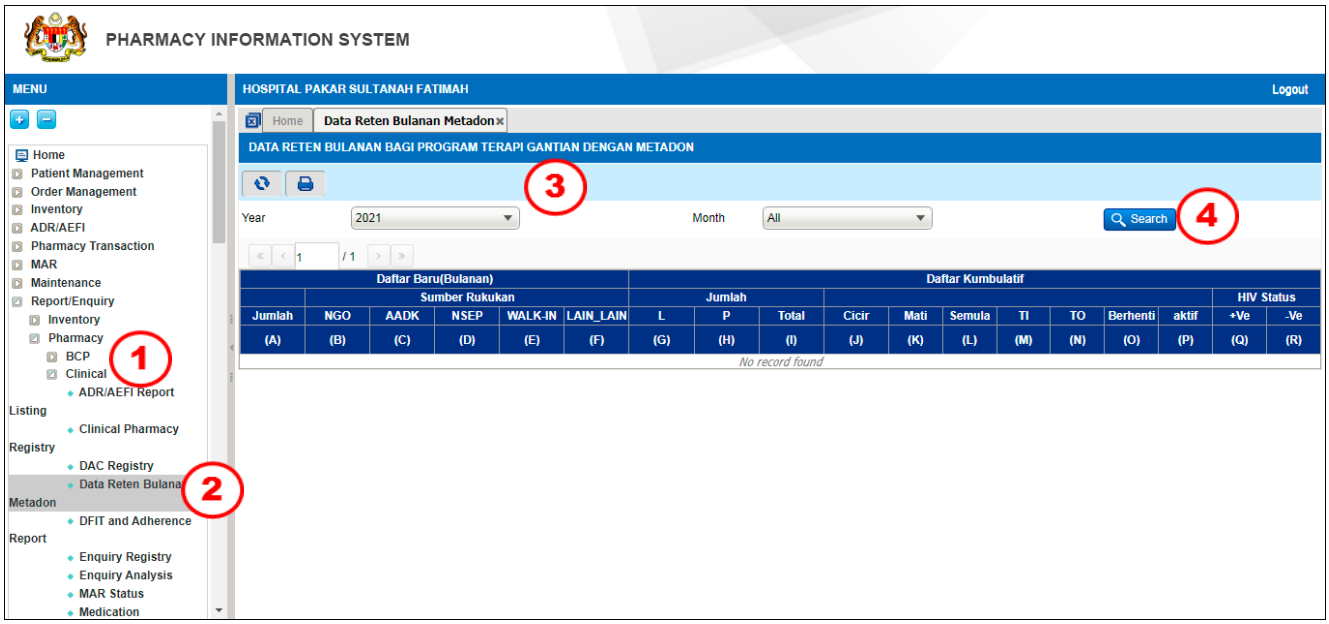



**Figure 3.2.2.4-1 Data Reten Bulanan Metadon**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Data Reten Bulanan Metadon'

**STEP 3**
Search Data Reten Bulanan Metadon record by criteria as follow:

a) Year
b) Month

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

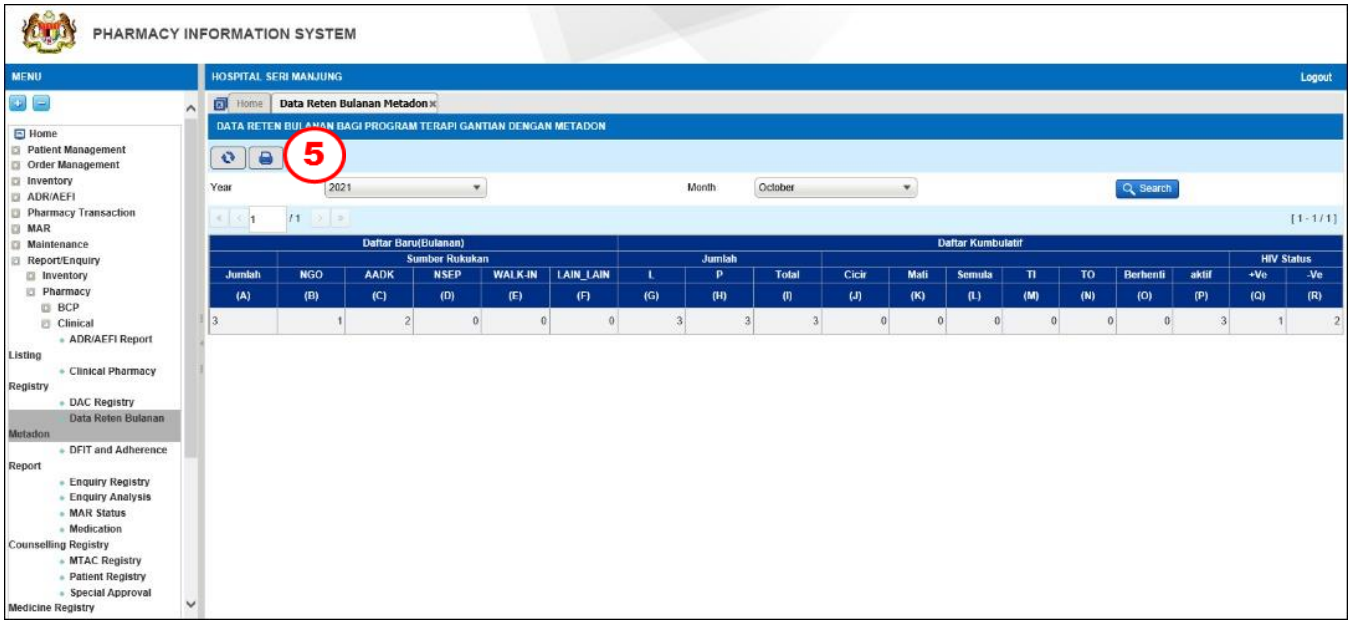



**Figure 3.2.2.4-2 Data Reten Bulanan Metadon Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.4-3

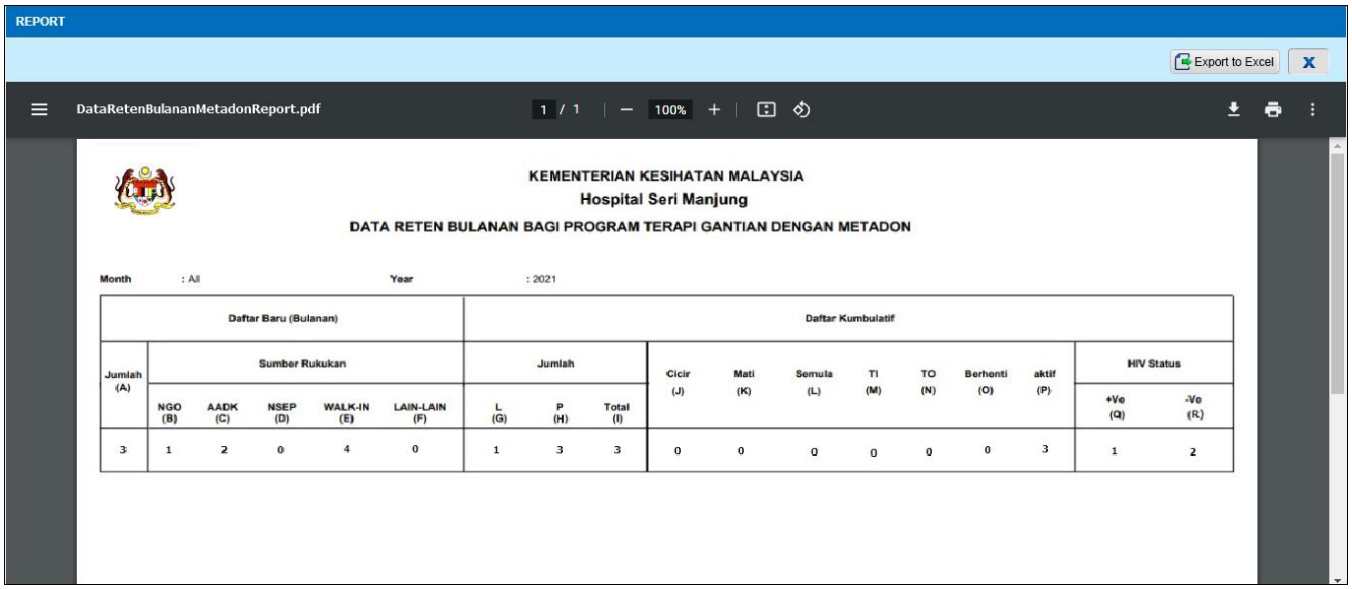



**Figure 3.2.2.4-3 Data Reten Bulanan Metadon Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.5 DFIT and Adherence Report

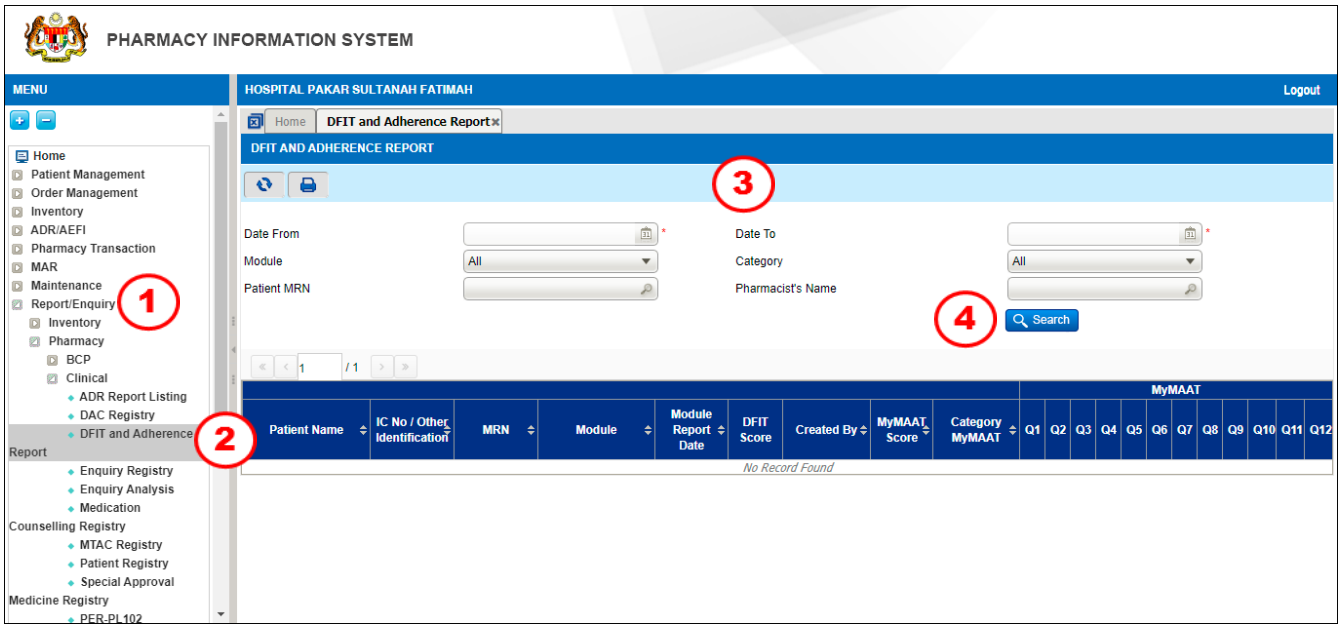



**Figure 3.2.2.5-1 DFIT and Adherence Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'DFIT and Adherence Report'

**STEP 3**
Search DFIT and Adherence Report record by criteria as follow:

a) Date From
b) Date To
c) Module
   - All
   - Medication Counselling
   - MTAC
   - Ward Pharmacy
d) Category
   - All
   - Good Adherence
   - Moderate and Poor Adherence
e) Patient MRN
f) Pharmacist Name

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

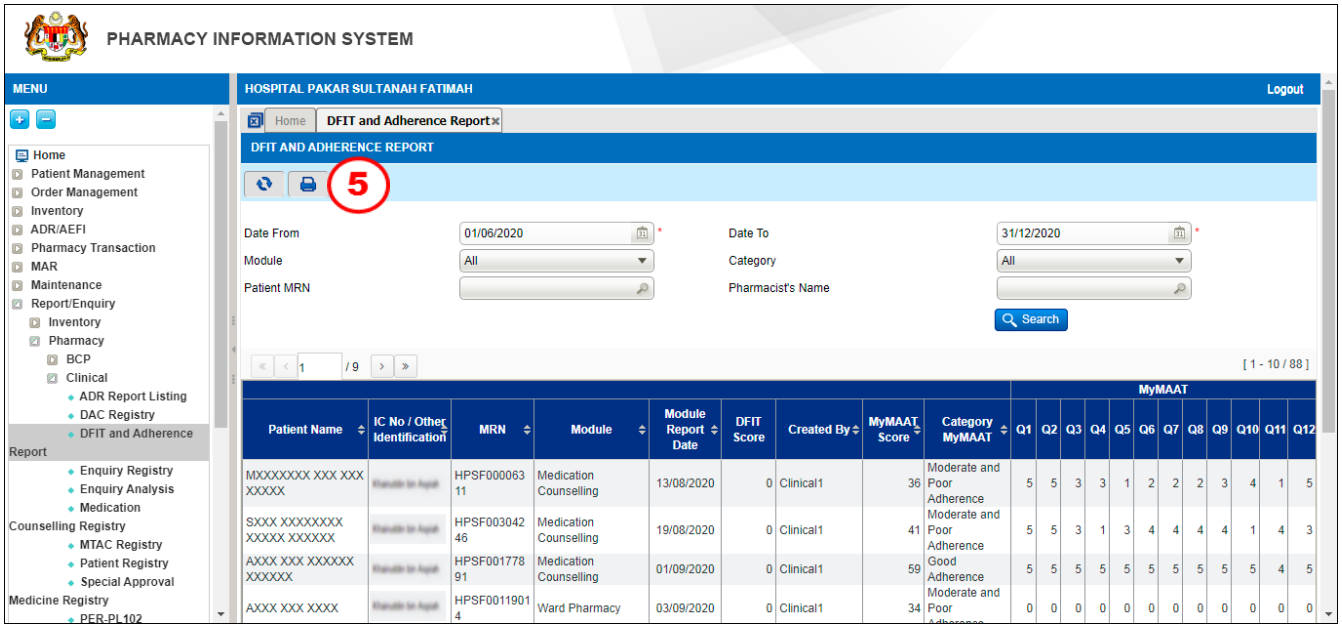



**Figure 3.2.2.5-2 DFIT and Adherence Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.5-3

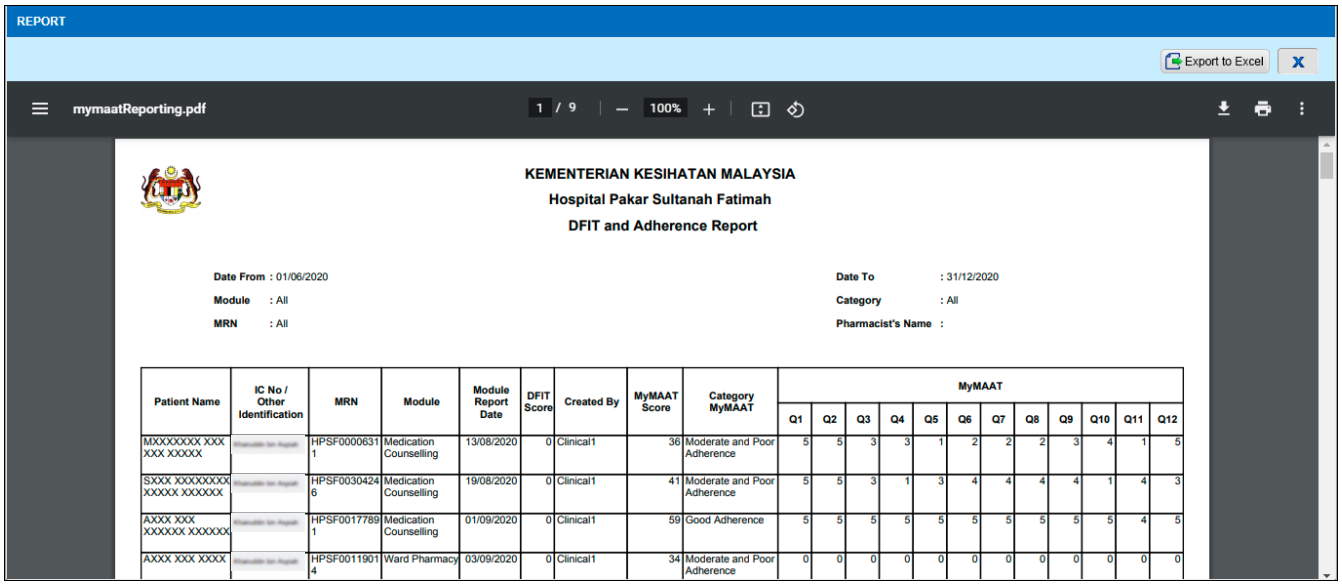
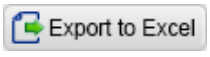



**Figure 3.2.2.5-3 DFIT and Adherence Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.6 Enquiry Registry

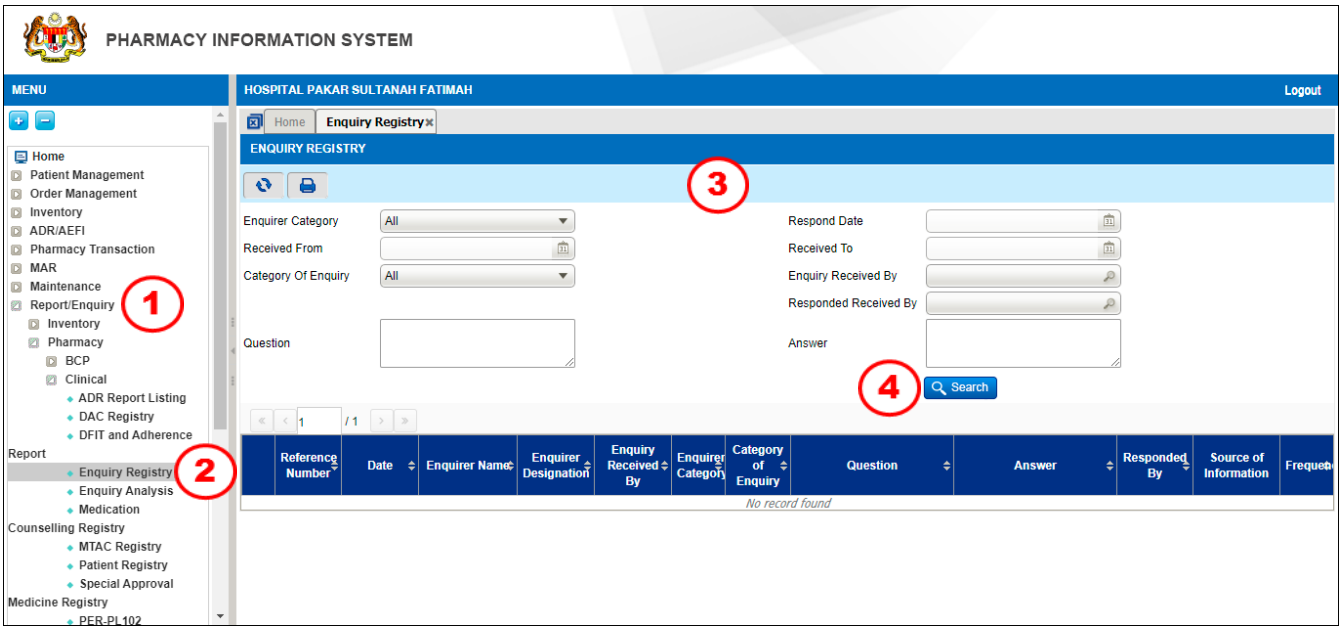



**Figure 3.2.2.6-1 Enquiry Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Enquiry Registry'

**STEP 3**
Search Enquiry Registry record by criteria as follow:

a) Enquiry Category
b) Respond Date
c) Received From
d) Received To
e) Category Of Enquiry
f) Enquiry Received By
g) Responded Received By
h) Question
i) Answer

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

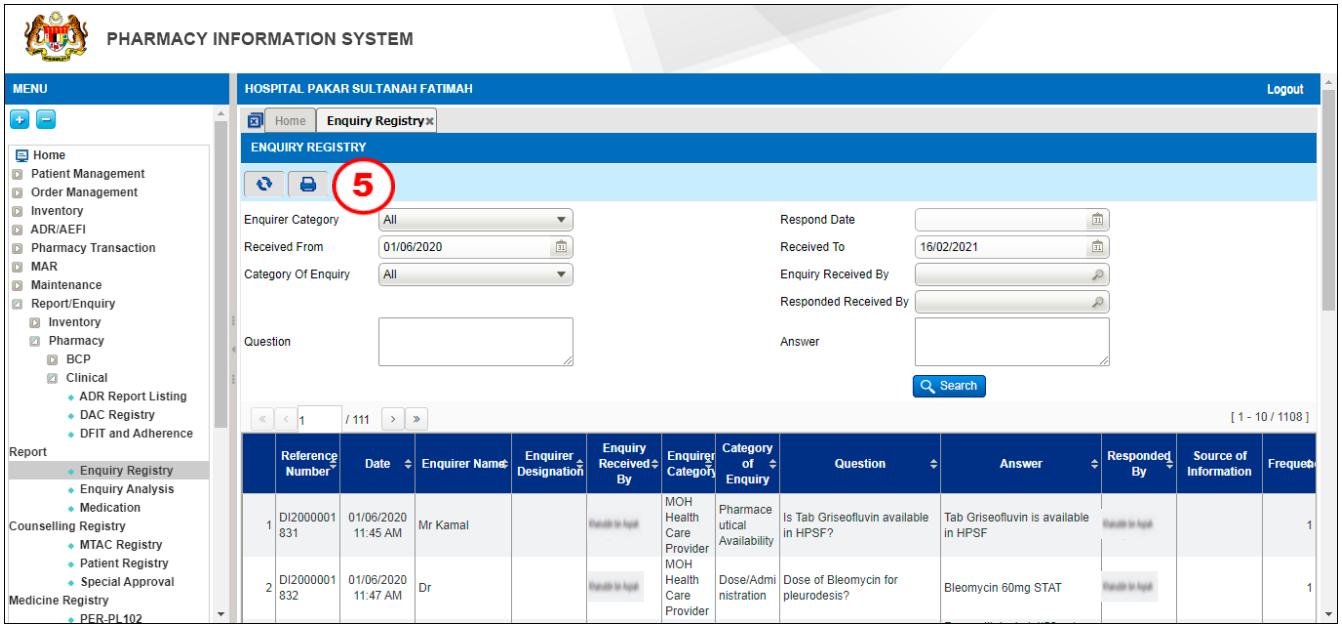



**Figure 3.2.2.6-2 Enquiry Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.6-3

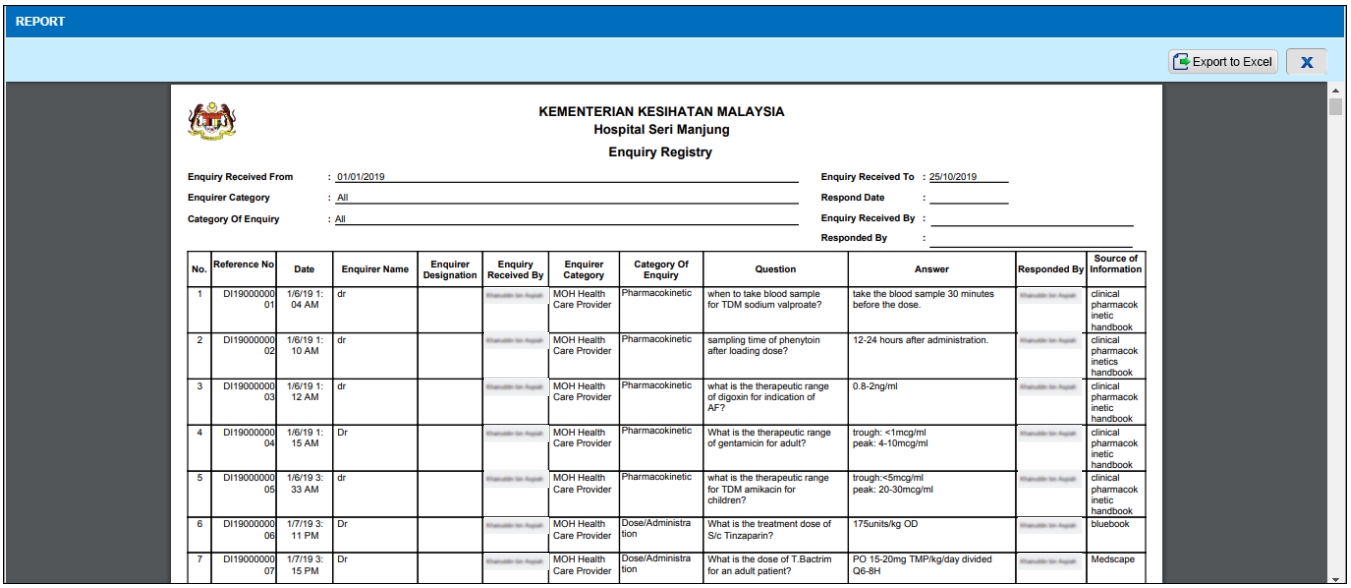



**Figure 3.2.2.6-3 Enquiry Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.7 Enquiry Analysis

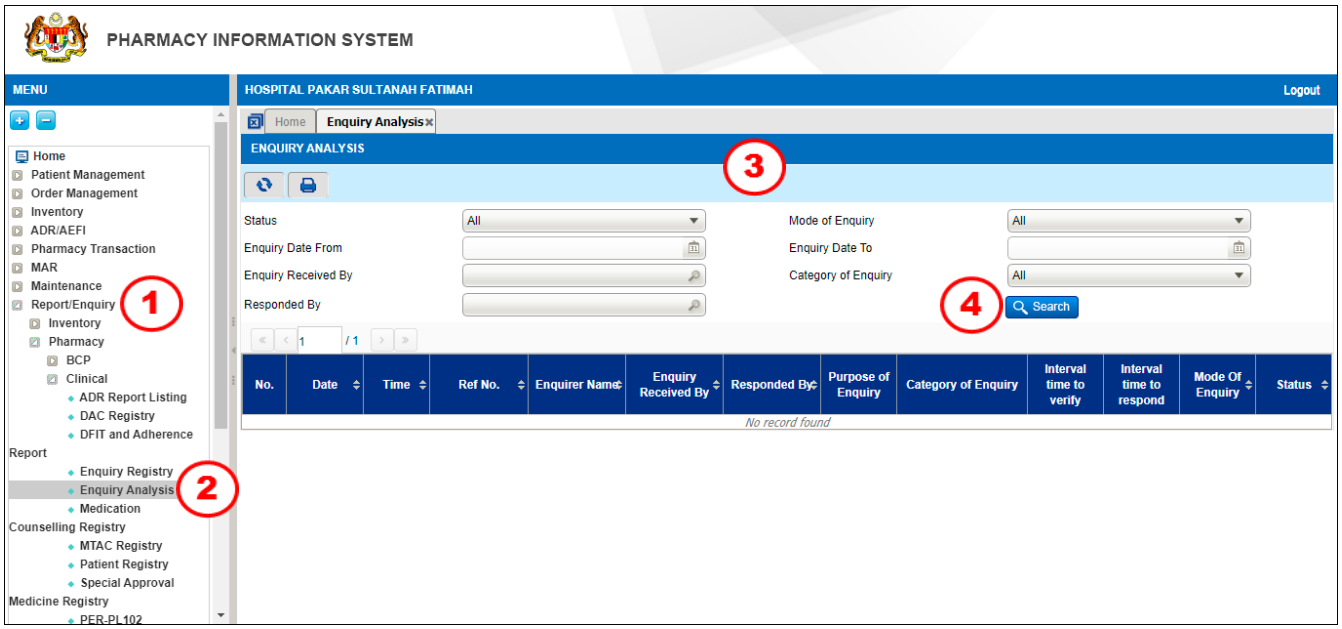



**Figure 3.2.2.7-1 Enquiry Analysis**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Enquiry Analysis'

**STEP 3**
Search Enquiry Analysis record by criteria as follow:

a) Status
b) Mode of Enquiry
c) Enquiry Date From
d) Enquiry Date To
e) Category Enquiry
f) Responded By

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

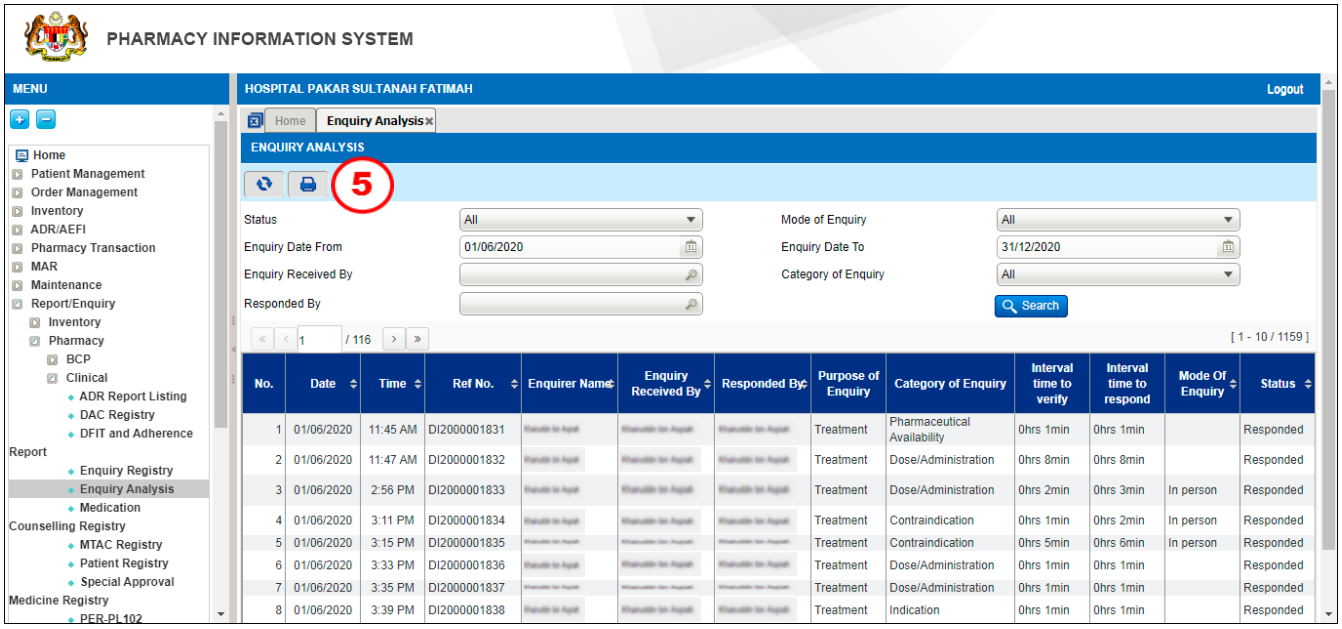



**Figure 3.2.2.7-2 Enquiry Analysis Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.7-3

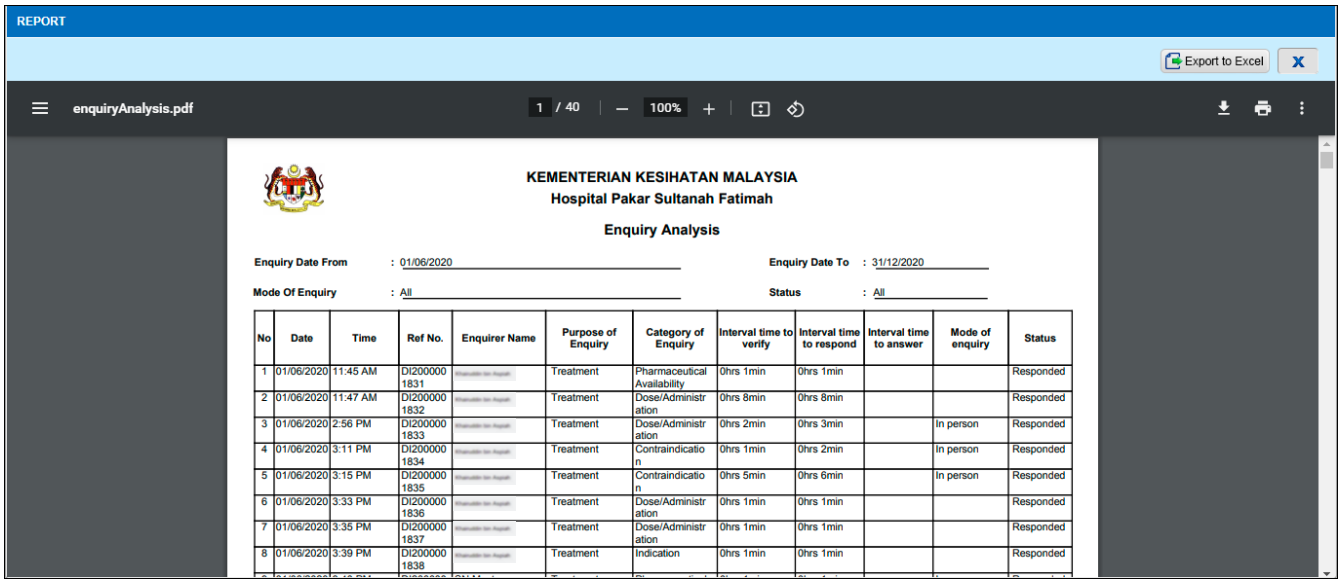



**Figure 3.2.2.7-3 Enquiry Analysis Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.8 Medication Counselling Registry

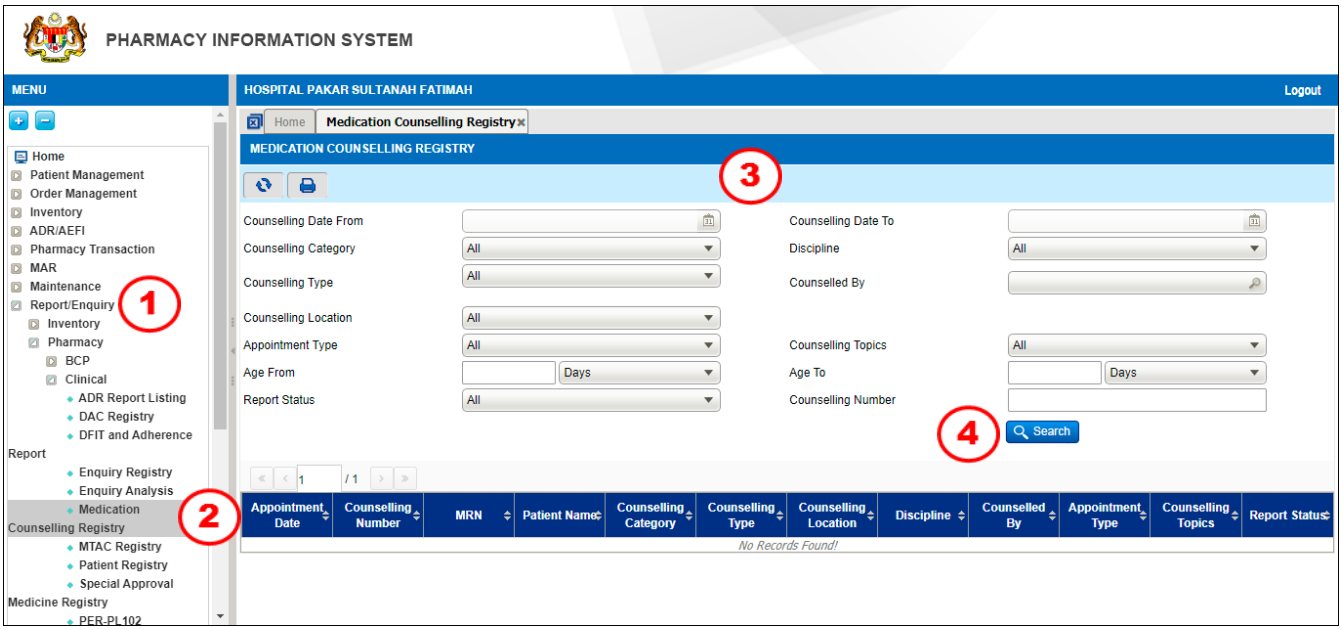



**Figure 3.2.2.8-1 Medication Counselling Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Medication Counselling Registry'

**STEP 3**
Search Medication Counselling Registry record by criteria as follow:

a) Counselling Date From
b) Counselling Date To
c) Counselling Category
   - All
   - Group
   - Individual
d) Discipline
e) Counselling Type
f) Counselled By
g) Counselling Location
h) Appointment Type
   - All
   - Follow Up
   - New
i) Counselling Topics
j) Age From
k) Age To
l) Report Status
m) Counselling Number

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

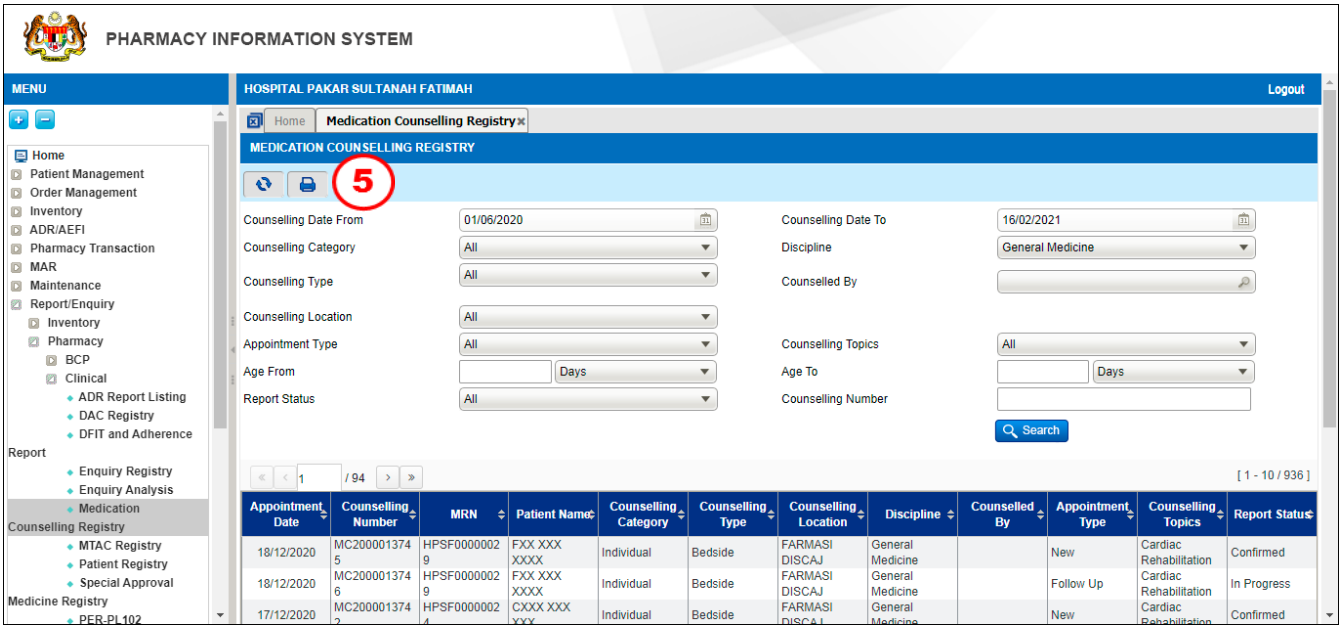



**Figure 3.2.2.8-2 Medication Counselling Registry**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.8-3

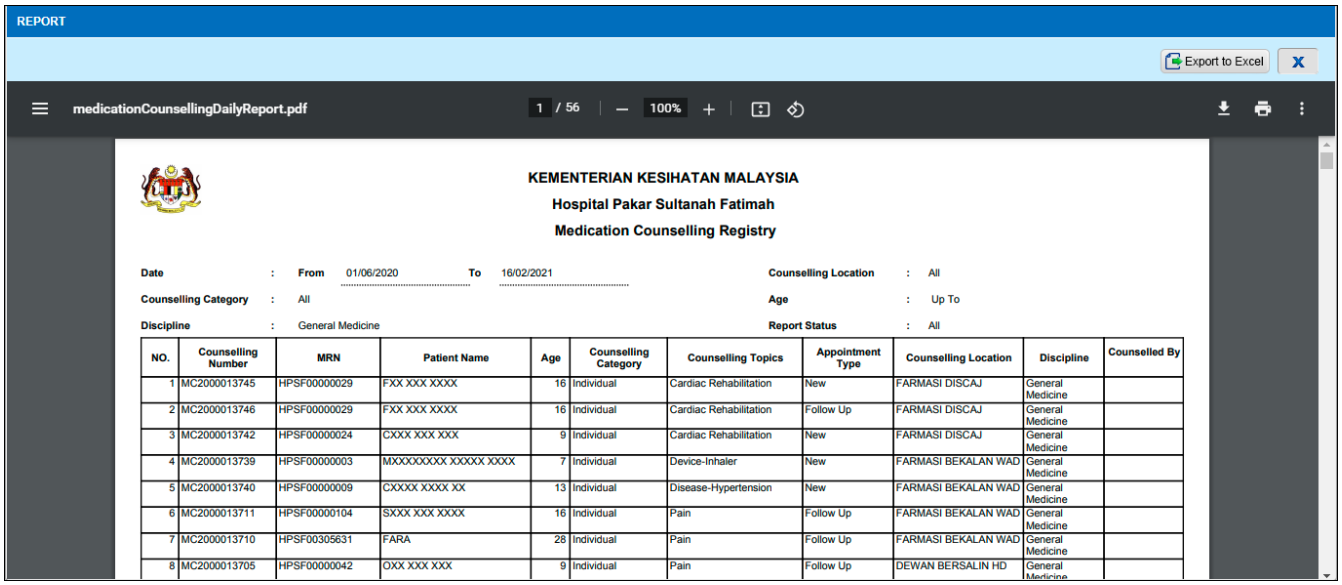
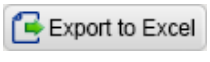



**Figure 3.2.2.8-3 Medication Counselling Registry**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.2.9 MTAC Registry

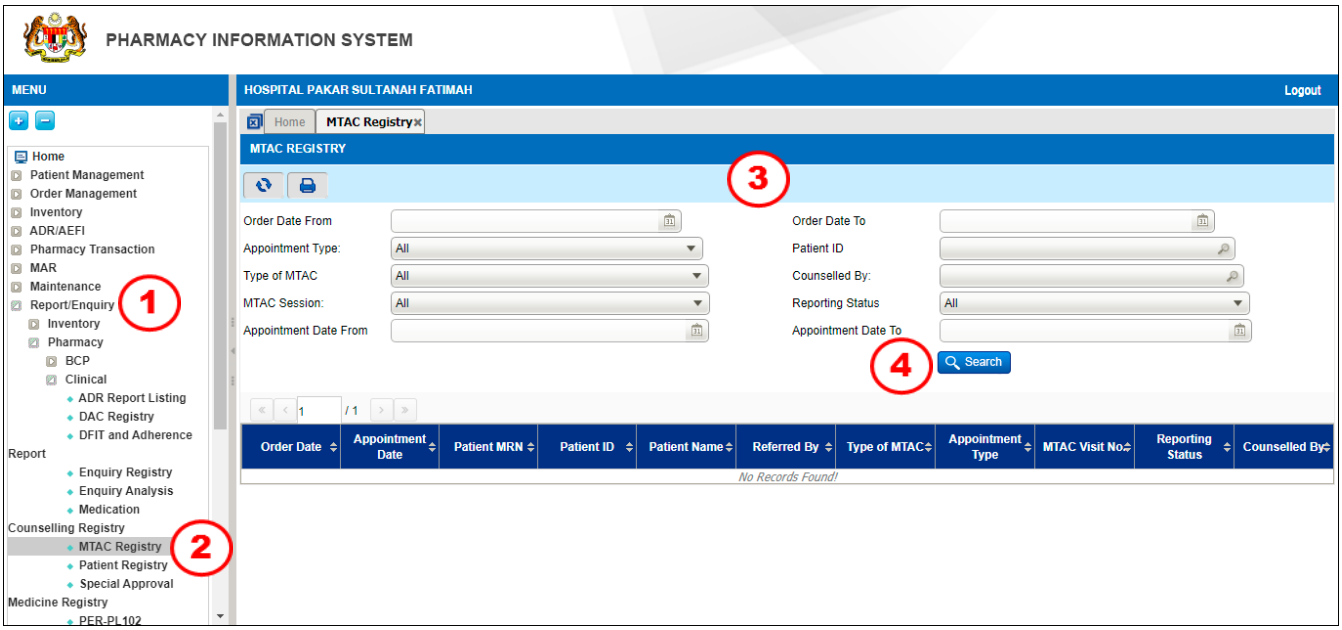



**Figure 3.2.2.9-1 MTAC Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'MTAC Registry'

**STEP 3**
Search MTAC Registry record by criteria as follow:

a) Order Date From
b) Order Date To
c) Appointment Type
d) Patient ID
e) Type of MTAC
f) Counselled by
g) MTAC Session
h) Reporting Status
i) Appointment Date From
j) Appointment Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

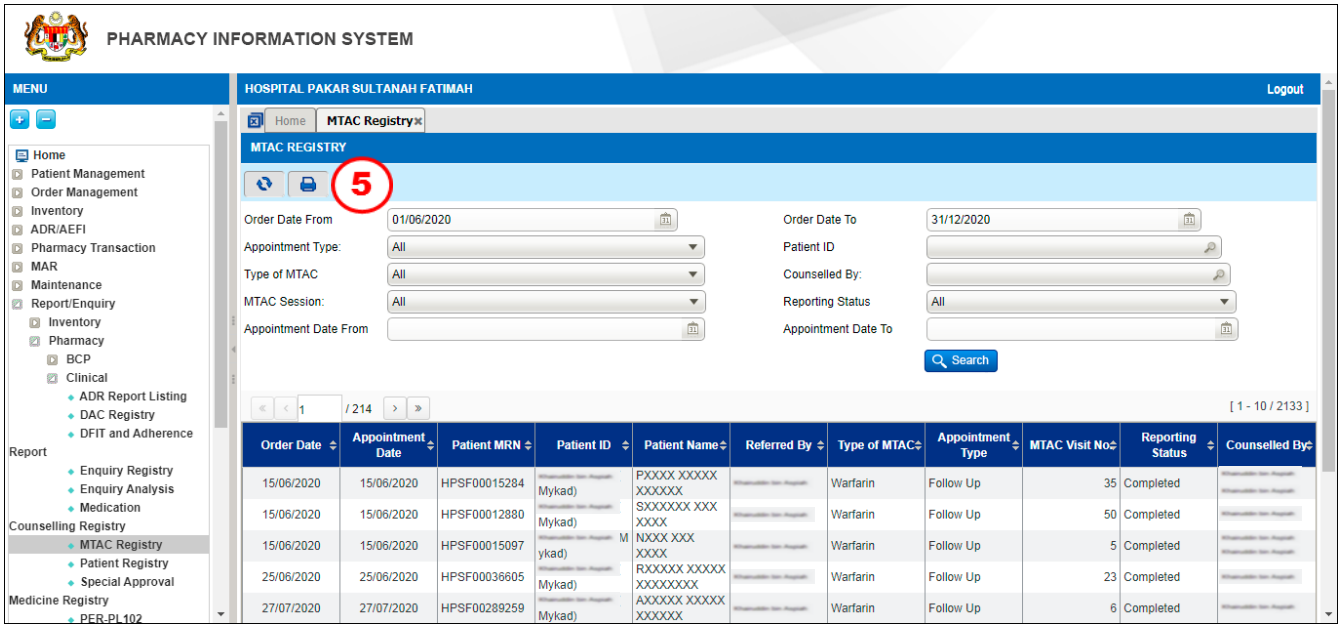



**Figure 3.2.2.9-2 MTAC Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.9-3

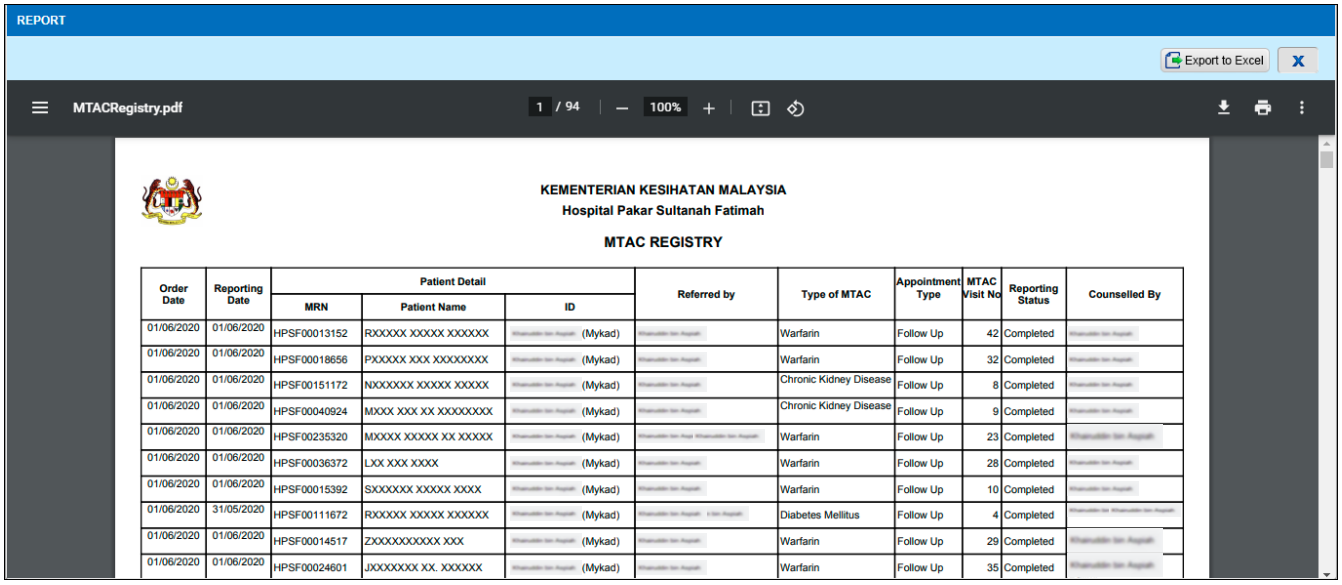
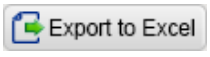



**Figure 3.2.2.9-3 MTAC Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.10 Patient Registry

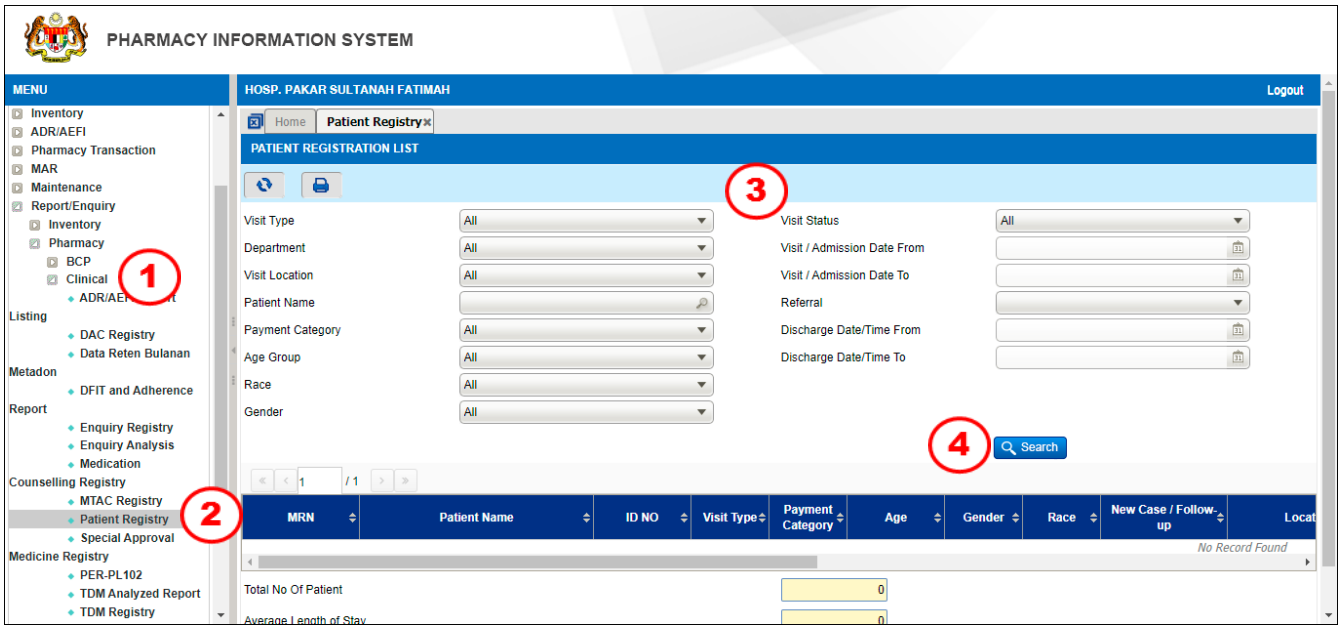



**Figure 3.2.2.10-1 Patient Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Patient Registry'

**STEP 3**
Search Patient Registry record by criteria as follow:

a) Visit Type
b) Visit Status
c) Department
d) Visit/Admission Date From
e) Visit Location
f) Visit/Admission Date To
g) Patient Name
h) Referral
i) Payment Category
j) Discharge Date/Time Form
k) Age Group
l) Discharge Date/Time To
m) Race
n) Gender

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

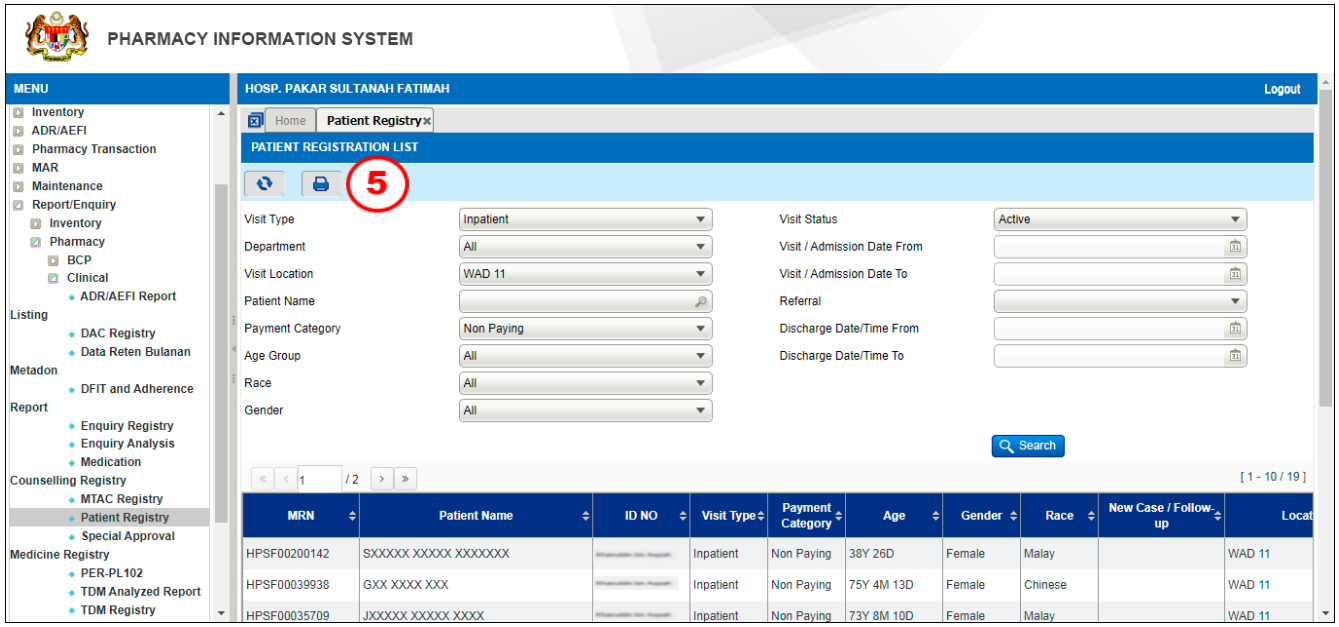



**Figure 3.2.2.10-2 Patient Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.10-3

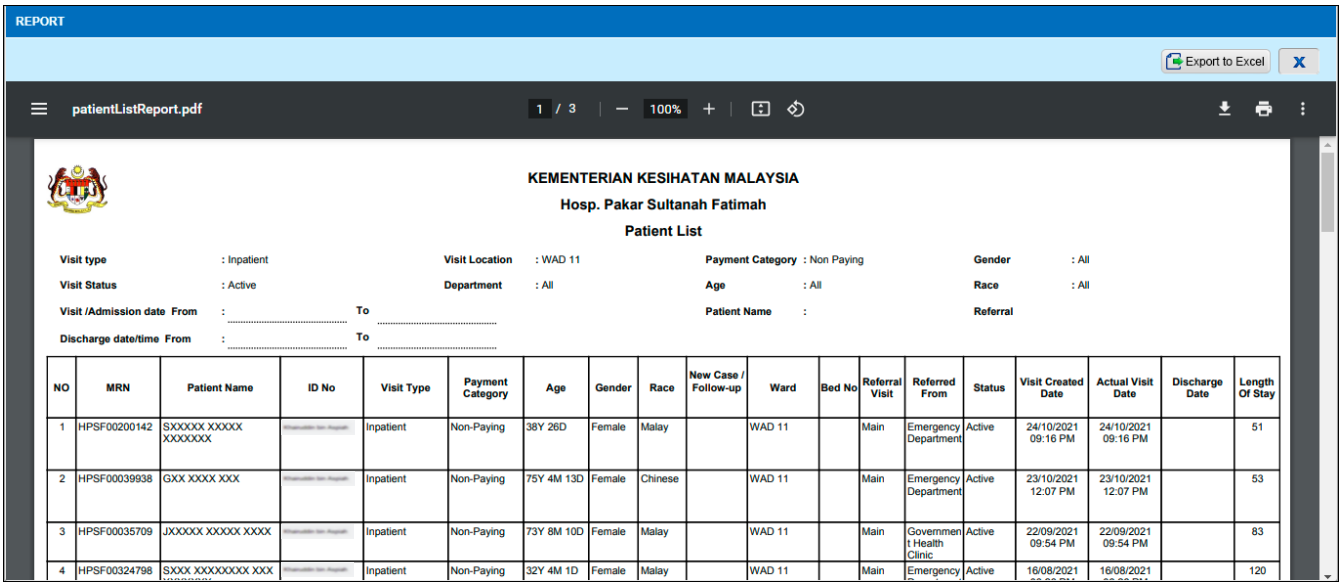



**Figure 3.2.2.10-3 Patient Registry Report**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.2.11 Special Approval Medicine Registry

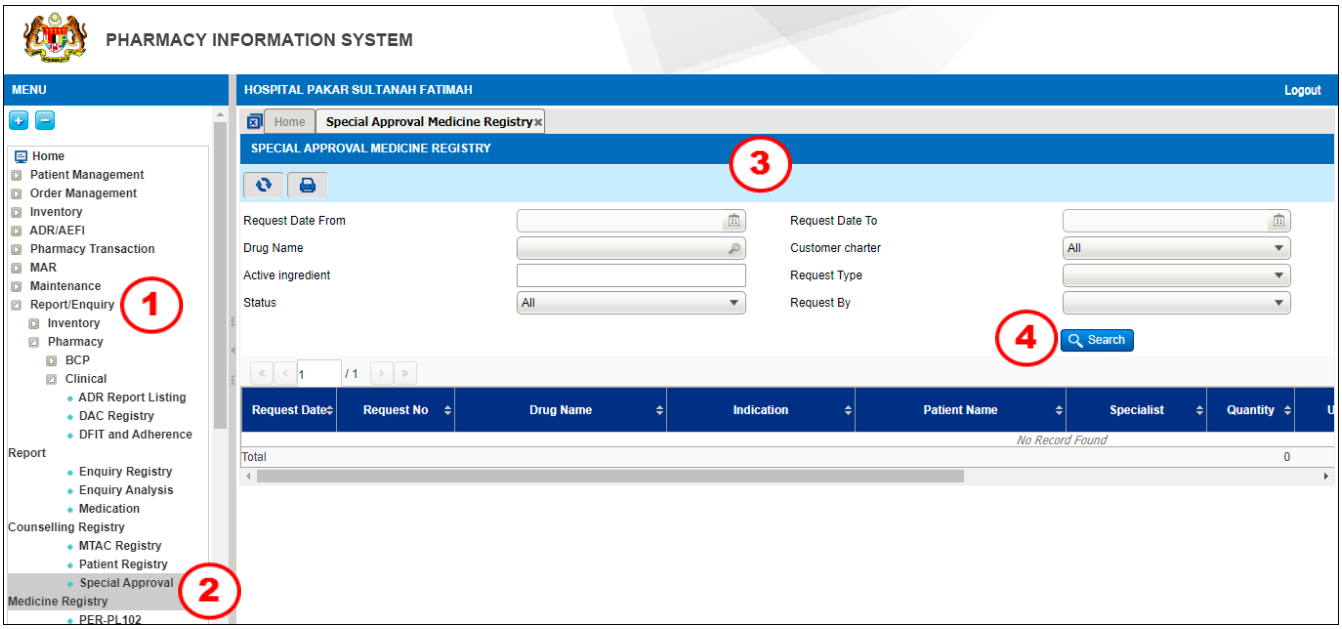



**Figure 3.2.2.11-1 Special Approval Medicine Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'Special Approval Medicine Registry'

**STEP 3**
Search Special Approval Medicine Registry record by criteria as follow:

a) Request Date From
b) Request Date To
c) Drug Name
d) Customer Charter
e) Active Ingredient
f) Request Type
g) Status
h) Request By

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

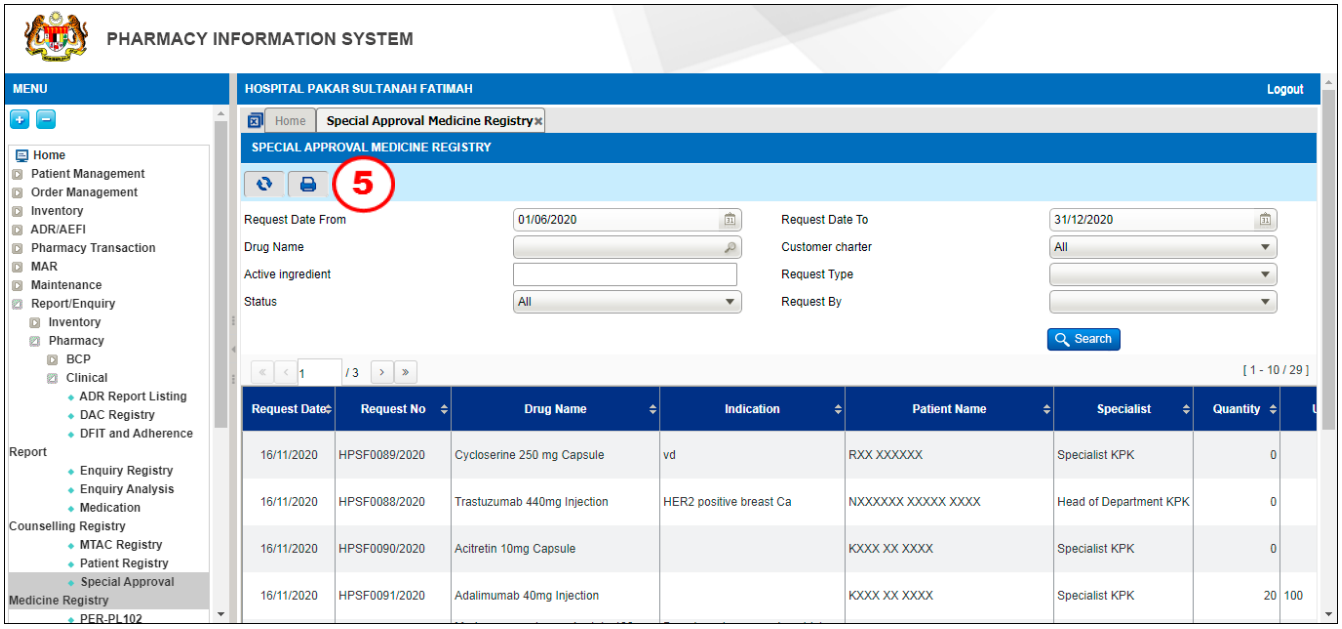



**Figure 3.2.2.11-2 Permohonan KPK Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.11-3

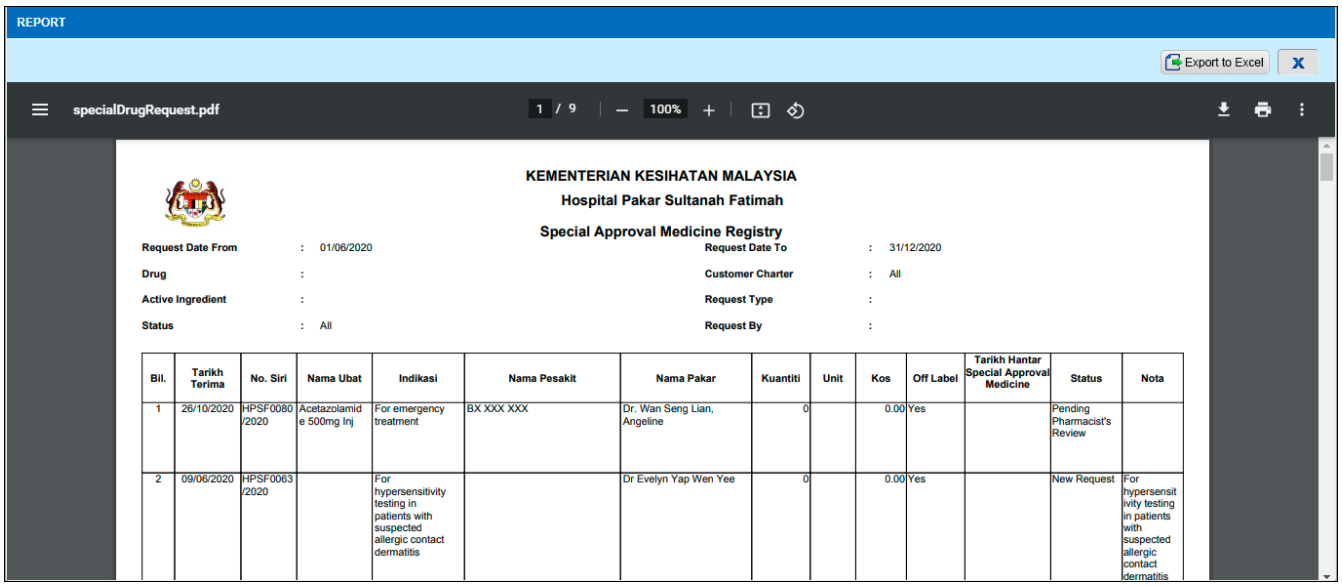
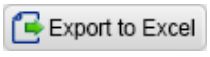



**Figure 3.2.2.11-3 Permohonan KPK Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.12 PER-PL102

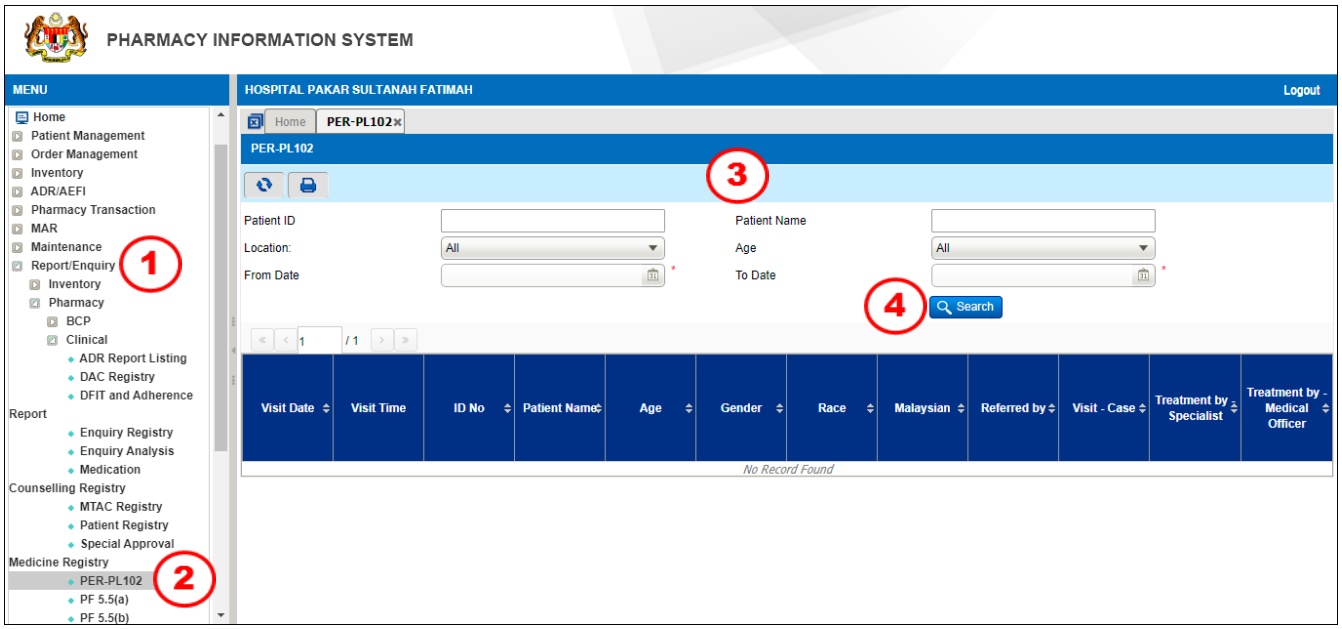



**Figure 3.2.2.12-1 PER-PL102**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PER-PL102

**STEP 3**
Search PER-PL102 record by criteria as follow:

a) Patient ID
b) Patient Name
c) Location
d) Age
   I. Adult
   II. Paediatric
e) From Date
f) To Date

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

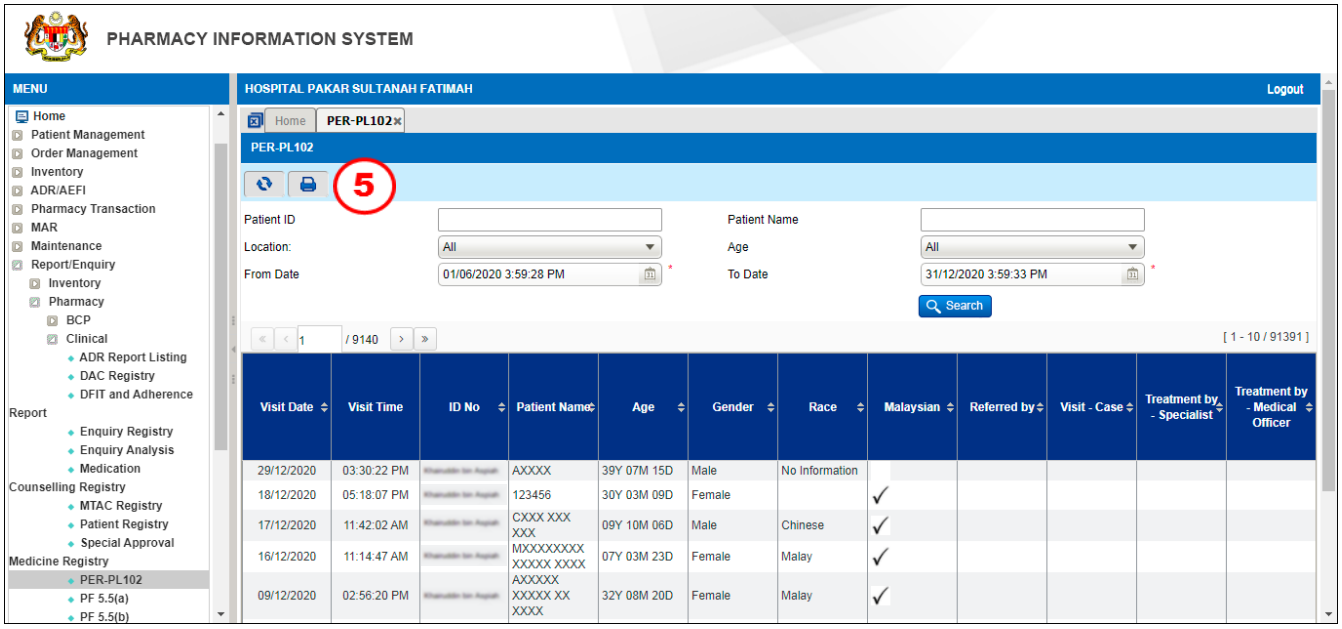



**Figure 3.2.2.12-2 PER-PL102**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.12-3

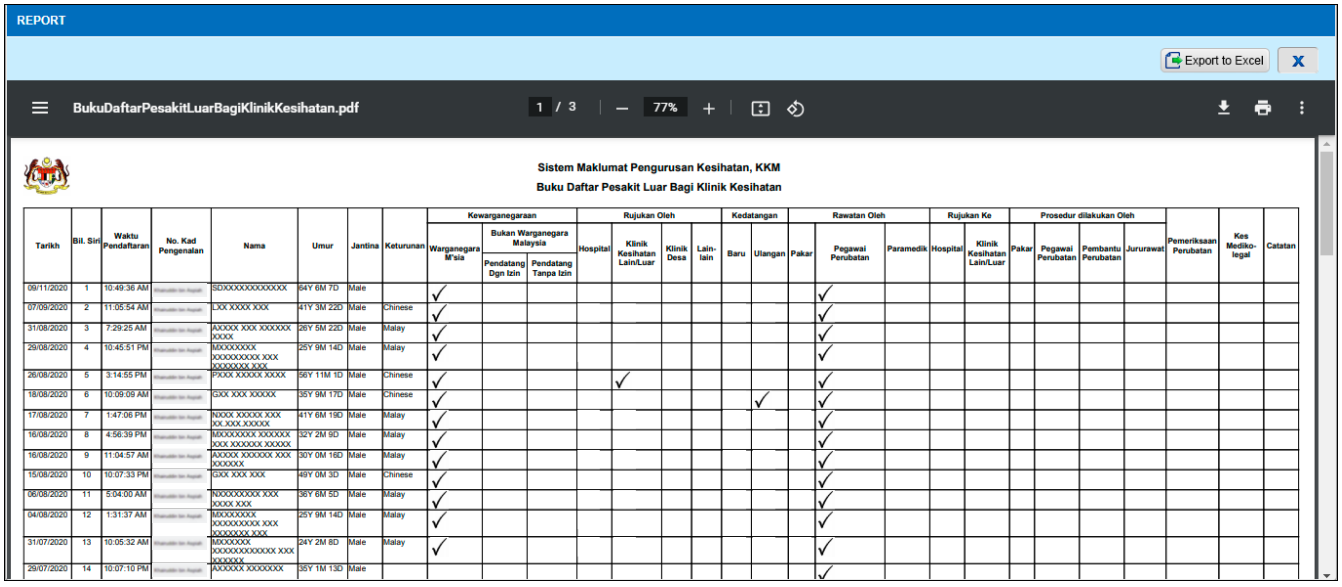
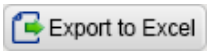



**Figure 3.2.2.12-3 PER-PL102**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.2.13 PF 5.5 (a)

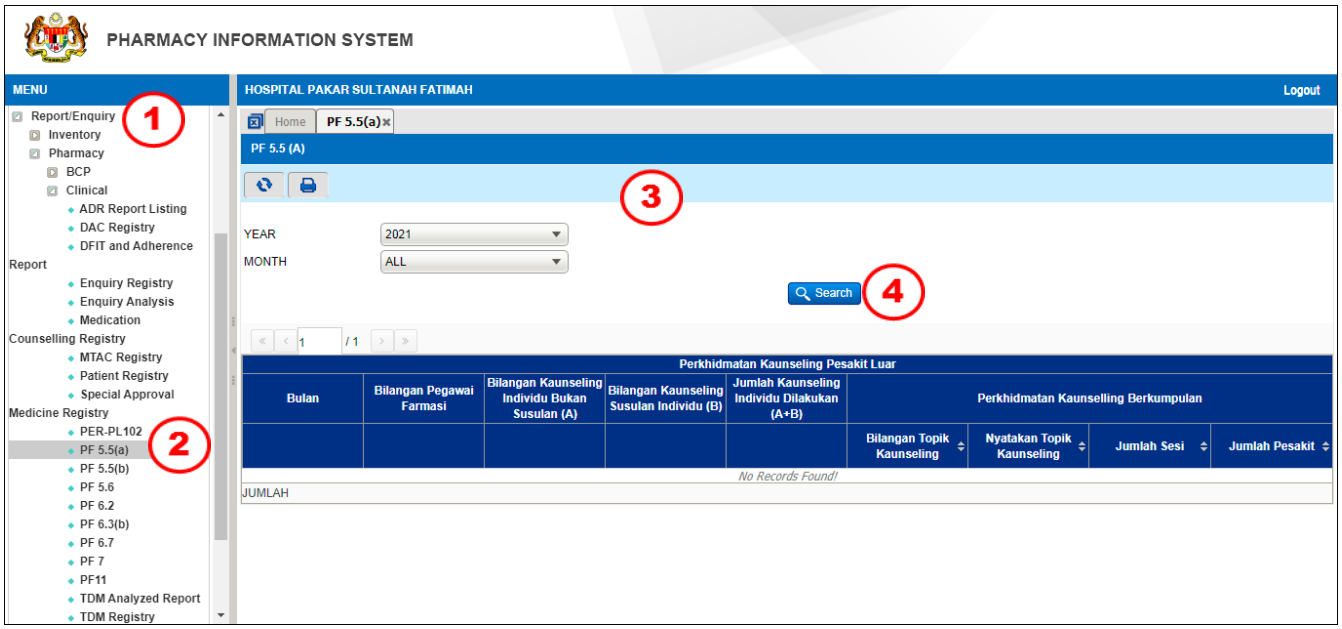



**Figure 3.2.2.13-1 PF 5.5 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 5.5(a)'

**STEP 3**
Search PF 5.5(a) record by criteria as follow:

a) Year
b) Month

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

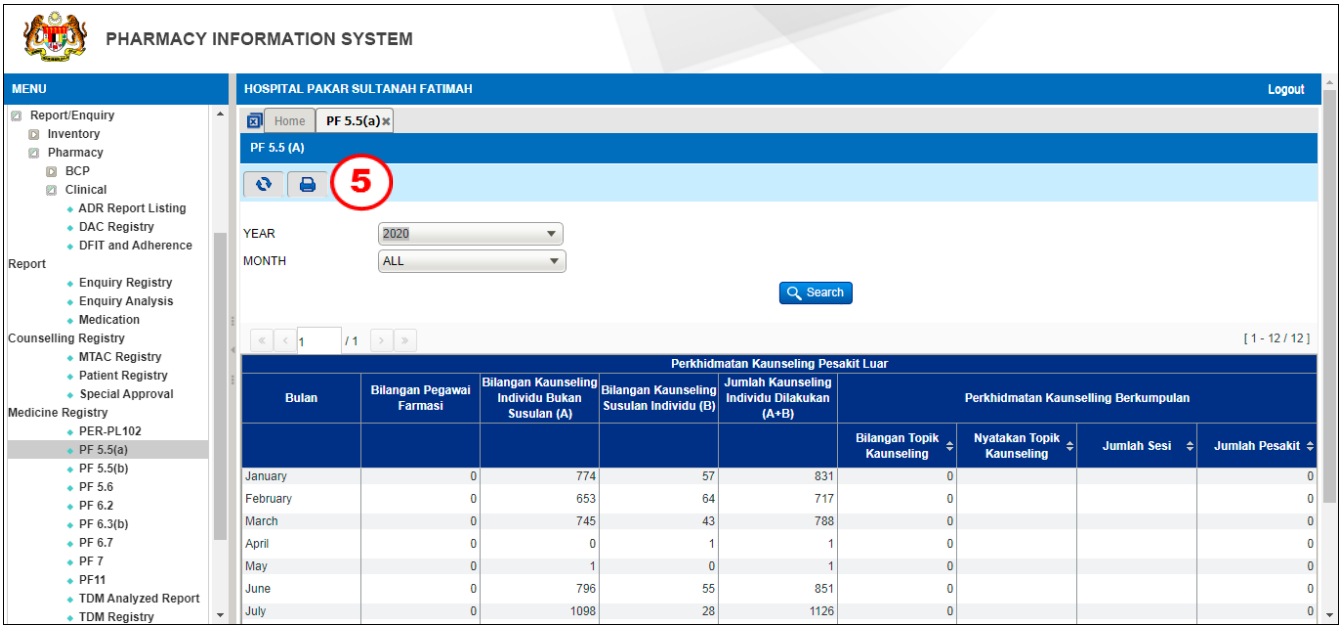



**Figure 3.2.2.13-2 PF 5.5 (a) Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.13-3

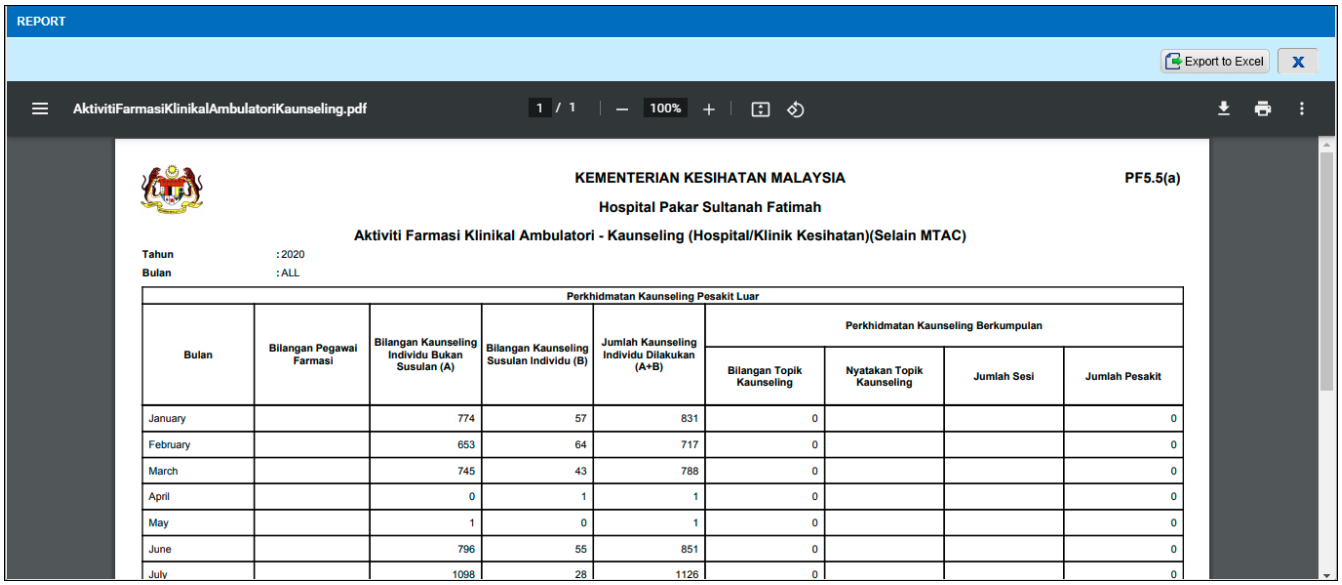
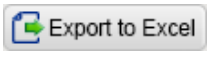



**Figure 3.2.2.13-3 PF 5.5 (a) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.14 PF 5.5 (b)

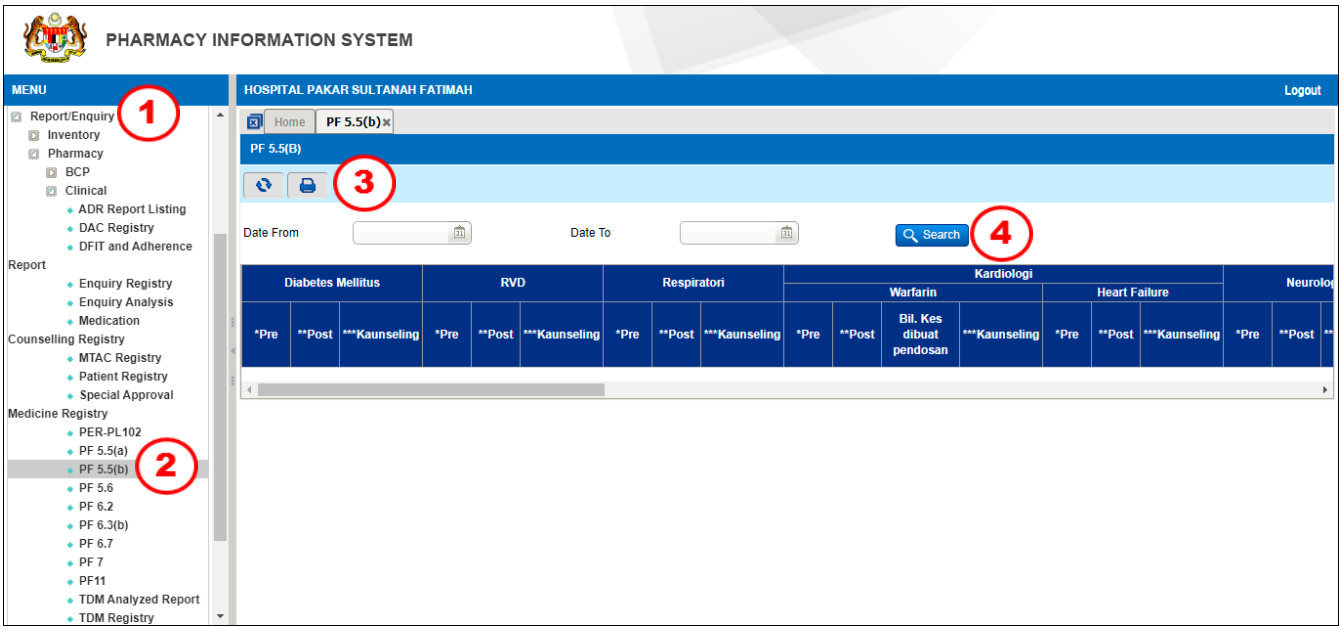



**Figure 3.2.2.14-1 PF 5.5 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 5.5 (b)'

**STEP 3**
Search PF 5.5 (b) record by criteria as follow:

a) Date From
b) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

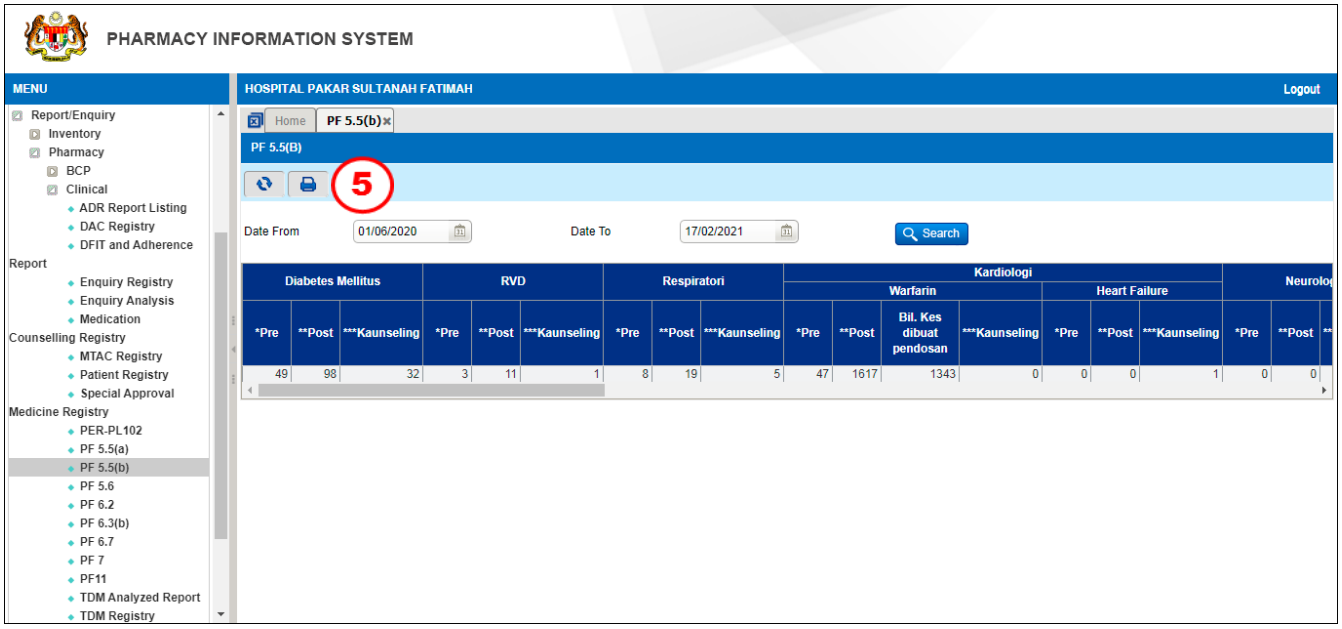



**Figure 3.2.2.14-2 PF 5.5 (b) Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.14-3

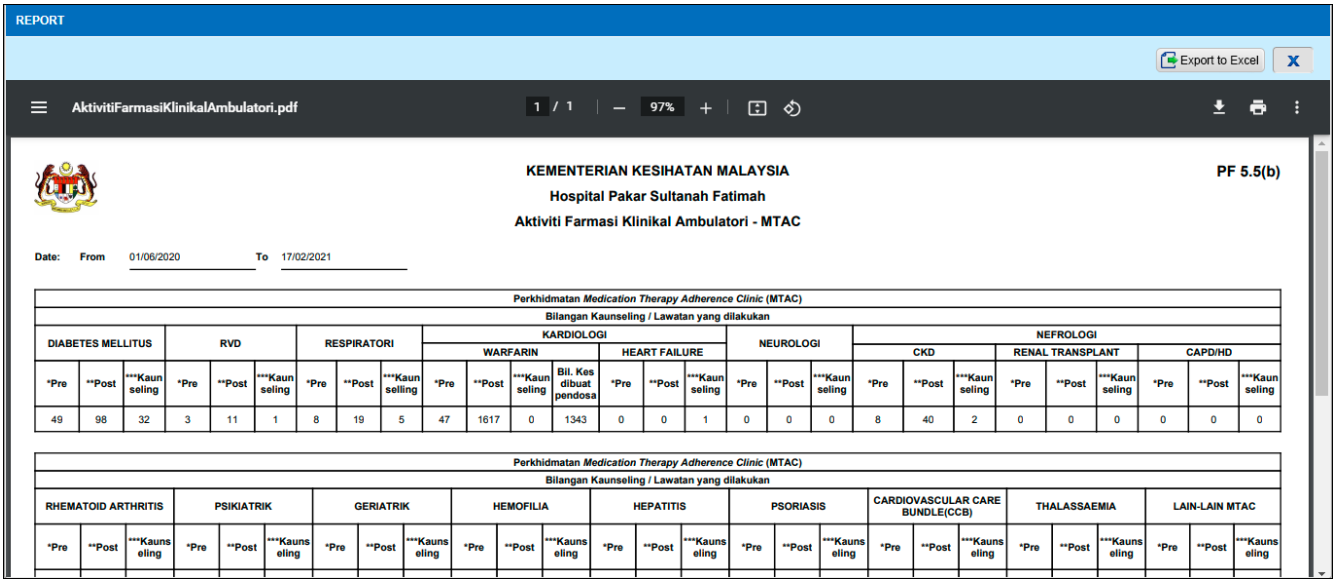



**Figure 3.2.2.14-3 PF 5.5 (b) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.15 PF 5.6

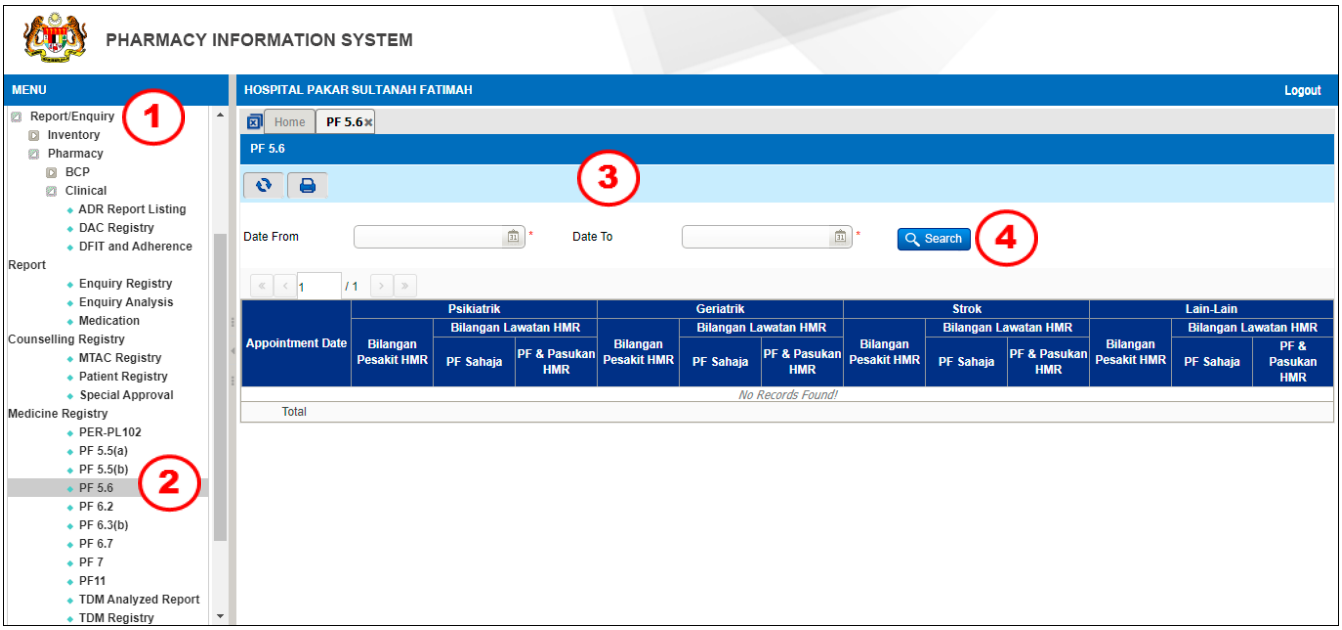



**Figure 3.2.2.15-1 PF 5.6**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 5.6'

**STEP 3**
Search PF 5.6 record by criteria as follow:

c) Date From
d) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

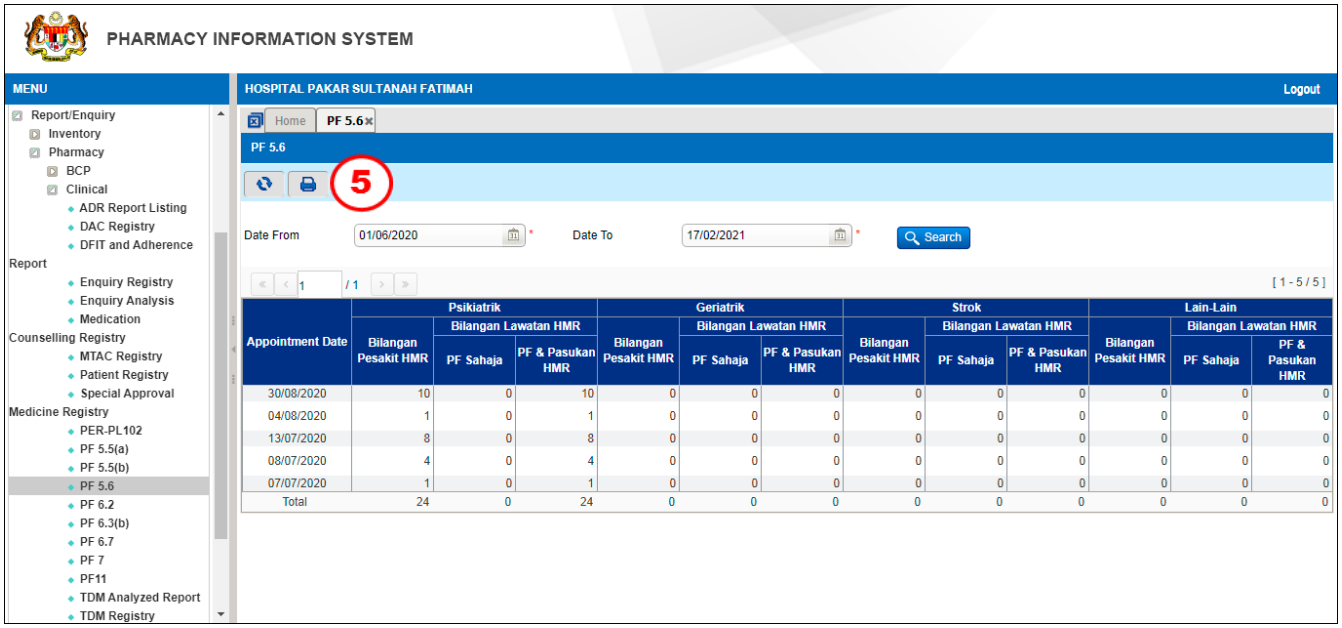



**Figure 3.2.2.15-2 PF 5.6 Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.15-3

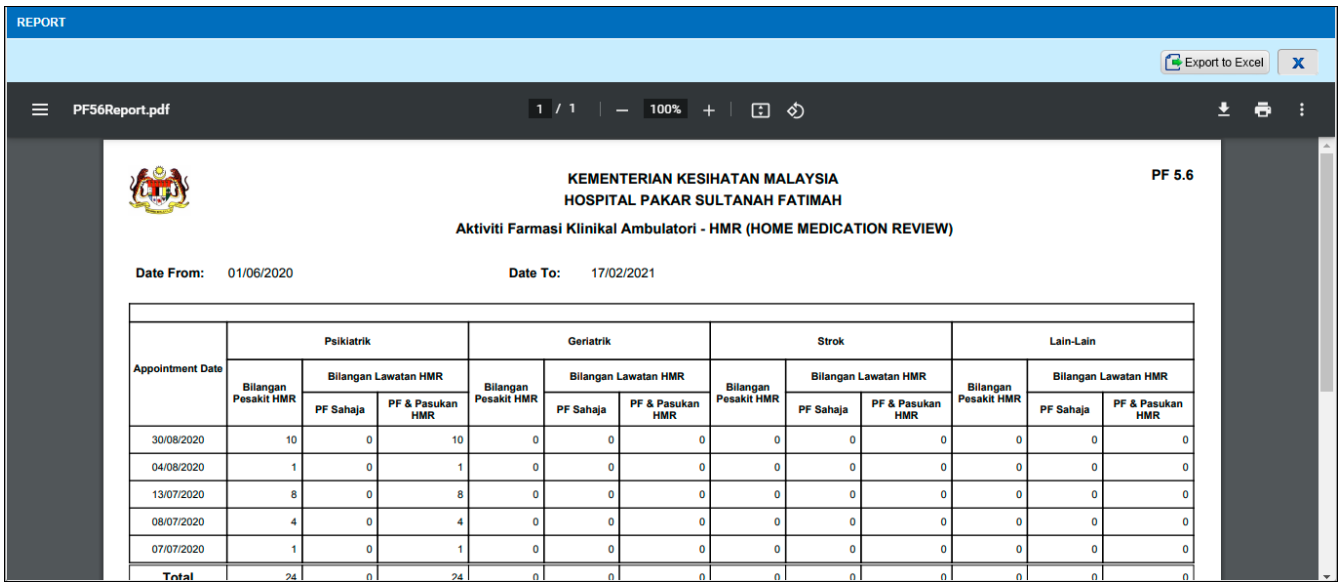
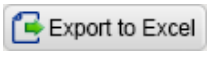



**Figure 3.2.2.15-3 PF 5.6 Report**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.2.16 PF 6.2

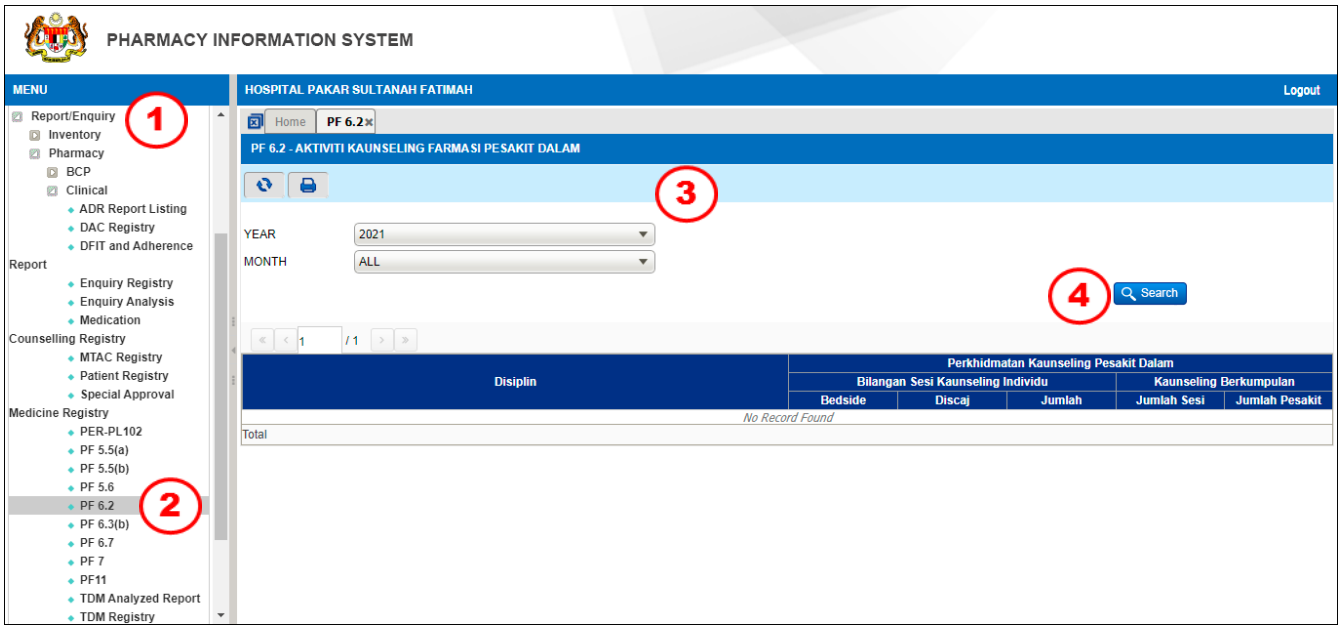



**Figure 3.2.2.16-1 PF 6.2**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 6.2'

**STEP 3**
Search PF 6.2 record by criteria as follow:

a) Year
b) Month

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

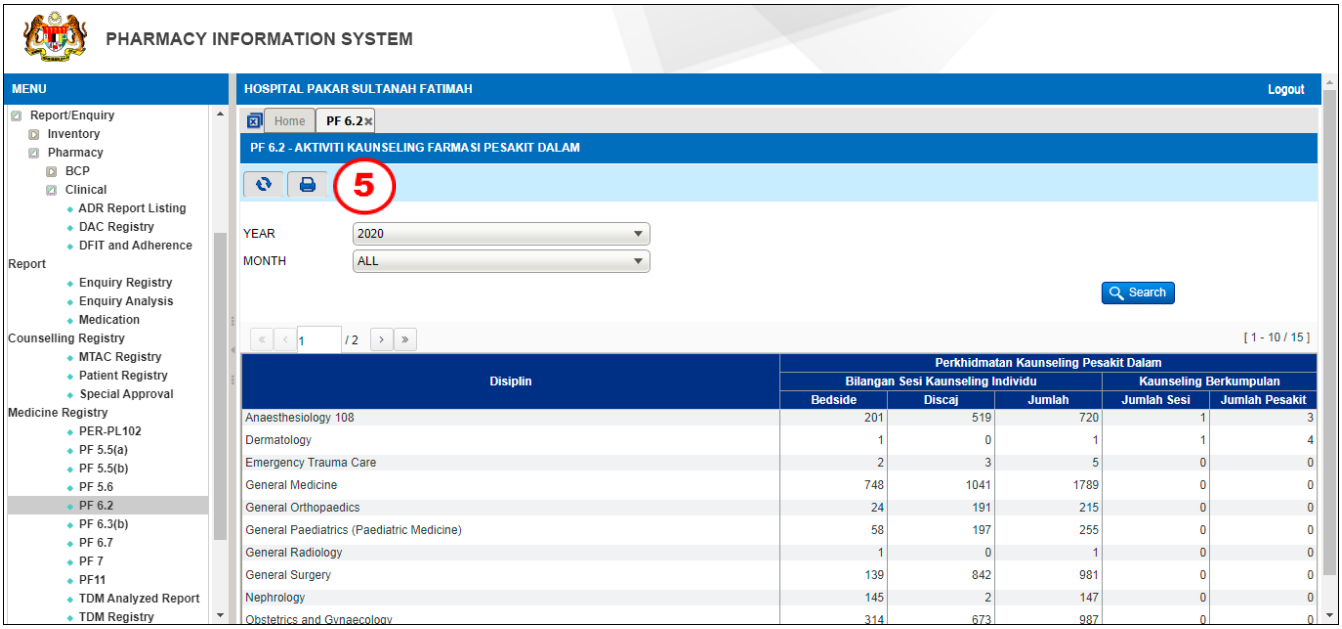



**Figure 3.2.2.16-2 PF 6.2 Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.16-3

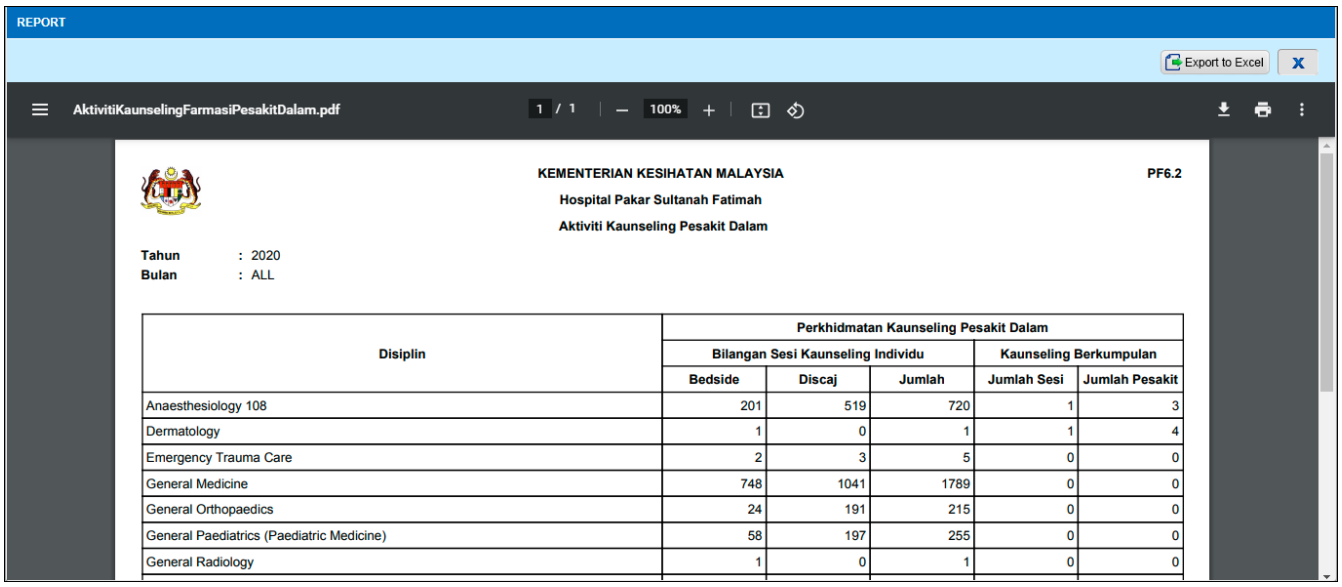



**Figure 3.2.2.16-3 PF 6.2 Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.17 PF 6.3 (a)

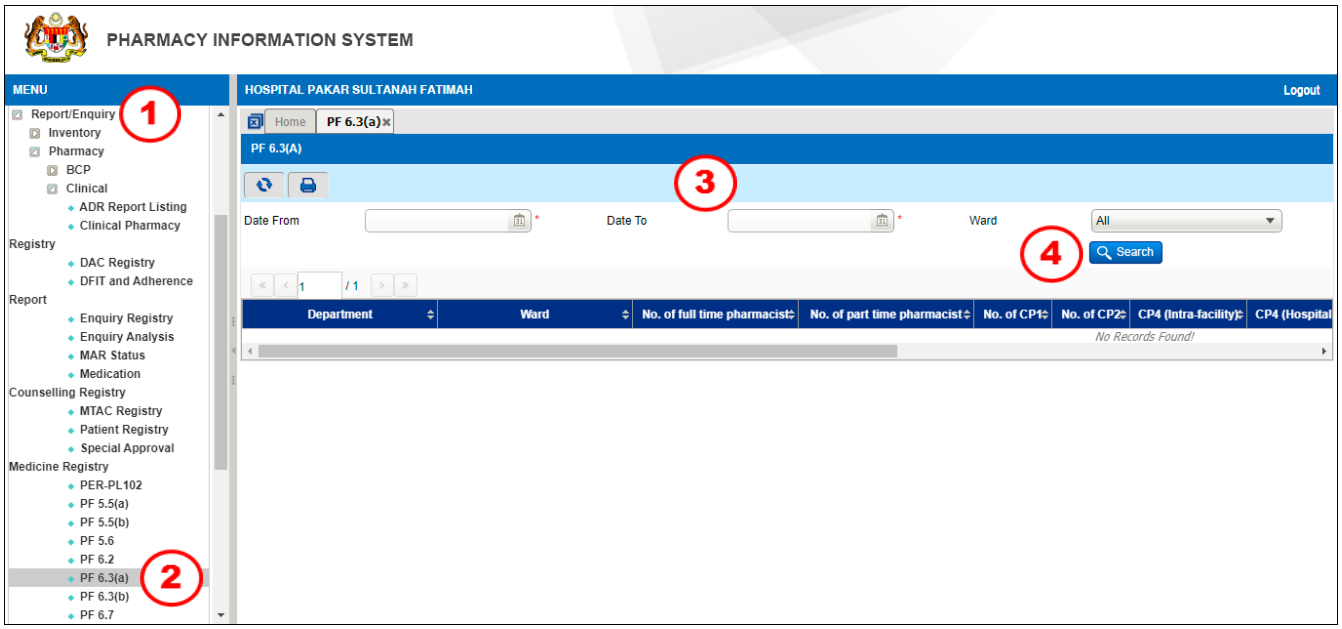



**Figure 3.2.2.17-1 PF 6.3(a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 6.3(a)'

**STEP 3**
Search PF 6.3(a) record by criteria as follow:

a) Date From
b) Date To
c) Ward

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

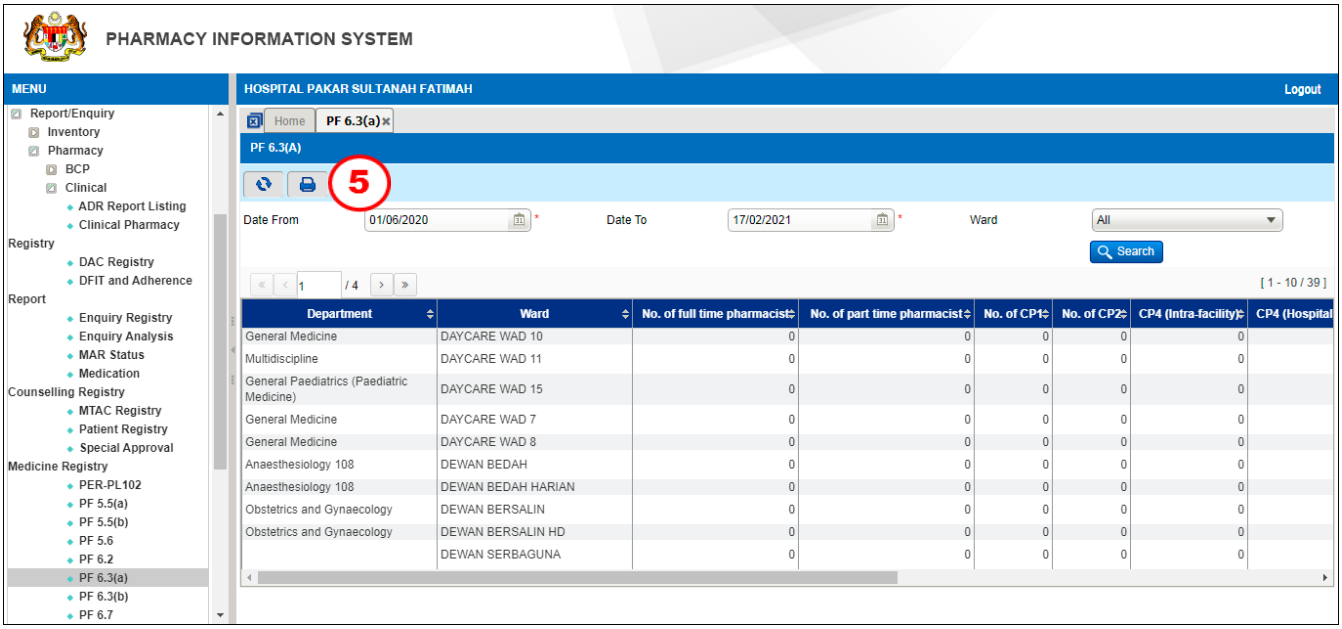



**Figure 3.2.2.17-2 PF 6.3(a) Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.17-3

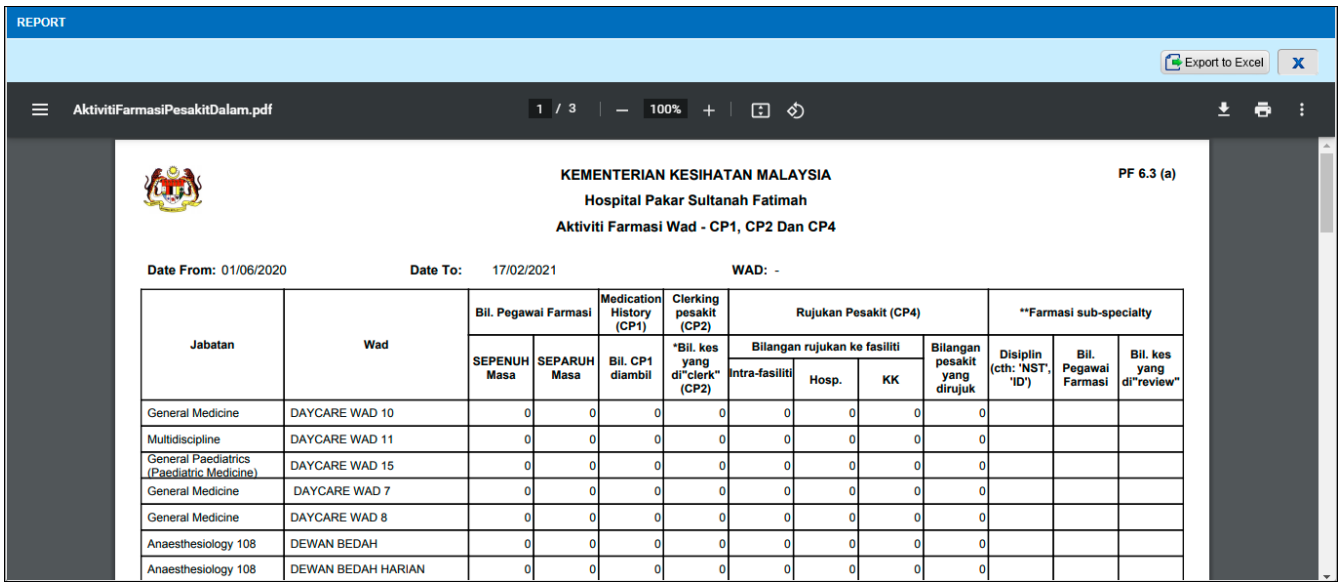
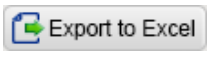



**Figure 3.2.2.17-3 PF 6.3(a) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.18 PF 6.3 (b)

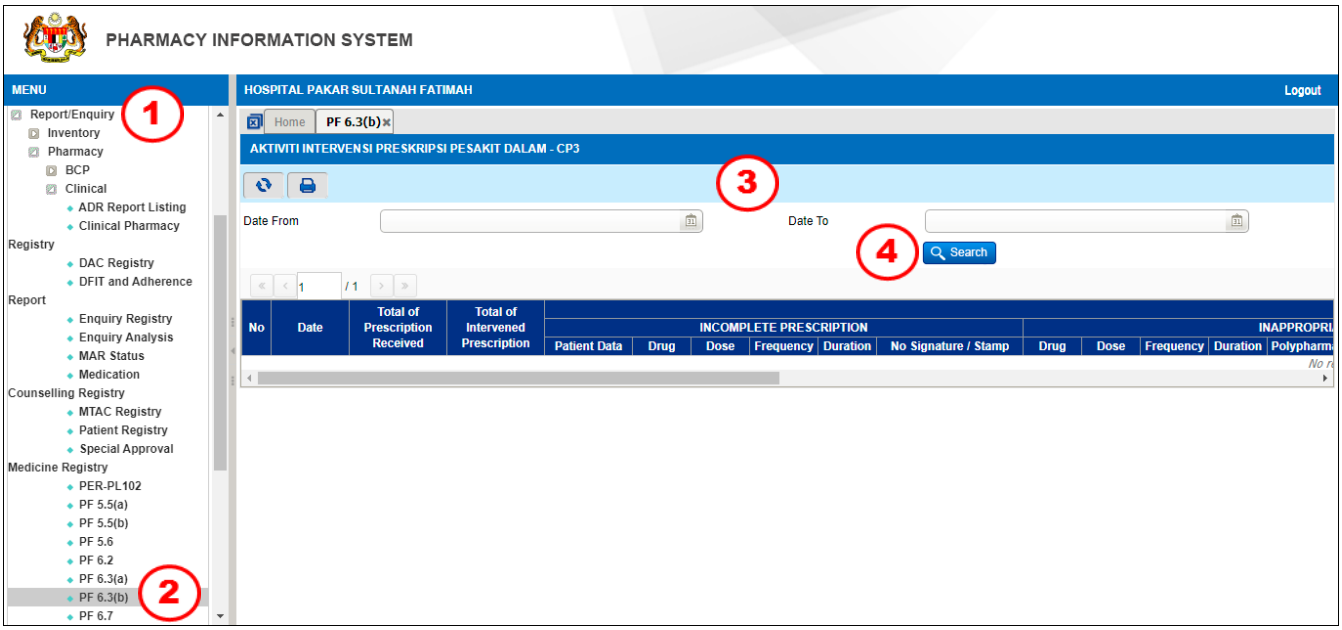



**Figure 3.2.2.18-1 PF 6.3(b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 6.3(b)'

**STEP 3**
Search PF 6.3(b) record by criteria as follow:

d) Date From
e) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

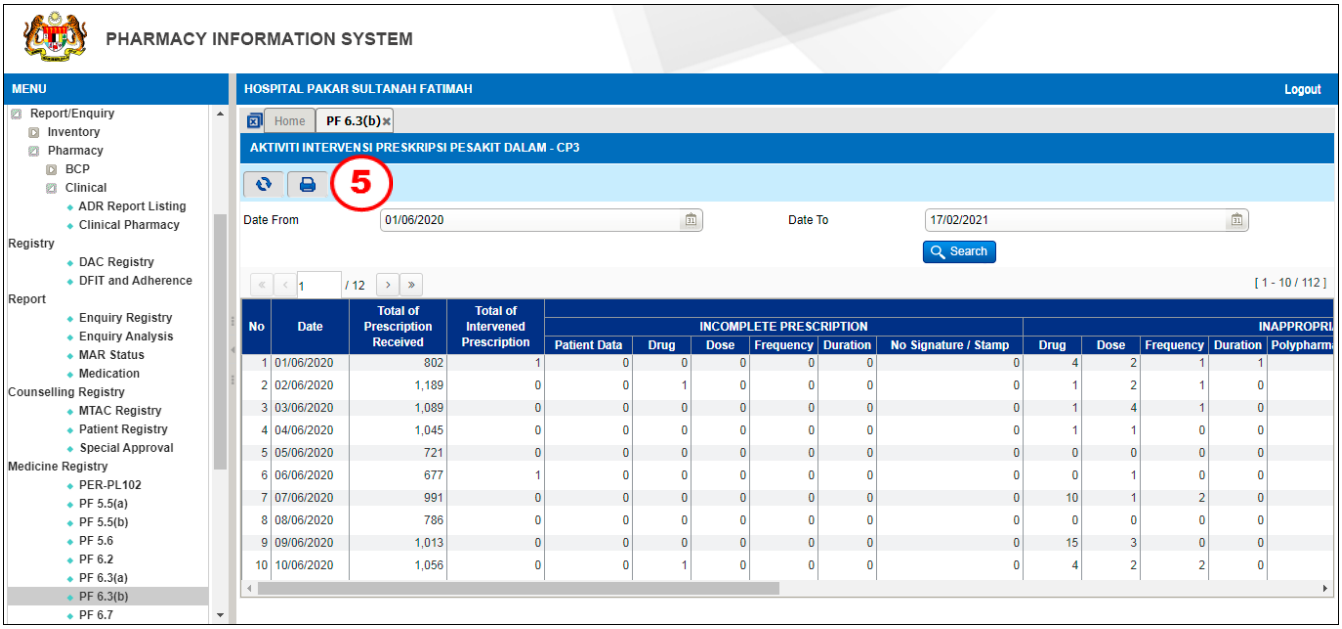



**Figure 3.2.2.18-2 PF 6.3(b) Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.18-3

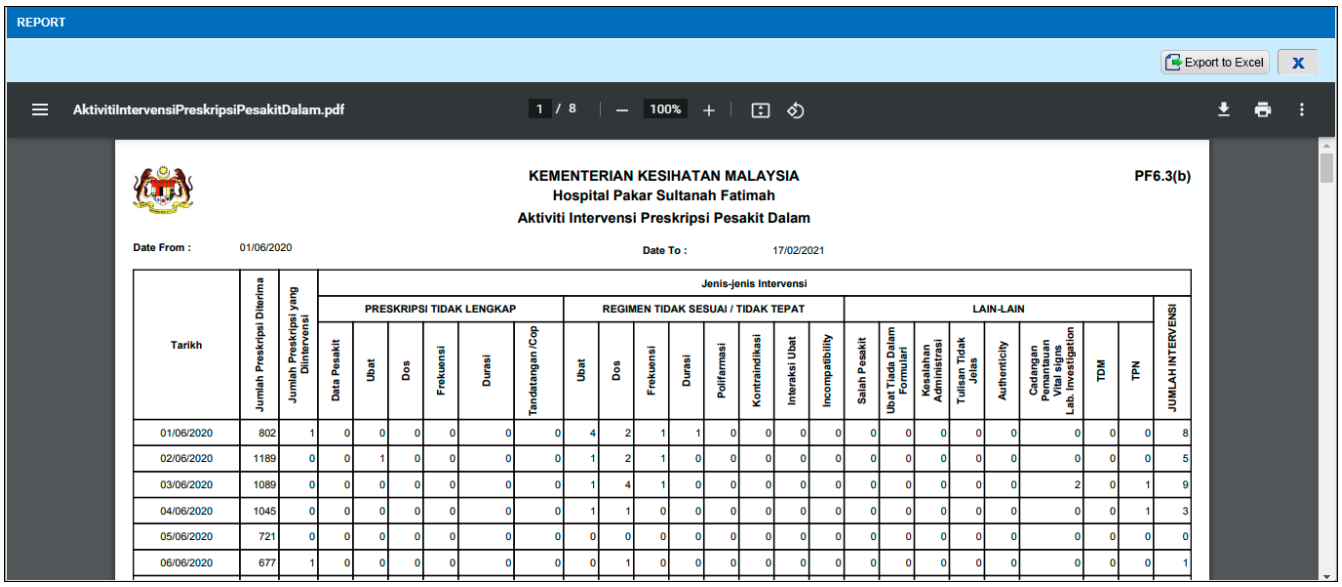



**Figure 3.2.2.18-3 PF 6.3(b) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.19 PF 6.7

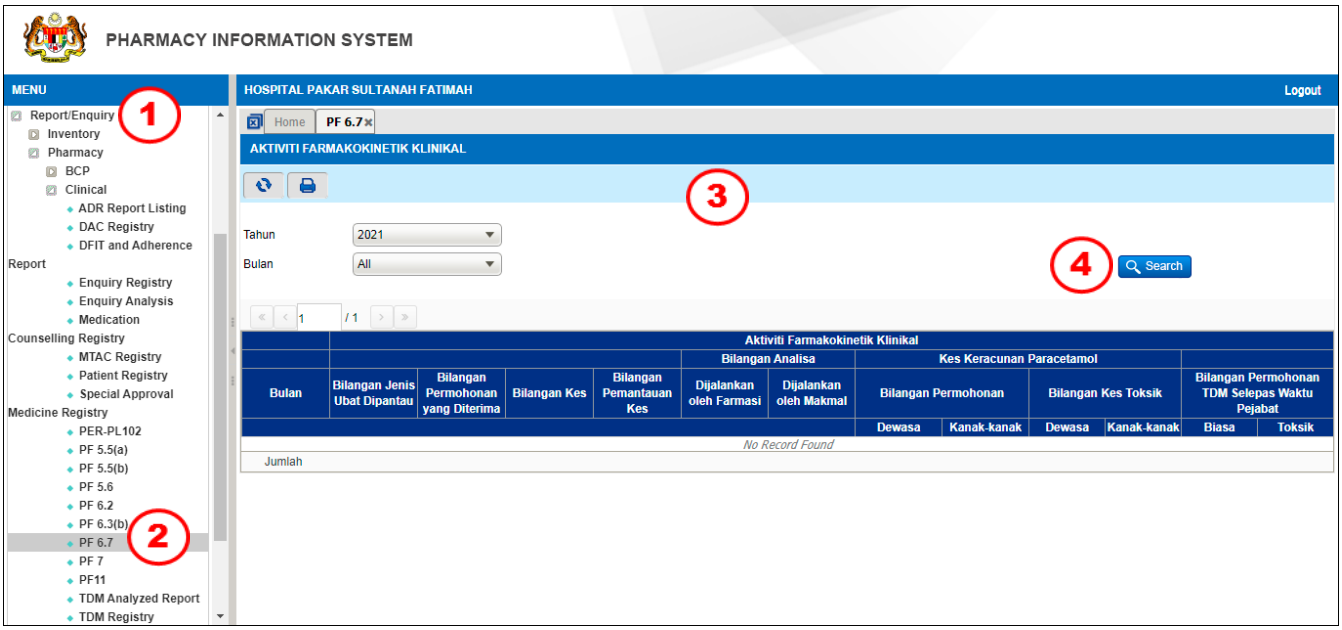



**Figure 3.2.2.19-1 PF 6.7**

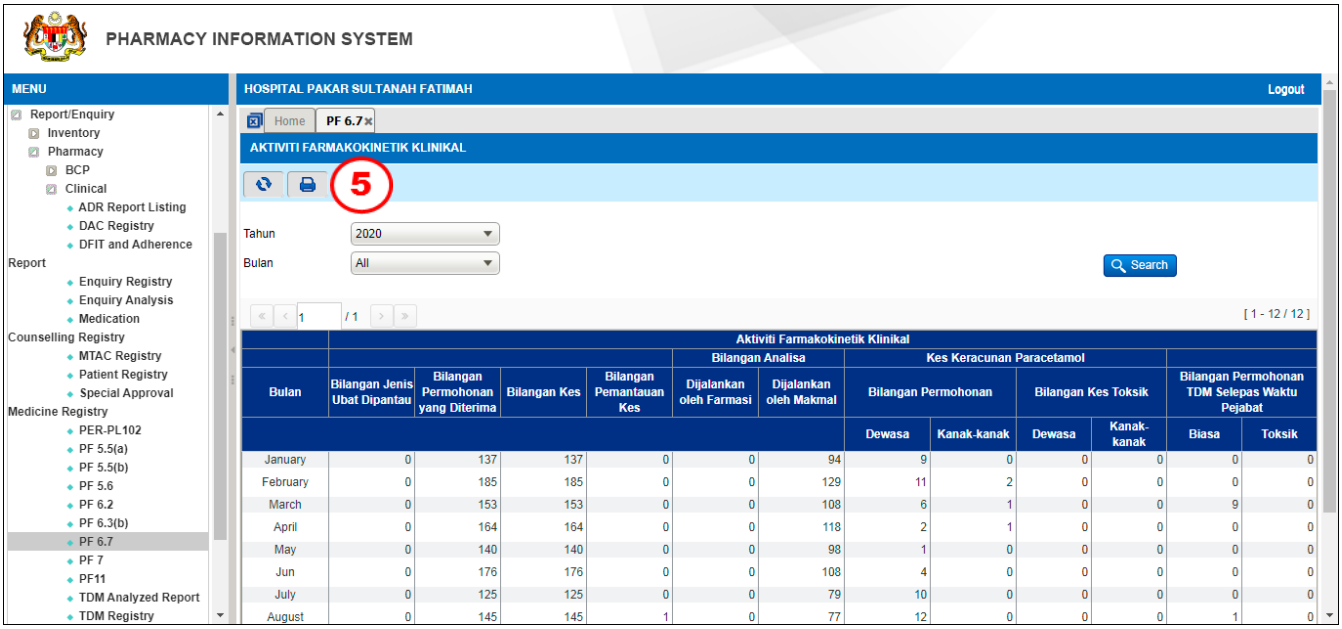
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 6.7'

**STEP 3**
Search PF 6.7 record by criteria as follow:

a) Tahun
b) Bulan

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

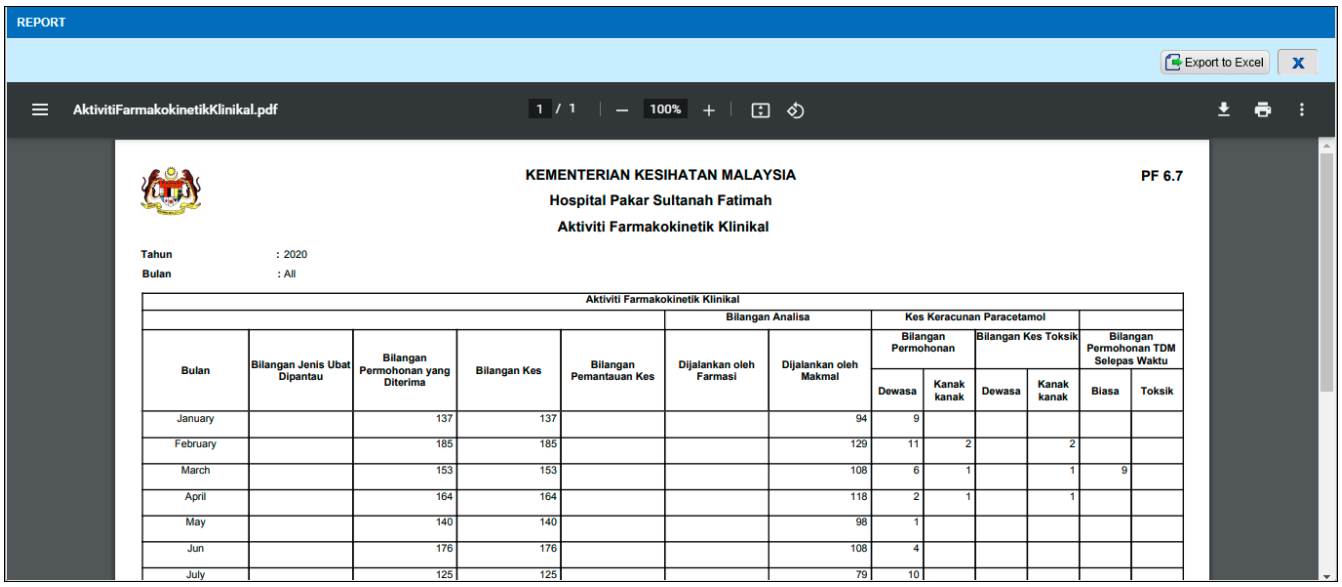



| Aktiviti Farmakokinetik Klinikal | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | Bilangan Analisa | | Kes Keracunan Paracetamol | | | | | |
| Bulan | Bilangan Jenis Ubat Dipantau | Bilangan Permohonan yang Diterima | Bilangan Kes | Bilangan Pemantauan Kes | Dijalankan oleh Farmasi | Dijalankan oleh Makmal | Bilangan Permohonan | | Bilangan Kes Toksik | | Bilangan Permohonan TDM Selepas Waktu Pejabat | |
| | | | | | | | Dewasa | Kanak-kanak | Dewasa | Kanak-kanak | Biasa | Toksik |
| January | 0 | 137 | 137 | 0 | 0 | 94 | 9 | 0 | 0 | 0 | 0 | 0 |
| February | 0 | 185 | 185 | 0 | 0 | 129 | 11 | 2 | 0 | 0 | 0 | 0 |
| March | 0 | 153 | 153 | 0 | 0 | 108 | 6 | 1 | 0 | 0 | 9 | 0 |
| April | 0 | 164 | 164 | 0 | 0 | 118 | 2 | 1 | 0 | 0 | 0 | 0 |
| May | 0 | 140 | 140 | 0 | 0 | 98 | 1 | 0 | 0 | 0 | 0 | 0 |
| Jun | 0 | 176 | 176 | 0 | 0 | 108 | 4 | 0 | 0 | 0 | 0 | 0 |
| July | 0 | 125 | 125 | 0 | 0 | 79 | 10 | 0 | 0 | 0 | 0 | 0 |
| August | 0 | 145 | 145 | 1 | 0 | 77 | 12 | 0 | 0 | 0 | 1 | 0 |

**Figure 3.2.2.19-2 PF 6.7 Search Result**

**STEP 5**

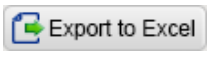
Click on the  button to view/print the record as Figure 3.2.2.19-3




| Aktiviti Farmakokinetik Klinikal | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | Bilangan Analisa | | Kes Keracunan Paracetamol | | | | | |
| Bulan | Bilangan Jenis Ubat Dipantau | Bilangan Permohonan yang Diterima | Bilangan Kes | Bilangan Pemantauan Kes | Dijalankan oleh Farmasi | Dijalankan oleh Makmal | Bilangan Permohonan | | Bilangan Kes Toksik | | Bilangan Permohonan TDM Selepas Waktu | |
| | | | | | | | Dewasa | Kanak kanak | Dewasa | Kanak kanak | Biasa | Toksik |
| January | | 137 | 137 | | | 94 | 9 | | | | | |
| February | | 185 | 185 | | | 129 | 11 | 2 | | 2 | | |
| March | | 153 | 153 | | | 108 | 6 | 1 | | 1 | 9 | |
| April | | 164 | 164 | | | 118 | 2 | 1 | | 1 | | |
| May | | 140 | 140 | | | 98 | 1 | | | | | |
| Jun | | 176 | 176 | | | 108 | 4 | | | | | |
| July | | 125 | 125 | | | 79 | 10 | | | | | |

**Figure 3.2.2.19-3 PF 6.7 Report**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.2.20 PF 7

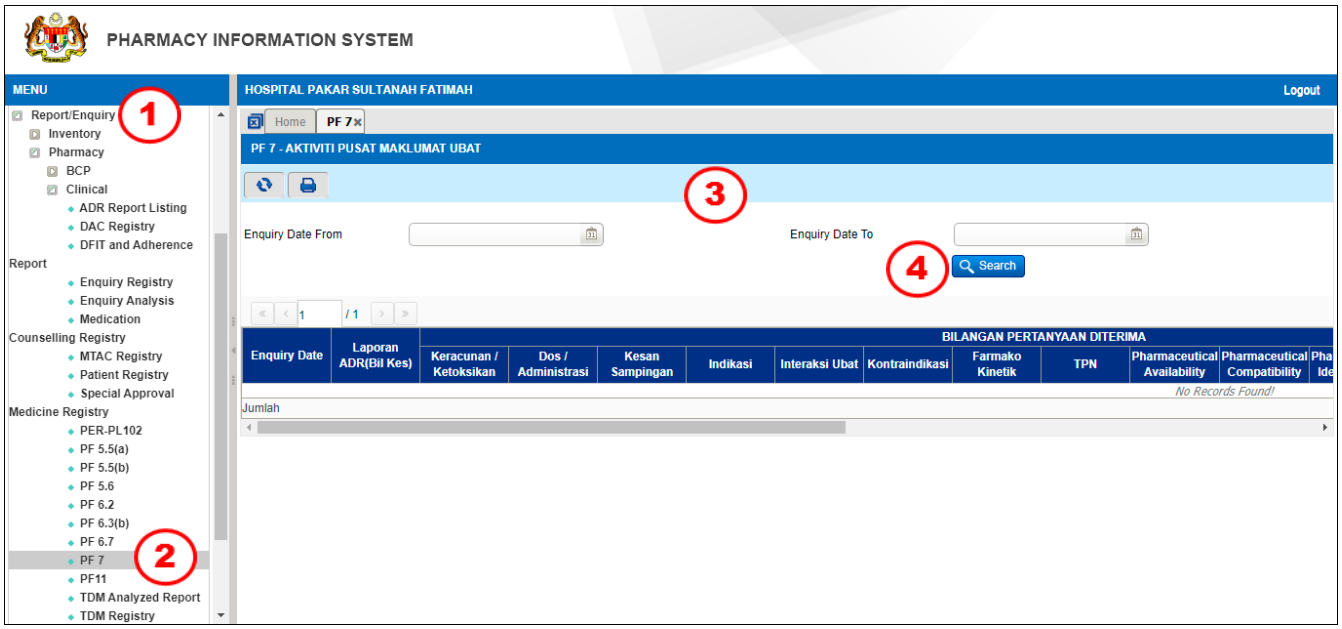



**Figure 3.2.2.20-1 PF 7**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 7'

**STEP 3**
Search PF 7 record by criteria as follow:

a) Enquiry Date From
b) Enquiry Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

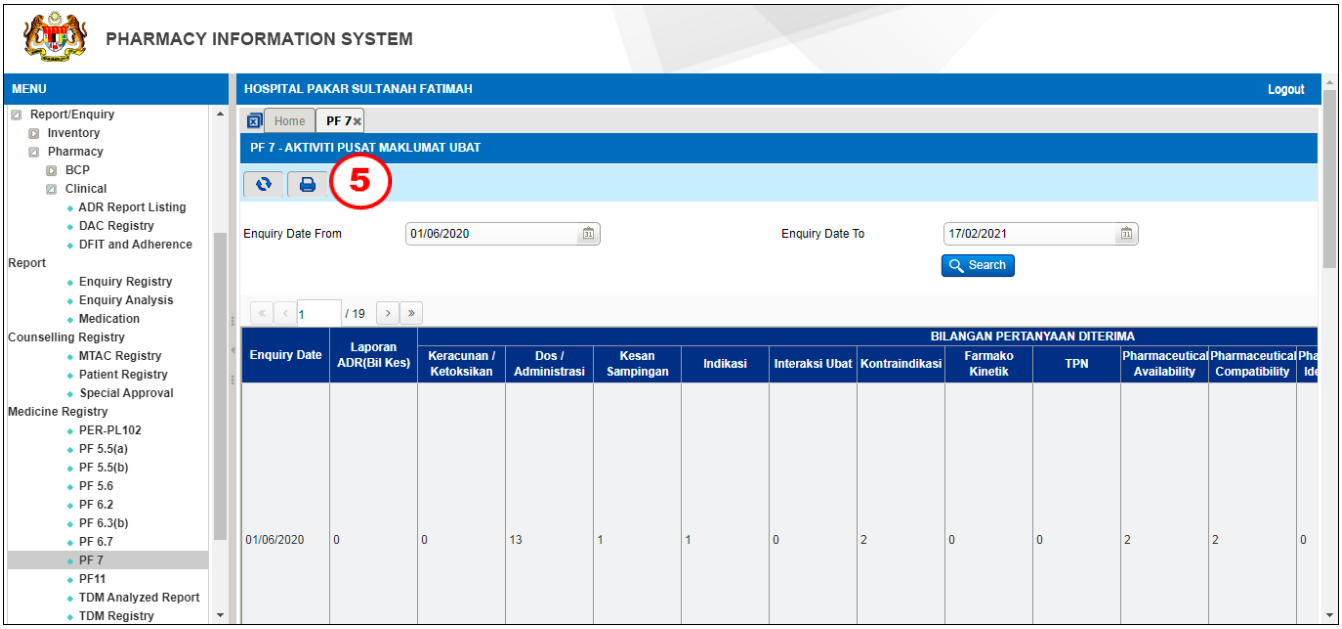



**Figure 3.2.2.20-2 PF 7 Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.20-3

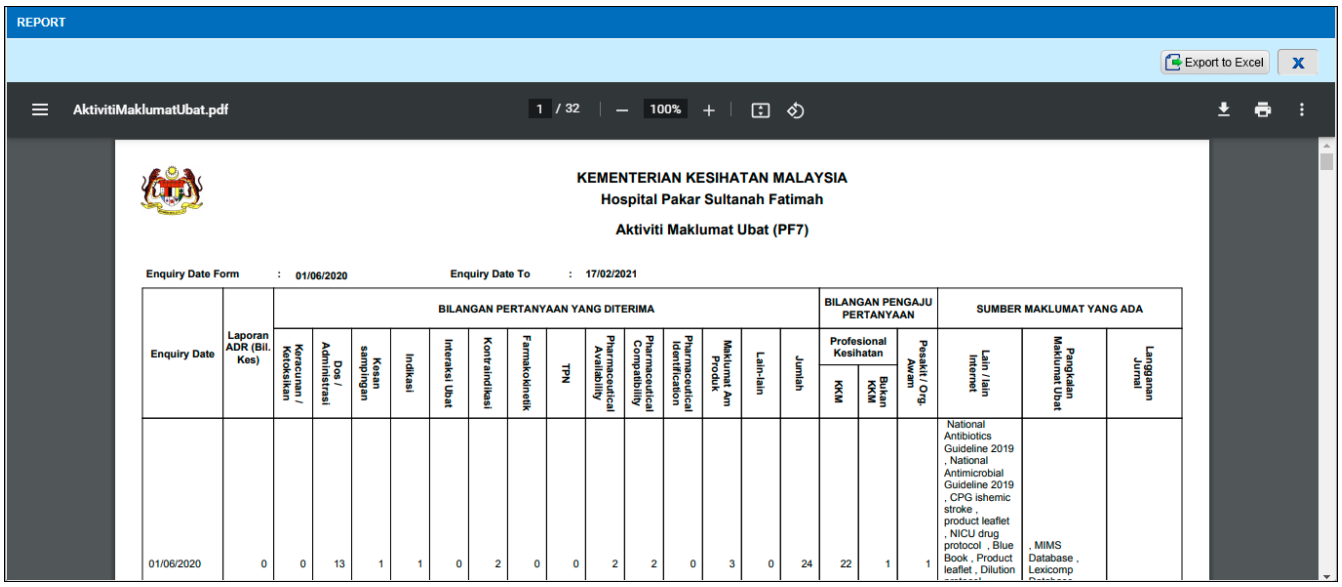



**Figure 3.2.2.20-3 PF 7 Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.21 PF 11

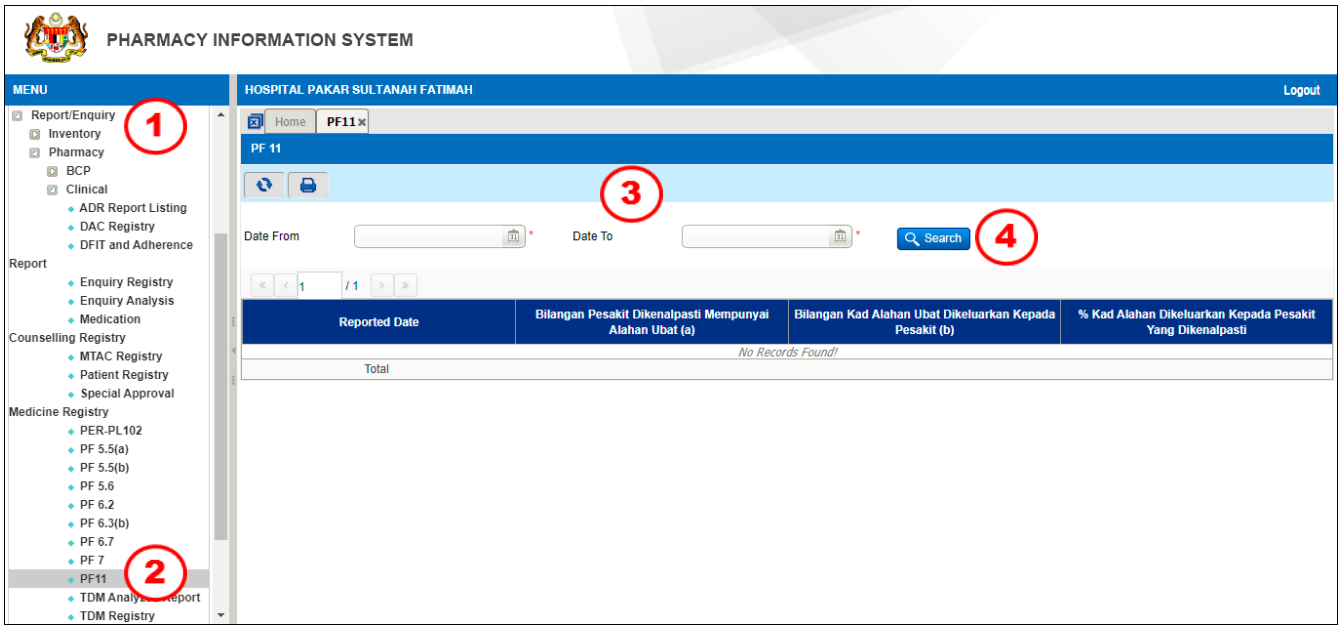



**Figure 3.2.2.21-1 PF 11**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'PF 11'

**STEP 3**
Search PF 11 record by criteria as follow:

a) Date From
b) Date To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

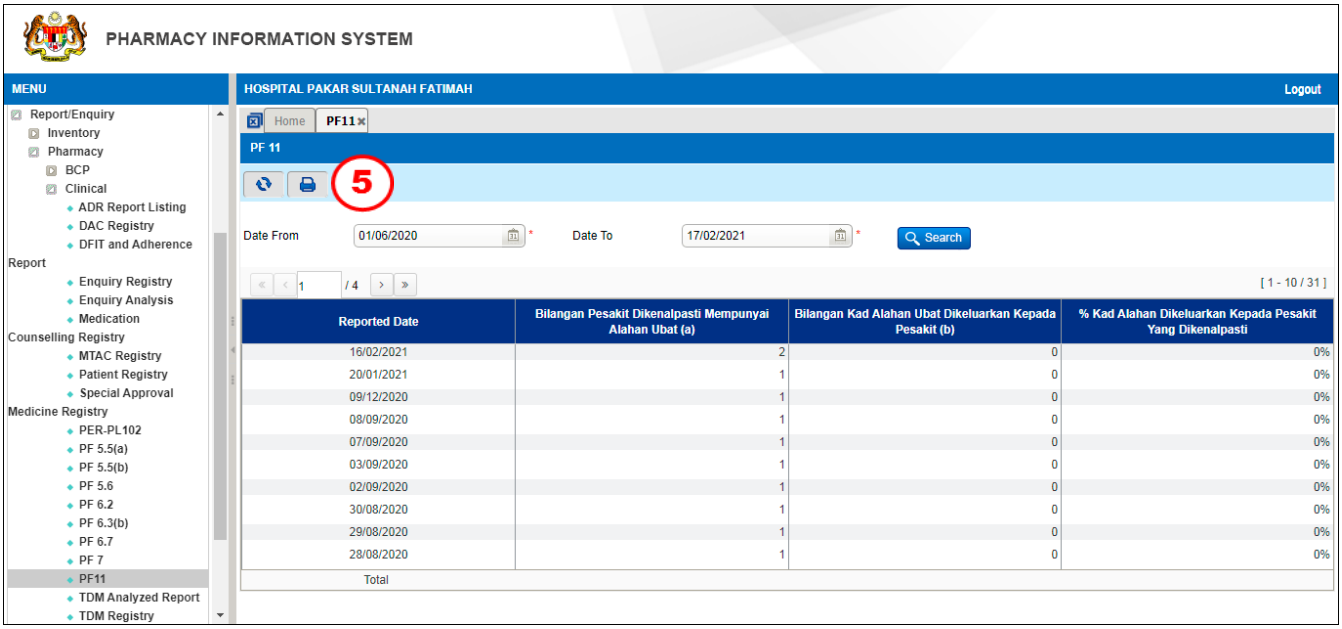



**Figure 3.2.2.21-2 Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.21-3

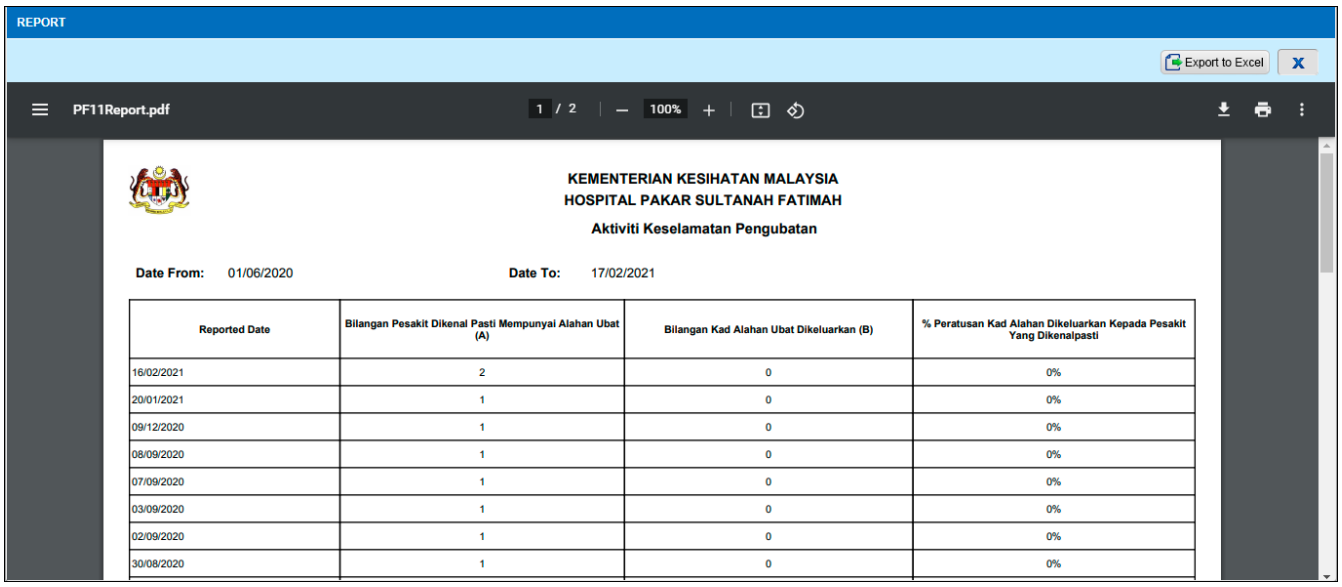
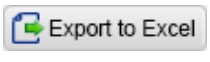



**Figure 3.2.2.21-3 Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.22 TDM Analyzed Report

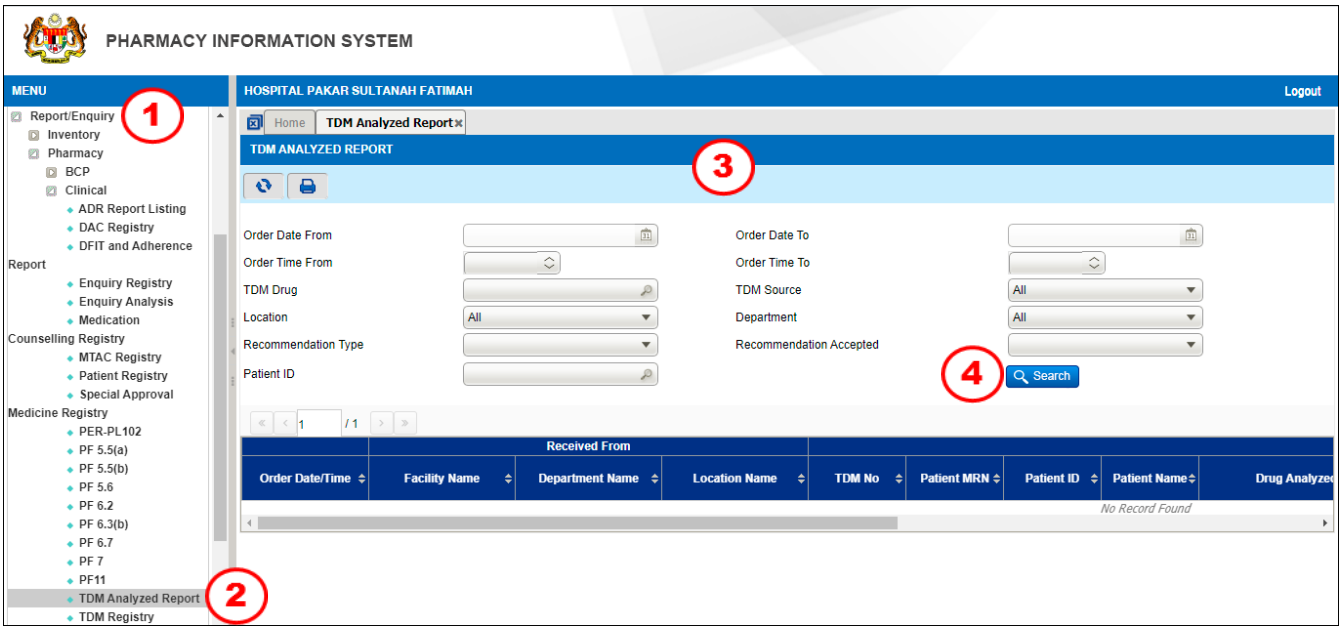



**Figure 3.2.2.22-1 TDM Analyzed Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'TDM Analyzed Report'

**STEP 3**
Search TDM Analyzed Report record by criteria as follow:

a) Order Date From
b) Order Date To
c) Order Time From
d) Order Time To
e) TDM Drug
f) TDM Source
g) Location
h) Department
i) Recommendation Type
j) Recommendation Accepted
k) Patient ID

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

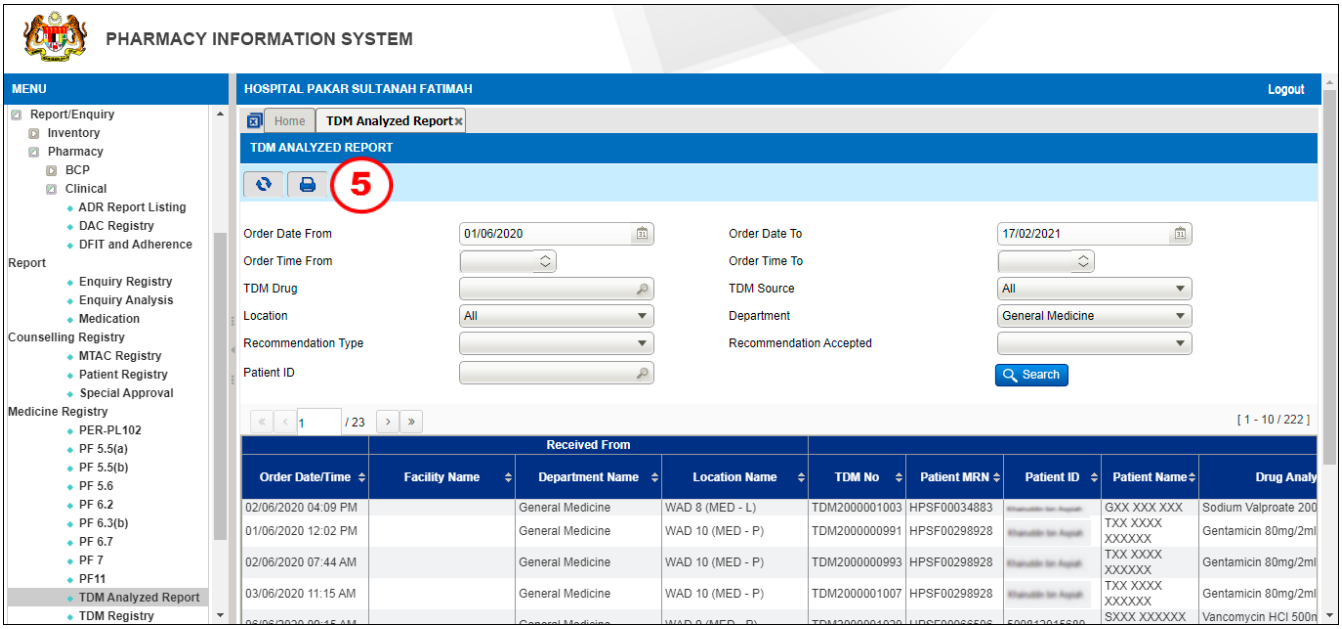



**Figure 3.2.2.22-2 TDM Analyzed Report Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.22-3

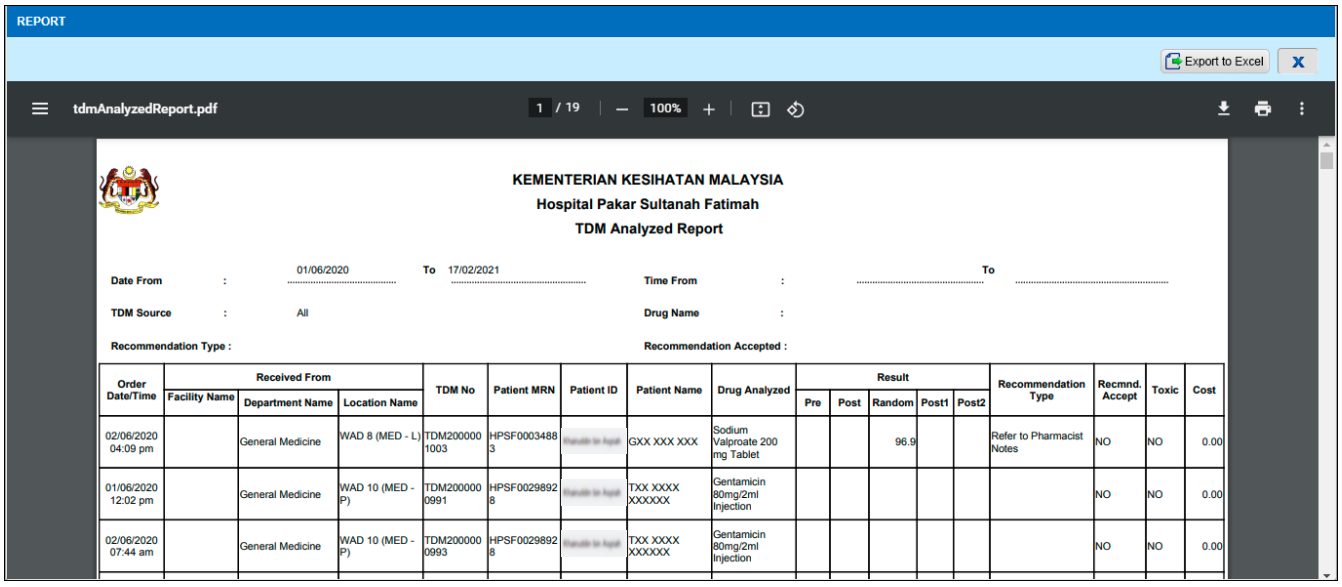
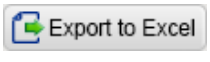



**Figure 3.2.2.22-3 TDM Analyzed Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.23 TDM Registry

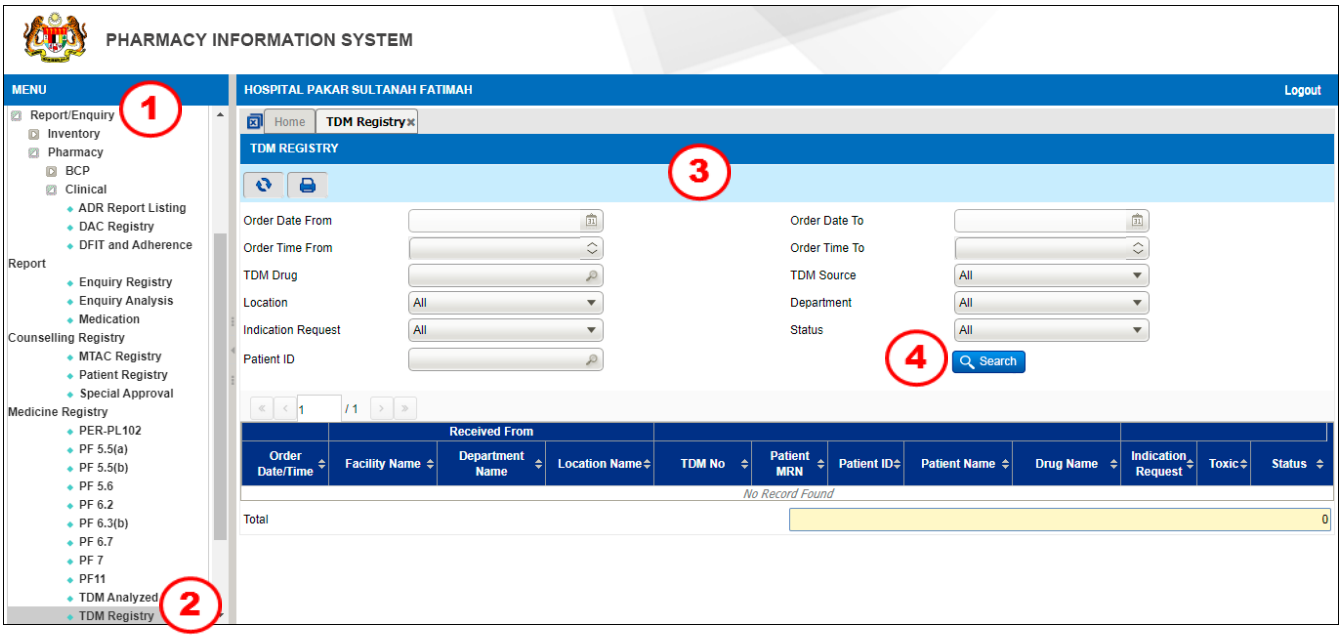



**Figure 3.2.2.23-1 TDM Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical'

**STEP 2**
Click on 'TDM Registry'

**STEP 3**
Search TDM Registry record by criteria as follow:

a) Order Date From
b) Order Date To
c) Order Time From
d) Order Time To
e) TDM Drug
f) TDM Source
g) Location
h) Department
i) Indication Request
j) Status
k) Patient ID

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

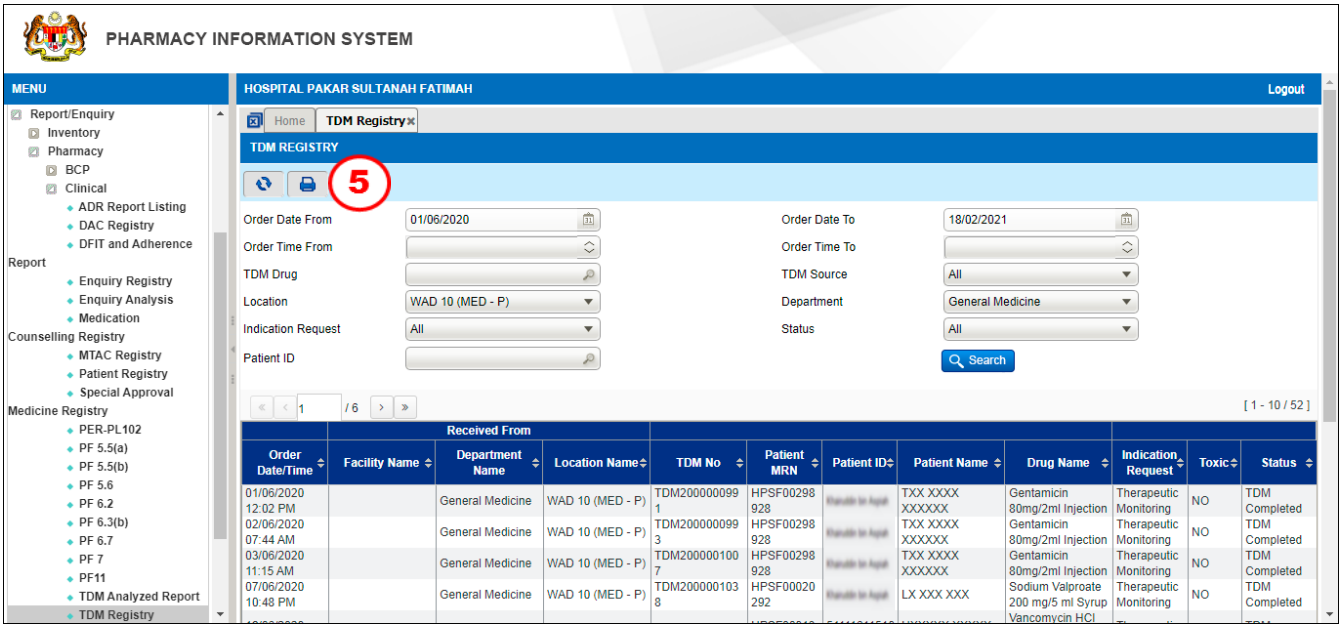



**Figure 3.2.2.23-2 TDM Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.2.23-3

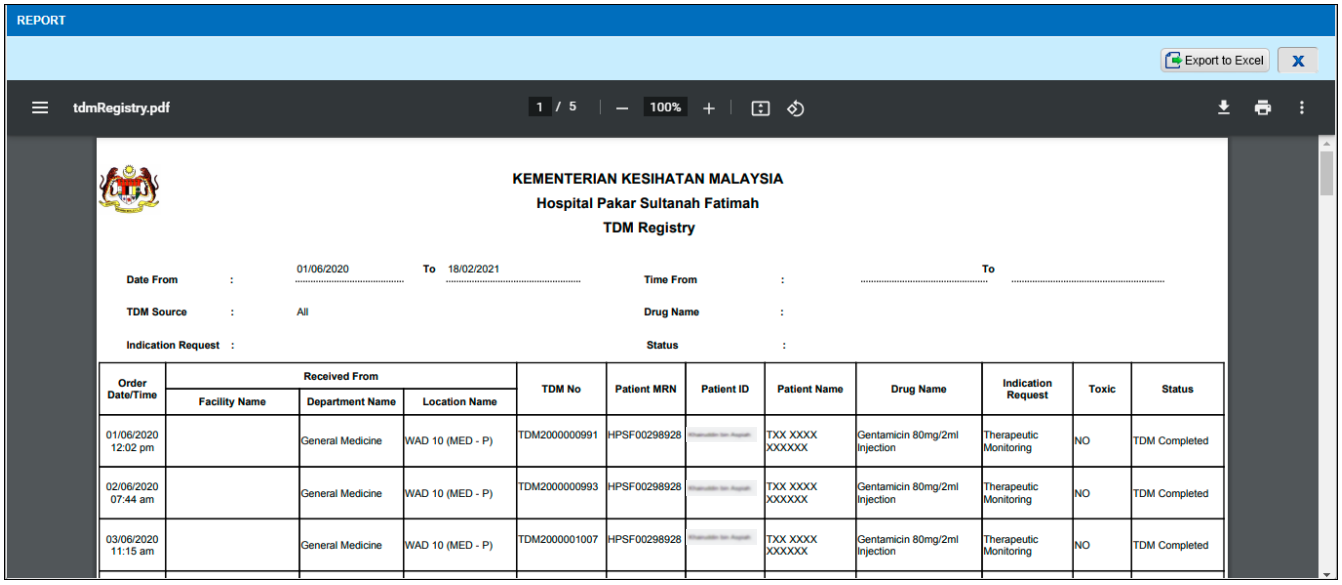
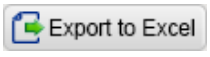



**Figure 3.2.2.23-3 TDM Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.24 Ward Information

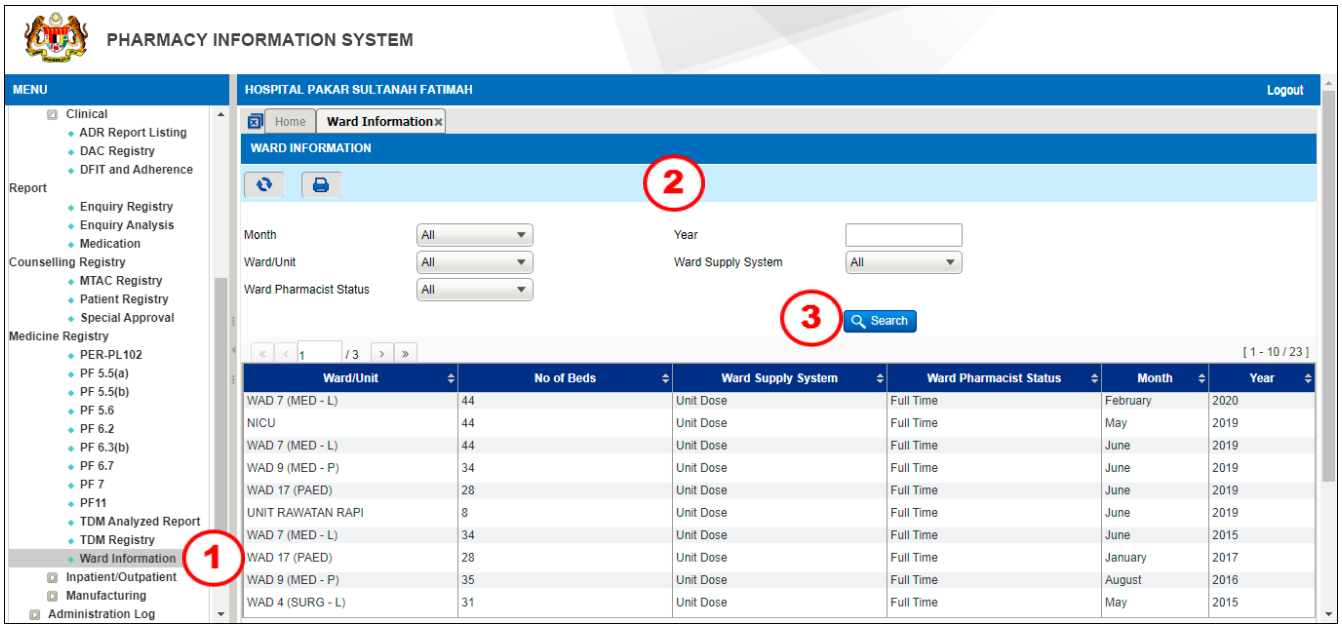



**Figure 3.2.2.24-1 Ward Information**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical' and then click on 'Ward Information'

**STEP 2**
Search Ward Information record by criteria as follow:

a) Month
b) Year
c) Ward/Unit
d) Ward Supply System
e) Ward Pharmacist Status

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

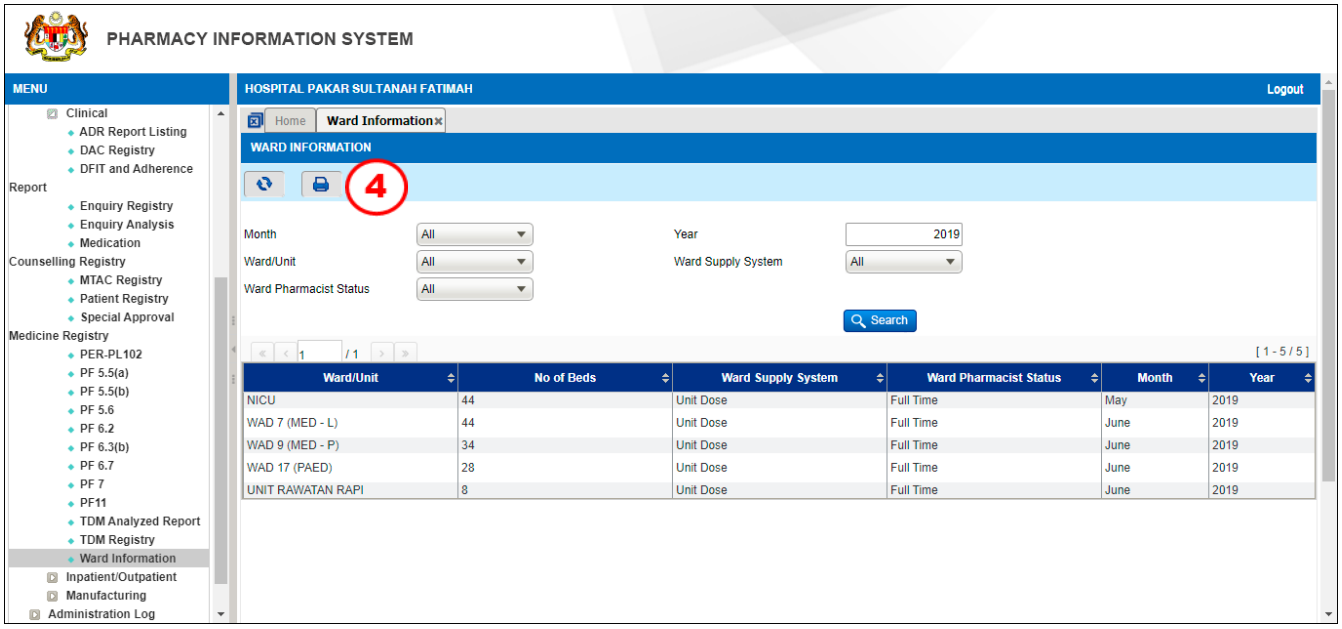



**Figure 3.2.2.24-2 Ward Information Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.2.24-3

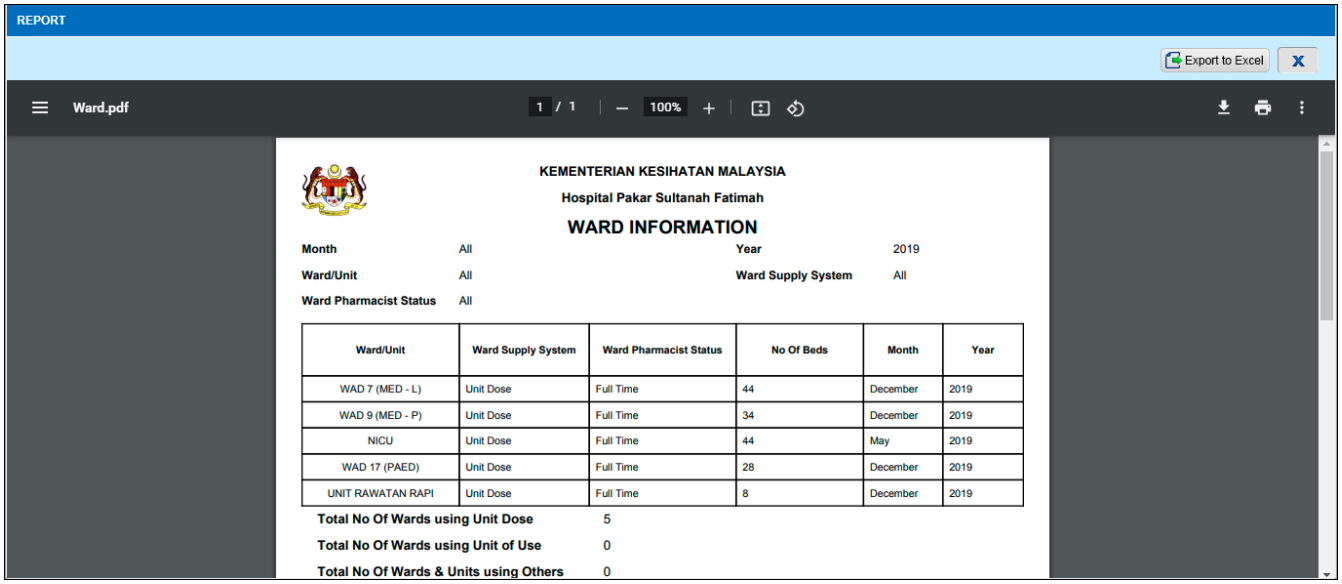
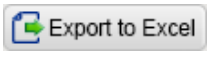



**Figure 3.2.2.24-3 Ward Information Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.25 Ward Pharmacy Registry

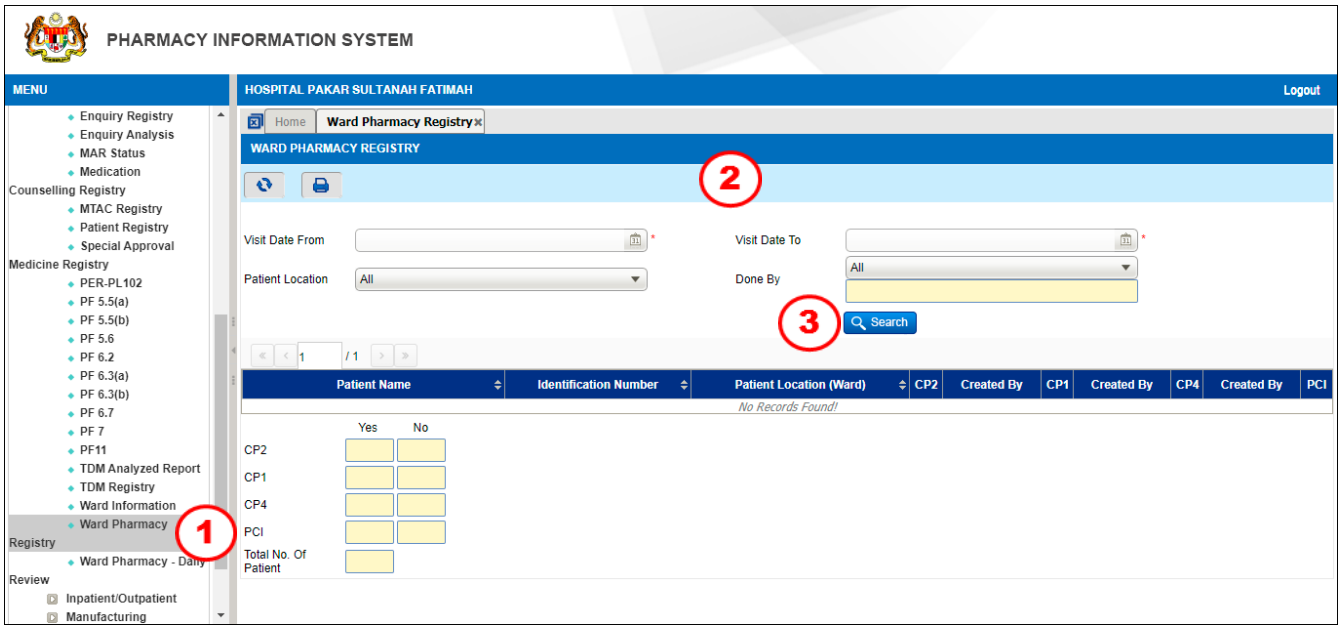



**Figure 3.2.2.25-1 Ward Pharmacy Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical' and then click on 'Ward Pharmacy Registry'

**STEP 2**
Search Ward Pharmacy Registry record by criteria as follow:

a) Date From
b) Date To
c) Patient Location
d) Done by

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

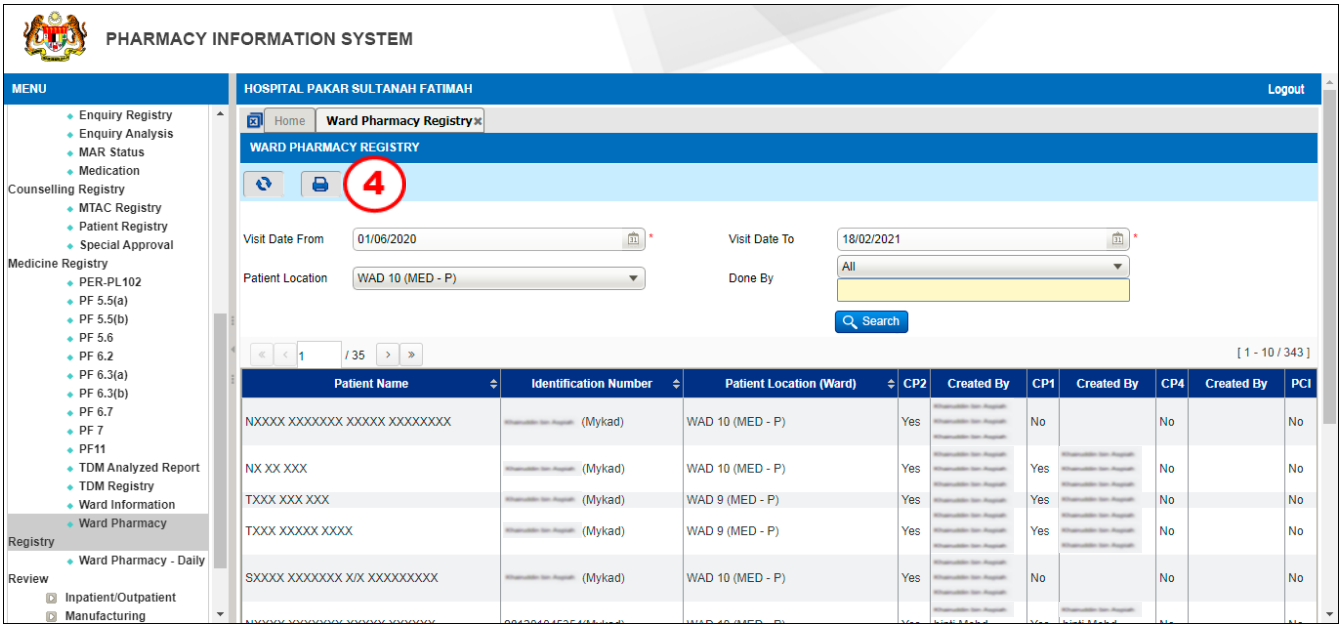



**Figure 3.2.2.25-2 Ward Pharmacy Registry Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.2.25-3

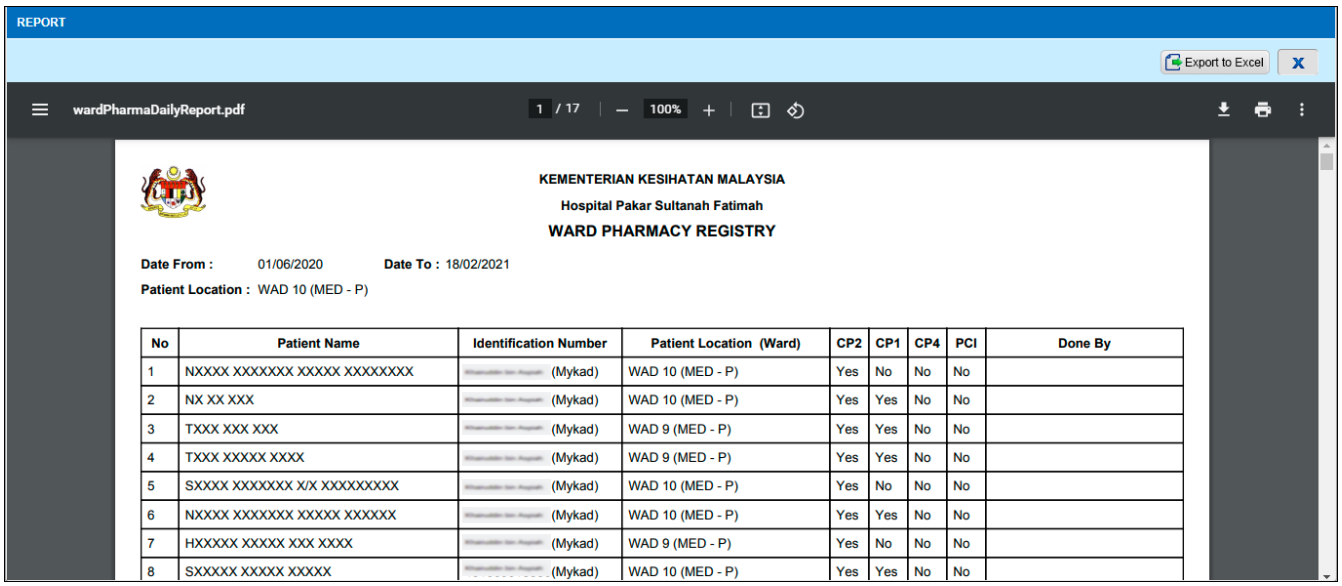
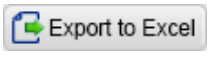



**Figure 3.2.2.25-3 Ward Pharmacy Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.2.26 Ward Pharmacy – Daily Review

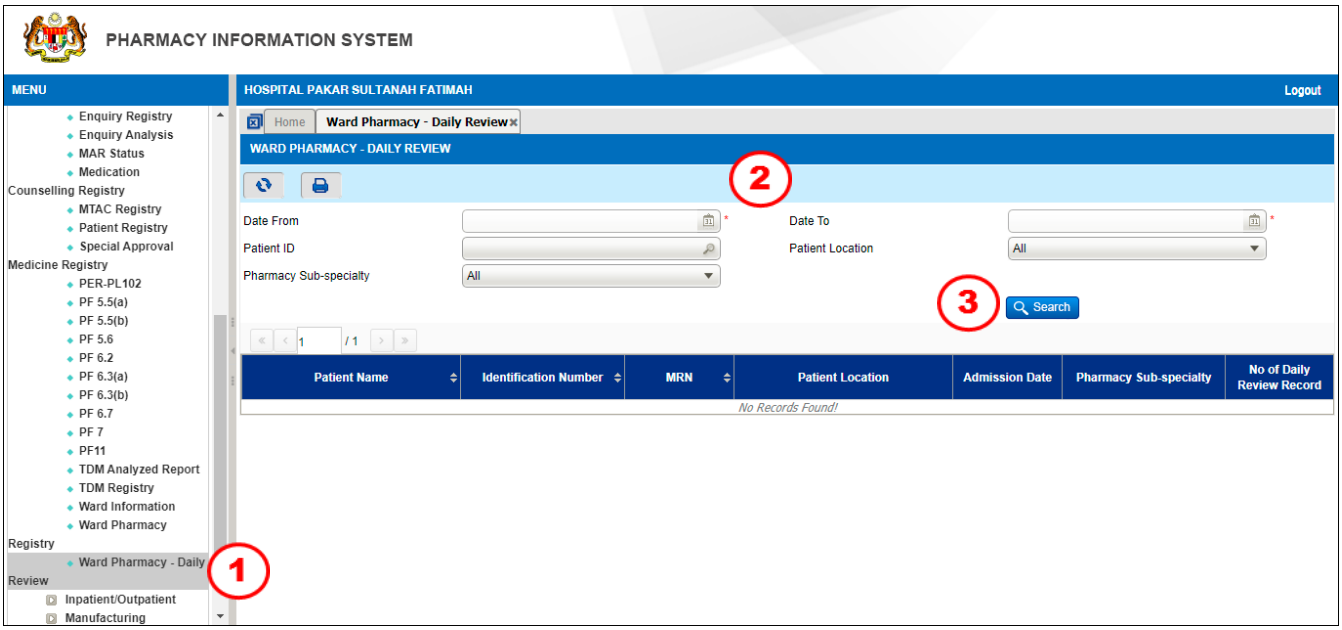



**Figure 3.2.2.26-1 Ward Pharmacy – Daily Review**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Clinical' and then click on 'Ward Pharmacy Registry'

**STEP 2**
Search Ward Pharmacy – Daily Review record by criteria as follow:

a) Date From
b) Date To
c) Patient ID
d) Patient Location
e) Pharmacy Sub-specialty

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

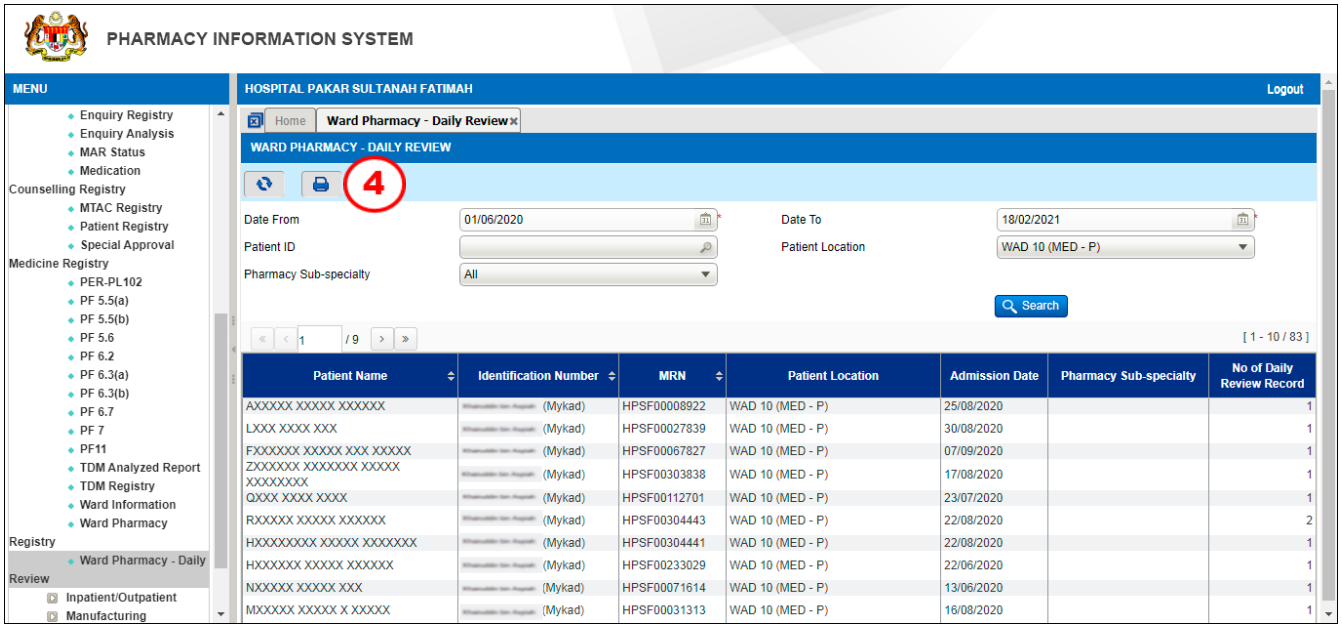



**Figure 3.2.2.26-2 Ward Pharmacy - Daily Review Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.2.26-3

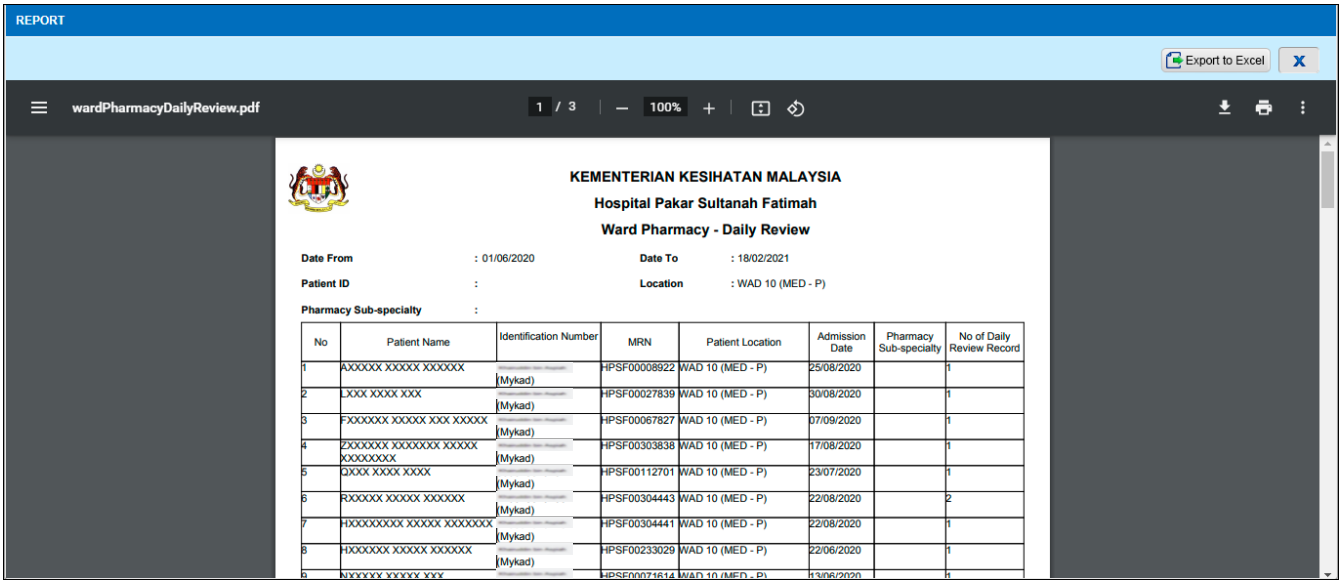
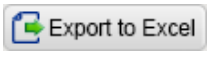



**Figure 3.2.2.26-3 Ward Pharmacy Daily Review Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3 Inpatient/Outpatient

#### 3.2.3.1 Authorisation Report

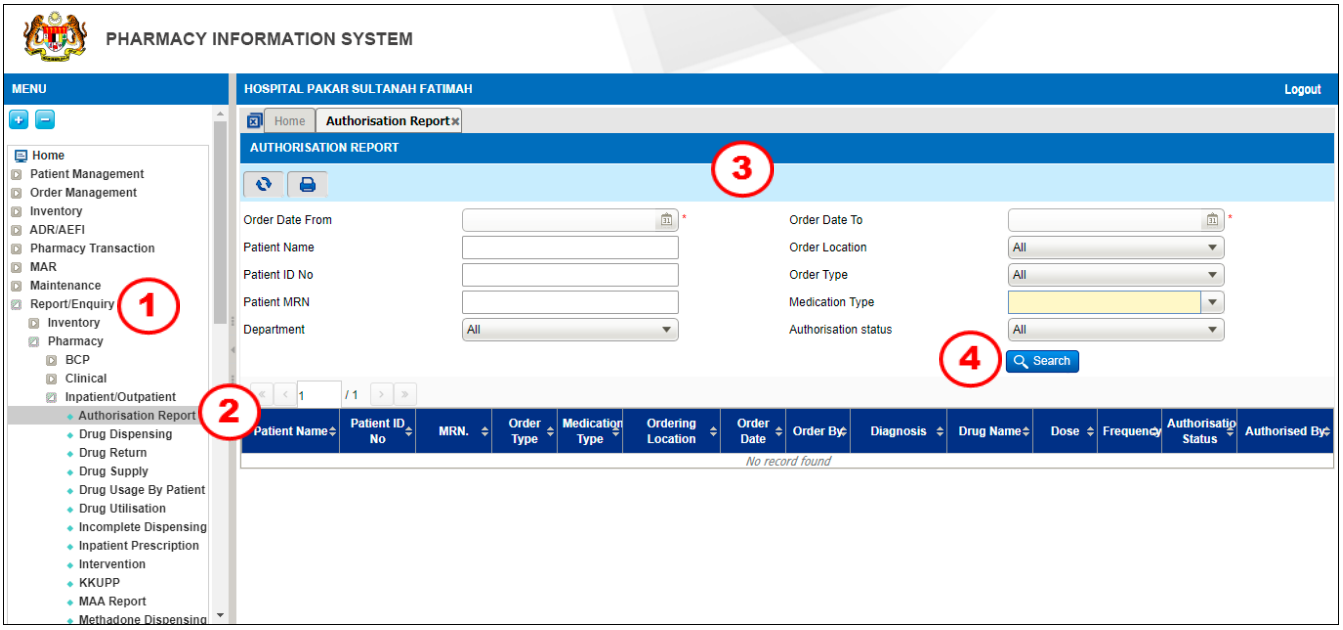



**Figure 3.2.3.1-1 Authorisation Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Authorisation Report'

**STEP 3**
Search Authorisation Report record by criteria as follow:

a) Order Date From
b) Order Date To
c) Patient Name
d) Order Location
e) Patient ID No
f) Order Type
g) Patient MRN
h) Medication Type
i) Department
j) Authorisation Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

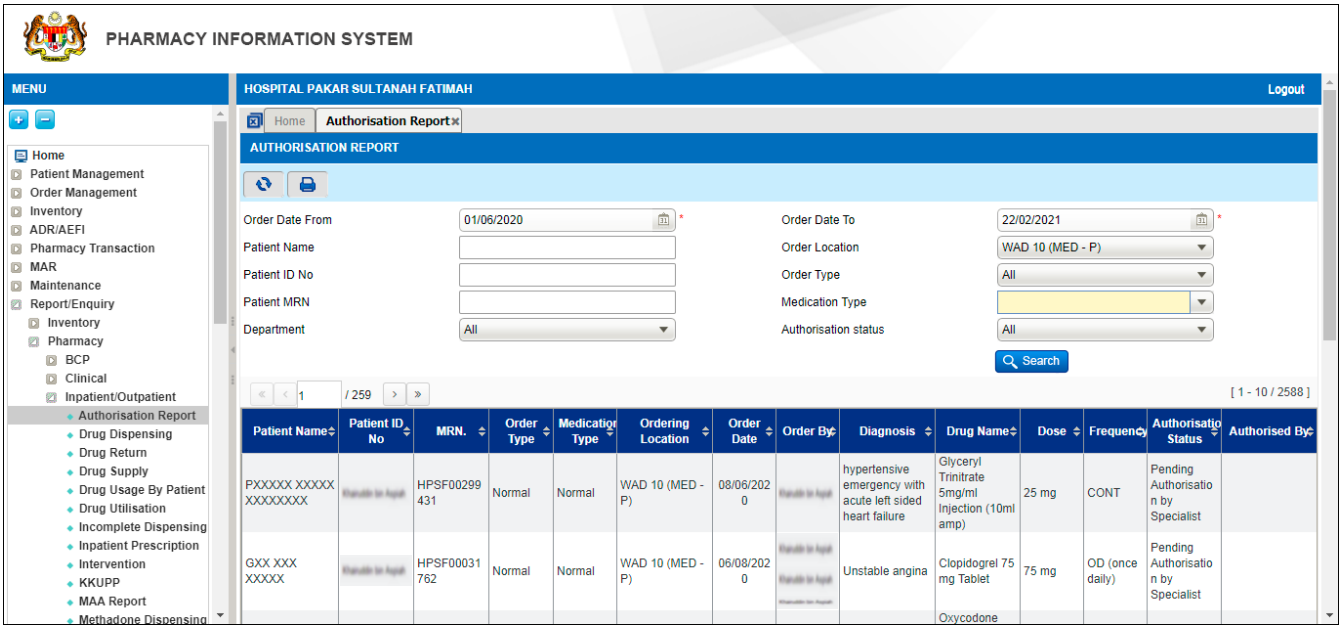



**Figure 3.2.3.1-2 Authorisation Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.1-3

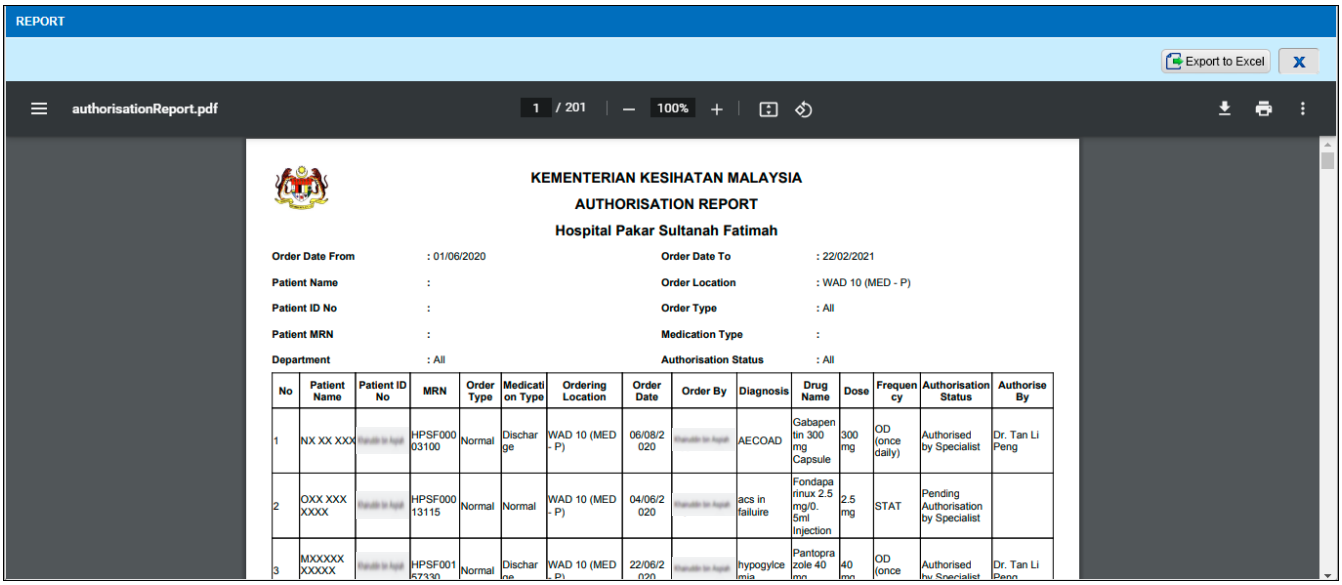
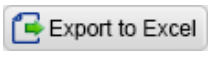



**Figure 3.2.3.1-3 Authorisation Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.2 Drug Dispensing

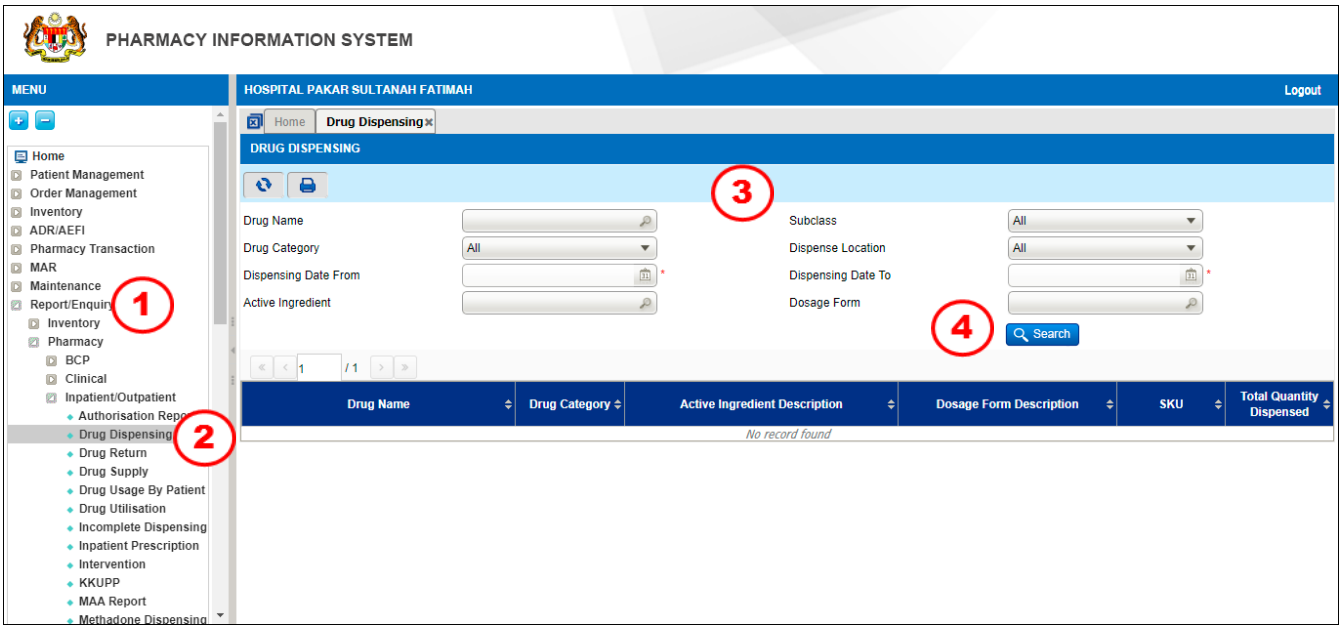



**Figure 3.2.3.2-1 Drug Dispensing**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Drug Dispensing'

**STEP 3**
Search Drug Dispensing record by criteria as follow:

a) Drug Name
b) Subclass
c) Drug Category
d) Dispense Location
e) Dispense Date From
f) Dispense Date To
g) Active Ingredient
h) Dosage Form

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

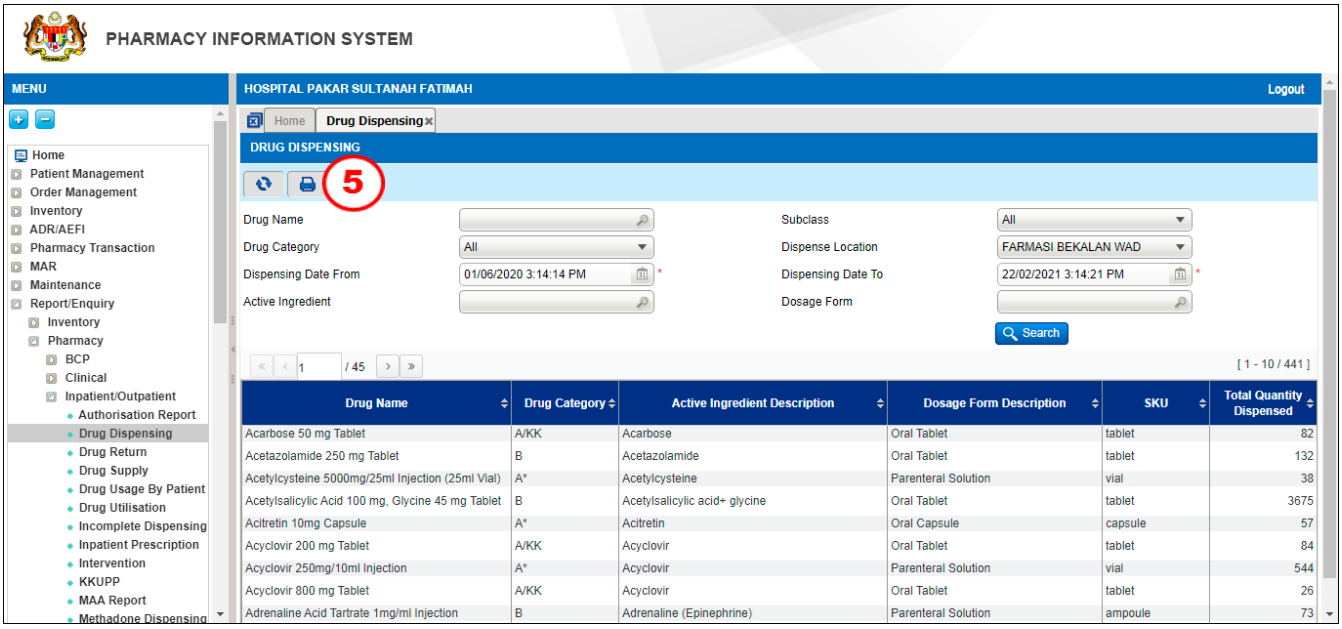



**Figure 3.2.3.2-2 Drug Dispensing**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.1-3

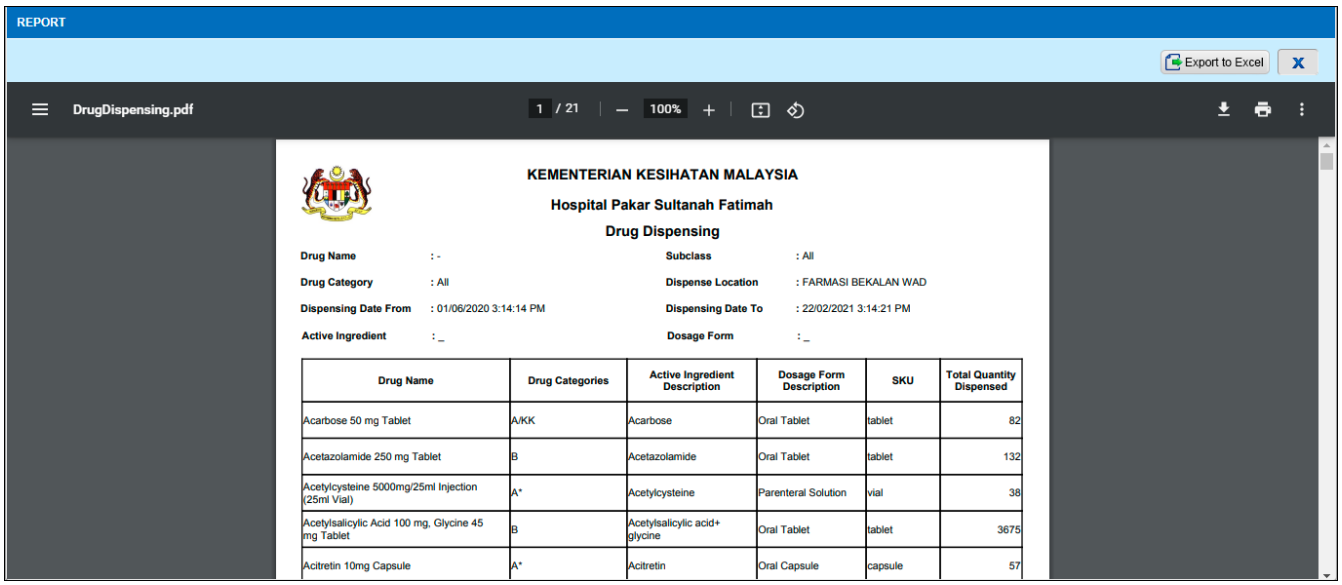



**Figure 3.2.3.2-3 Drug Dispensing**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.3 Drug Return

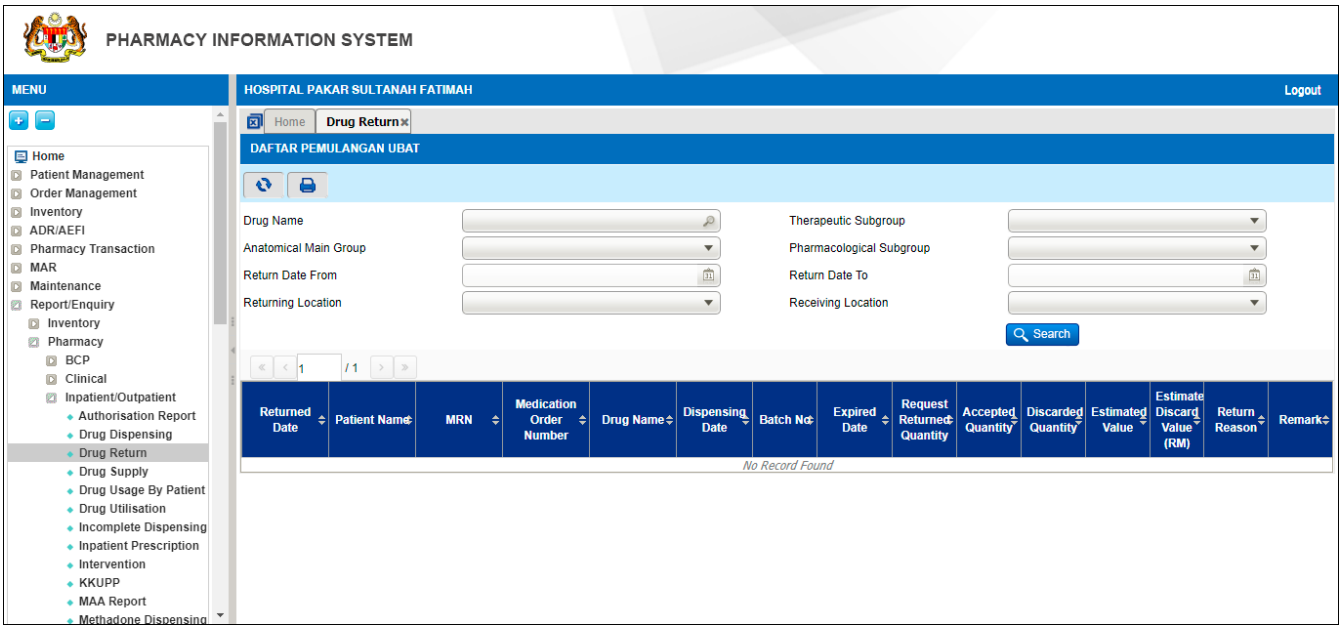



**Figure 3.2.3.3-1 Drug Return**

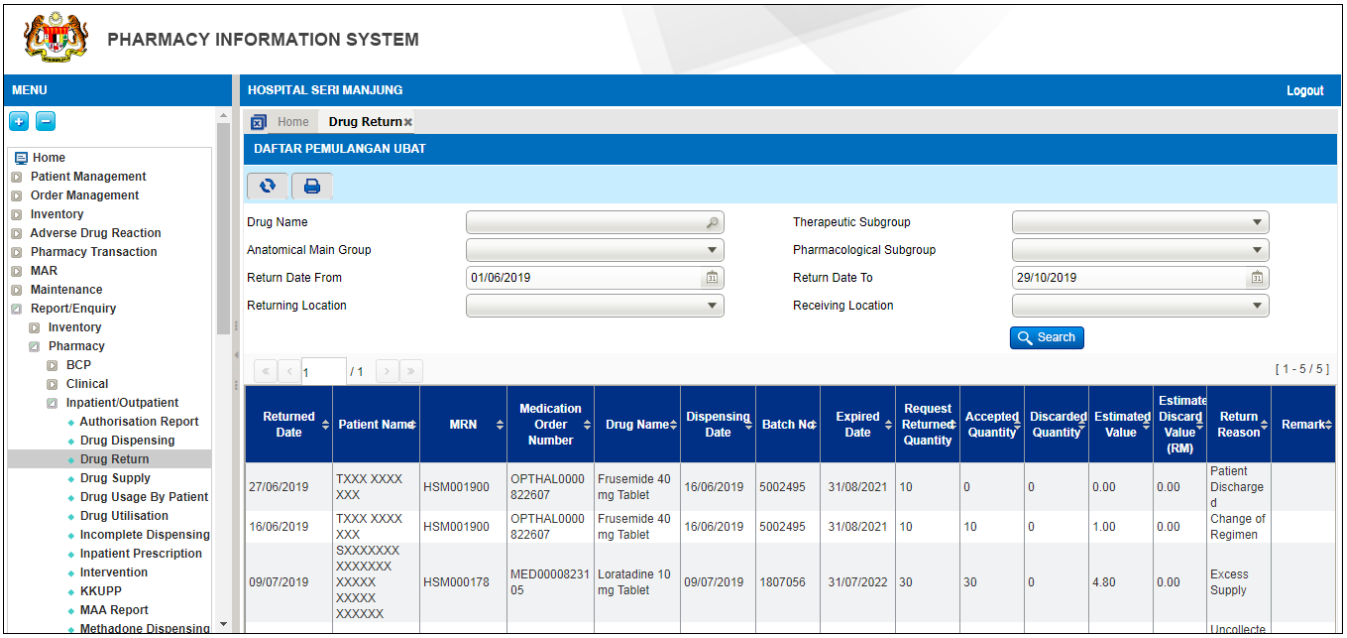
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Drug Return'

**STEP 3**
Search Drug Return record by criteria as follow:

a) Drug Name
b) Theraputic Subgroup
c) Anatomical Main Group
d) Pharmacological Subgroup
e) Return Date From
f) Return Date To
g) Returning Location
h) Receiving Location

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

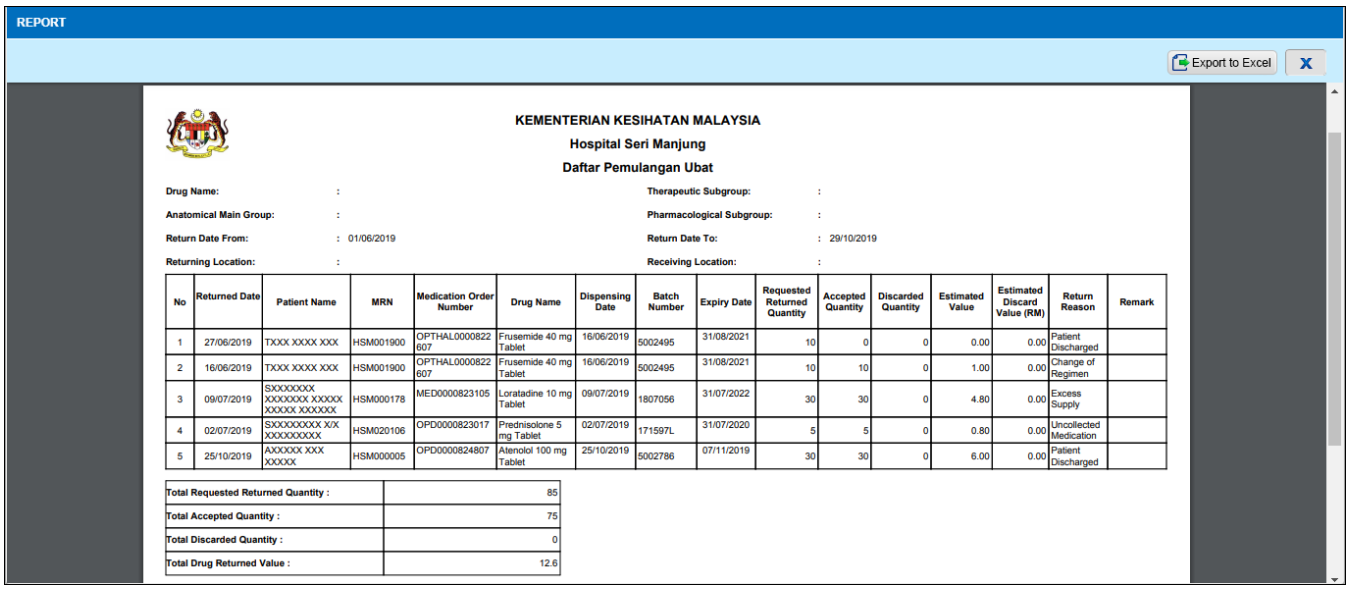



| Returned Date | Patient Name | MRN | Medication Order Number | Drug Name | Dispensing Date | Batch No | Expired Date | Request Returned Quantity | Accepted Quantity | Discarded Quantity | Estimated Value | Estimate Discard Value (RM) | Return Reason | Remark |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 27/06/2019 | TXXX XXXX XXX | HSM001900 | OPTHAL0000822607 | Frusemide 40 mg Tablet | 16/06/2019 | 5002495 | 31/08/2021 | 10 | 0 | 0 | 0.00 | 0.00 | Patient Discharged | |
| 16/06/2019 | TXXX XXXX XXX | HSM001900 | OPTHAL0000822607 | Frusemide 40 mg Tablet | 16/06/2019 | 5002495 | 31/08/2021 | 10 | 10 | 0 | 1.00 | 0.00 | Change of Regimen | |
| 09/07/2019 | SXXXXXXX XXXXXXX XXXXX XXXXX XXXXXX | HSM000178 | MED0000823105 | Loratadine 10 mg Tablet | 09/07/2019 | 1807056 | 31/07/2022 | 30 | 30 | 0 | 4.80 | 0.00 | Excess Supply | |

**Figure 3.2.3.3-2 Drug Return**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.3-3

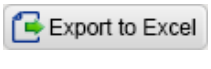



| No | Returned Date | Patient Name | MRN | Medication Order Number | Drug Name | Dispensing Date | Batch Number | Expiry Date | Requested Returned Quantity | Accepted Quantity | Discarded Quantity | Estimated Value | Estimated Discard Value (RM) | Return Reason | Remark |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 27/06/2019 | TXXX XXXX XXX | HSM001900 | OPTHAL0000822607 | Frusemide 40 mg Tablet | 16/06/2019 | 5002495 | 31/08/2021 | 10 | 0 | 0 | 0.00 | 0.00 | Patient Discharged | |
| 2 | 16/06/2019 | TXXX XXXX XXX | HSM001900 | OPTHAL0000822607 | Frusemide 40 mg Tablet | 16/06/2019 | 5002495 | 31/08/2021 | 10 | 10 | 0 | 1.00 | 0.00 | Change of Regimen | |
| 3 | 09/07/2019 | SXXXXXXX XXXXXXX XXXXX XXXXX XXXXXX | HSM000178 | MED0000823105 | Loratadine 10 mg Tablet | 09/07/2019 | 1807056 | 31/07/2022 | 30 | 30 | 0 | 4.80 | 0.00 | Excess Supply | |
| 4 | 02/07/2019 | SXXXXXXXX X/X XXXXXXXXX | HSM020106 | OPD0000823017 | Prednisolone 5 mg Tablet | 02/07/2019 | 171597L | 31/07/2020 | 5 | 5 | 0 | 0.80 | 0.00 | Uncollected Medication | |
| 5 | 25/10/2019 | AXXXXX XXX XXXXX | HSM000005 | OPD0000824807 | Atenolol 100 mg Tablet | 25/10/2019 | 5002786 | 07/11/2019 | 30 | 30 | 0 | 6.00 | 0.00 | Patient Discharged | |

| | |
|---|---|
| Total Requested Returned Quantity : | 85 |
| Total Accepted Quantity : | 75 |
| Total Discarded Quantity : | 0 |
| Total Drug Returned Value : | 12.6 |

**Figure 3.2.3.3-3 Drug Return**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.4 Drug Supply

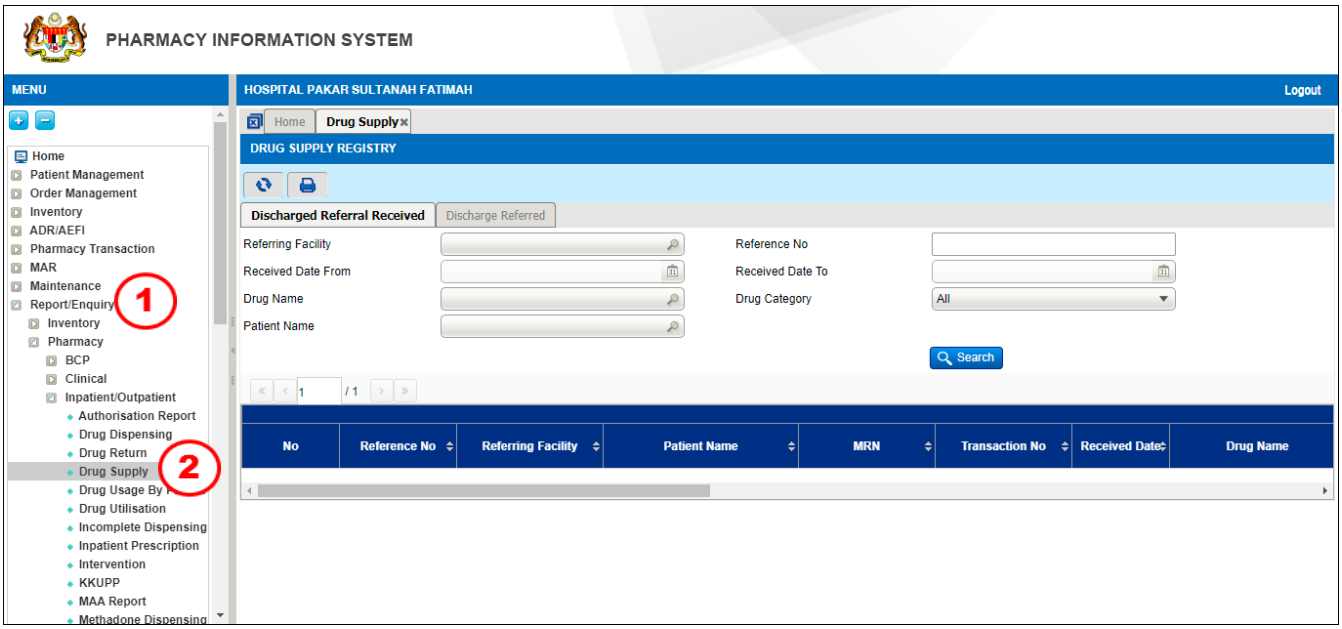



**Figure 3.2.3.4-1 Drug Supply**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Drug Supply'

***Note***
*There are 2 section under the Drug Supply which is:*

a) *Discharged Referral Received*
b) *Discharged Referred*

## Discharged Referral Received

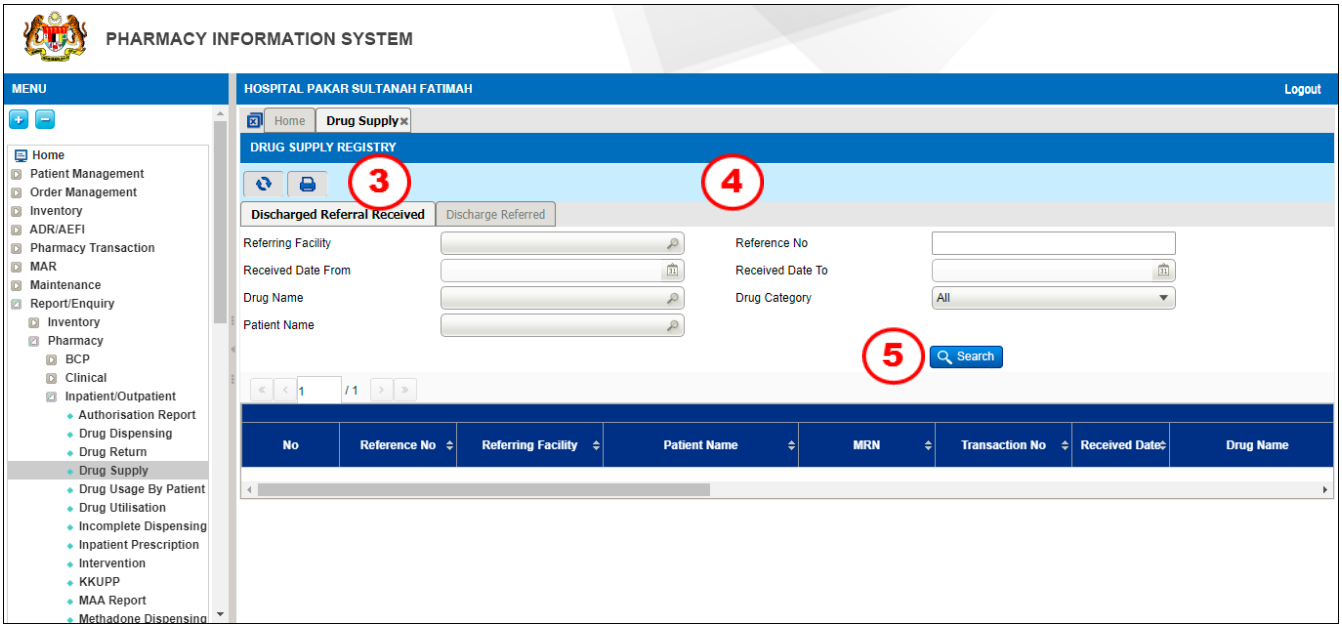



**Figure 3.2.3.4-2 Drug Supply: Discharged Referral Received**

**STEP 3**
Click on the Discharged Referral Received section

**STEP 4**
Search Drug Supply: Discharged Referral Received record by criteria as follow:

a) Referring Facility
b) Reference No
c) Received Date From
d) Received Date To
e) Drug Name
f) Drug Category
g) Patient Name

**STEP 5**
Click on the Search button and the result display will be based on the entered criteria

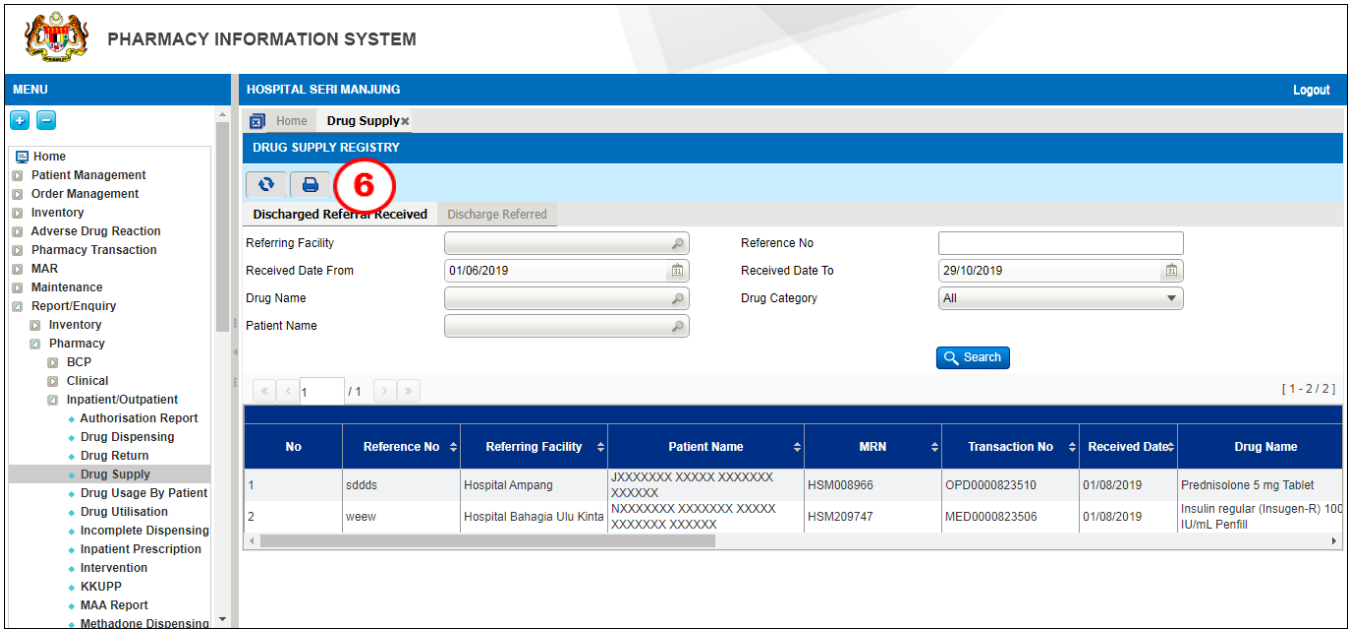



**Figure 3.2.3.4-3 Drug Supply: Discharged Referral Received**

**STEP 6**

Click on the  button to view/print the record as Figure 3.2.3.4-4

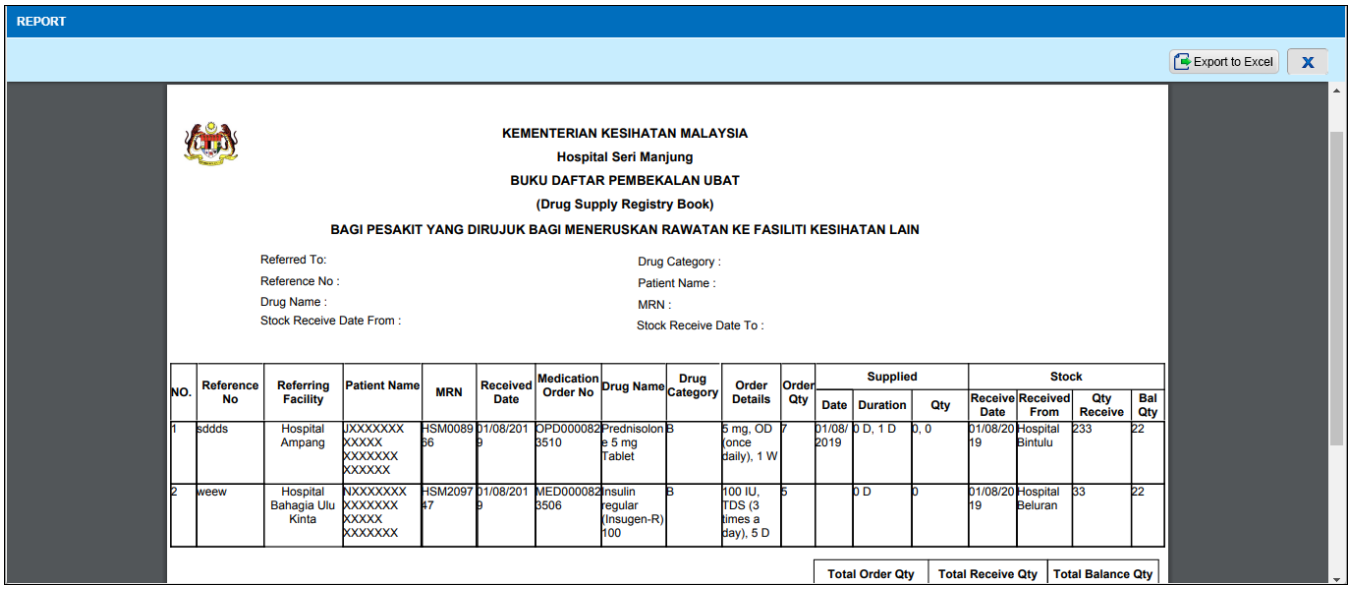



**Figure 3.2.3.4-4 Drug Supply: Discharged Referral Received**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## Discharged Referred

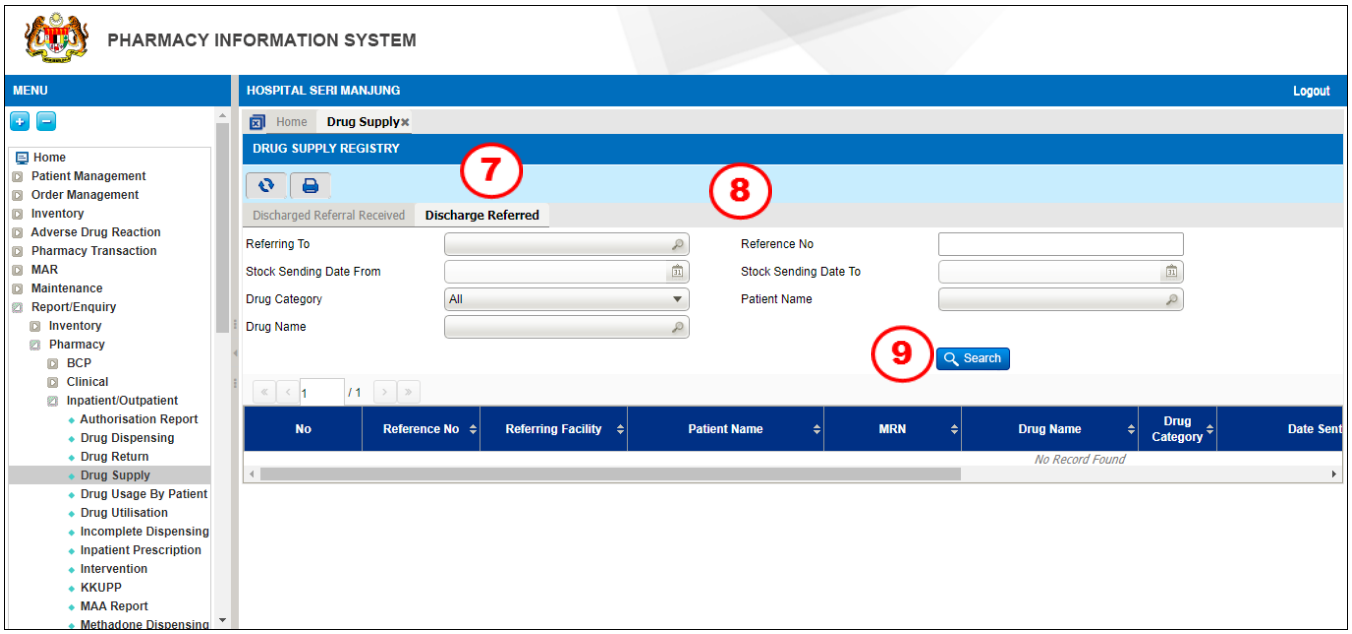



**Figure 3.2.3.4-5 Drug Supply: Discharged Referral**

**STEP 7**
Click on the Discharged Referral section

**STEP 8**
Search Drug Supply: Discharged Referral record by criteria as follow:

a) Referring To
b) Reference No
c) Stock Sending Date From
d) Stock Sending Date To
e) Drug Category
f) Patient Name
g) Drug Name

**STEP 9**
Click on the Search button and the result display will be based on the entered criteria

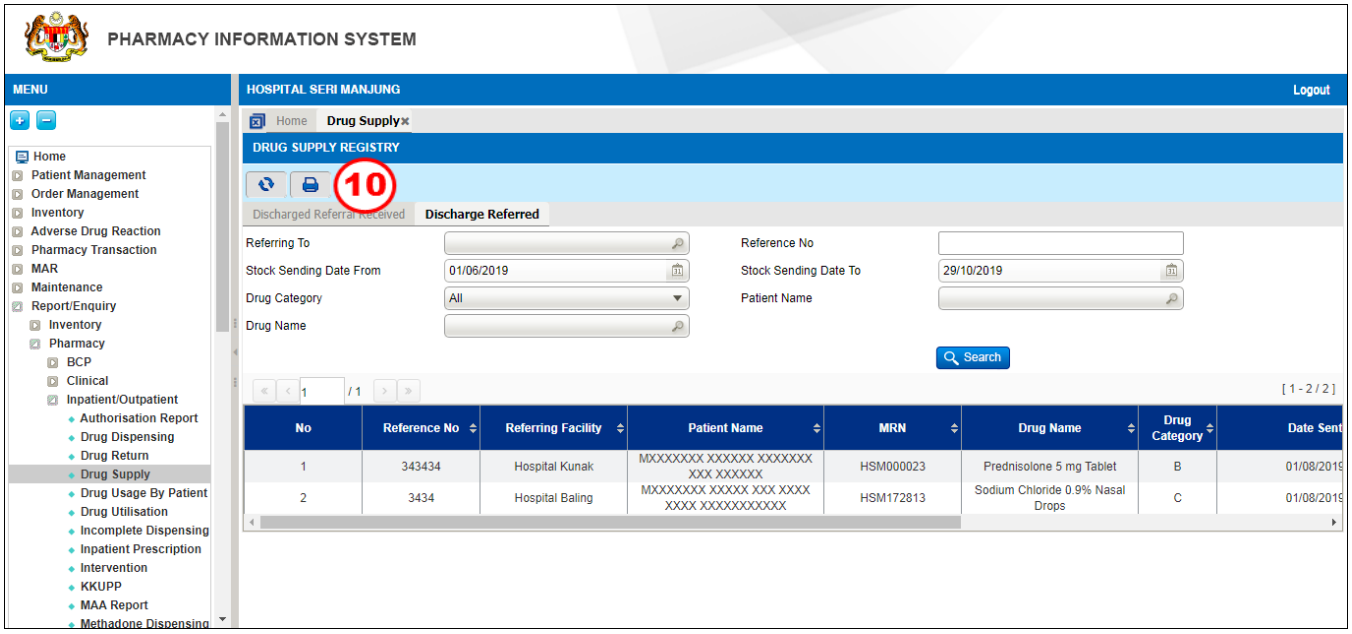



**Figure 3.2.3.4-6 Drug Supply: Discharged Referral**

**STEP 10**

Click on the  button to view/print the record as Figure 3.2.3.4-7

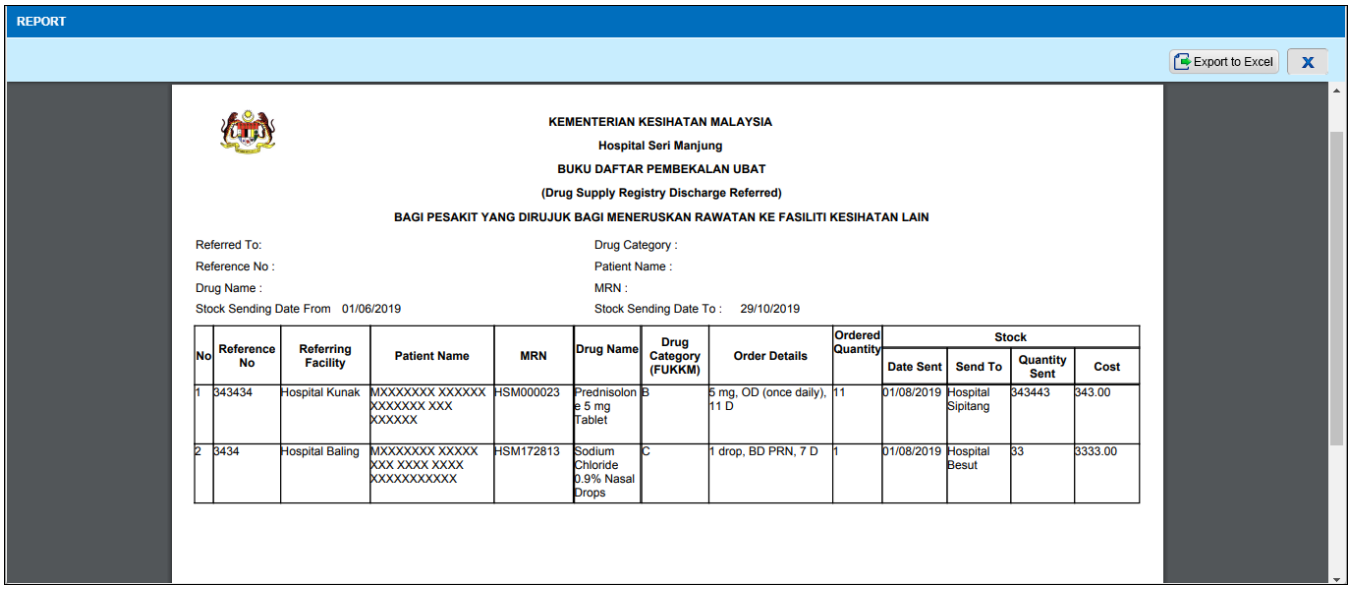
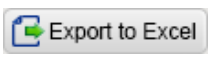



**Figure 3.2.3.4-7 Drug Supply: Discharged Referral**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.5 Drug Usage by Patient

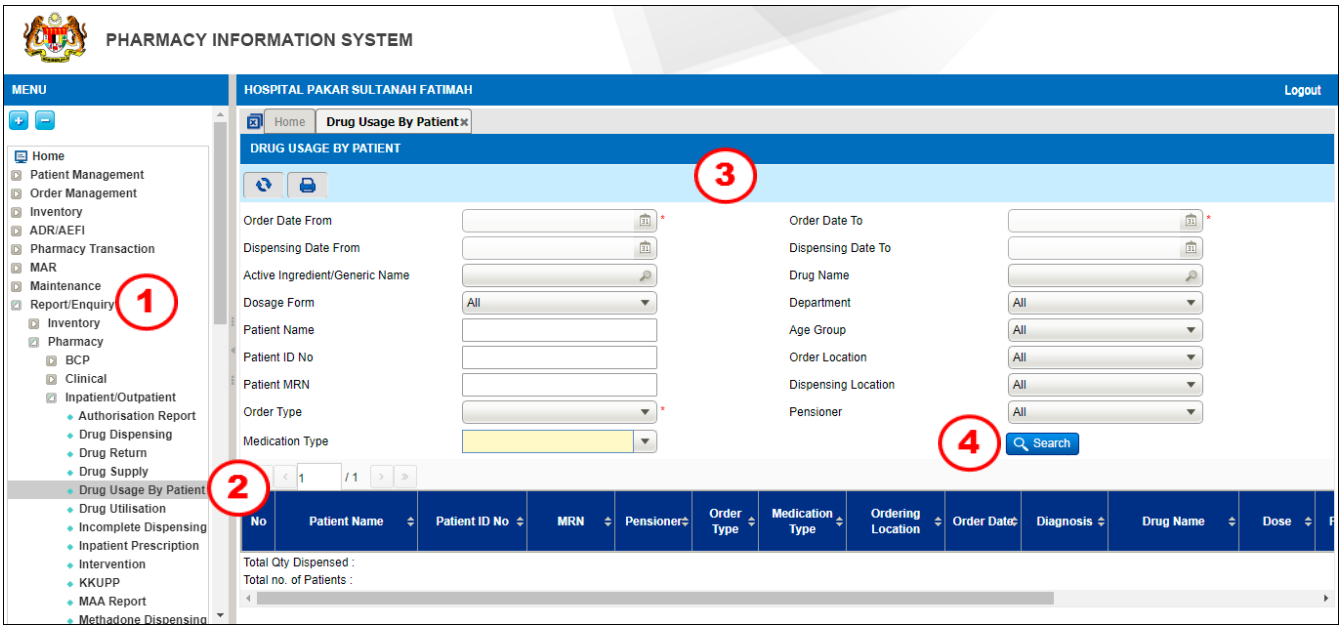



**Figure 3.2.3.5-1 Drug Usage By Patient**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Drug Usage By Patient'

**STEP 3**
Search Drug Usage By Patient record by criteria as follow:

a) Order Date From
b) Order Date To
c) Dispensed Date From
d) Dispensed Date To
e) Active Ingredient/Generic Name
f) Drug Name
g) Dosage Form
h) Department
i) Patient Name
j) Age Group
k) Patient ID No
l) Order Location
m) Patient MRN
n) Dispense Location
o) Oder Type
p) Pensioner
q) Medication Type

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

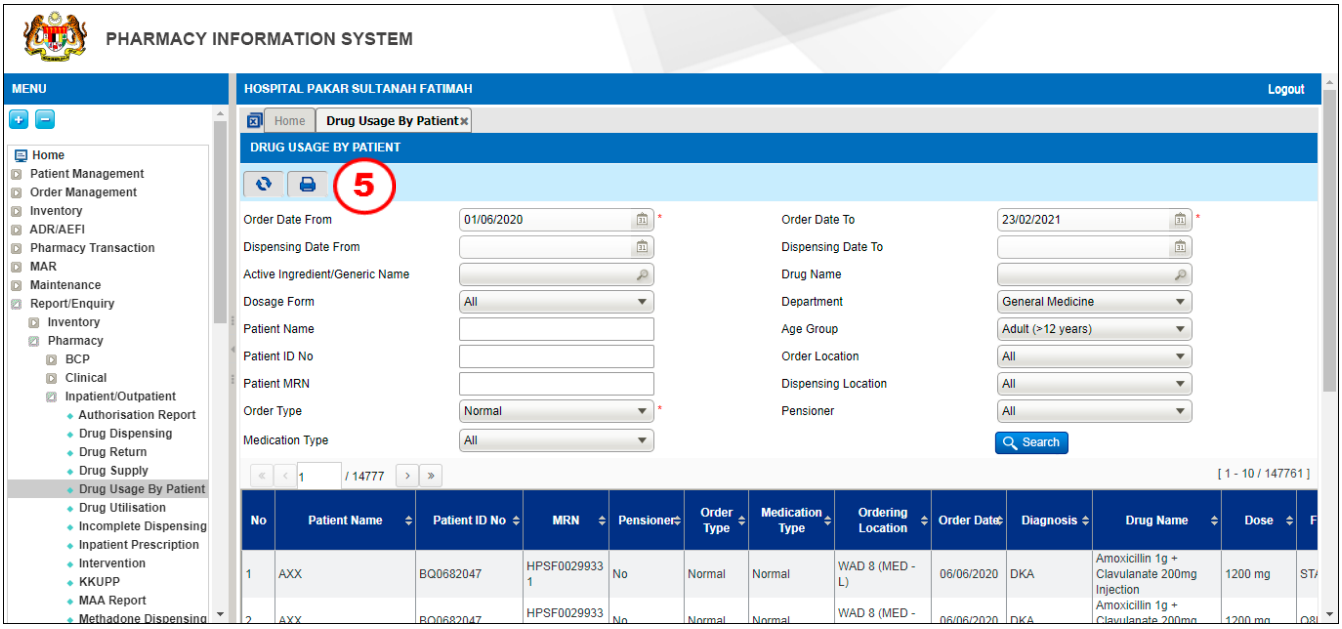



**Figure 3.2.3.5-2 Drug Usage By Patient**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.5-3

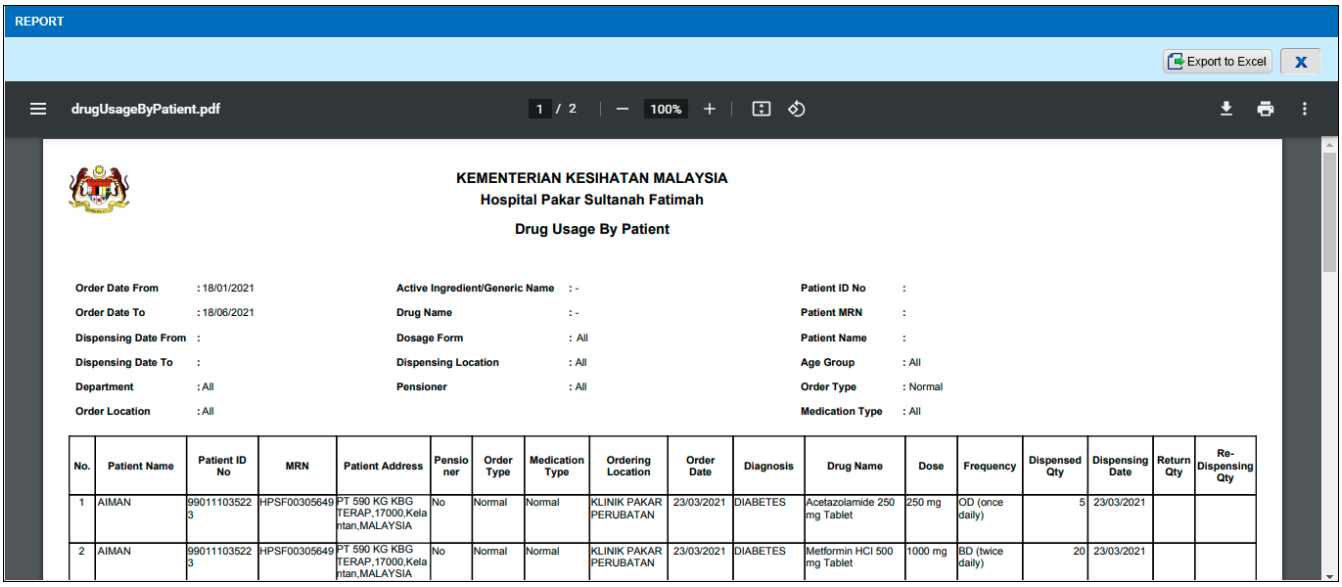
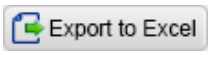



**Figure 3.2.3.5-3 Drug Usage By Patient**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.3.6 Drug Utilisation

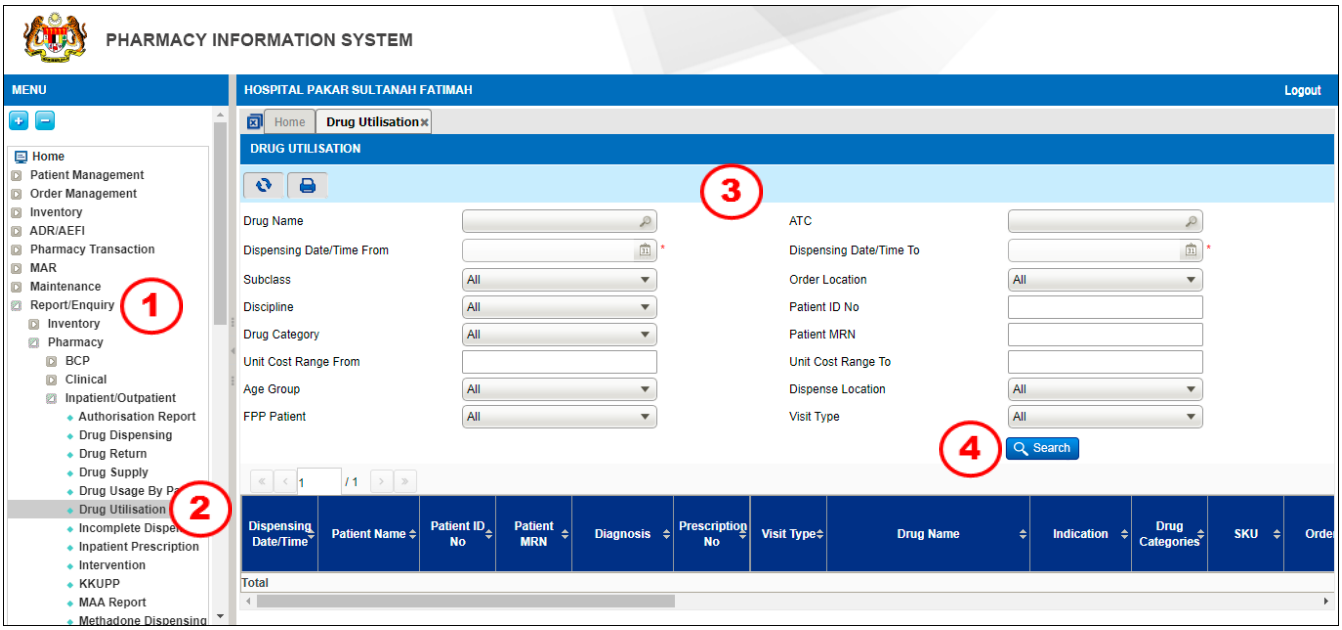



**Figure 3.2.3.6-1 Drug Utilisation**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Drug Utilisation'

**STEP 3**
Search Drug Utilisation record by criteria as follow:

a) Drug Name
b) ATC
c) Dispensing Date/Time From
d) Dispensing Date/Time To
e) Subclass
f) Order Location
g) Discipline
h) Patient ID No
i) Drug Category
j) Patient MRN
k) Unit Cost Range From
l) Unit Cost Range To
m) Age Group
n) Dispense Location
o) FPP Patient
p) Visit Type

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

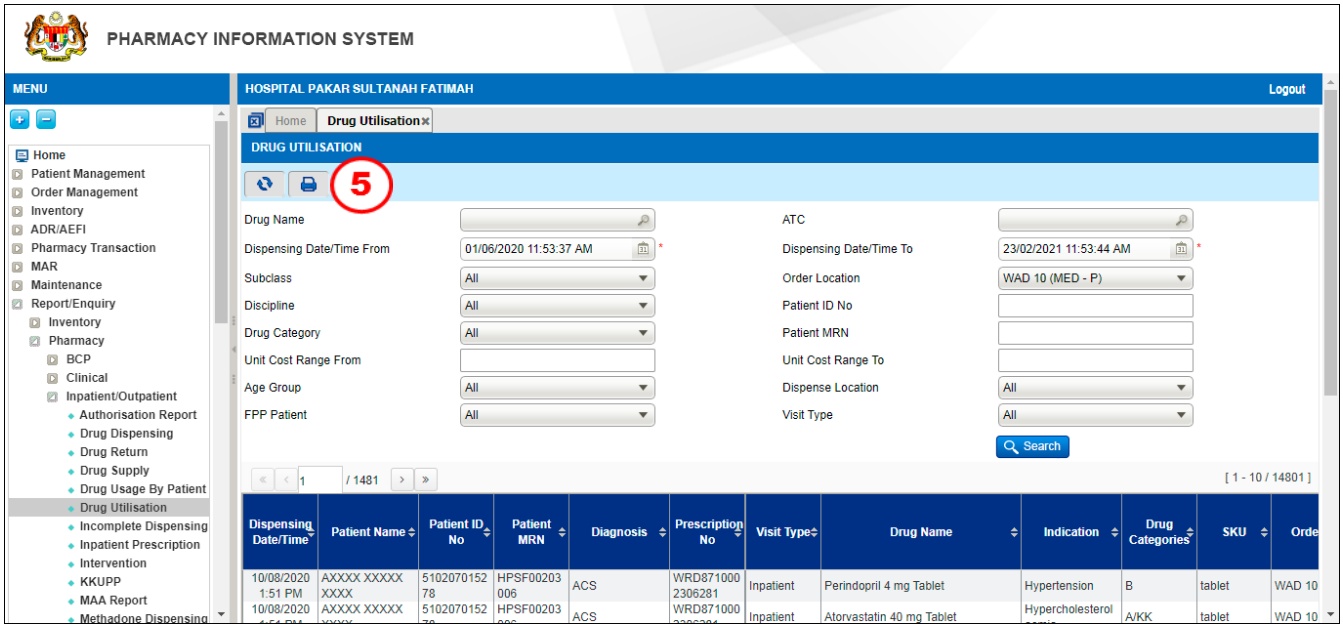



**Figure 3.2.3.6-2 Drug Utilisation**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.6-3

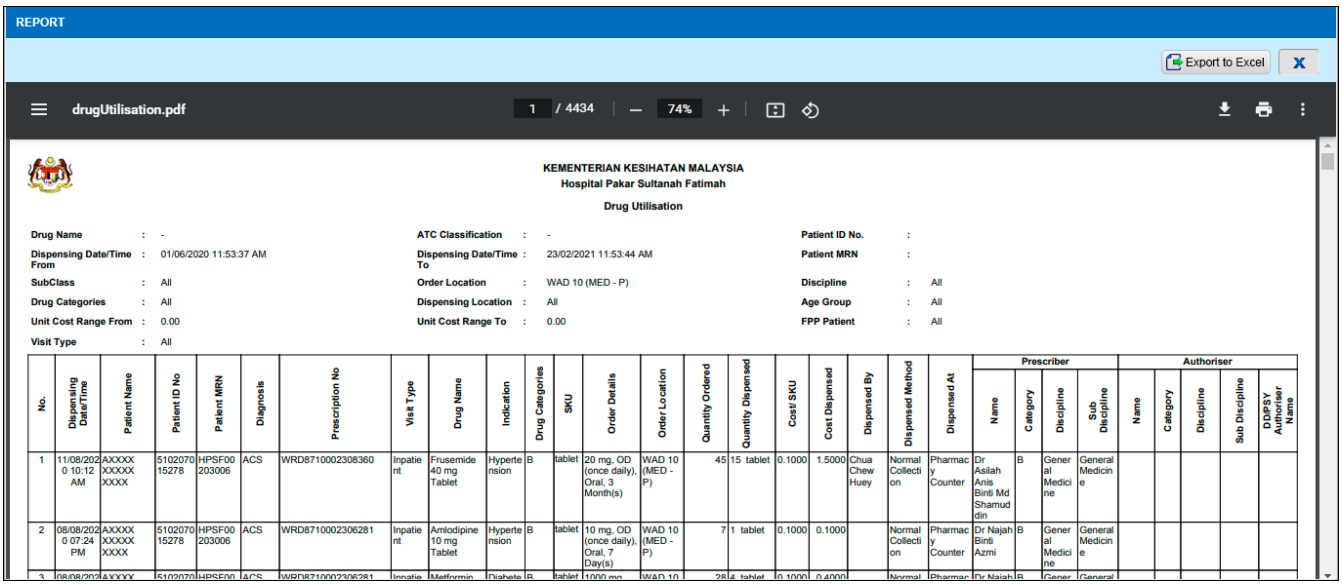
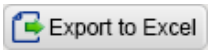



**Figure 3.2.3.6-3 Drug Utilisation**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.7 Incomplete Dispensing

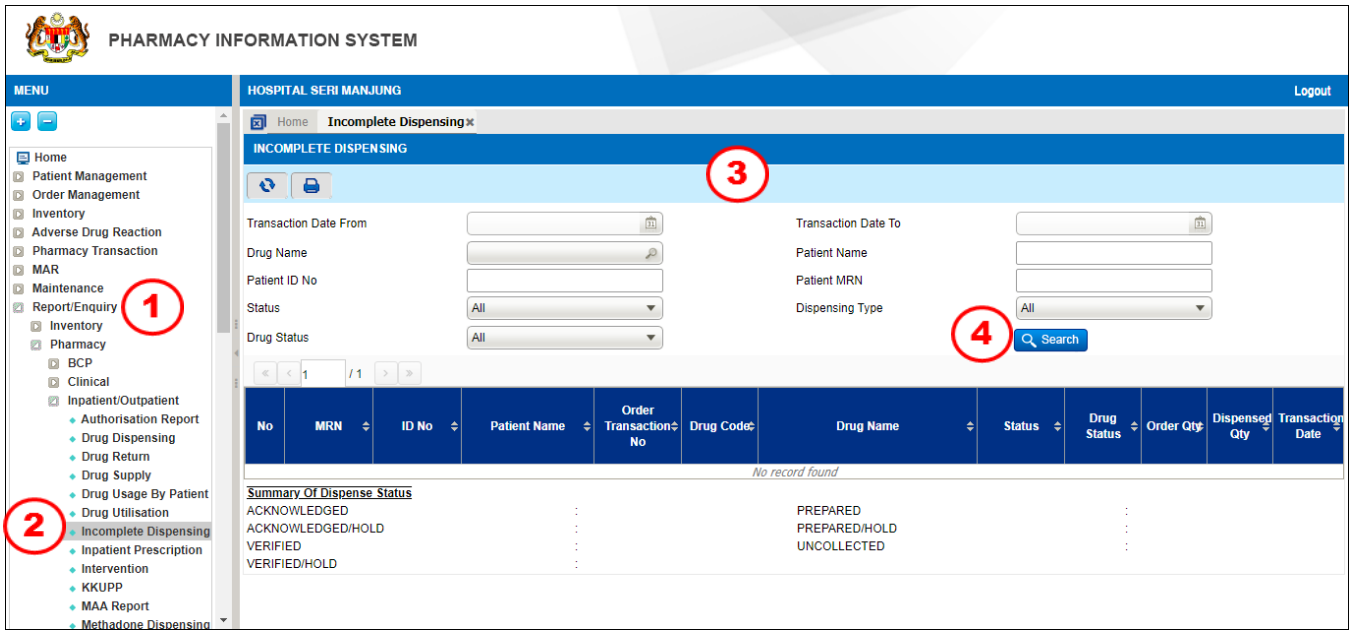



**Figure 3.2.3.7-1 Incomplete Dispensing**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Incomplete Dispensing'

**STEP 3**
Search Incomplete Dispensing record by criteria as follow:

a) Transaction Date From
b) Transaction Date To
c) Drug Name
d) Patient Name
e) Patient ID No
f) Patient MRN
g) Status
h) Dispensing Type
i) Drug Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

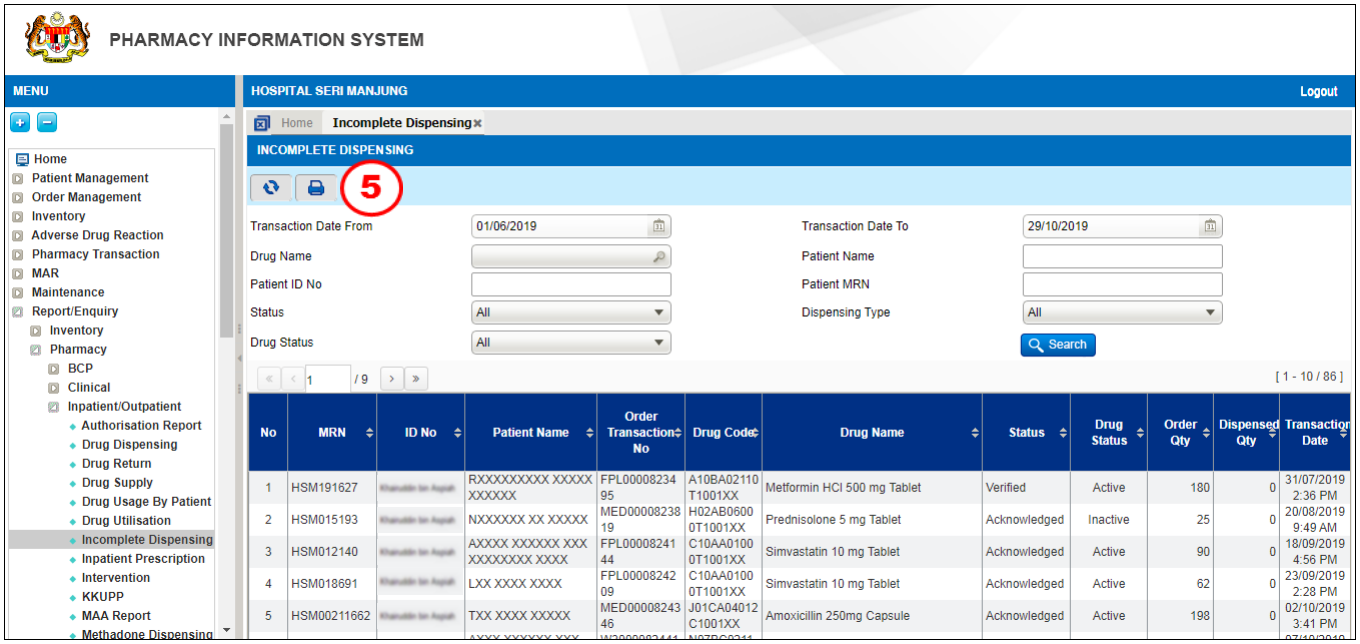



**Figure 3.2.3.7-2 Incomplete Dispensing**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.7-3

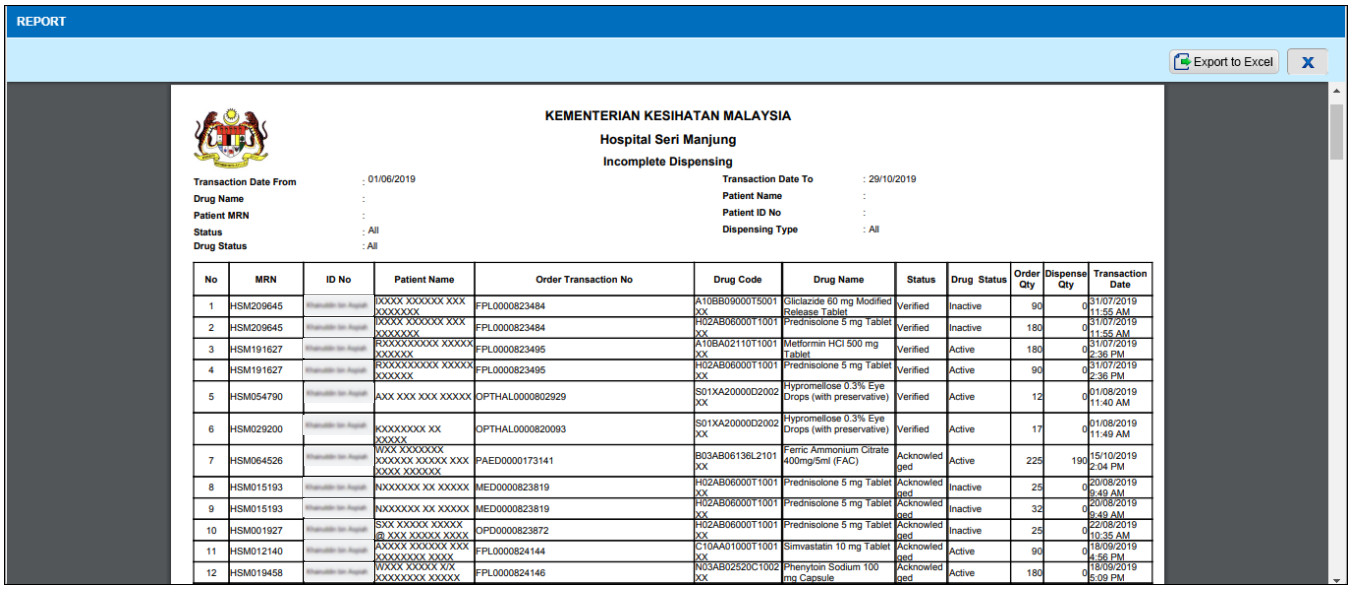
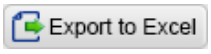



**Figure 3.2.3.7-3 Incomplete Dispensing**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.8 Inpatient Prescription

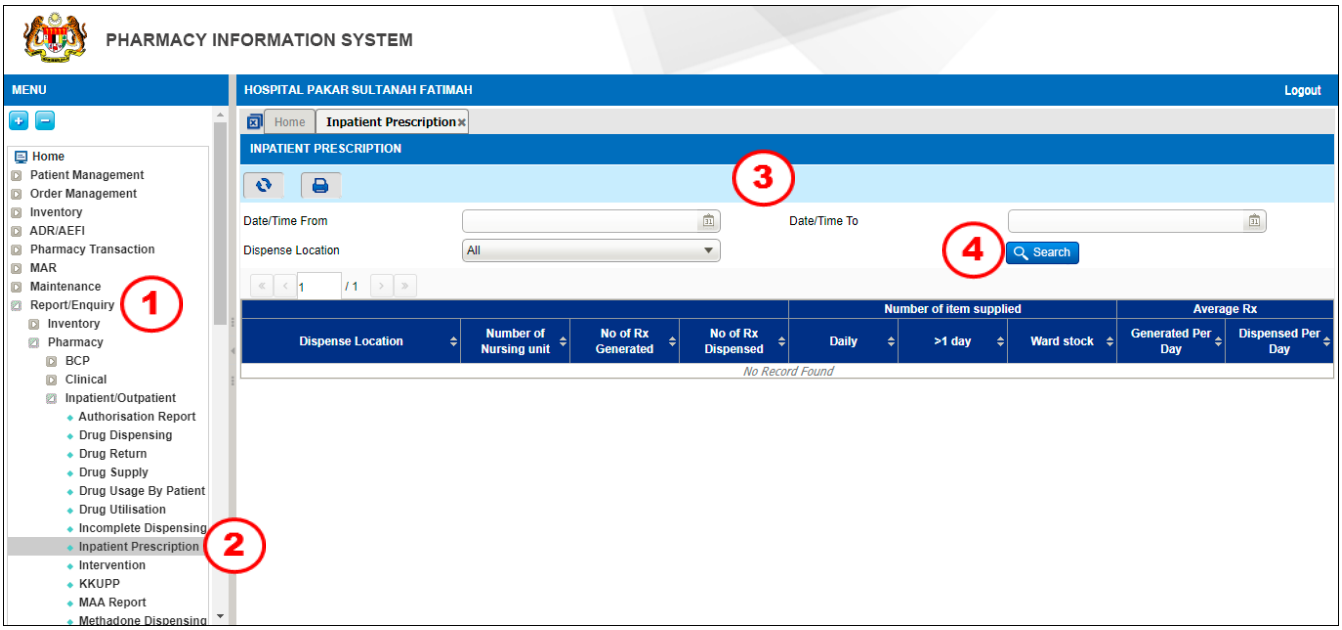



**Figure 3.2.3.8-1 Inpatient Prescription**

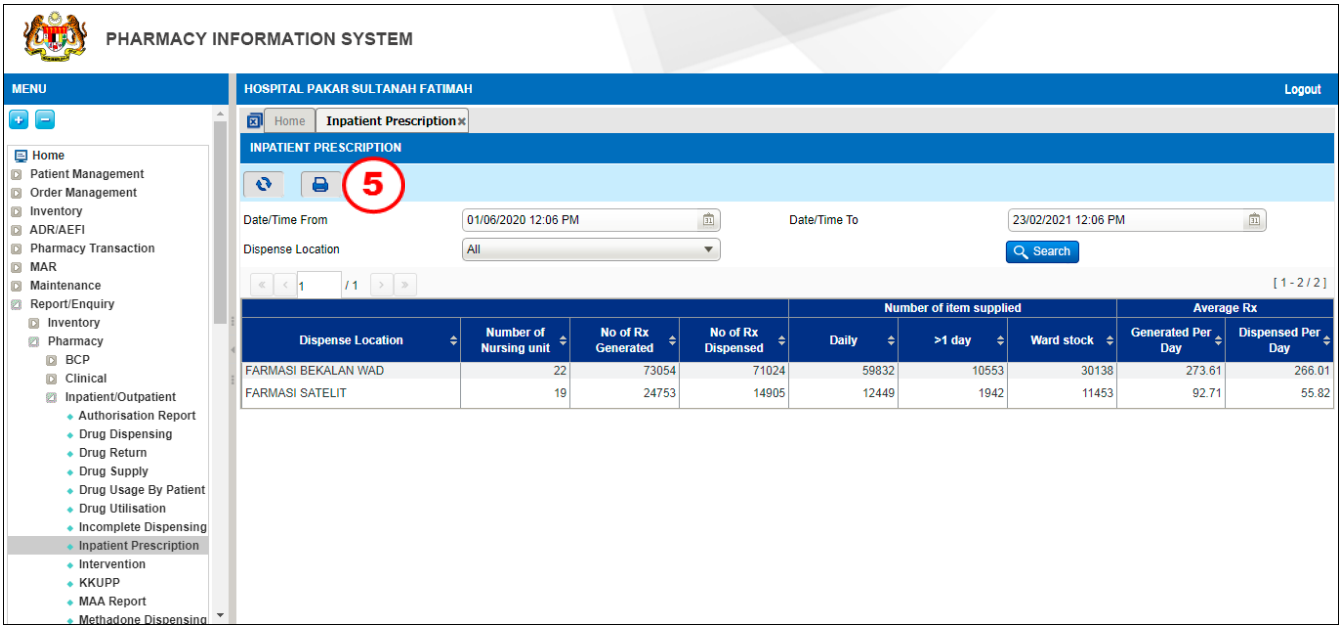
**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Inpatient Prescription

**STEP 3**
Search Inpatient Prescription record by criteria as follow:

a) From Date
b) To Date
c) Dispense Location

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

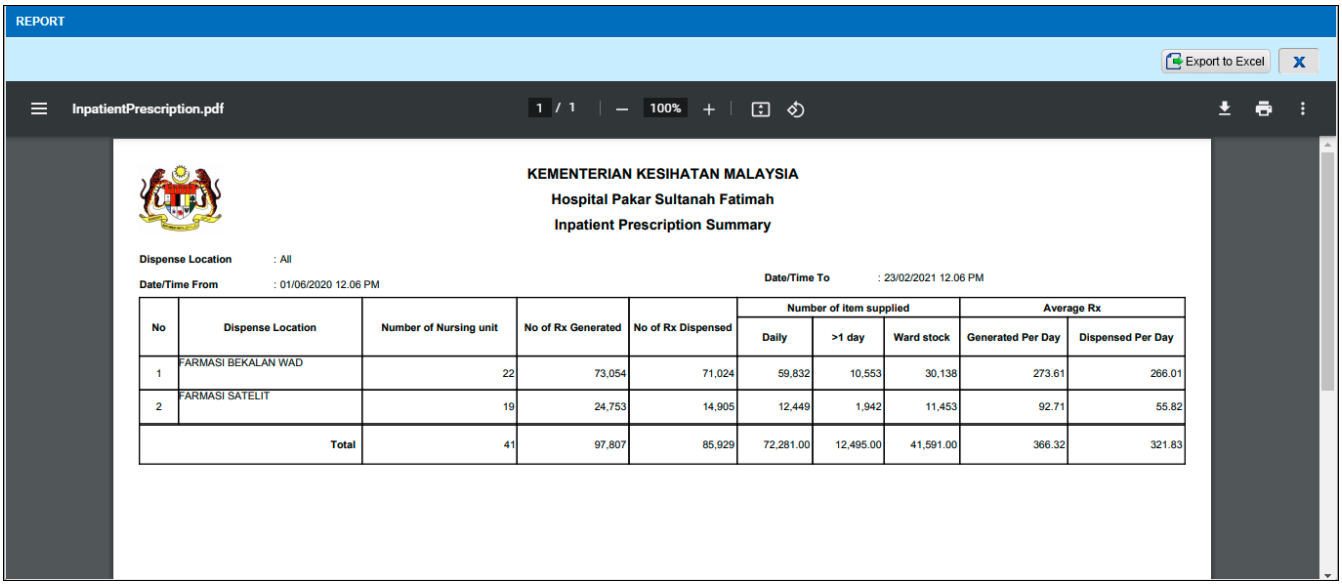



| Dispense Location | Number of Nursing unit | No of Rx Generated | No of Rx Dispensed | Number of item supplied: Daily | Number of item supplied: >1 day | Number of item supplied: Ward stock | Average Rx: Generated Per Day | Average Rx: Dispensed Per Day |
|---|---|---|---|---|---|---|---|---|
| FARMASI BEKALAN WAD | 22 | 73054 | 71024 | 59832 | 10553 | 30138 | 273.61 | 266.01 |
| FARMASI SATELIT | 19 | 24753 | 14905 | 12449 | 1942 | 11453 | 92.71 | 55.82 |

**Figure 3.2.3.8-2 Inpatient Prescription**

**STEP 5**

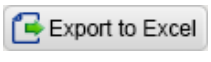
Click on the  button to view/print the record as Figure 3.2.3.8-3




| No | Dispense Location | Number of Nursing unit | No of Rx Generated | No of Rx Dispensed | Number of item supplied: Daily | Number of item supplied: >1 day | Number of item supplied: Ward stock | Average Rx: Generated Per Day | Average Rx: Dispensed Per Day |
|---|---|---|---|---|---|---|---|---|---|
| 1 | FARMASI BEKALAN WAD | 22 | 73,054 | 71,024 | 59,832 | 10,553 | 30,138 | 273.61 | 266.01 |
| 2 | FARMASI SATELIT | 19 | 24,753 | 14,905 | 12,449 | 1,942 | 11,453 | 92.71 | 55.82 |
| | Total | 41 | 97,807 | 85,929 | 72,281.00 | 12,495.00 | 41,591.00 | 366.32 | 321.83 |

**Figure 3.2.3.8-3 Inpatient Prescription**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.9 Intervention

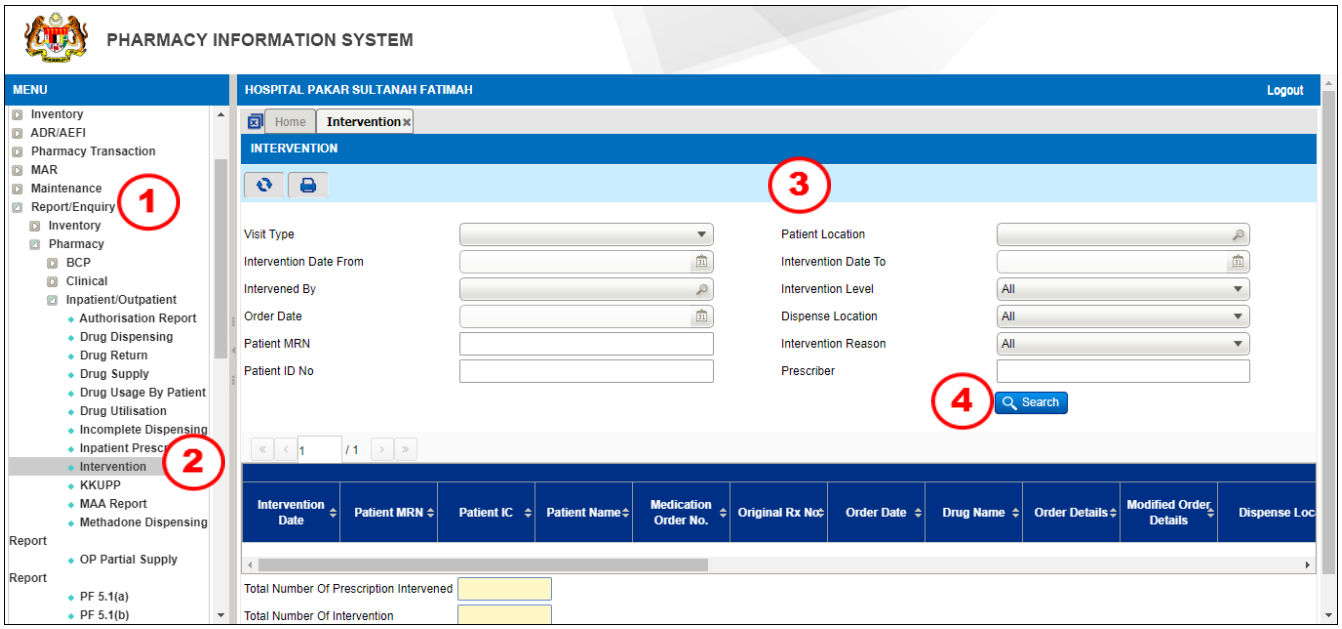



**Figure 3.2.3.9-1 Intervention**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Intervention'

**STEP 3**
Search Intervention record by criteria as follow:

a) Visit Type
b) Patient Location
c) Intervention Date From
d) Intervention Date To
e) Intervened By
f) Intervention Level
g) Order Date
h) Dispense Location
i) Patient MRN
j) Intervention Reason
k) Patient ID No
l) Prescriber

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

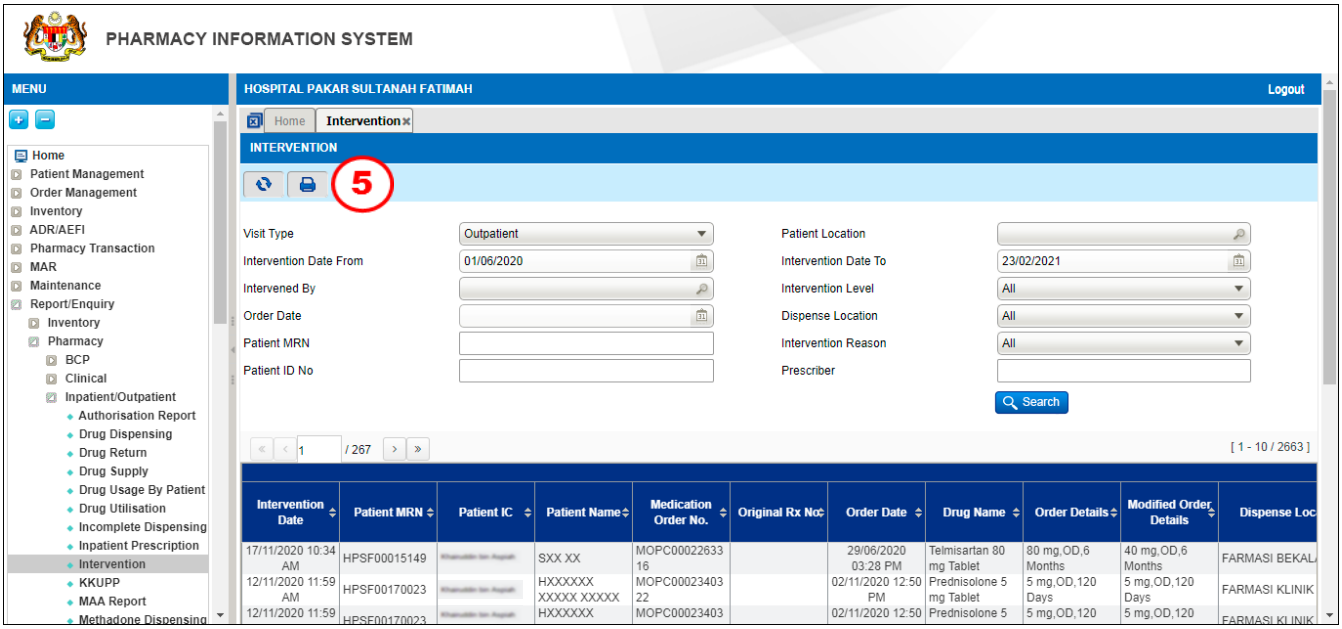



**Figure 3.2.3.9-2 Intervention**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.9-3

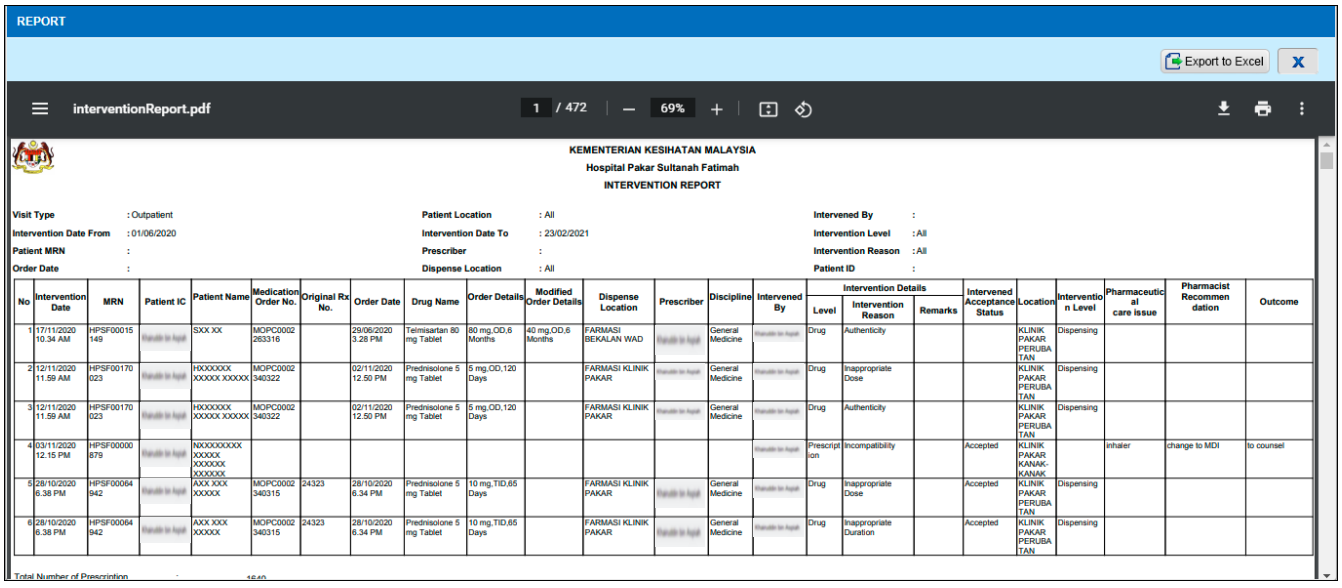



**Figure 3.2.3.9-3 Intervention**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.10 KKUPP

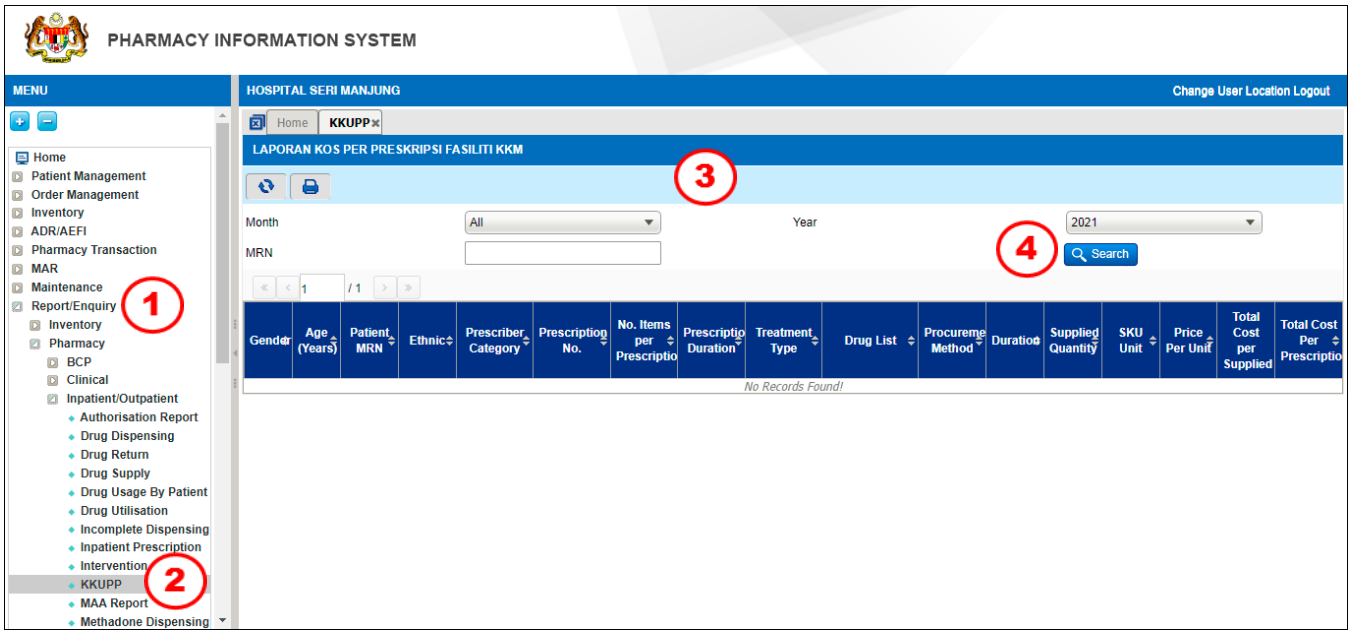



**Figure 3.2.3.10-1 Laporan Kos Per Preskripsi Fasiliti KKM**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'KKUPP'

**STEP 3**
Search KKUPP KKM record by criteria as follow:

a) Month
b) Year
c) MRN

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

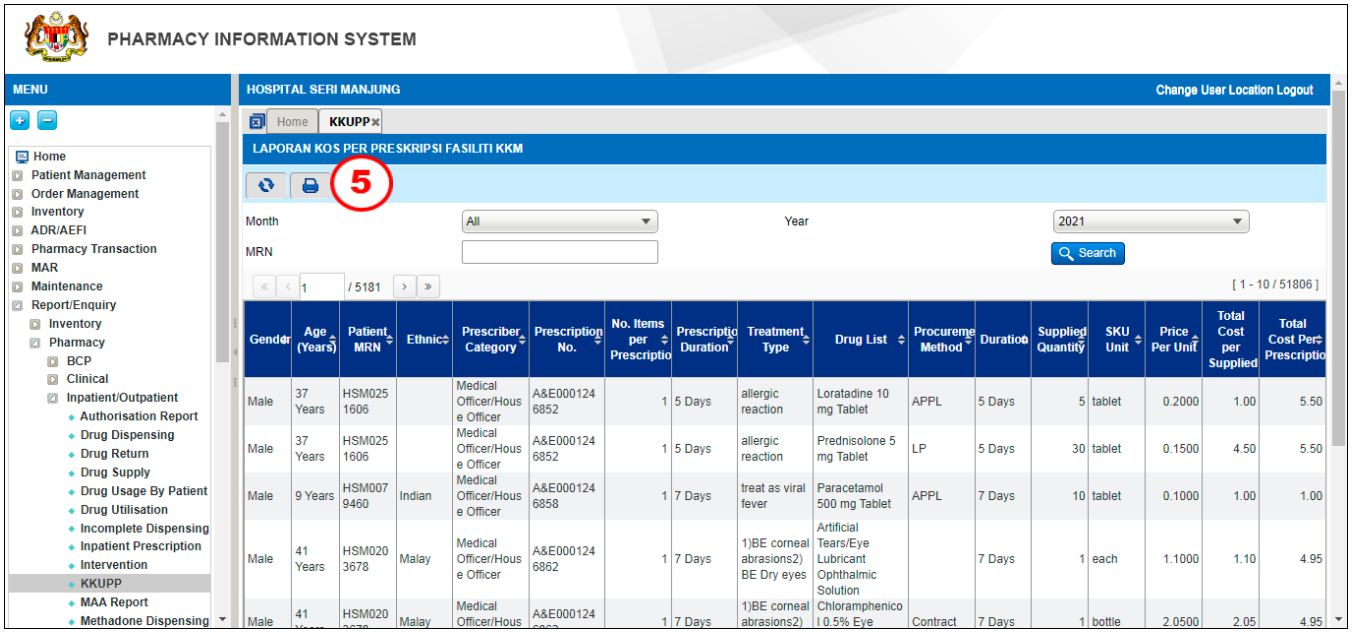
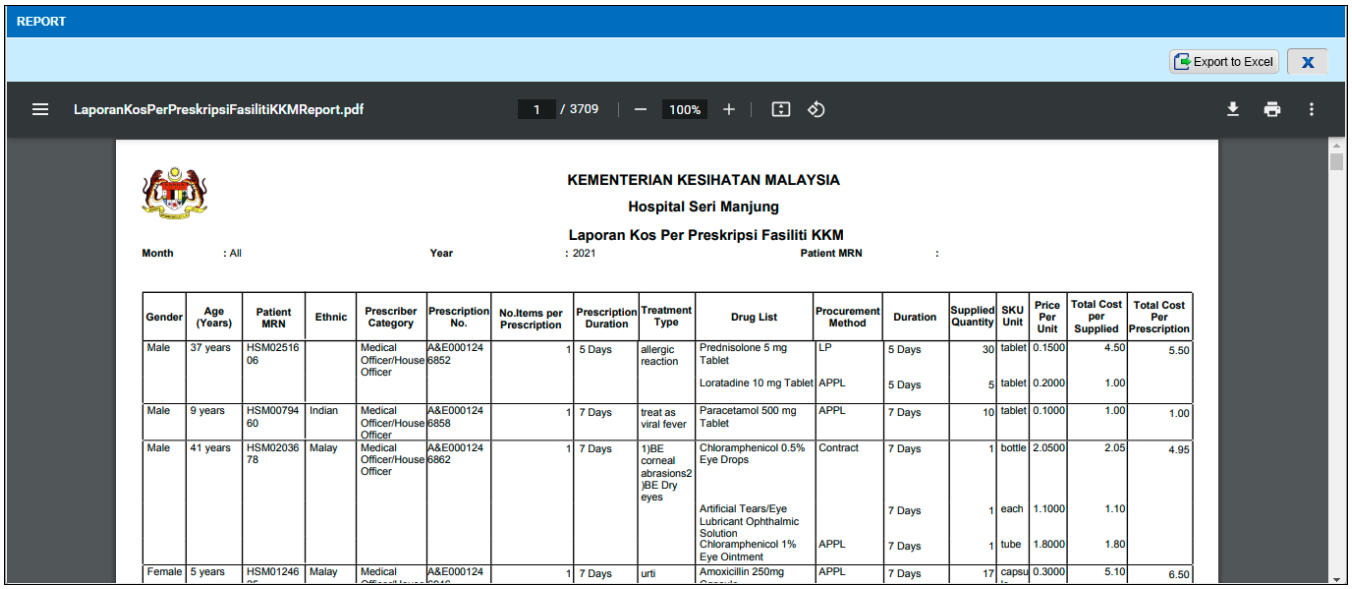



**Figure 3.2.3.10-2 Laporan Kos Per Preskripsi Fasiliti KKM**

**STEP 5**

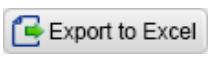
Click on the  button to view/print the record as Figure 3.2.3.10-3




| Gender | Age (Years) | Patient MRN | Ethnic | Prescriber Category | Prescription No. | No.Items per Prescription | Prescription Duration | Treatment Type | Drug List | Procurement Method | Duration | Supplied Quantity | SKU Unit | Price Per Unit | Total Cost per Supplied | Total Cost Per Prescription |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Male | 37 years | HSM0251606 | | Medical Officer/House Officer | A&E0001246852 | 1 | 5 Days | allergic reaction | Prednisolone 5 mg Tablet | LP | 5 Days | 30 | tablet | 0.1500 | 4.50 | 5.50 |
| | | | | | | | | | Loratadine 10 mg Tablet | APPL | 5 Days | 5 | tablet | 0.2000 | 1.00 | |
| Male | 9 years | HSM0079460 | Indian | Medical Officer/House Officer | A&E0001246858 | 1 | 7 Days | treat as viral fever | Paracetamol 500 mg Tablet | APPL | 7 Days | 10 | tablet | 0.1000 | 1.00 | 1.00 |
| Male | 41 years | HSM0203678 | Malay | Medical Officer/House Officer | A&E0001246862 | 1 | 7 Days | 1)BE corneal abrasions2)BE Dry eyes | Chloramphenicol 0.5% Eye Drops | Contract | 7 Days | 1 | bottle | 2.0500 | 2.05 | 4.95 |
| | | | | | | | | | Artificial Tears/Eye Lubricant Ophthalmic Solution | | 7 Days | 1 | each | 1.1000 | 1.10 | |
| | | | | | | | | | Chloramphenicol 1% Eye Ointment | APPL | 7 Days | 1 | tube | 1.8000 | 1.80 | |
| Female | 5 years | HSM0124625 | Malay | Medical | A&E0001246 | 1 | 7 Days | urti | Amoxicillin 250mg | APPL | 7 Days | 17 | capsu | 0.3000 | 5.10 | 6.50 |

**Figure 3.2.3.10-3 Laporan Kos Per Preskripsi Fasiliti KKM**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.11 MAA Report

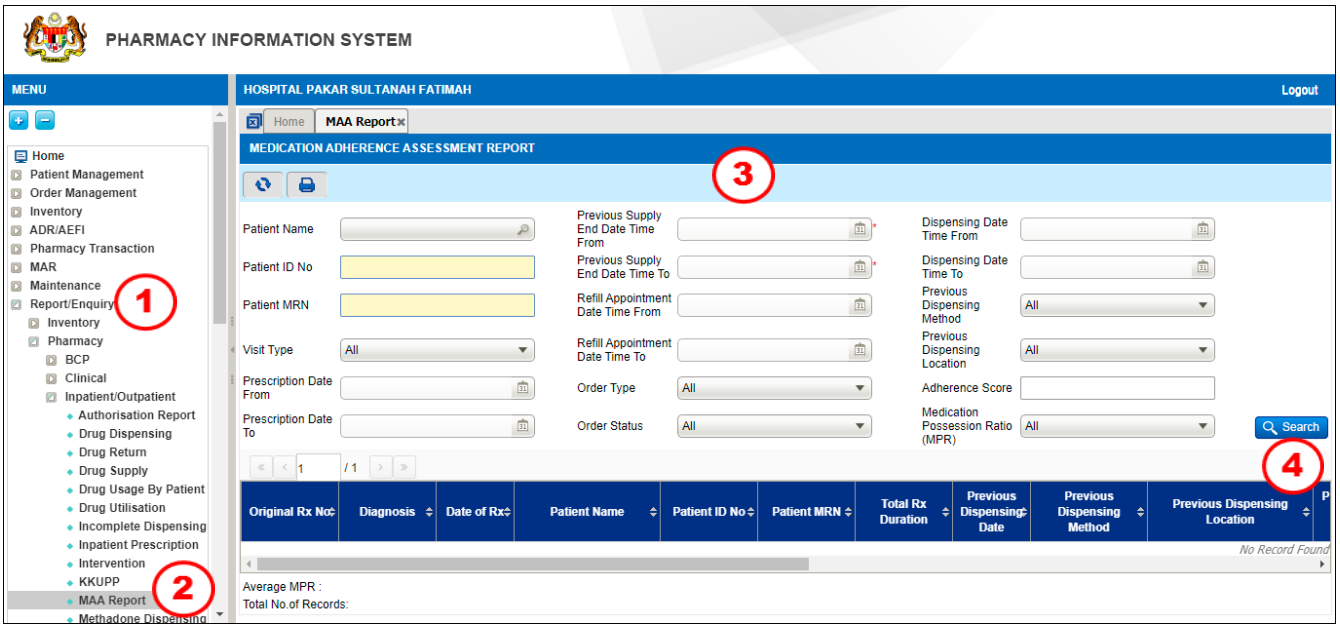



**Figure 3.2.3.11-1 MAA Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'MAA Report'

**STEP 3**
Search MAA Report record by criteria as follow:

a) Patient Name
b) Previous Supply End Date Time From
c) Previous Supply End Date Time To
d) Dispensing Date Time From
e) Dispensing Date Time To
f) Visit Type
g) Prescription Date From
h) Prescription Date To
i) Refill Appointment Date Time From
j) Refill Appointment Date Time To
k) Order Type
l) Order Status
m) Previous Dispensing Method
n) Previous Dispensing Location
o) Adherence Score
p) Medication Possession Ratio (MPR)

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

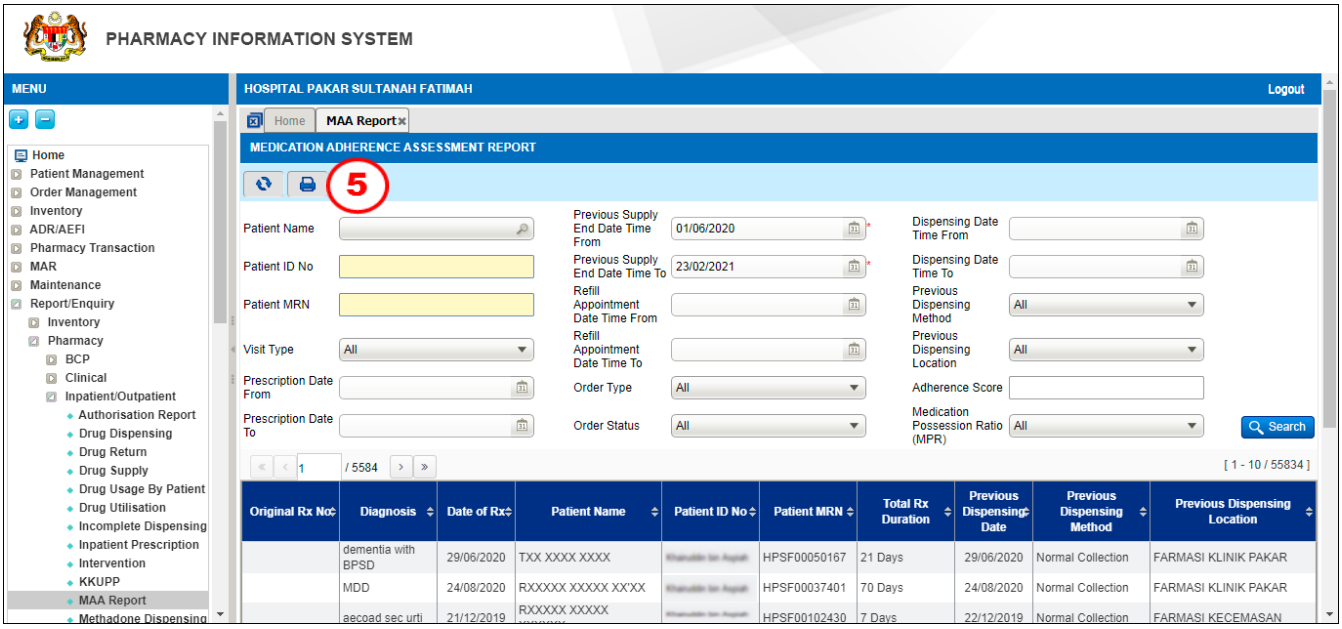



**Figure 3.2.3.11-2 MAA Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.11-3

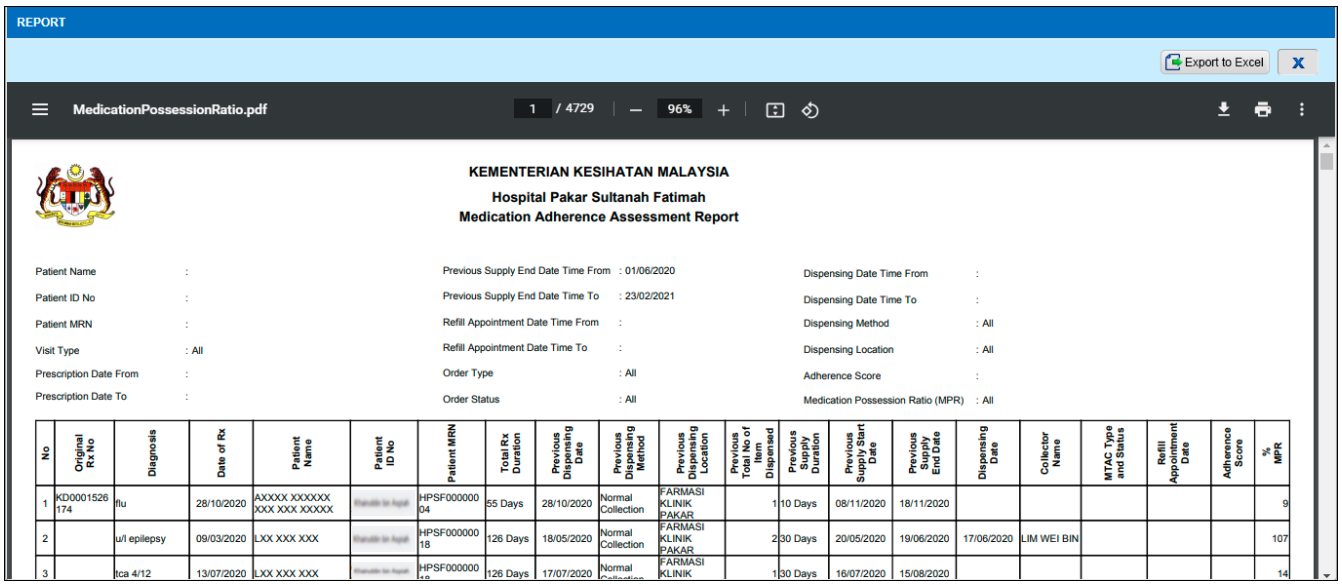
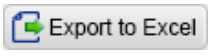



**Figure 3.2.3.11-3 MAA Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.12 Methadone Dispensing Report

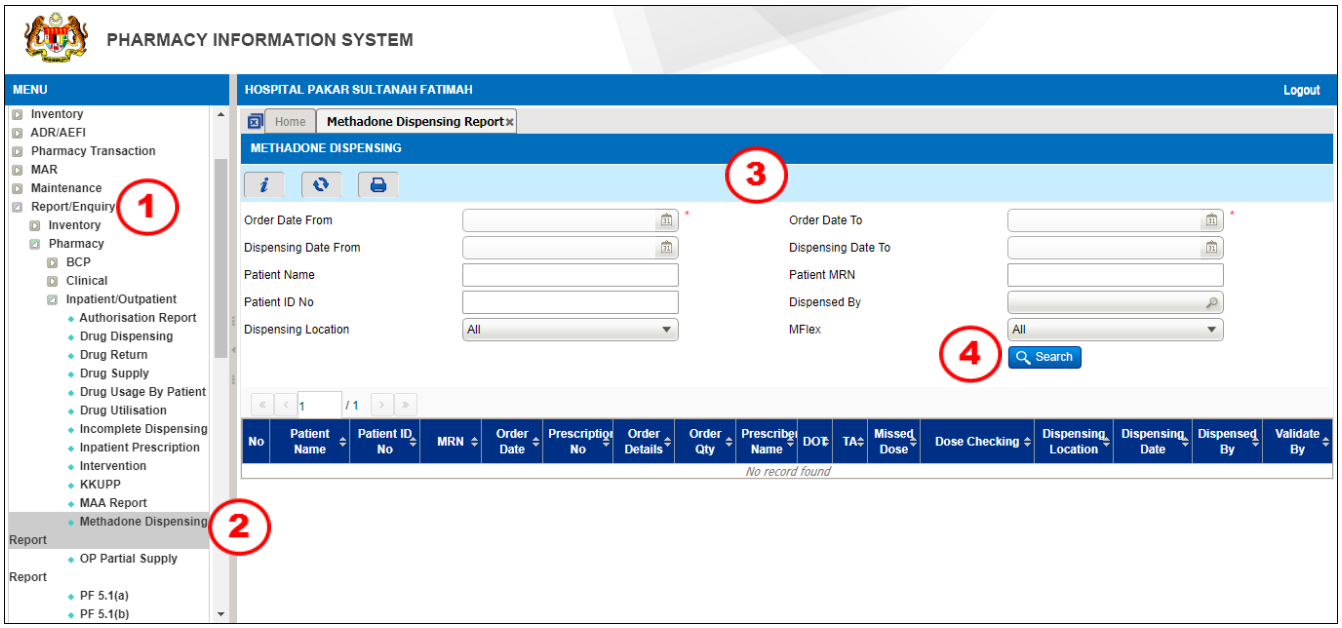



**Figure 3.2.3.12-1 Methadone Dispensing Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'Methadone Dispensing Report'

**STEP 3**
Search Methadone Dispensing Report record by criteria as follow:

a) Order Date From
b) Order Date To
c) Dispensing Date From
d) Dispensing Date To
e) Patient Name
f) Patient MRN
g) Patient ID No
h) Dispensed By
i) Dispensing Location
j) MFlex

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

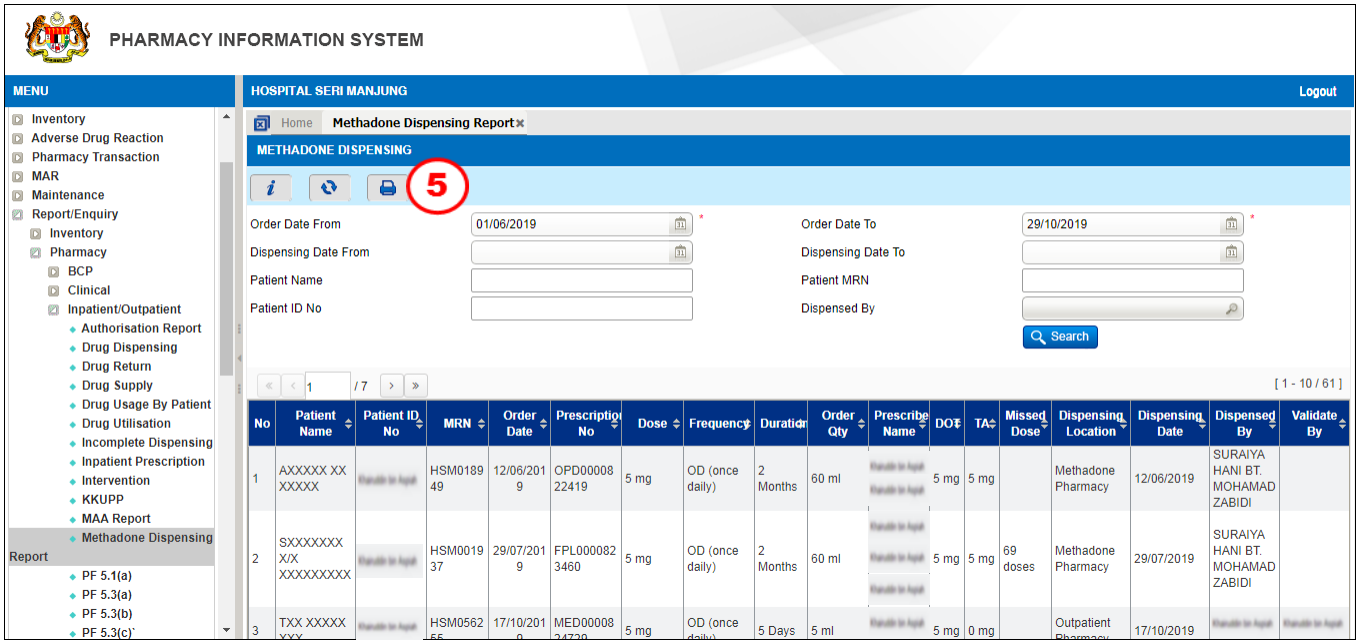



**Figure 3.2.3.12-2 Methadone Dispensing Report**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.12-3

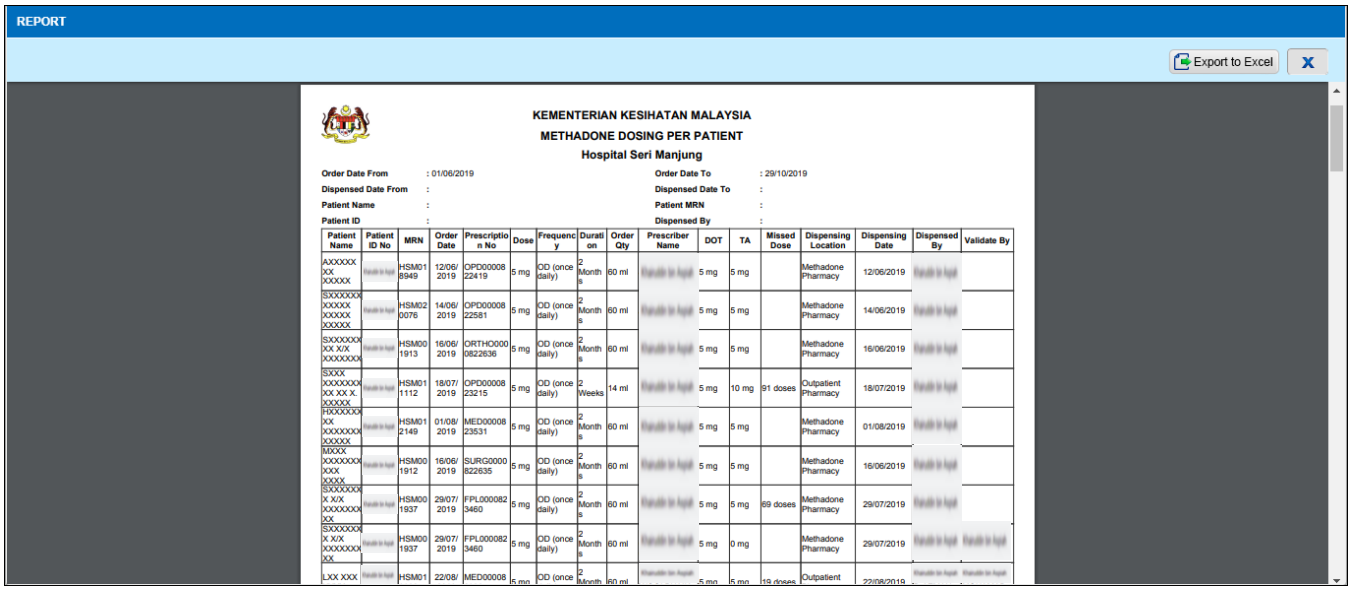



**Figure 3.2.3.12-3 Methadone Dispensing Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.13 OP Partial Supply Report

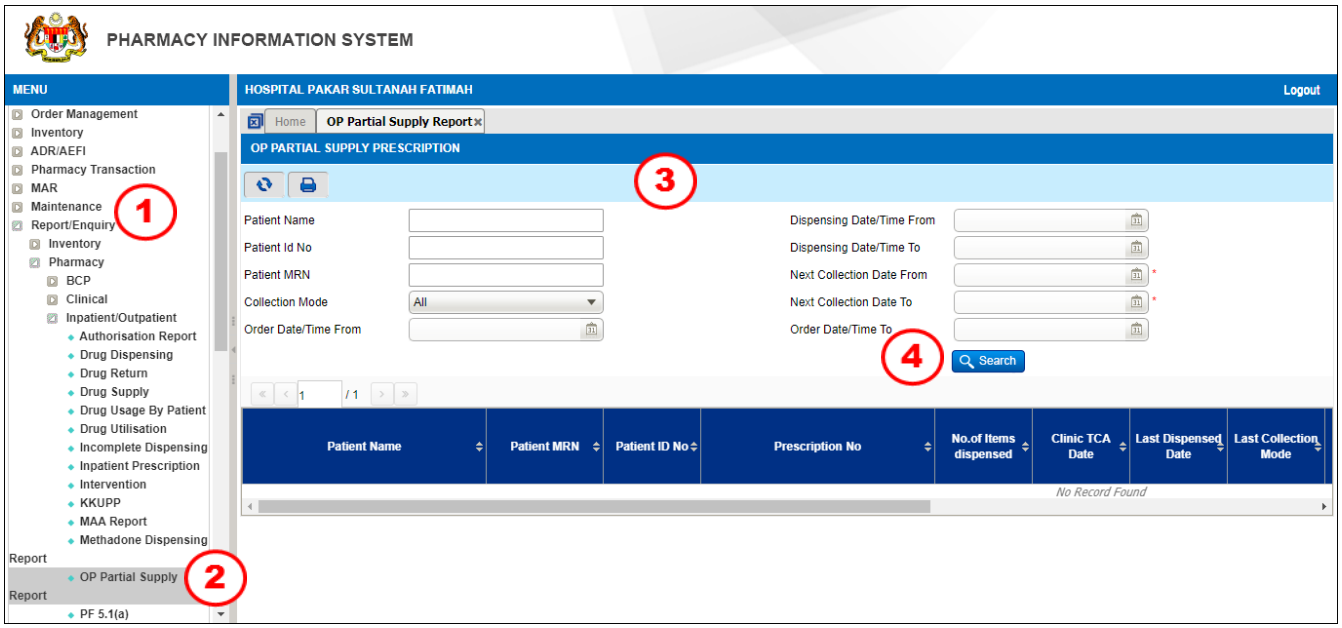



**Figure 3.2.3.13-1 OP Partial Supply Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'OP Partial Supply Report'

**STEP 3**
Search OP Partial Supply Report record by criteria as follow:

a) Patient Name
b) Dispensing Date/Time From
c) Patient Id No
d) Dispensing Date/Time To
e) Patient MRN
f) Next Collection Date From
g) Collection Mode
h) Next Collection Date To
i) Order Date/Time From
j) Order Date/Time To

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

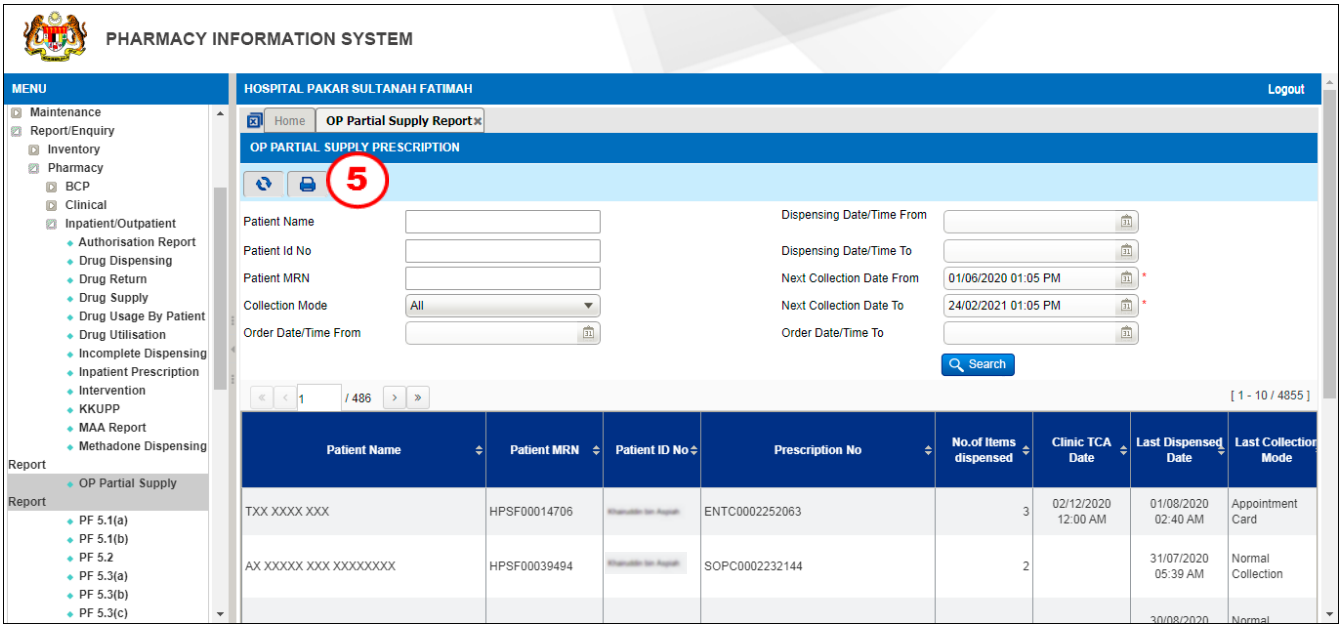



**Figure 3.2.3.13-2 OP Partial Supply Report Record**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.13-3

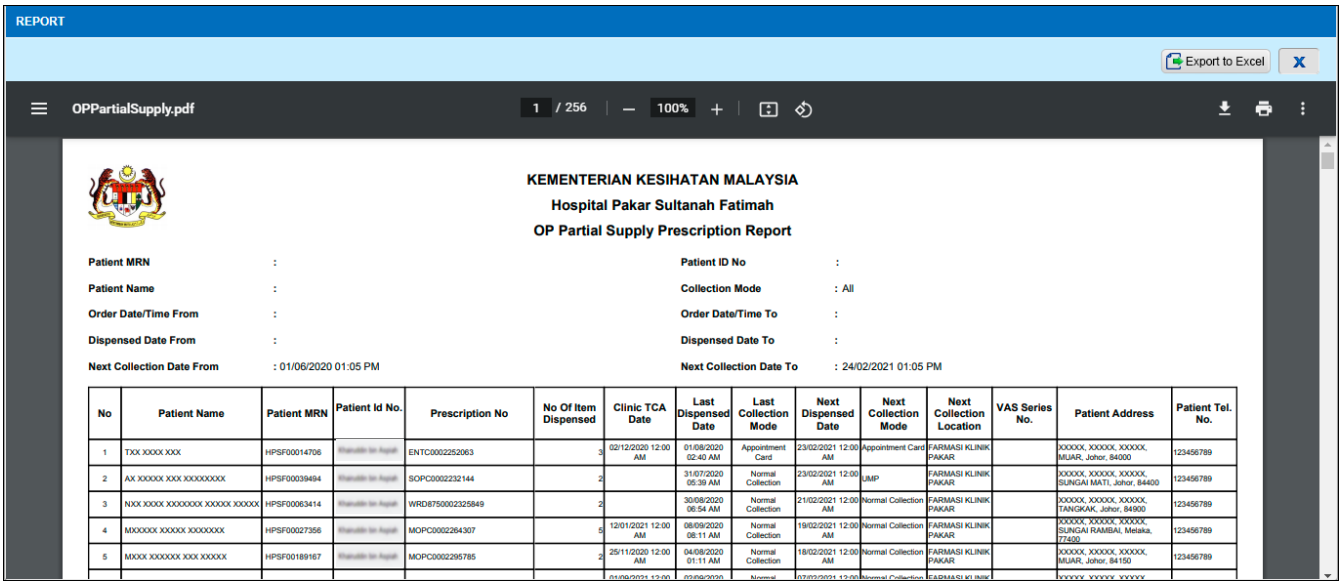
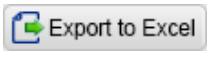



**Figure 3.2.3.13-3 OP Partial Supply Prescription Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.14 PF 5.1 (a)

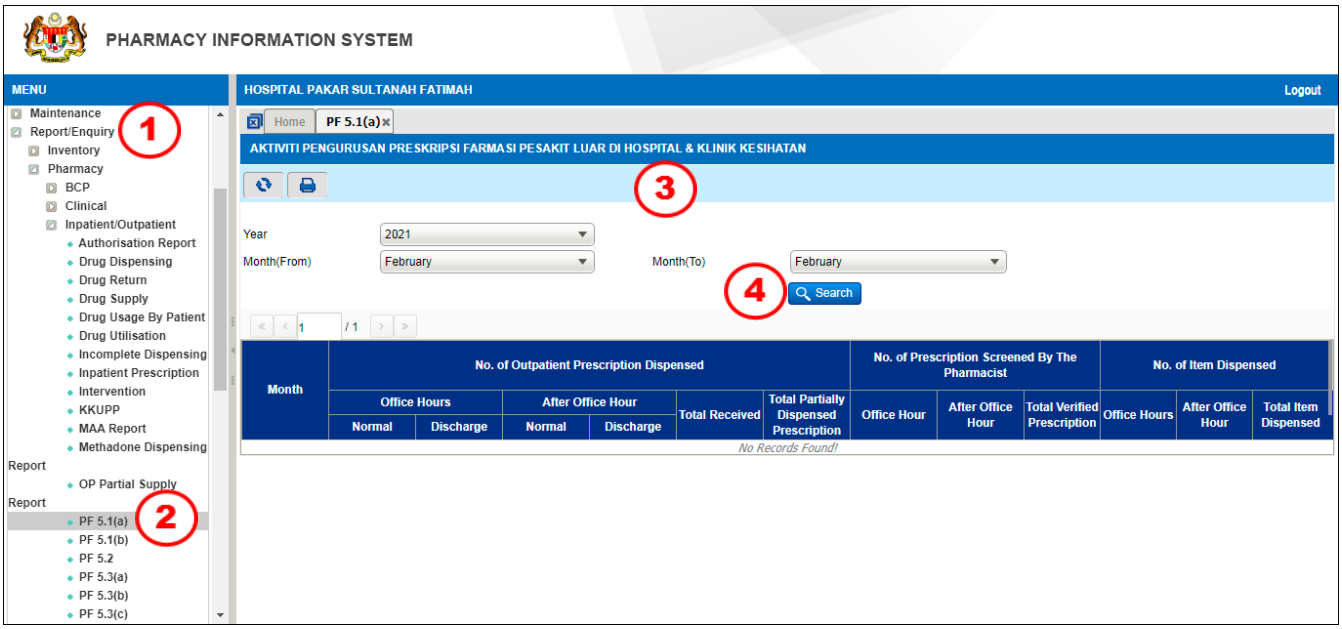



**Figure 3.2.3.14-1 PF 5.1 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.1 (a)

**STEP 3**
Search PF 5.1 (a) record by criteria as follow:

a) Year
b) Month (From)
c) Month (To)

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

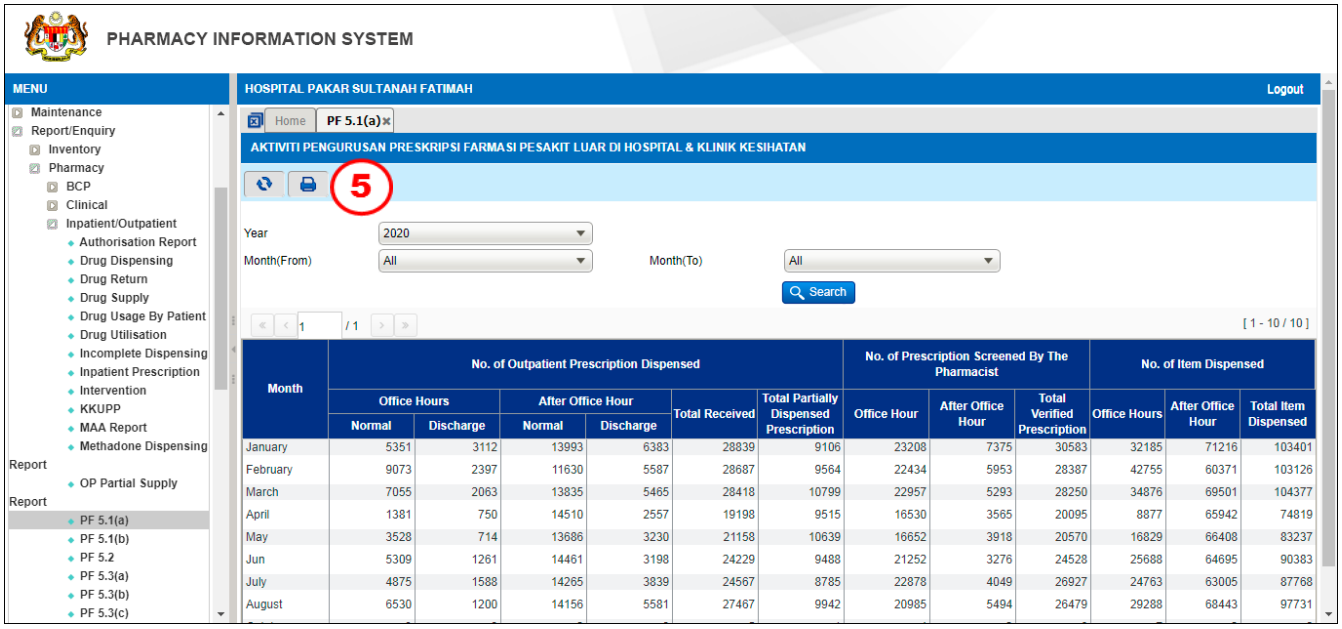



**Figure 3.2.3.14-2 PF 5.1 (a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.14-3

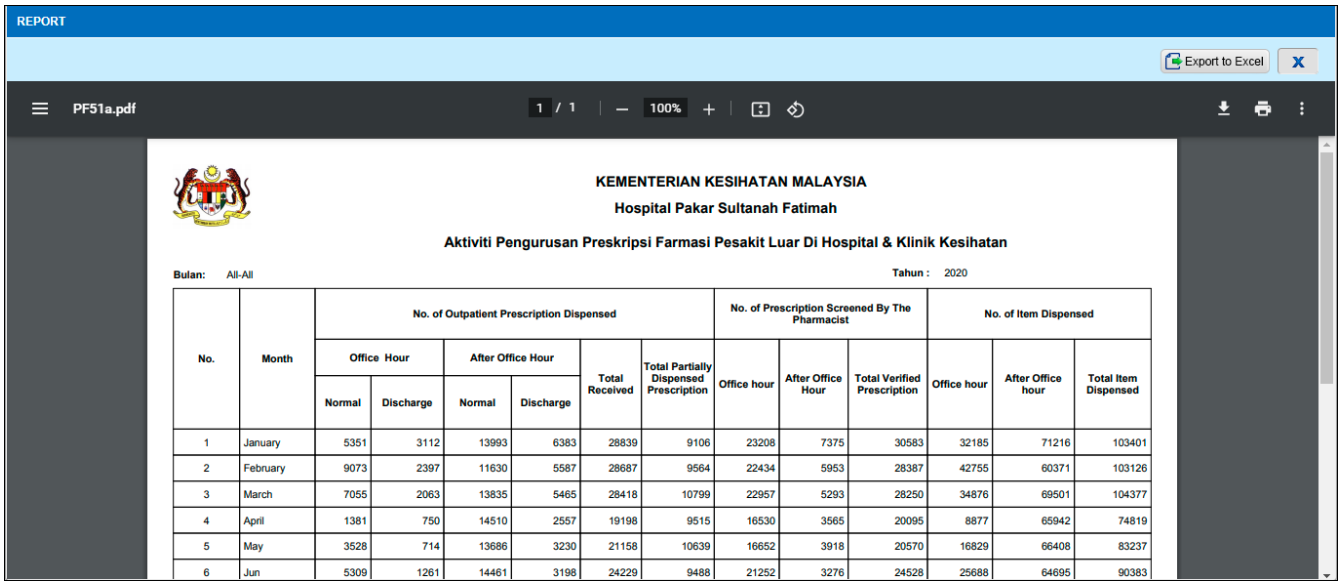



**Figure 3.2.3.14-3 PF 5.1 (a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.15 PF 5.1 (b)

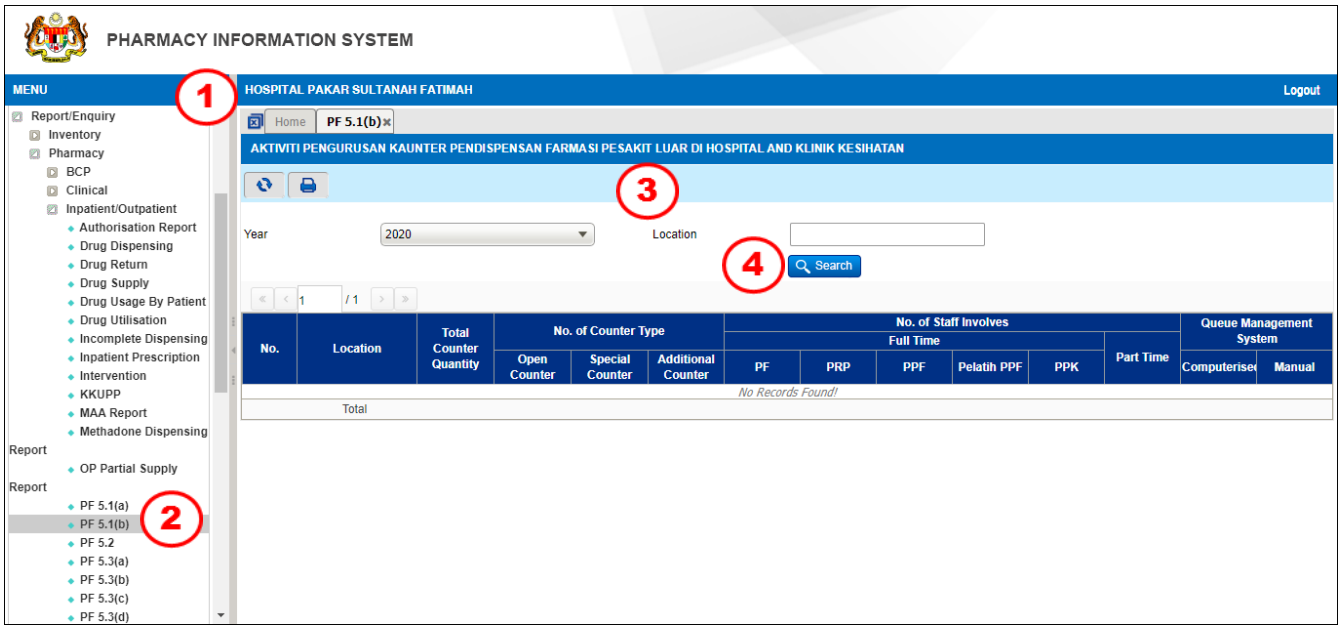



**Figure 3.2.3.15-1 PF 5.1 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.1 (b)'

**STEP 3**
Search PF 5.1 (b) record by criteria as follow:

a) Year
b) Location

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

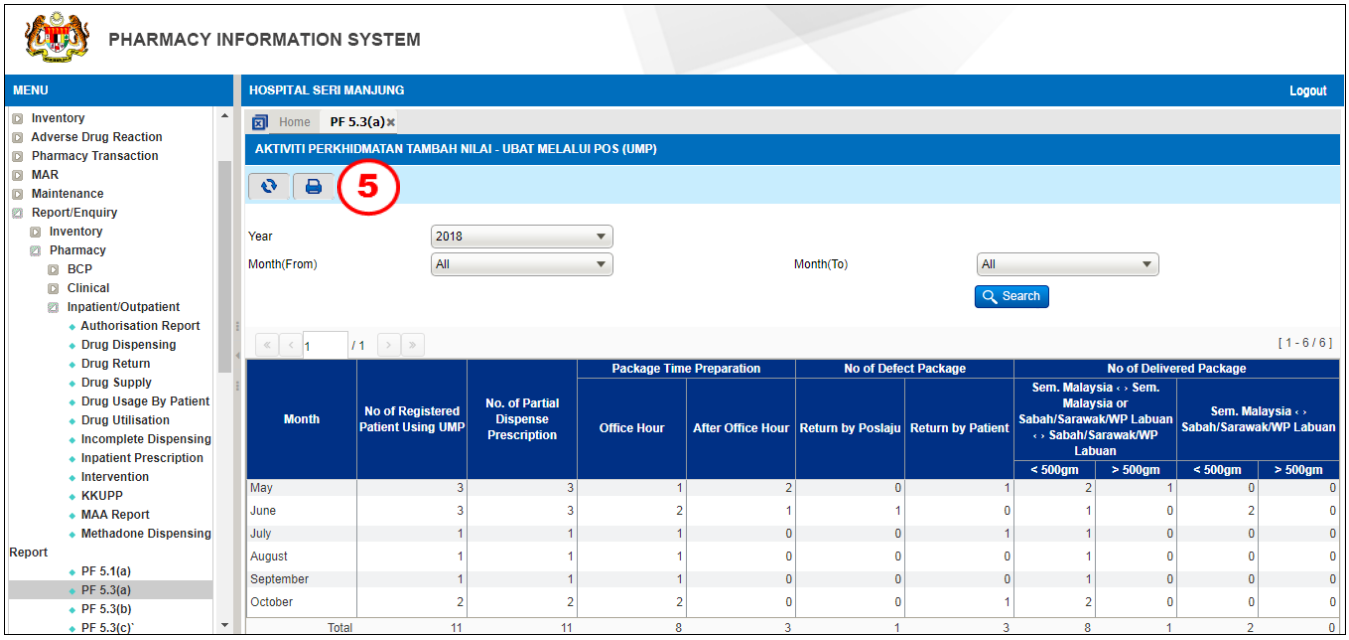



**Figure 3.2.3.14-2 PF 5.3 (a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.14-3

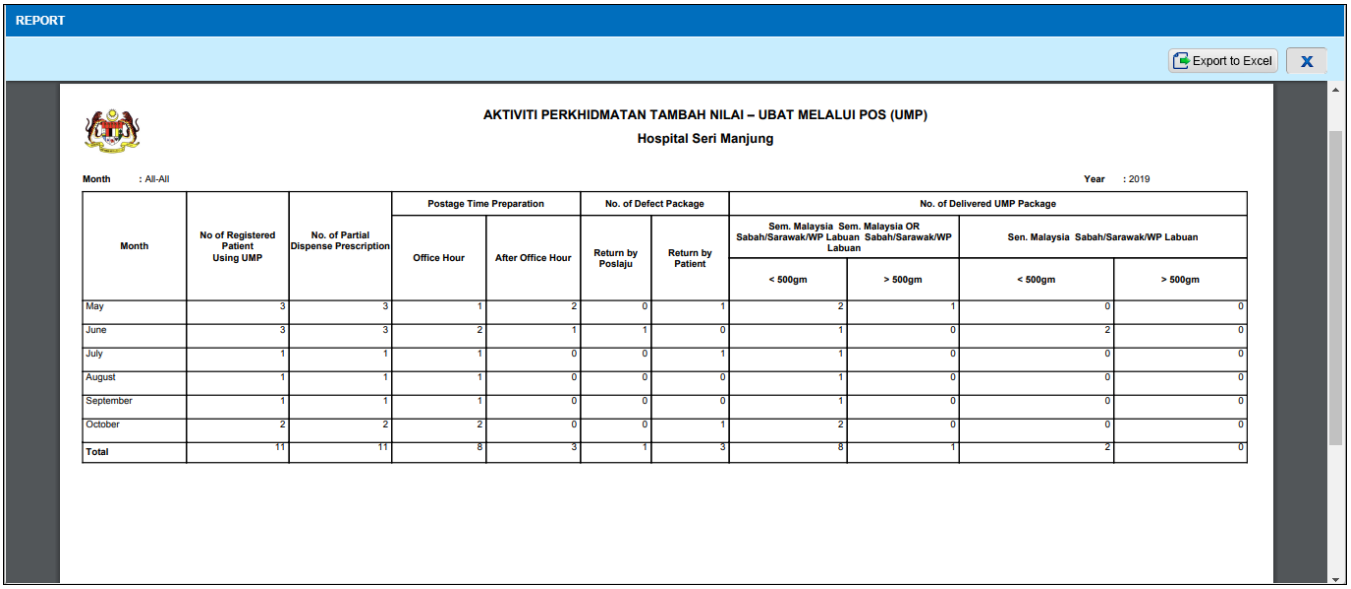



**Figure 3.2.3.14-3 PF 5.3 (a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.16 PF 5.2

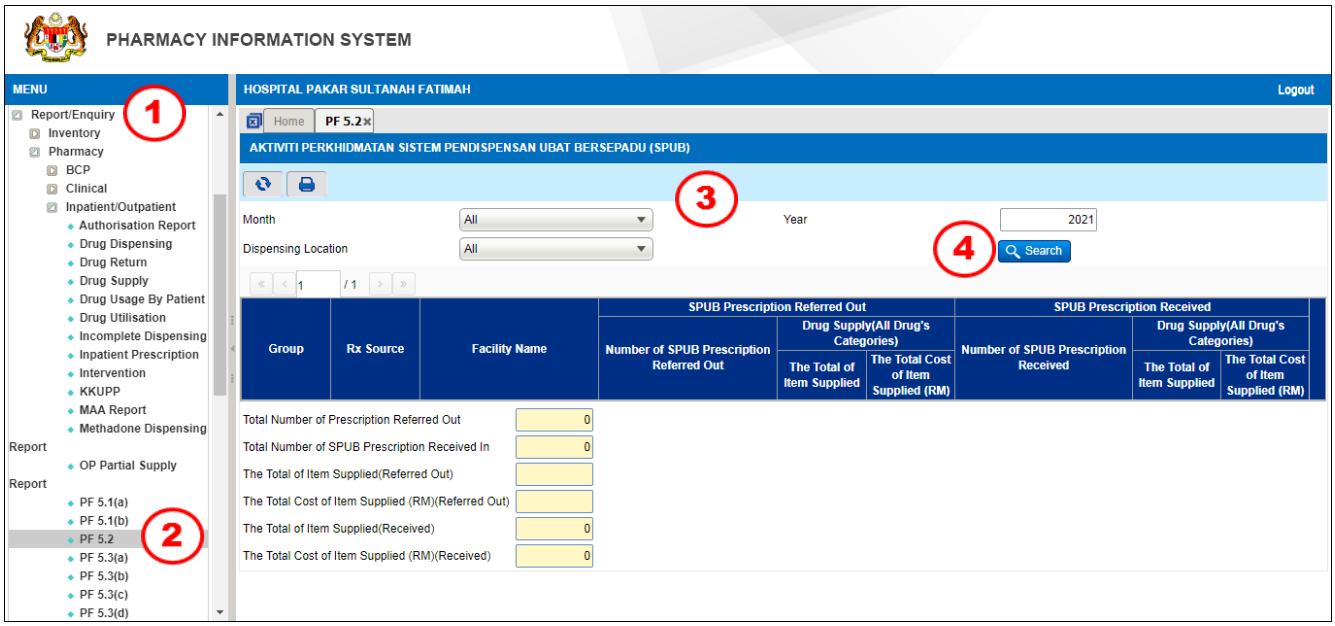



**Figure 3.2.3.16-1 PF 5.2**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.2'

**STEP 3**
Search PF 5.2 record by criteria as follow:

a) Month
b) Year
c) Dispensing Location

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

***Note***
*Detail for PF 5.2 as below:*

- ***Number of Prescription Referred Out*** *– The total of SPUB prescription referred to other facilities (SPUB Out)*
- ***Total Number of SPUB Prescription Received In*** *– The total of SPUB prescription received by the facility*
- ***The Total of Item Supplied (Referred Out)*** *– The number of SPUB drug/items categories referred to other facilities (SPUB Out)*
- ***The Total Cost of Item Supplied (RM)(Referred Out)*** *– The cost of all categories of drug referred to other facilities through SPUB (SPUB Out)*
- ***The Total of Item Supplied (Received)*** *– The number of SPUB drug/items categories that received by the facility*
- ***The Total Cost of Item Supplied (RM)(Received)*** *– The cost of all categories of drug received by facility through SPUB (SPUB In)*

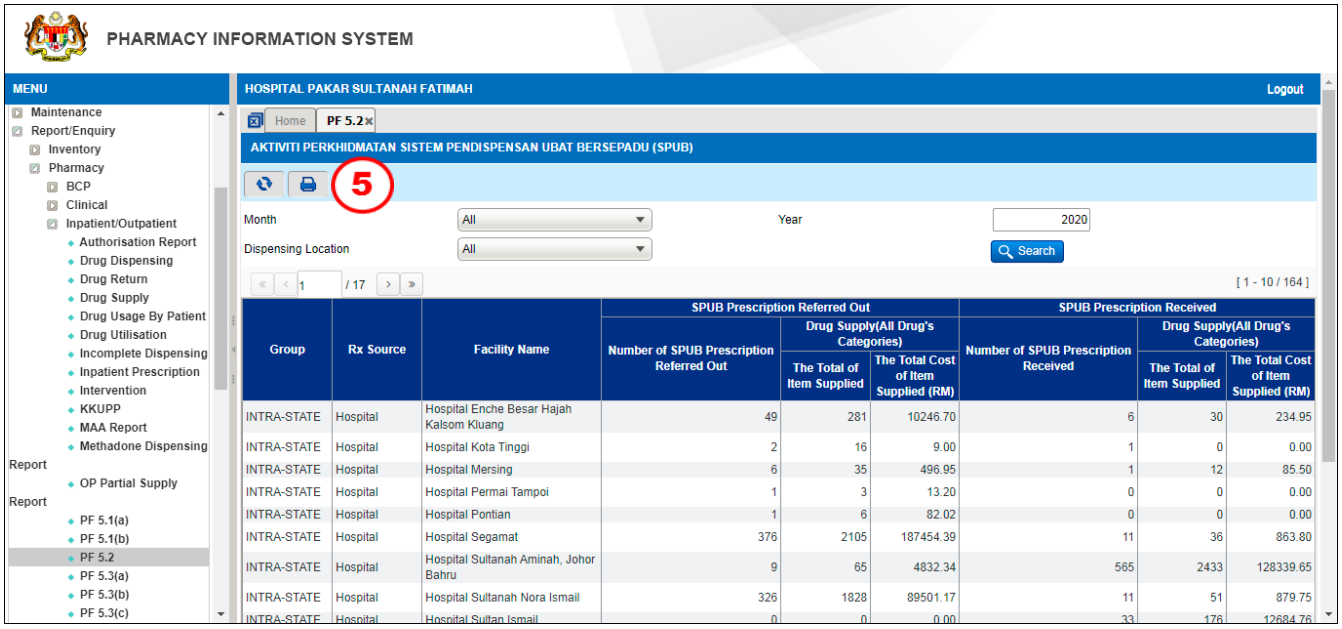



**Figure 3.2.3.16-2 PF 5.2**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.16-3

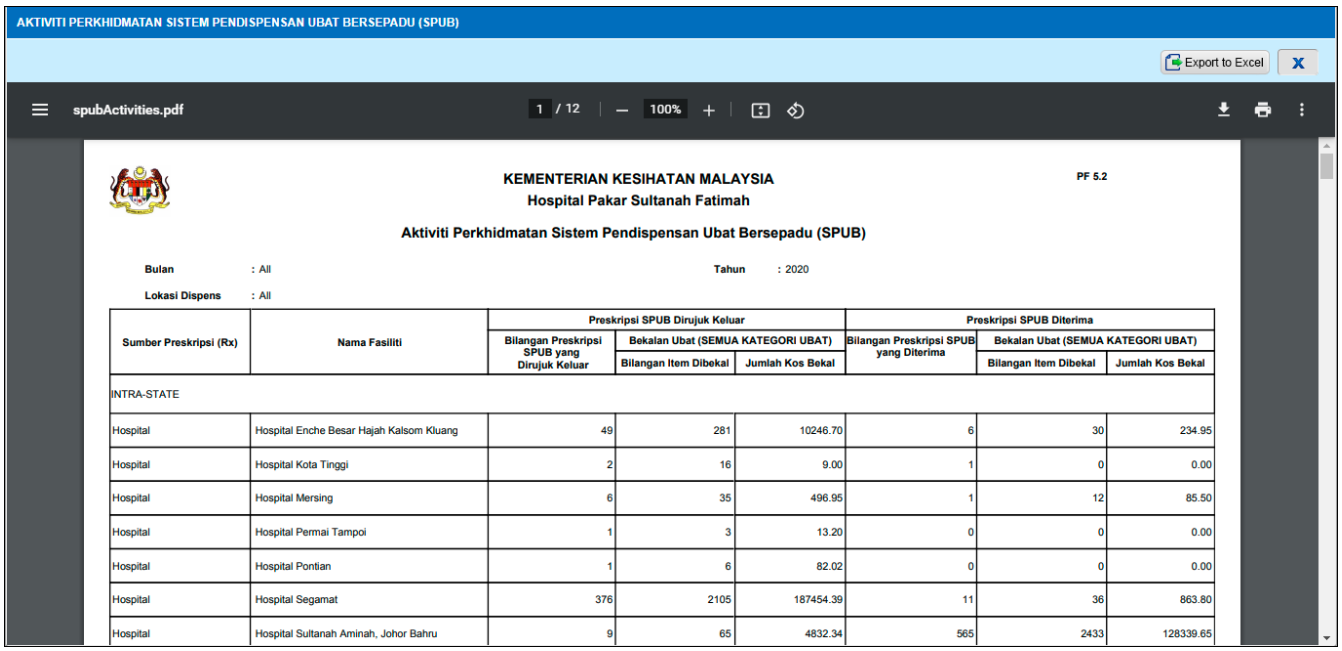
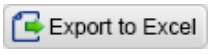



**Figure 3.2.3.14-3 PF 5.2**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.17 PF 5.3 (a)

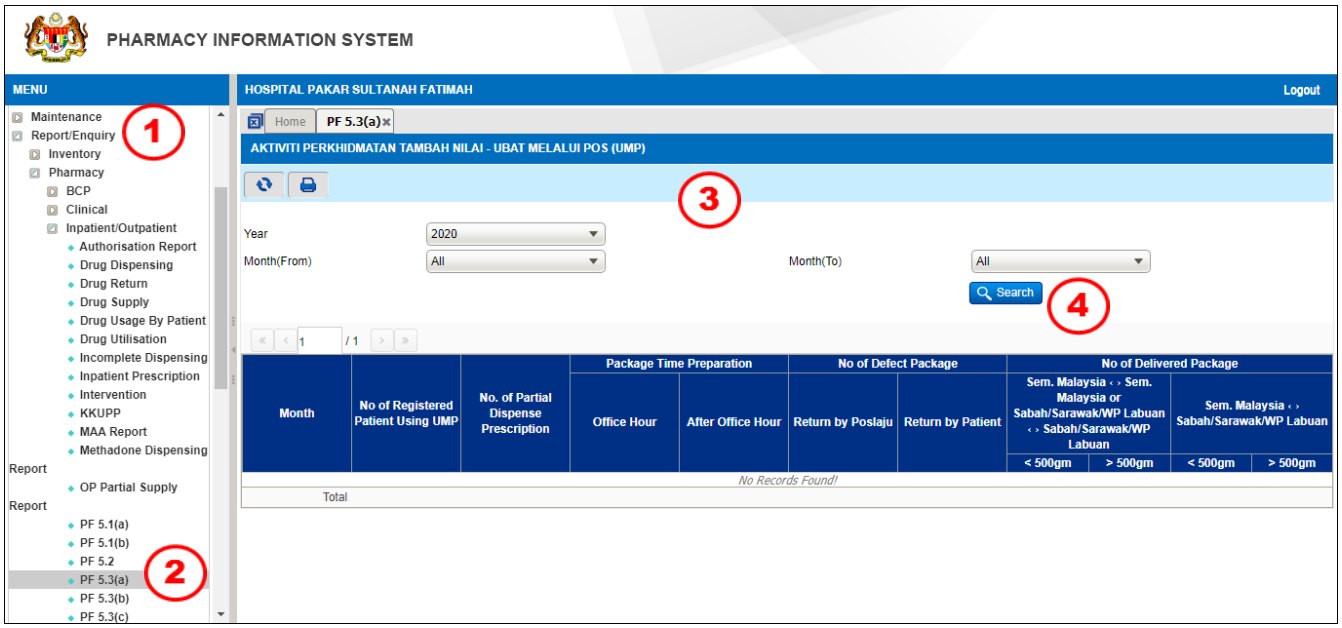



**Figure 3.2.3.17-1 PF 5.3 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.3 (a)'

**STEP 3**
Search PF 5.3 (a) record by criteria as follow:

a) Year
b) Month (From)
c) Month (To)

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

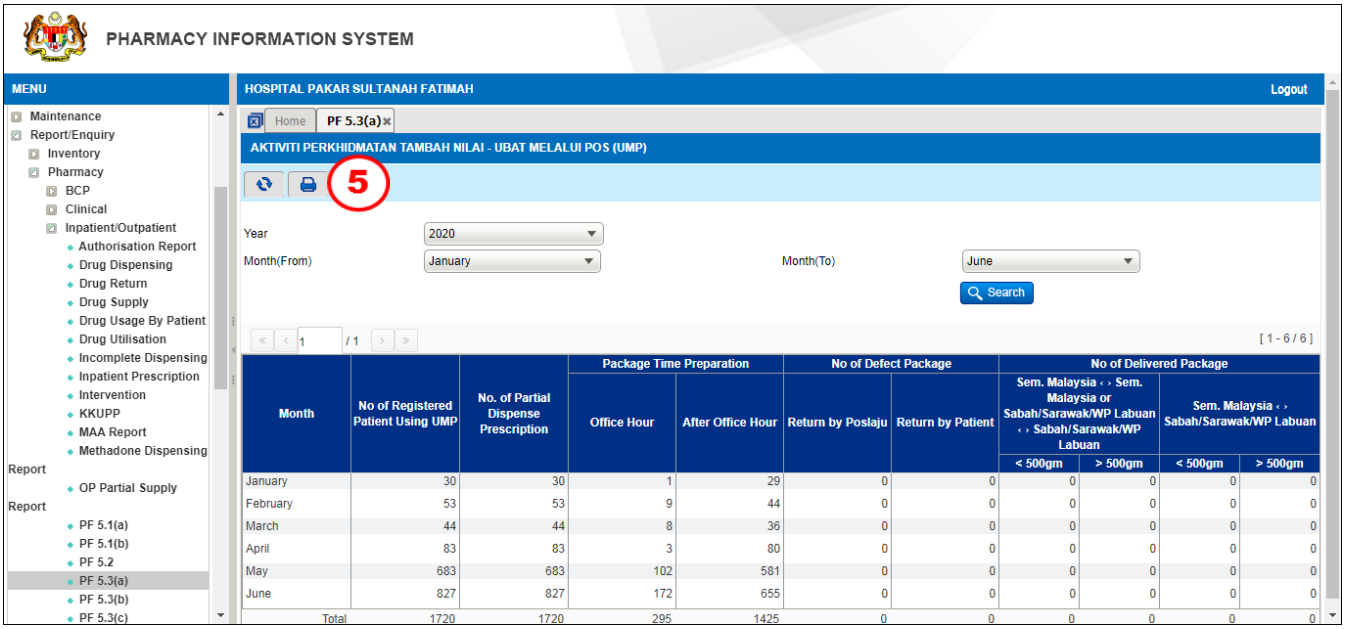



**Figure 3.2.3.17-2 PF 5.3 (a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.17-3

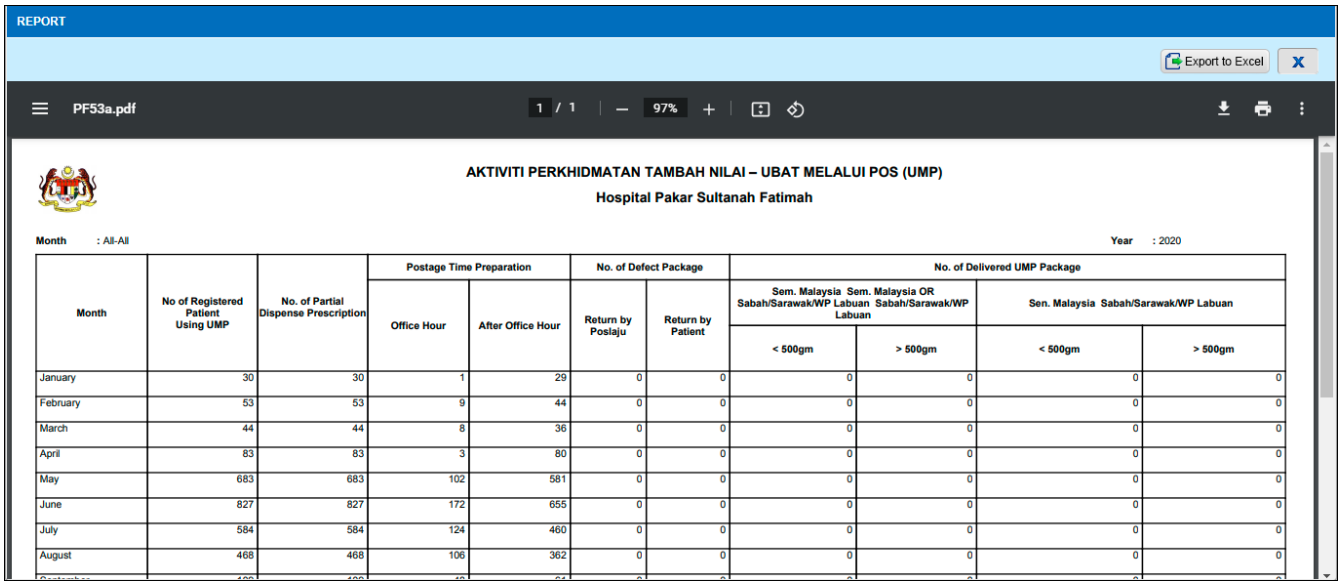
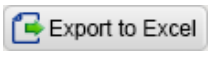



**Figure 3.2.3.17-3 PF 5.3 (a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.18 PF 5.3 (b)

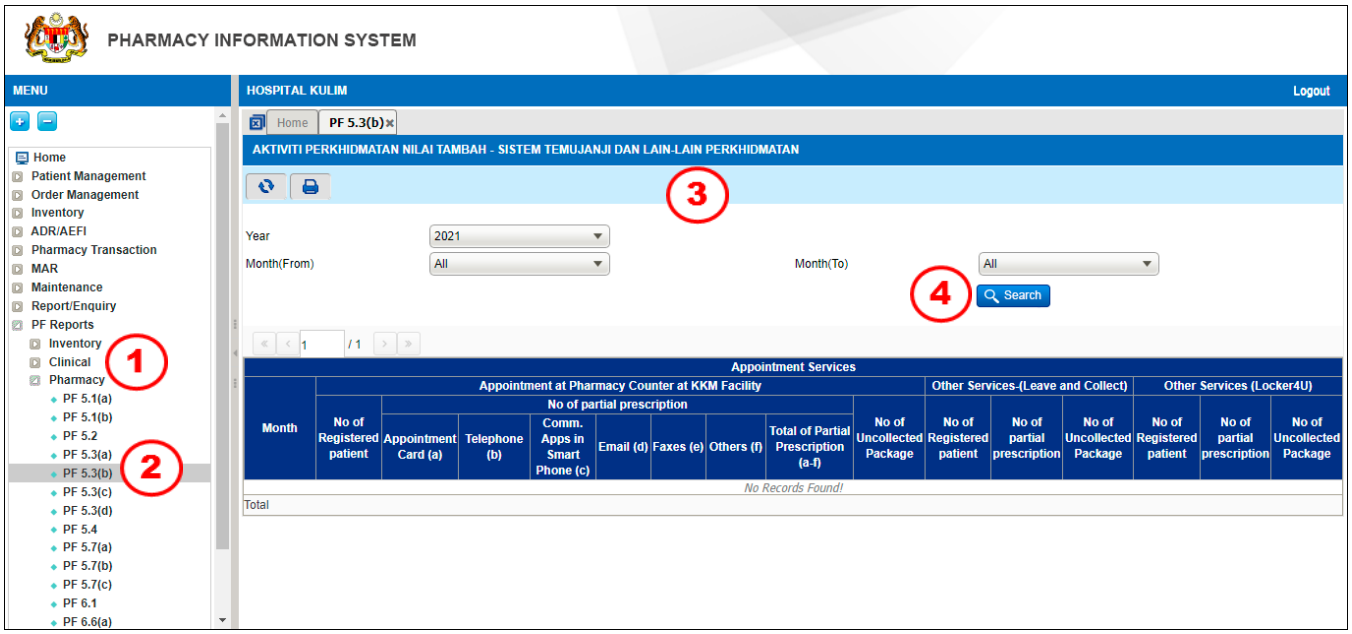



**Figure 3.2.3.18-1 PF 5.3 (b)**

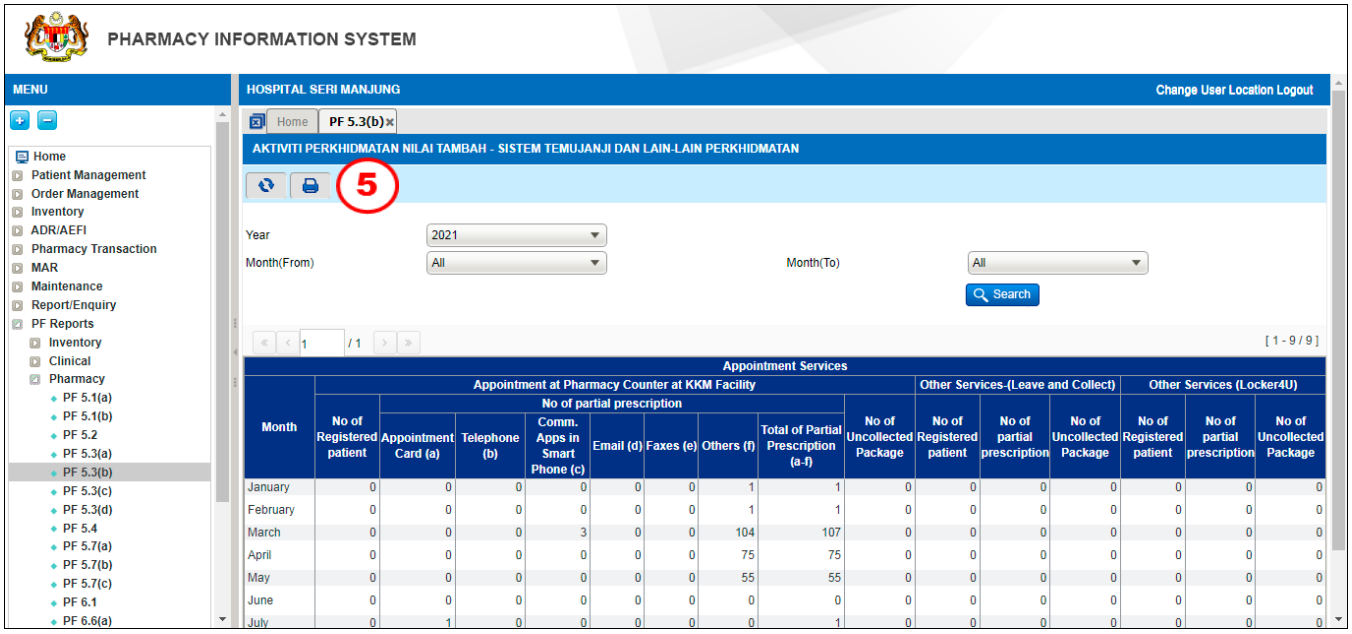
**STEP 1**
Click on 'PF Reports' menu and follow by 'Pharmacy'

**STEP 2**
Click on 'PF 5.3 (b)'

**STEP 3**
Search PF 5.3 (b) record by criteria as follow:

a) Year
b) Month (From)
c) Month (To)

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

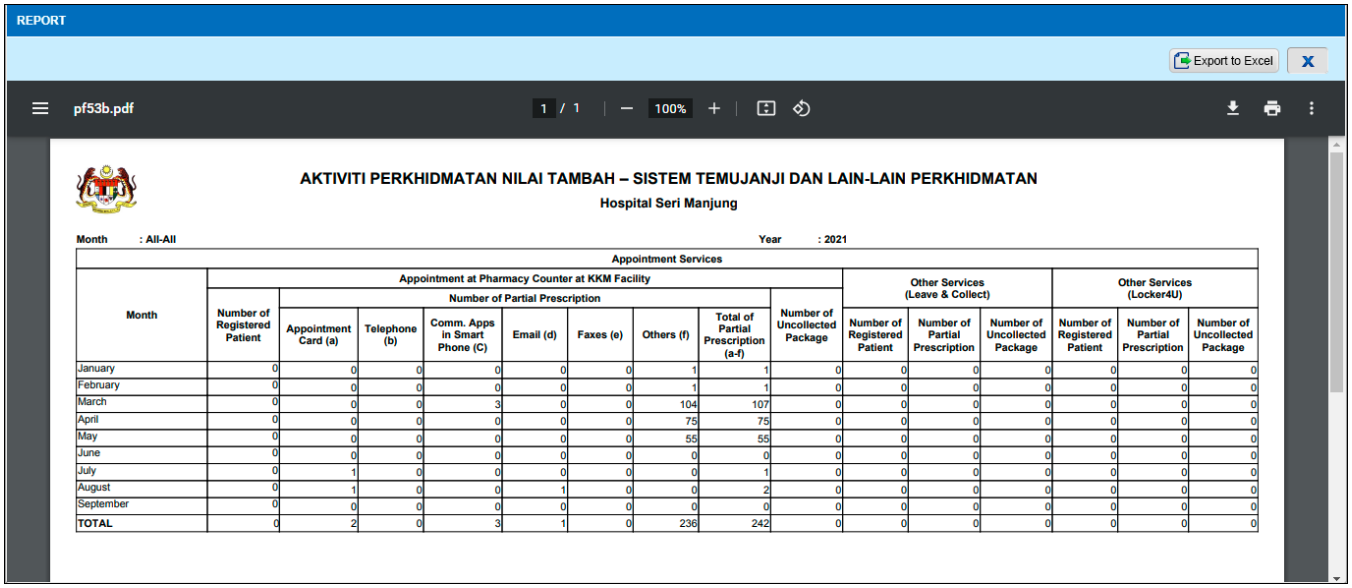



| Appointment Services | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Month | Appointment at Pharmacy Counter at KKM Facility | | | | | | | | | Other Services-(Leave and Collect) | | | Other Services (Locker4U) | | |
| | No of Registered patient | No of partial prescription | | | | | | | No of Uncollected Package | No of Registered patient | No of partial prescription | No of Uncollected Package | No of Registered patient | No of partial prescription | No of Uncollected Package |
| | | Appointment Card (a) | Telephone (b) | Comm. Apps in Smart Phone (c) | Email (d) | Faxes (e) | Others (f) | Total of Partial Prescription (a-f) | | | | | | | |
| January | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| February | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| March | 0 | 0 | 0 | 3 | 0 | 0 | 104 | 107 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| April | 0 | 0 | 0 | 0 | 0 | 0 | 75 | 75 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| May | 0 | 0 | 0 | 0 | 0 | 0 | 55 | 55 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| June | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| July | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**Figure 3.2.3.18-2 PF 5.3 (b)**

**STEP 5**

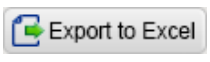
Click on the  button to view/print the record as Figure 3.2.3.18-3




| Appointment Services | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Month | Appointment at Pharmacy Counter at KKM Facility | | | | | | | | | Other Services (Leave & Collect) | | | Other Services (Locker4U) | | |
| | Number of Registered Patient | Number of Partial Prescription | | | | | | | Number of Uncollected Package | Number of Registered Patient | Number of Partial Prescription | Number of Uncollected Package | Number of Registered Patient | Number of Partial Prescription | Number of Uncollected Package |
| | | Appointment Card (a) | Telephone (b) | Comm. Apps in Smart Phone (C) | Email (d) | Faxes (e) | Others (f) | Total of Partial Prescription (a-f) | | | | | | | |
| January | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| February | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| March | 0 | 0 | 0 | 3 | 0 | 0 | 104 | 107 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| April | 0 | 0 | 0 | 0 | 0 | 0 | 75 | 75 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| May | 0 | 0 | 0 | 0 | 0 | 0 | 55 | 55 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| June | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| July | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| August | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| September | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 0 | 2 | 0 | 3 | 1 | 0 | 236 | 242 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**Figure 3.2.3.18-3 PF 5.3 (b)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.19 PF 5.3 (c)

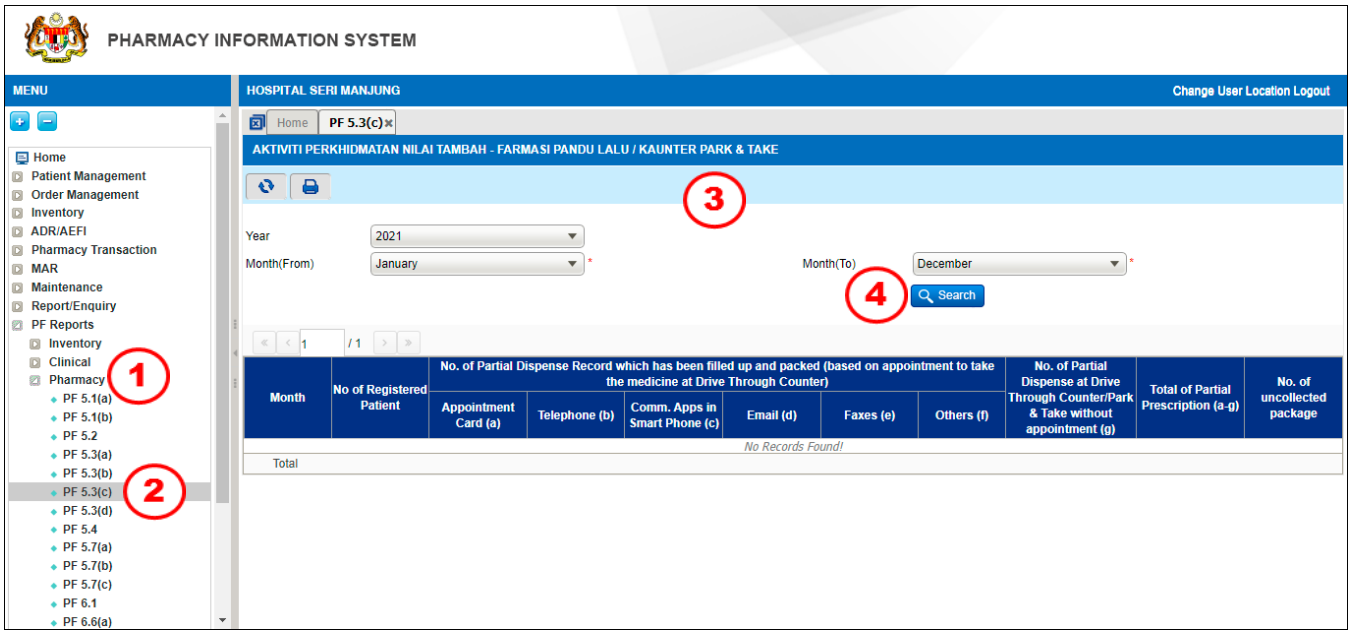



**Figure 3.2.3.19-1 PF 5.3 (c)**

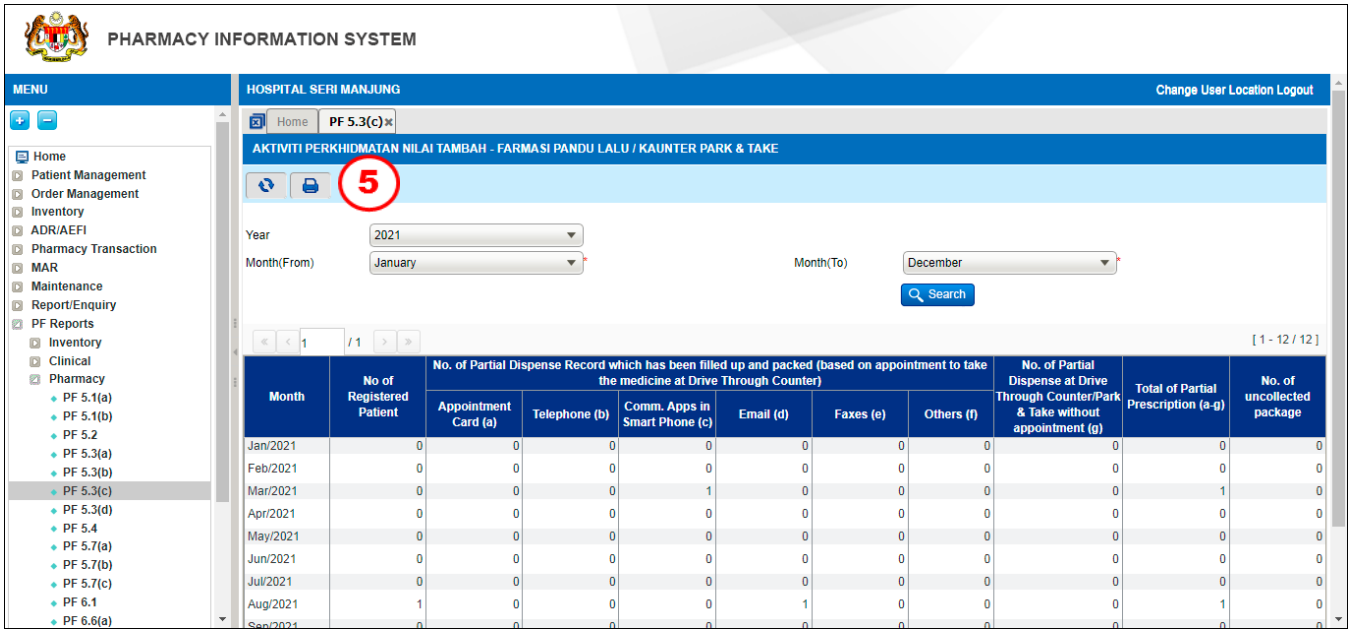
**STEP 1**
Click on 'PF Reports' menu and follow by 'Pharmacy'

**STEP 2**
Click on 'PF 5.3(c)'

**STEP 3**
Search PF 5.3(c) record by criteria as follow:

a) Year
b) Month (From)
c) Month (To)

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

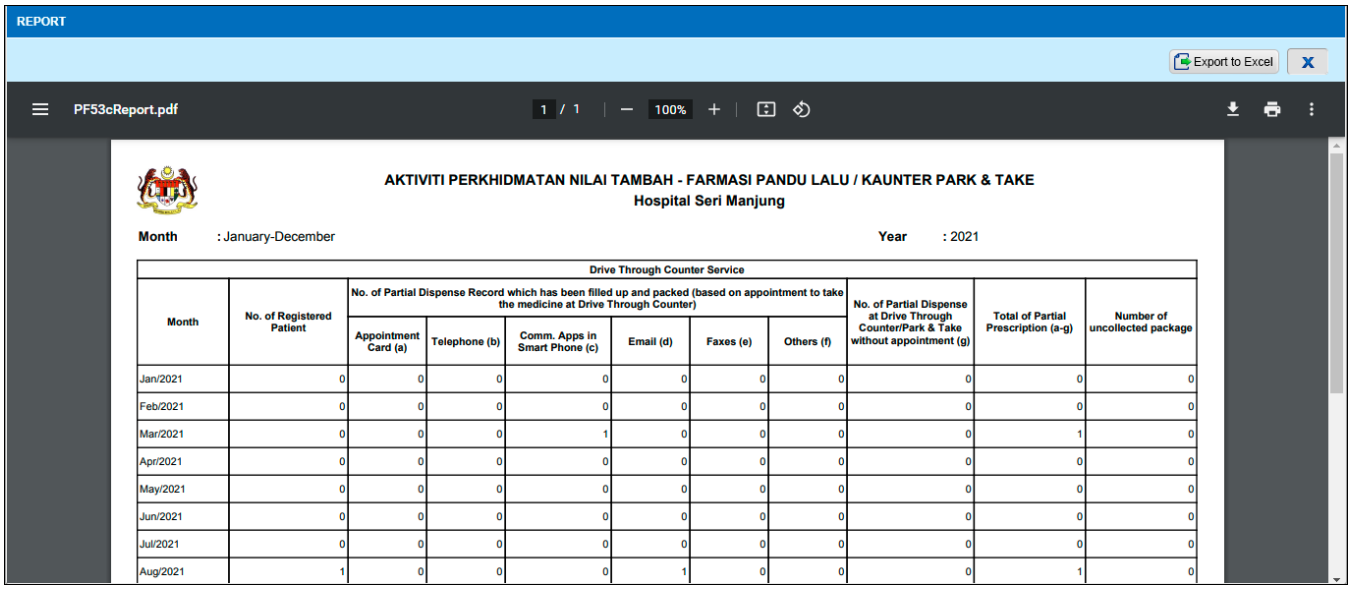



| Month | No of Registered Patient | No. of Partial Dispense Record which has been filled up and packed (based on appointment to take the medicine at Drive Through Counter) | | | | | | No. of Partial Dispense at Drive Through Counter/Park & Take without appointment (g) | Total of Partial Prescription (a-g) | No. of uncollected package |
|---|---|---|---|---|---|---|---|---|---|---|
| | | Appointment Card (a) | Telephone (b) | Comm. Apps in Smart Phone (c) | Email (d) | Faxes (e) | Others (f) | | | |
| Jan/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Feb/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mar/2021 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 |
| Apr/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| May/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Jun/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Jul/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aug/2021 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 |

**Figure 3.2.3.19-2 PF 5.3 (c)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.19-3




| Month | No. of Registered Patient | Drive Through Counter Service: No. of Partial Dispense Record which has been filled up and packed (based on appointment to take the medicine at Drive Through Counter) | | | | | | No. of Partial Dispense at Drive Through Counter/Park & Take without appointment (g) | Total of Partial Prescription (a-g) | Number of uncollected package |
|---|---|---|---|---|---|---|---|---|---|---|
| | | Appointment Card (a) | Telephone (b) | Comm. Apps in Smart Phone (c) | Email (d) | Faxes (e) | Others (f) | | | |
| Jan/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Feb/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mar/2021 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 |
| Apr/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| May/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Jun/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Jul/2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aug/2021 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 |

**Figure 3.2.3.19-3 PF 5.3 (c)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.20 PF 5.3 (d)

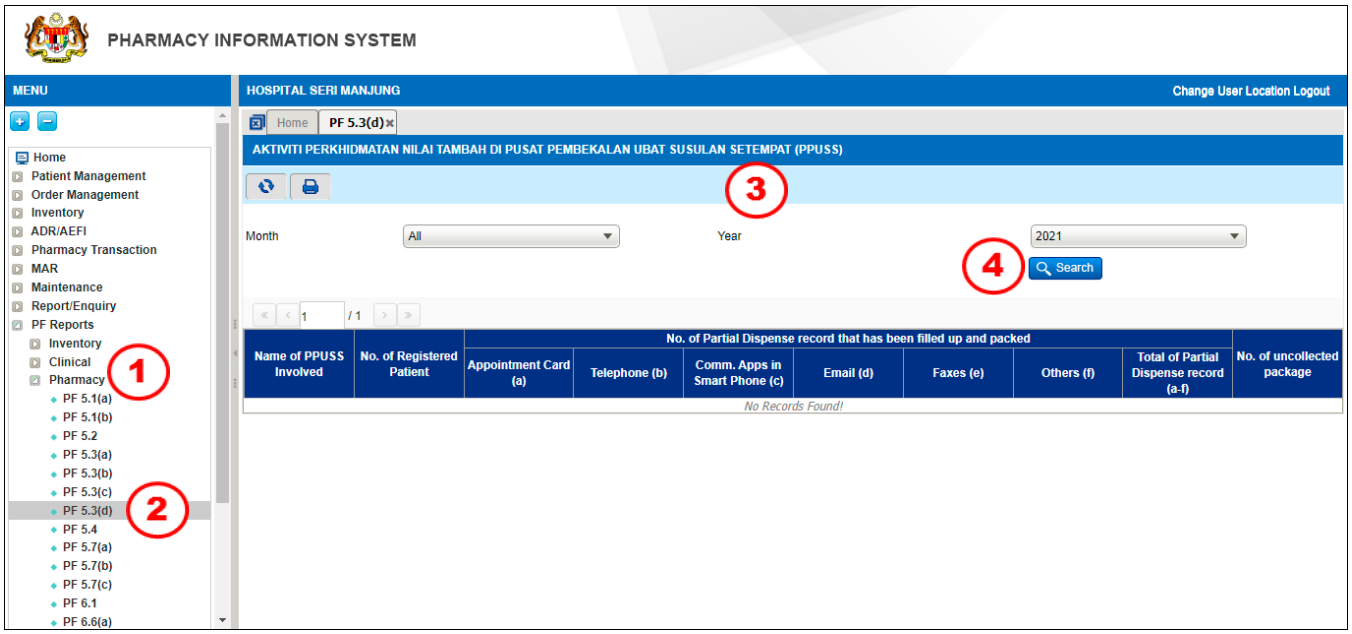



**Figure 3.2.3.20-1 PF 5.3 (d)**

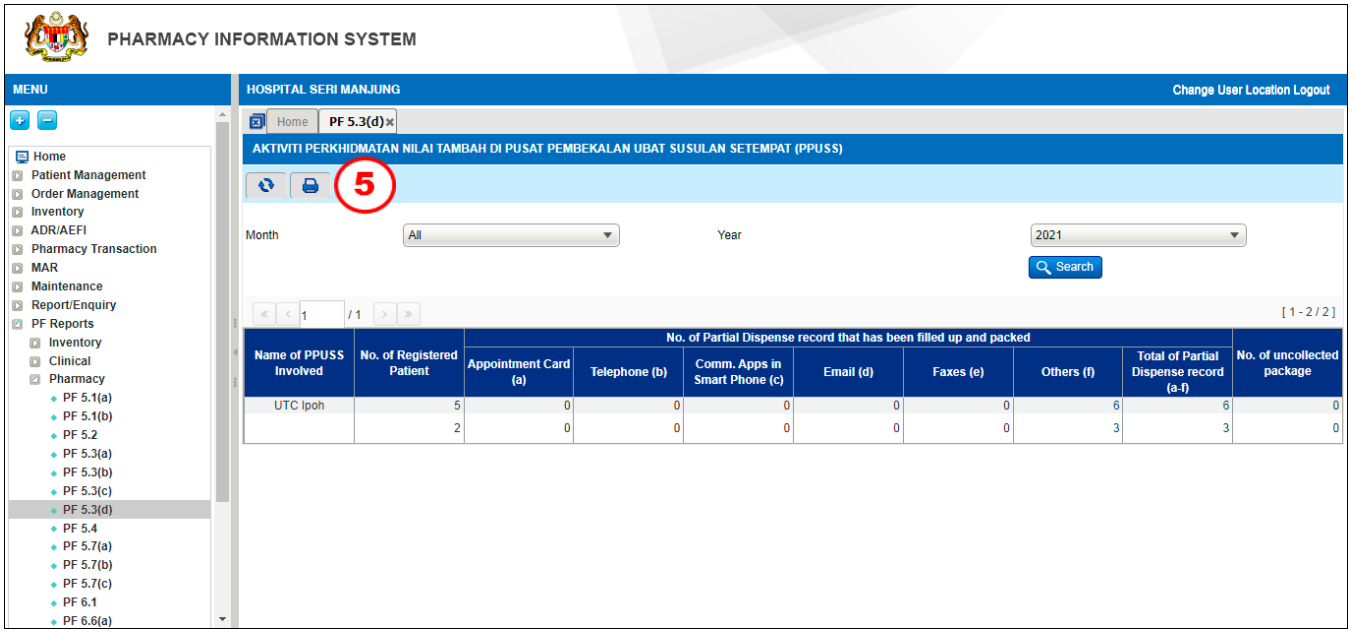
**STEP 1**
Click on 'PF Reports' menu and follow by 'Pharmacy'

**STEP 2**
Click on 'PF 5.3 (d)'

**STEP 3**
Search PF 5.3 (d) record by criteria as follow:

a) Month
b) Year

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

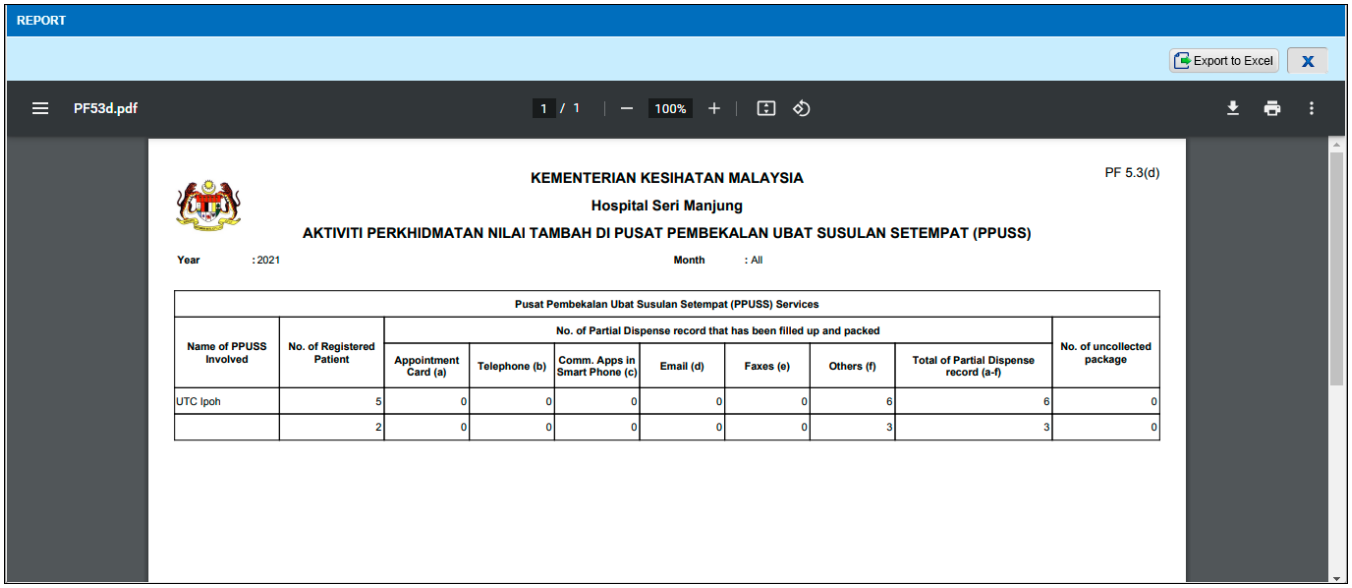



| Name of PPUSS Involved | No. of Registered Patient | No. of Partial Dispense record that has been filled up and packed | | | | | | | No. of uncollected package |
|---|---|---|---|---|---|---|---|---|---|
| | | Appointment Card (a) | Telephone (b) | Comm. Apps in Smart Phone (c) | Email (d) | Faxes (e) | Others (f) | Total of Partial Dispense record (a-f) | |
| UTC Ipoh | 5 | 0 | 0 | 0 | 0 | 0 | 6 | 6 | 0 |
| | 2 | 0 | 0 | 0 | 0 | 0 | 3 | 3 | 0 |

**Figure 3.2.3.20-2 PF 5.3 (d)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.20-3




| Pusat Pembekalan Ubat Susulan Setempat (PPUSS) Services | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Name of PPUSS Involved | No. of Registered Patient | No. of Partial Dispense record that has been filled up and packed | | | | | | | No. of uncollected package |
| | | Appointment Card (a) | Telephone (b) | Comm. Apps in Smart Phone (c) | Email (d) | Faxes (e) | Others (f) | Total of Partial Dispense record (a-f) | |
| UTC Ipoh | 5 | 0 | 0 | 0 | 0 | 0 | 6 | 6 | 0 |
| | 2 | 0 | 0 | 0 | 0 | 0 | 3 | 3 | 0 |

**Figure 3.2.3.20-3 PF 5.3 (d)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.21 PF 5.4

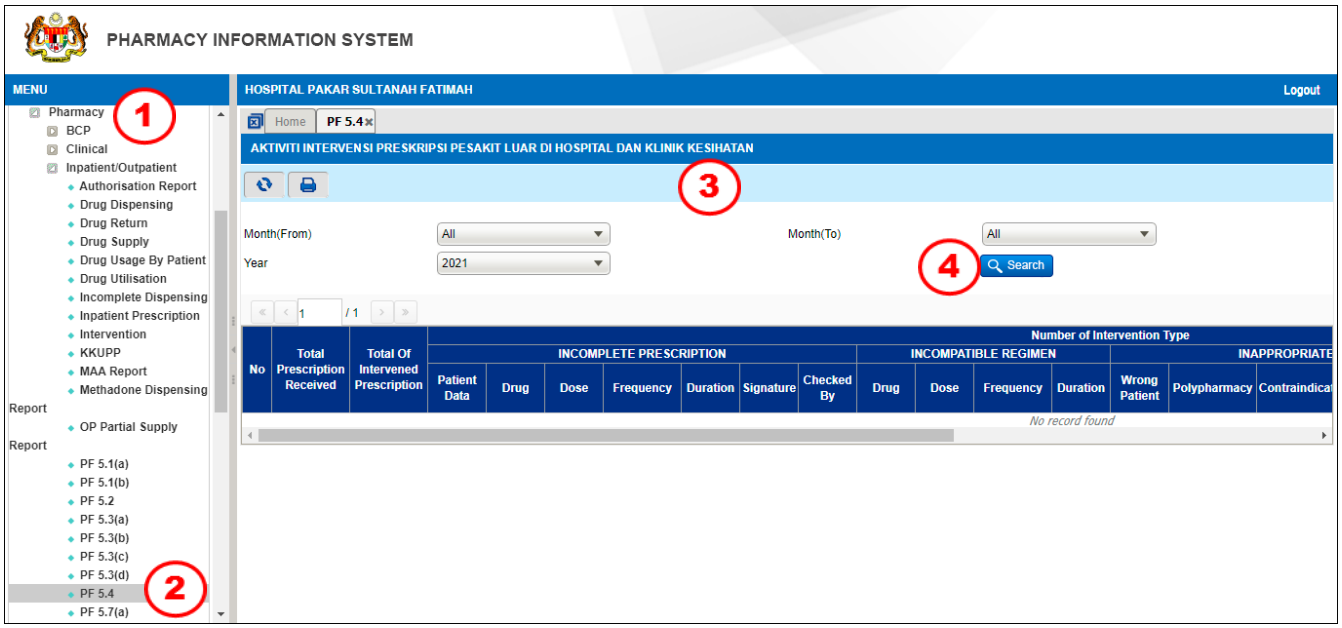



**Figure 3.2.3.21-1 PF 5.4**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.4'

**STEP 3**
Search PF 5.4 record by criteria as follow:

a) Month (From)
b) Month (To)
c) Year

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

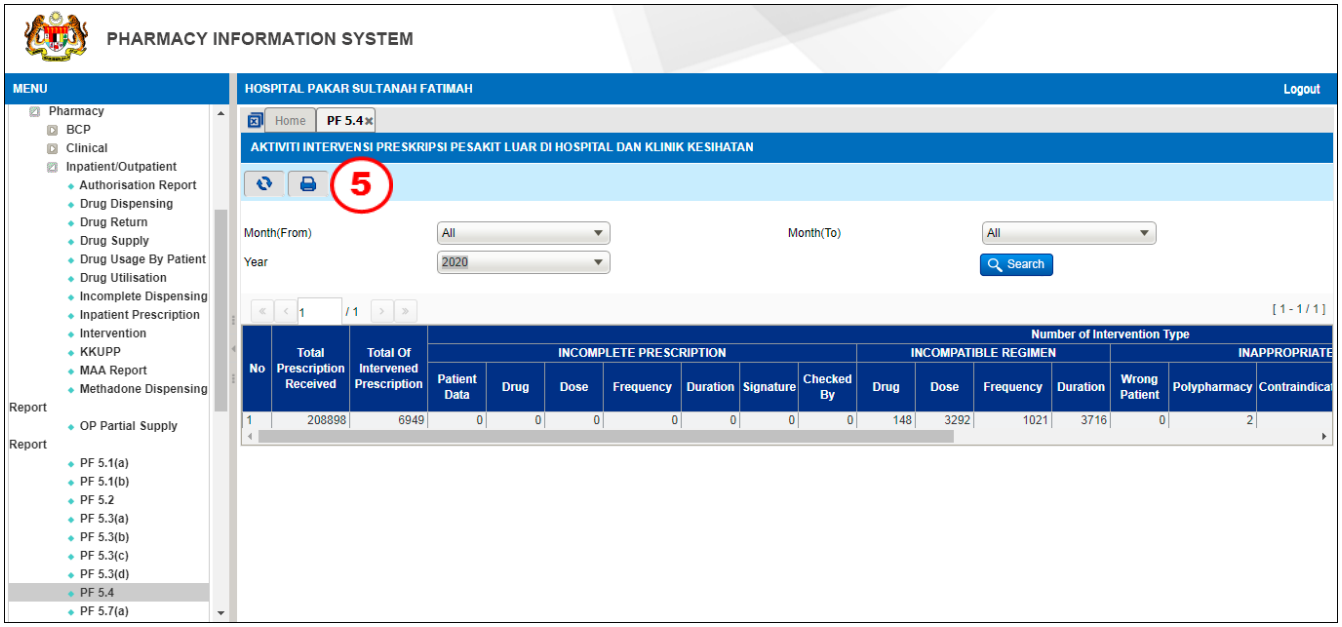



**Figure 3.2.3.21-2 PF 5.4**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.21-3

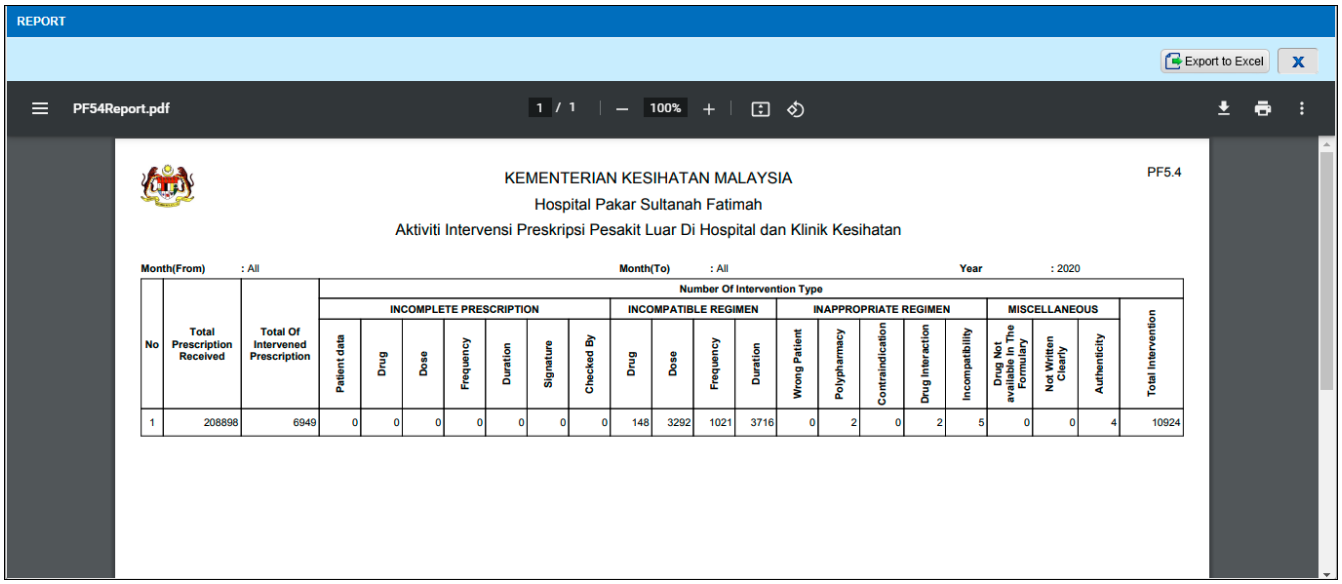



**Figure 3.2.3.21-3 PF 5.4**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.22 PF 5.7 (a)

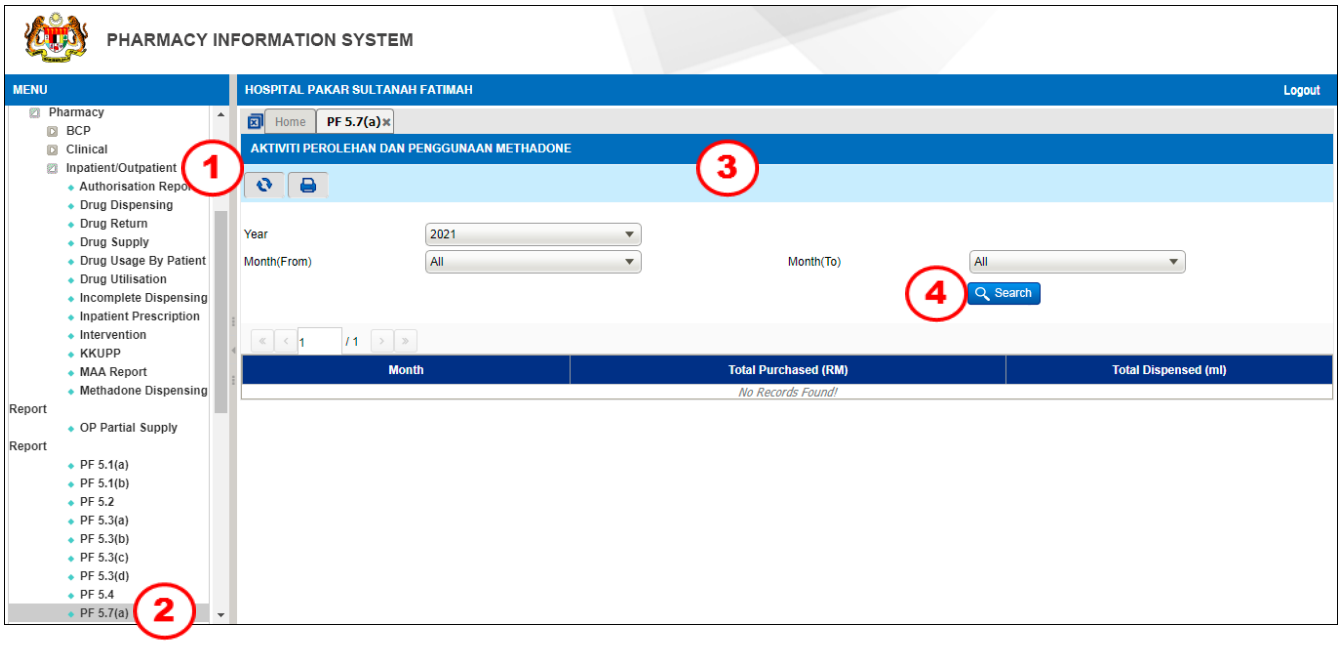



**Figure 3.2.3.22-1 PF 5.7 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.7 (a)'

**STEP 3**
Search PF 5.7 (a) record by criteria as follow:

a) Year
b) Month (From)
c) Month (To)

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

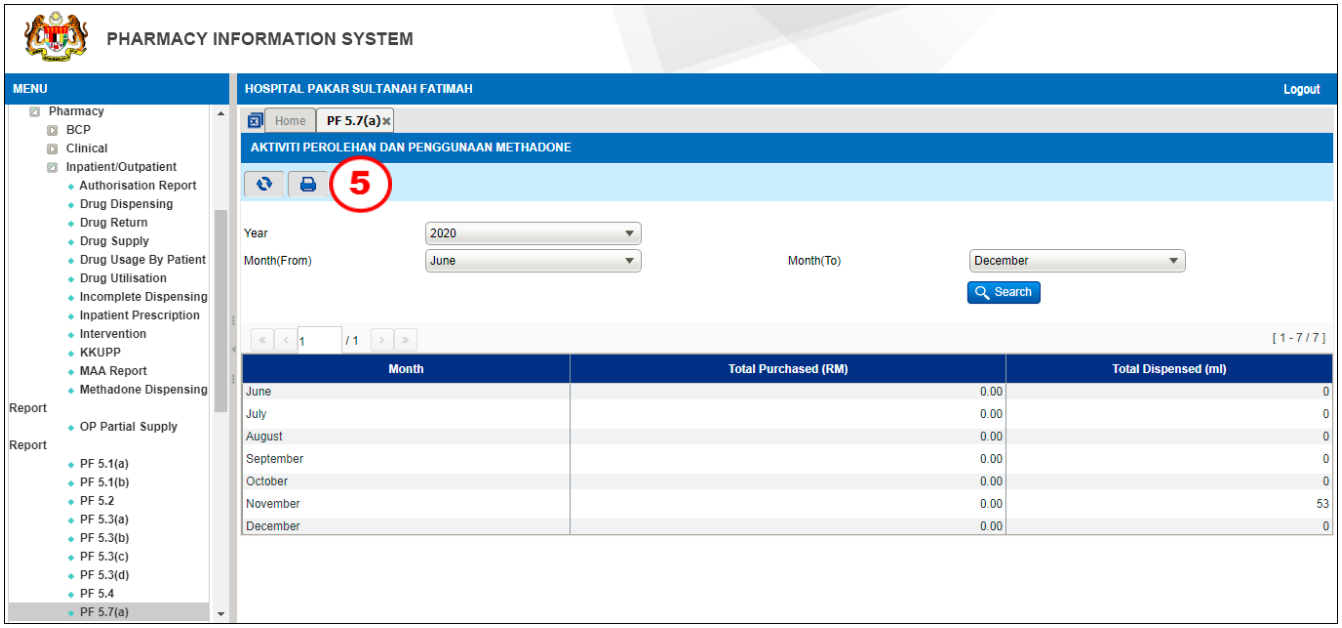



**Figure 3.2.3.22-2 PF 5.7 (a)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.22-3

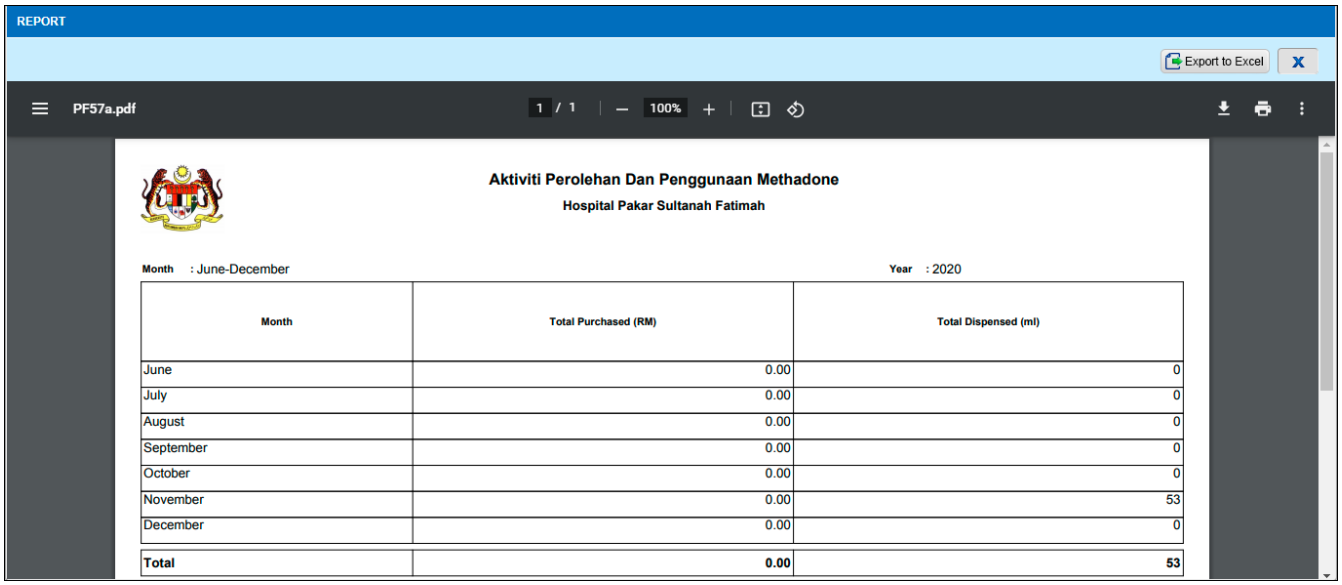
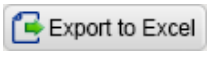



**Figure 3.2.3.22-3 PF 5.7 (a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.23 PF 5.7 (b)

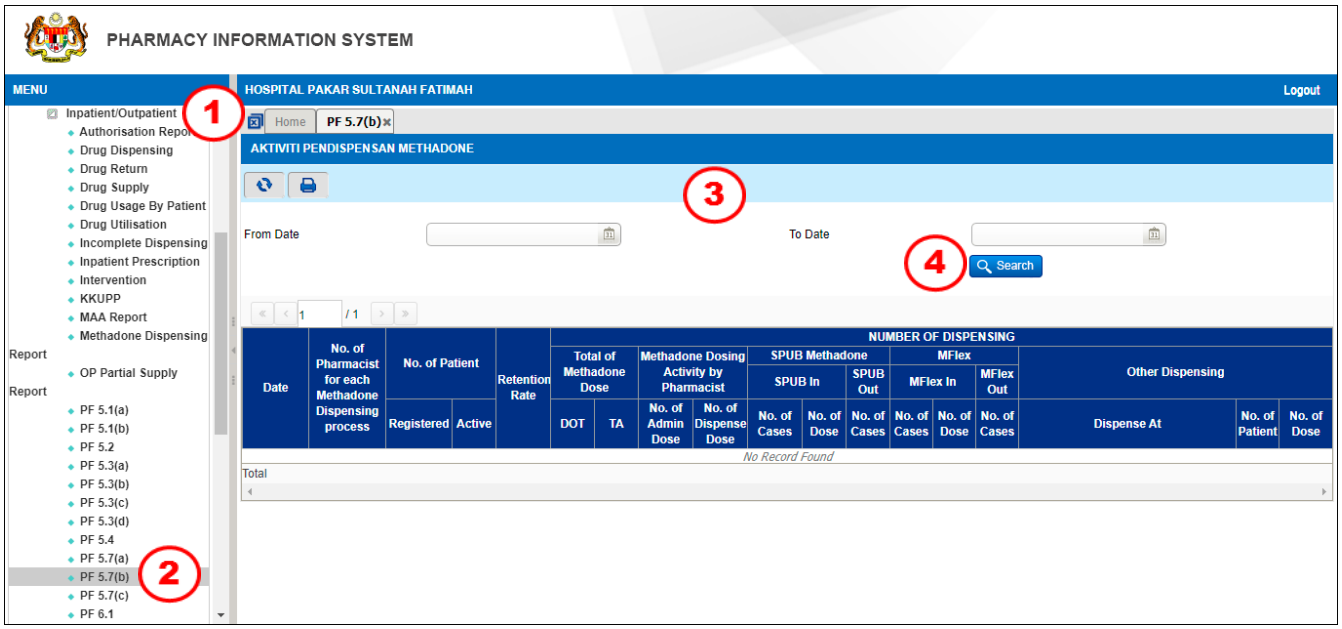



**Figure 3.2.3.23-1 PF 5.7 (b)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.7 (b)'

**STEP 3**
Search PF 5.7 (b) record by criteria as follow:

a) From Date
b) To Date

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

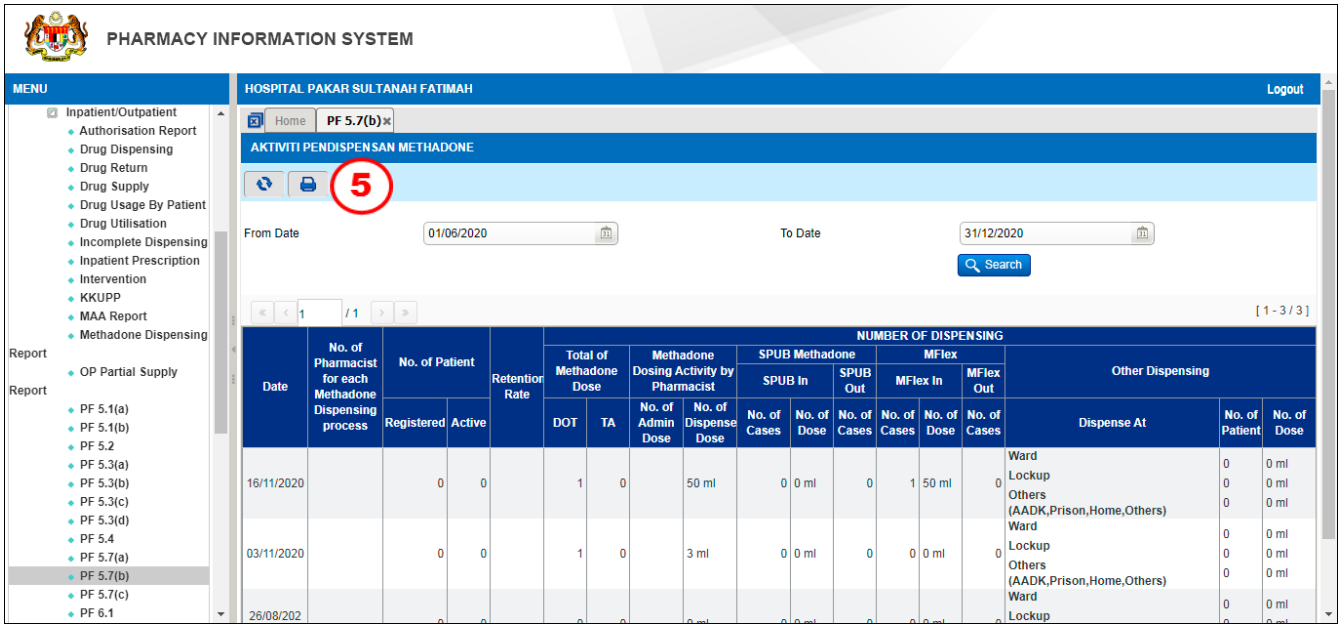



**Figure 3.2.3.23-2 PF 5.7(b)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.23-3

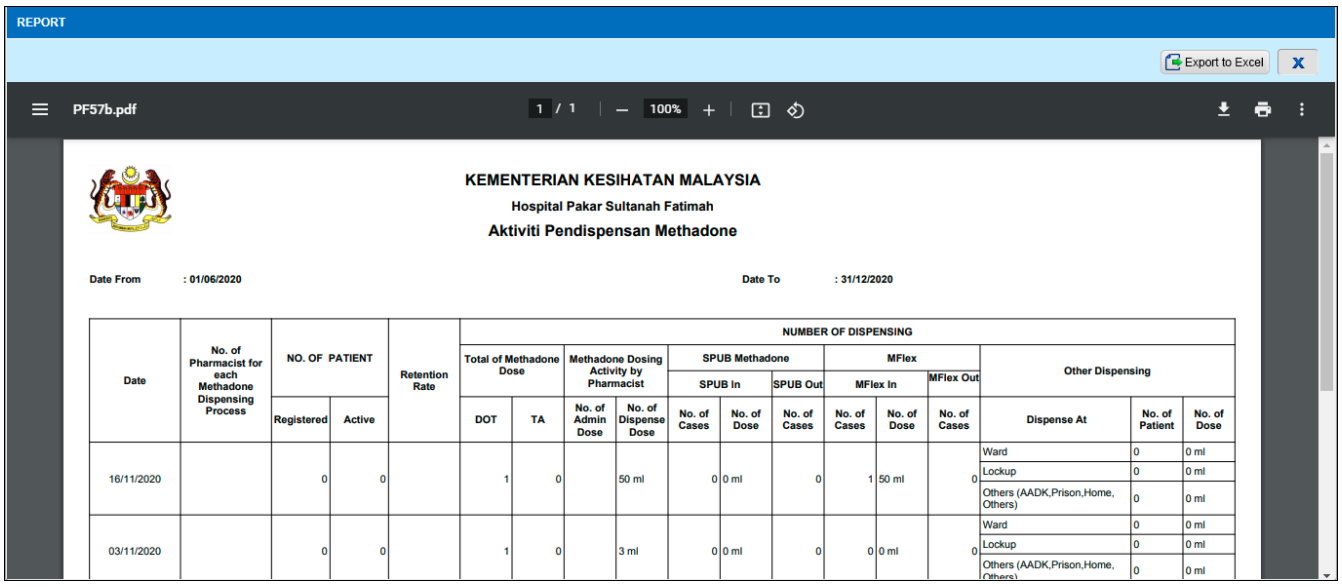
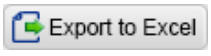



**Figure 3.2.3.23-3 PF 5.7 (b)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.24 PF 5.7 (c)

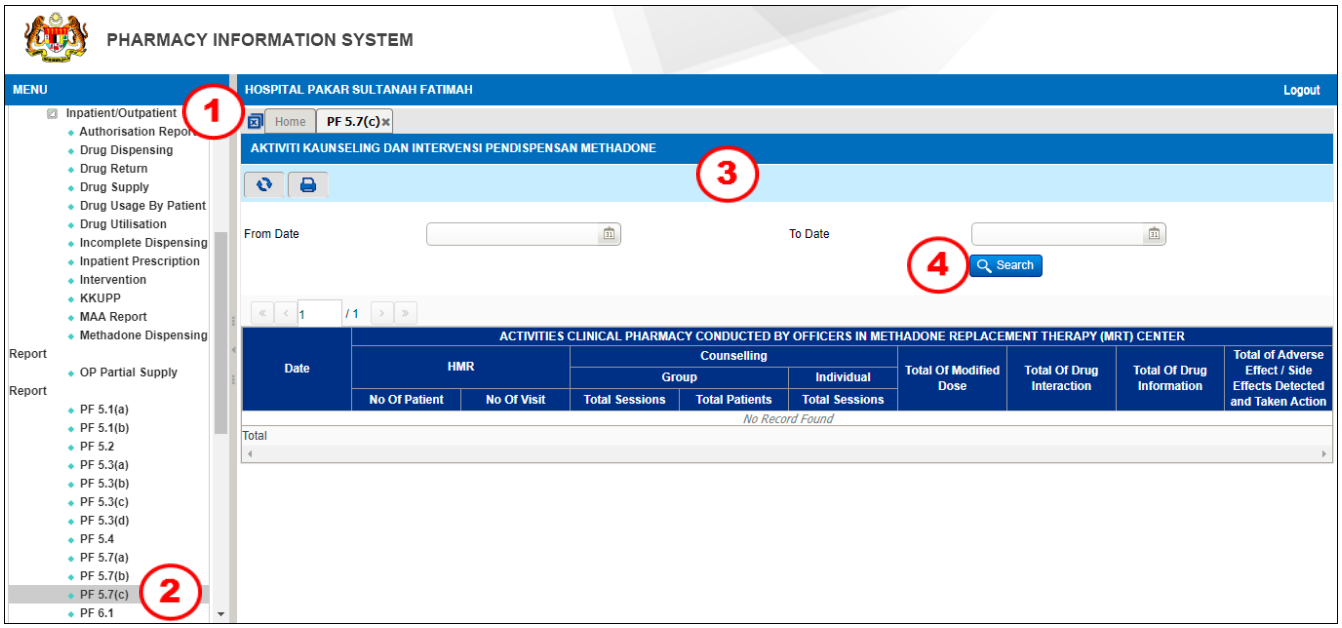



**Figure 3.2.3.24-1 PF 5.7 (c)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient'

**STEP 2**
Click on 'PF 5.7 (c)'

**STEP 3**
Search PF 5.7 (c) record by criteria as follow:

a) From Date
b) To Date

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

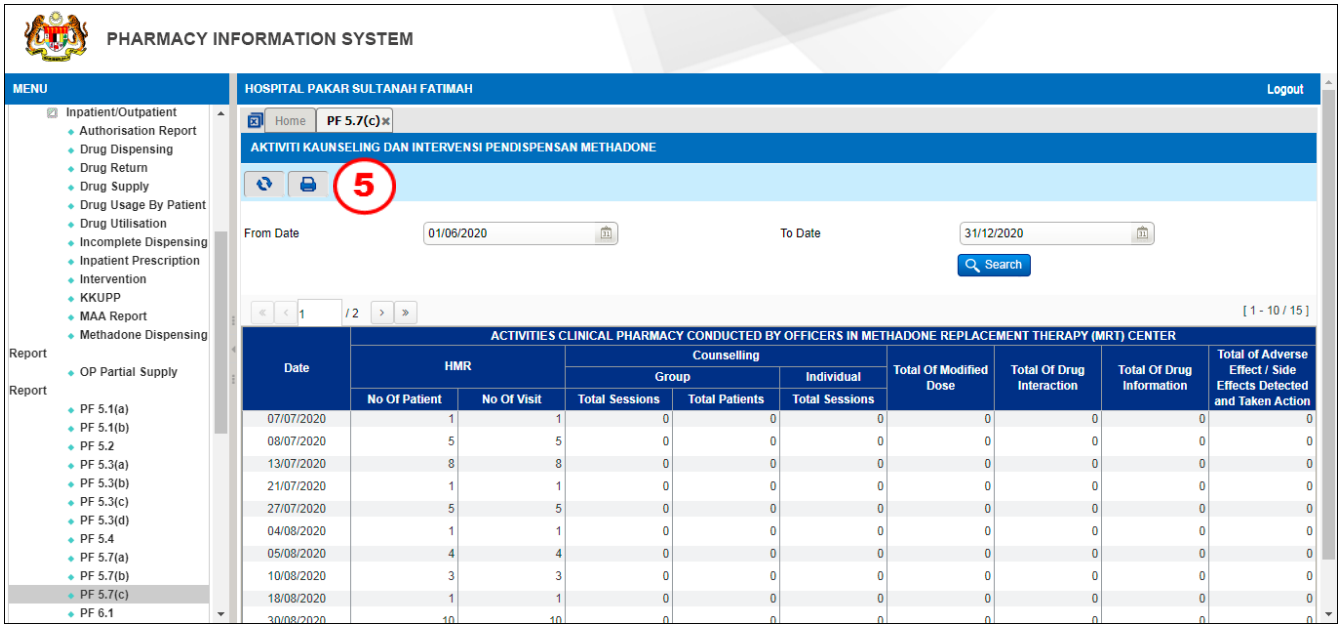



**Figure 3.2.3.24-2 PF 5.7 (c)**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.24-3

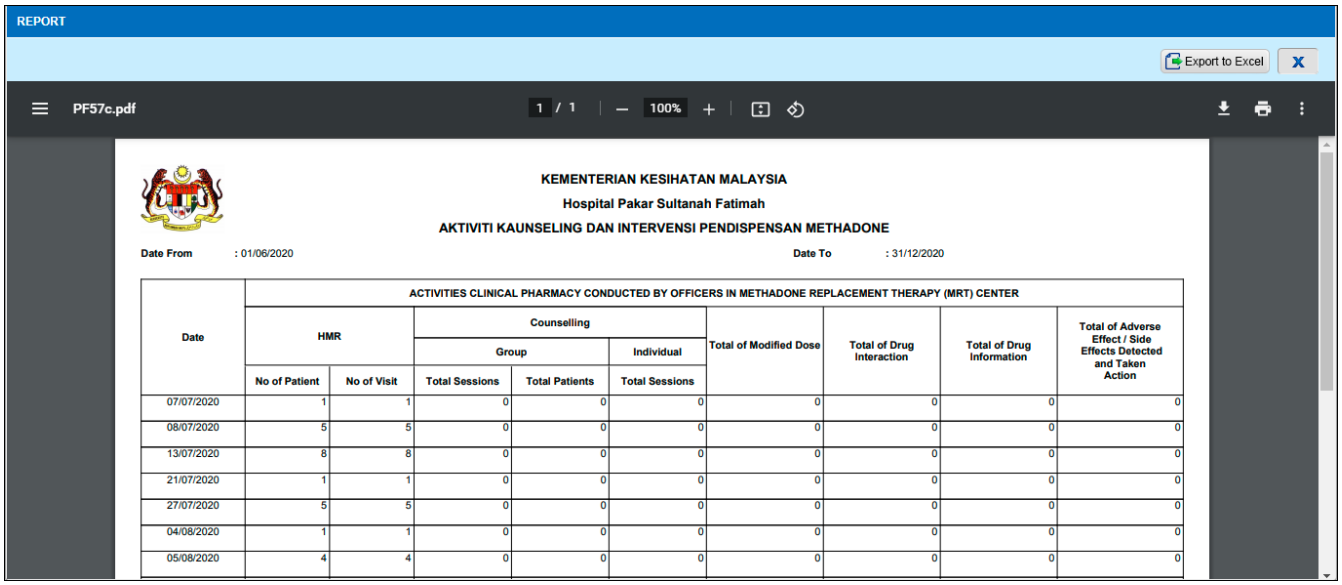
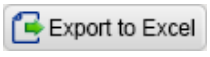



**Figure 3.2.3.24-3 PF 5.7 (c)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.25 PF 6.1

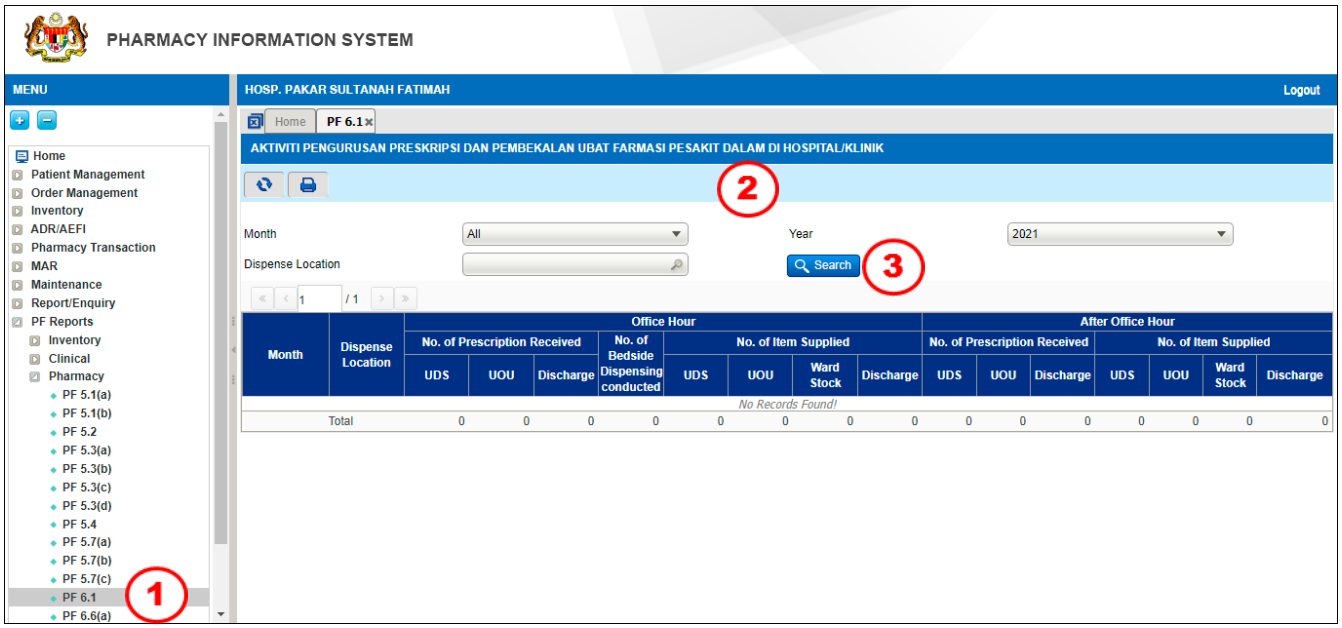



**Figure 3.2.3.25-1 PF 6.1**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'PF 6.1'

**STEP 2**
Search PF 6.1 record by criteria as follow:

a) Month
b) Year
c) Location

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

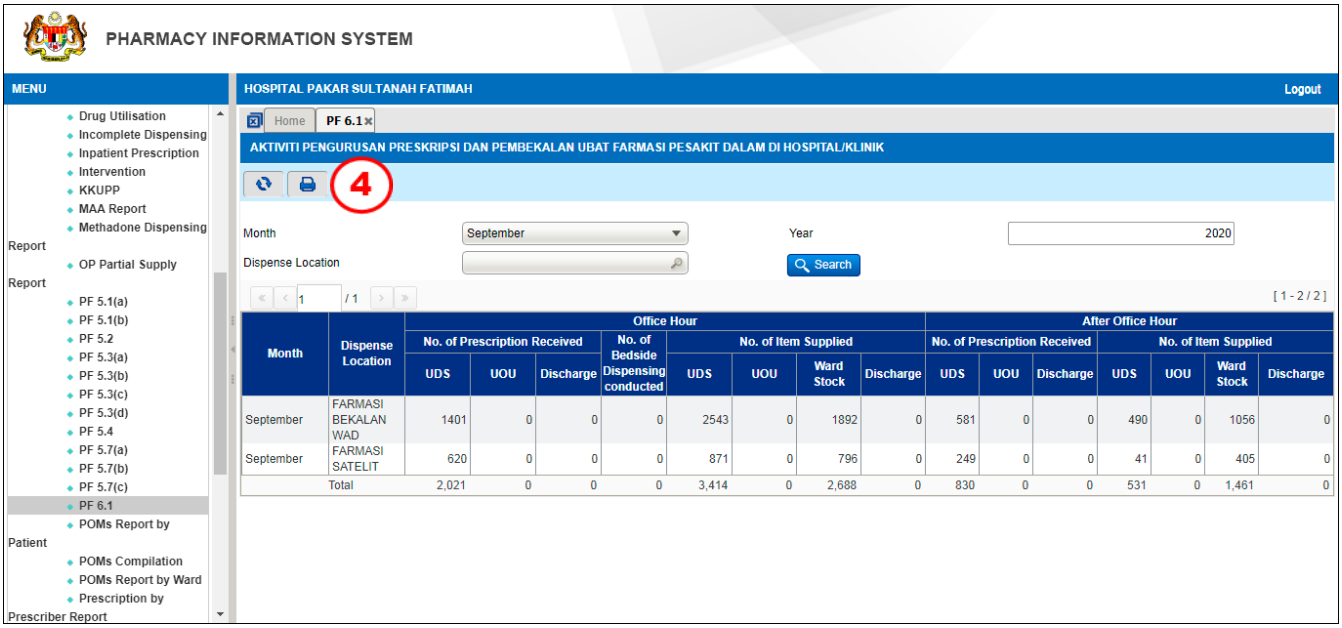



**Figure 3.2.3.25-2 PF 6.1**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.25-3

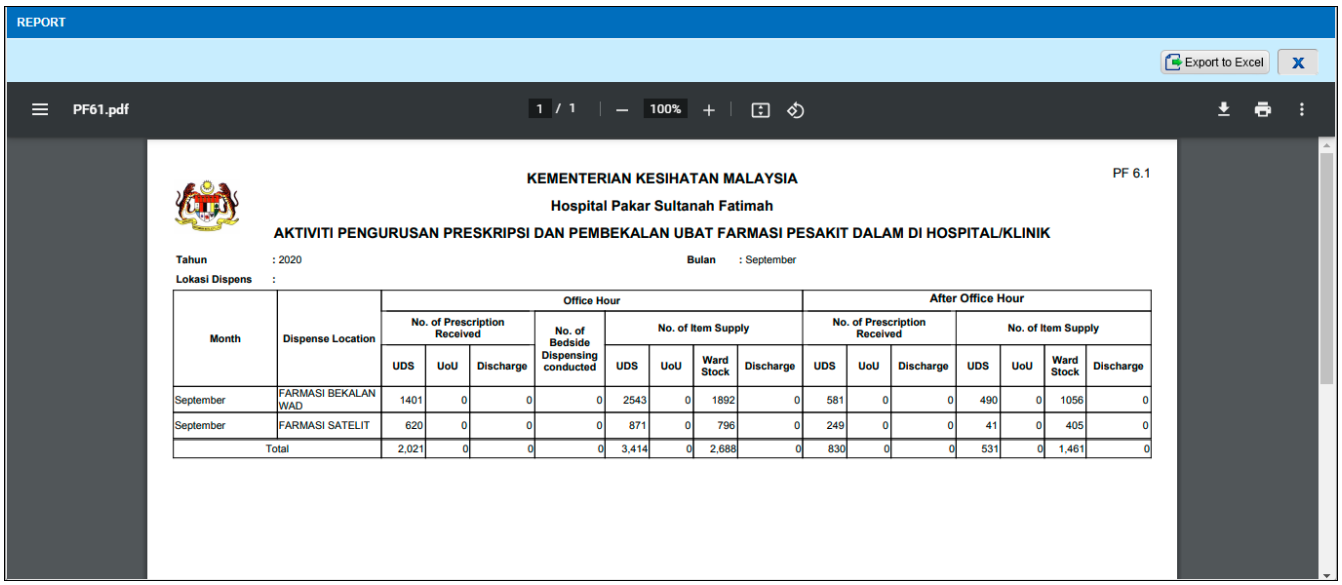
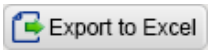



**Figure 3.2.3.25-3 PF 6.1**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.26 POMs Report by Patient

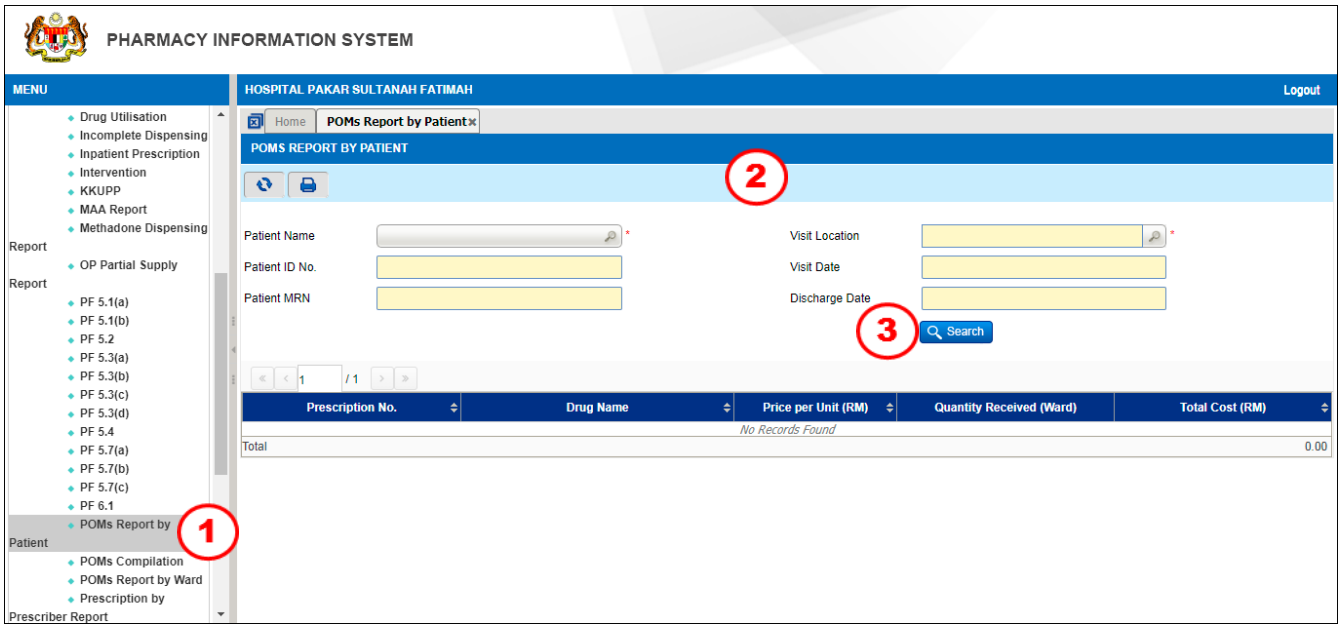



**Figure 3.2.3.26-1 POMs Report by Patient**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'POMs Report by Patient'

**STEP 2**
Search POMs Report by Patient record by criteria as follow:

a) Patient Name
b) Year
c) Location

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

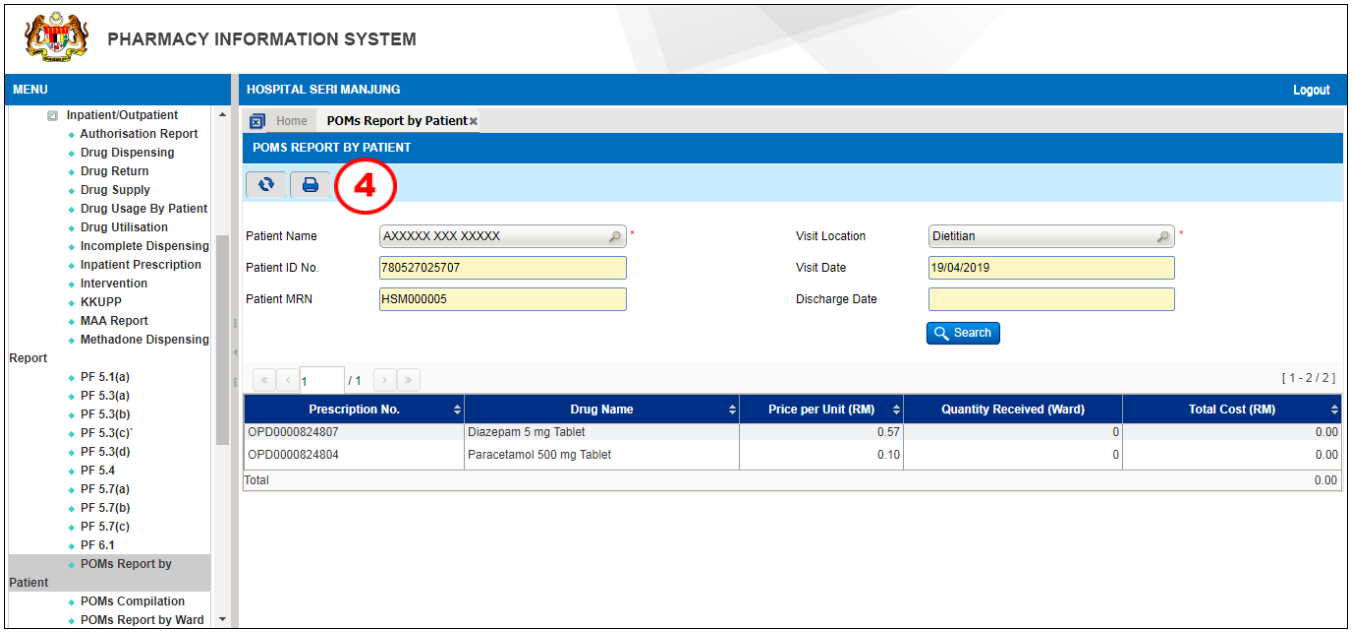



**Figure 3.2.3.26-2 POMs Report by Patient**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.26-3

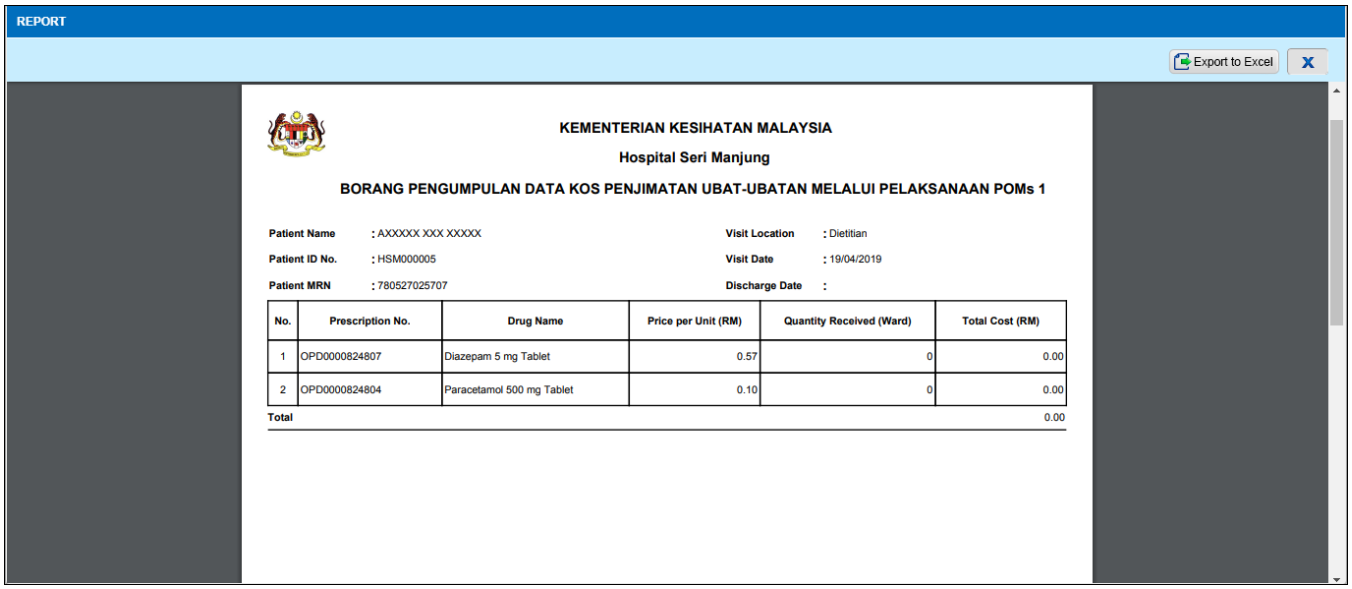



**Figure 3.2.3.26-3 POMs Report by Patient**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.27 POMs Compilation

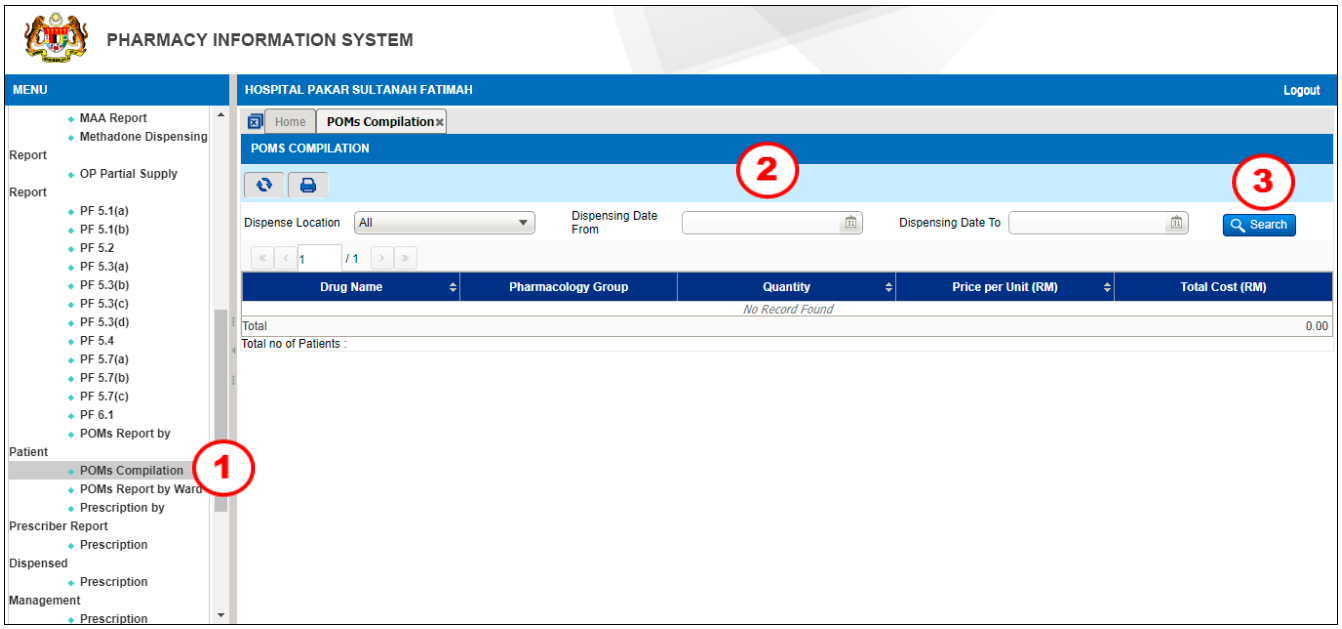



**Figure 3.2.3.27-1 POMs Compilation**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'POMs Compilation'

**STEP 2**
Search POM Compilation record by criteria as follow:

a) Dispense Location
b) Order Date From
c) Order Date To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

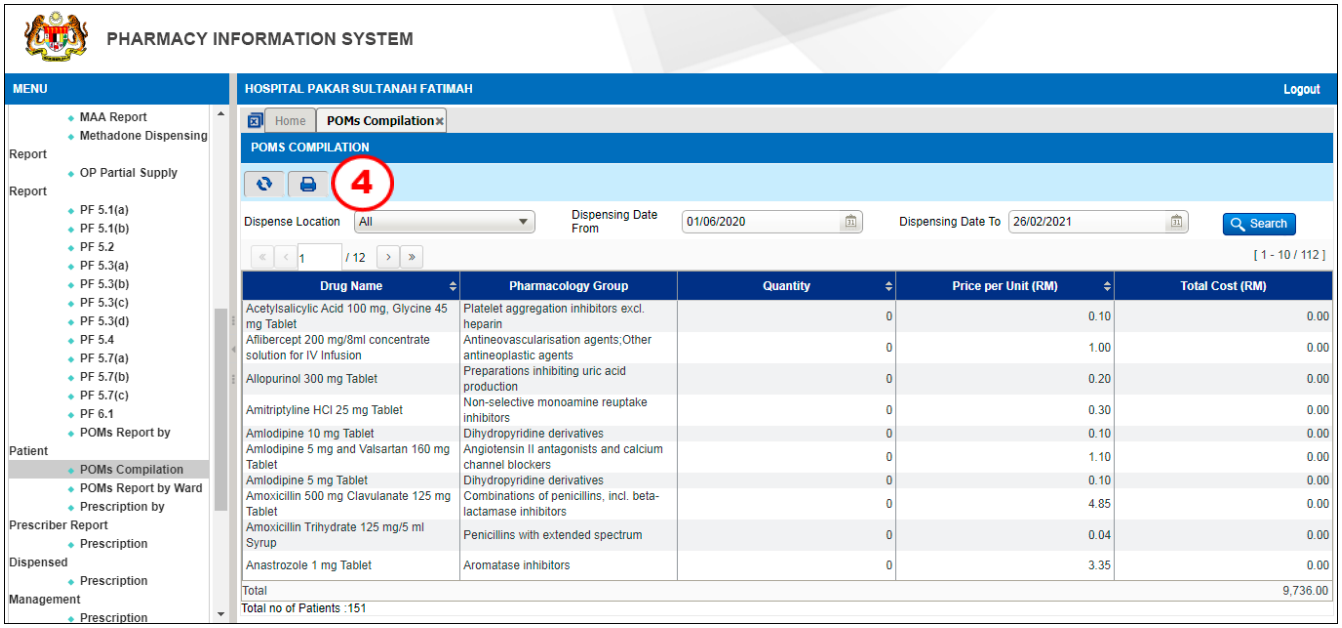



**Figure 3.2.3.27-2 POMs Compilation**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.27-3

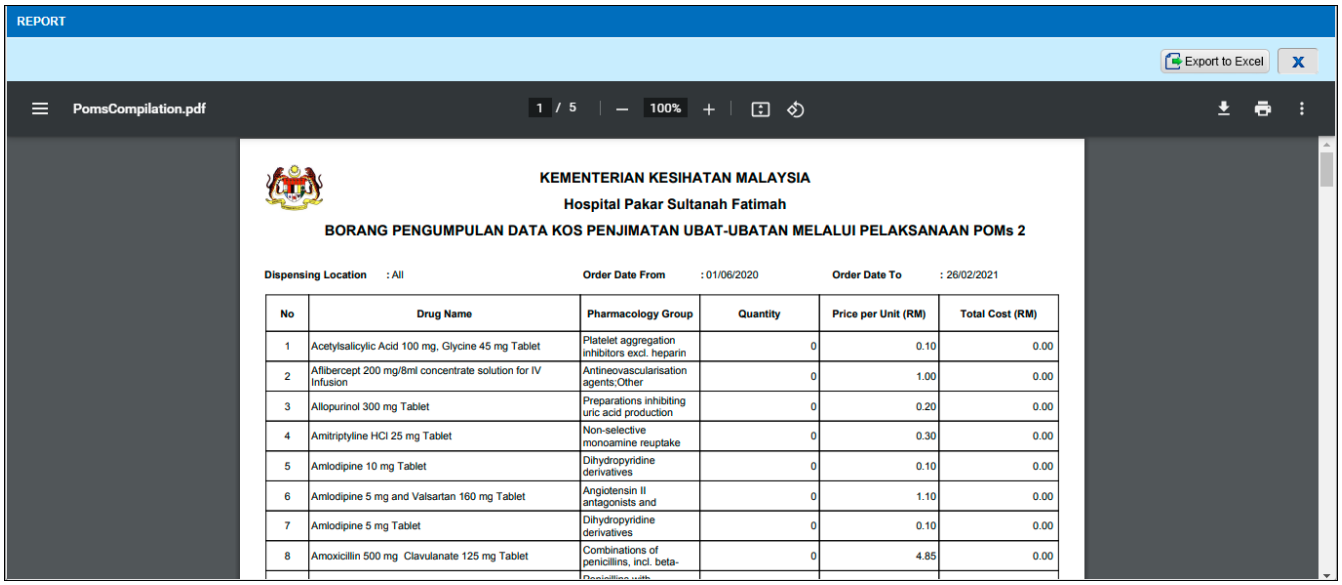



**Figure 3.2.3.27-3 POMs Compilation**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.28 POMs Report by Ward

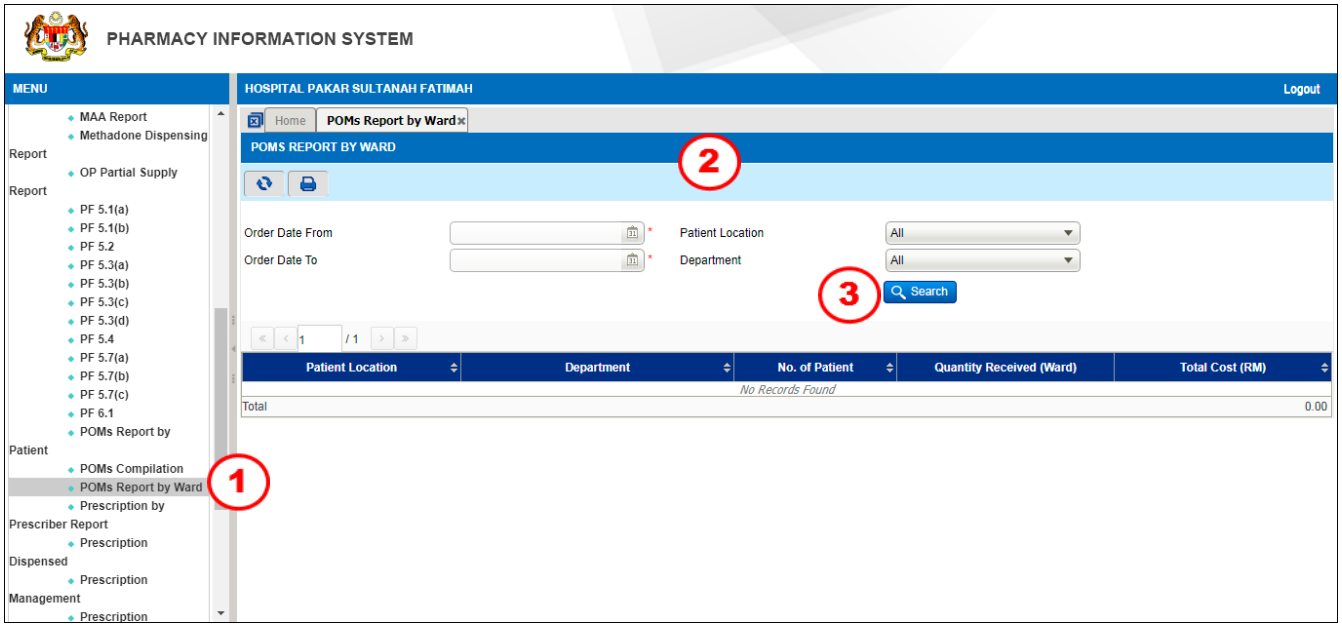


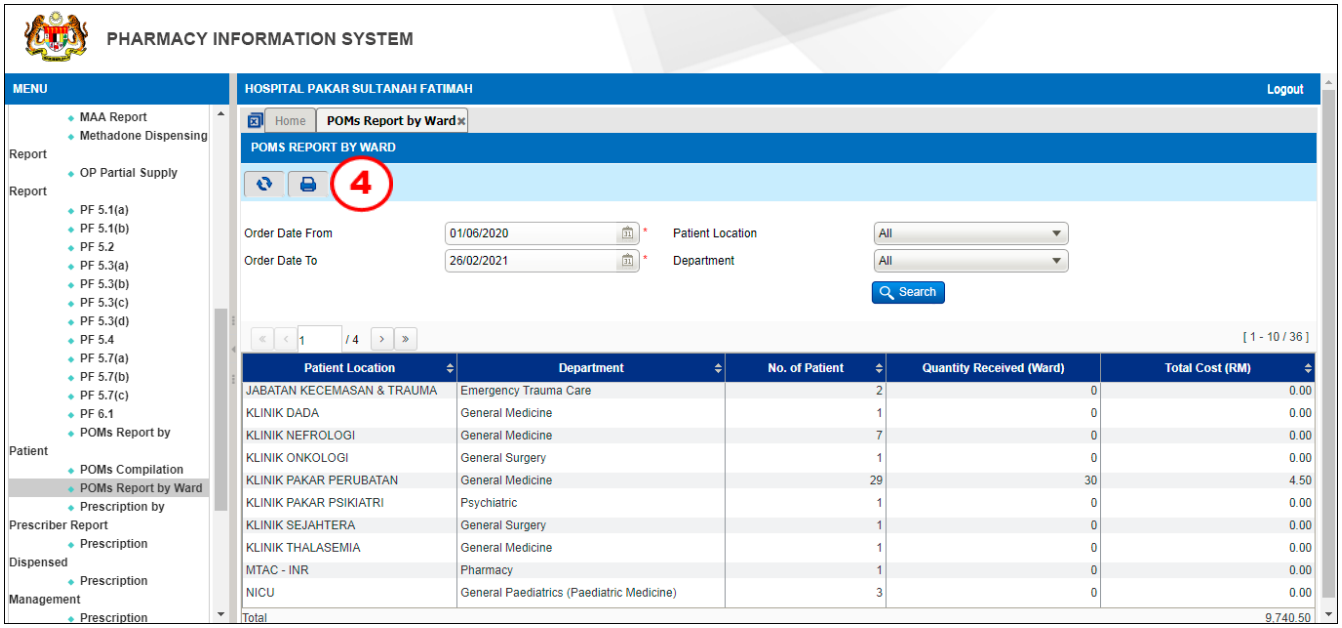

**Figure 3.2.3.28-1 POMs Report by Ward**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'POMs Report by Ward'

**STEP 2**
Search POMs Report by Ward record by criteria as follow:

a) Order Date From
b) Patient Location
c) Order Date To
d) Department

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

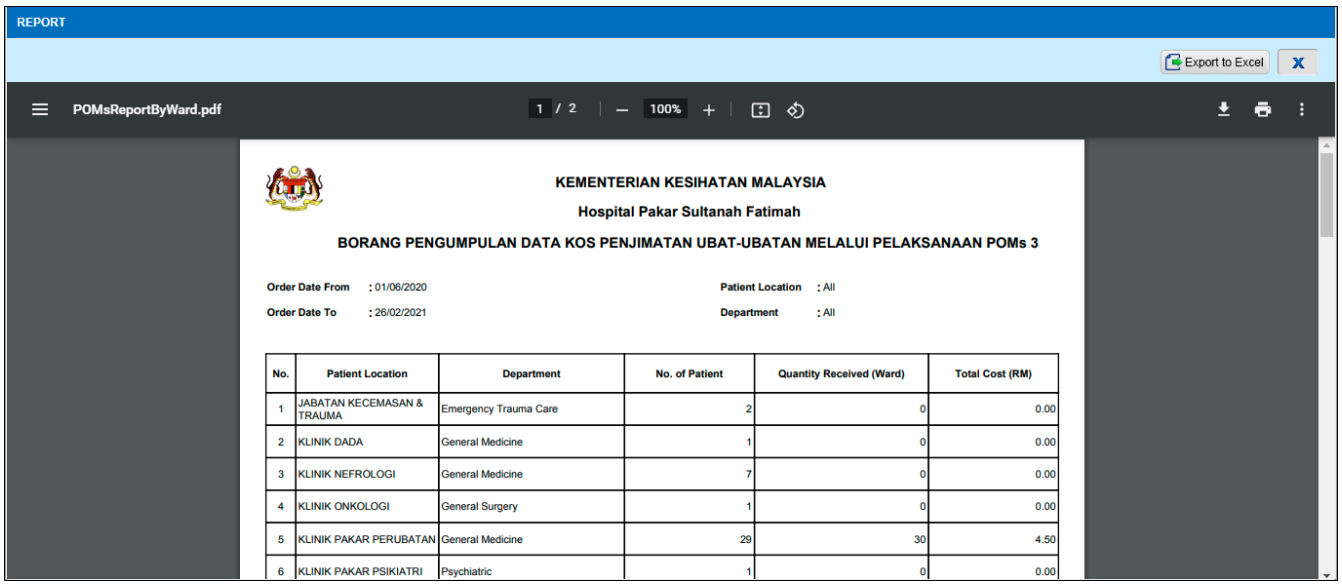



| Patient Location | Department | No. of Patient | Quantity Received (Ward) | Total Cost (RM) |
|---|---|---|---|---|
| JABATAN KECEMASAN & TRAUMA | Emergency Trauma Care | 2 | 0 | 0.00 |
| KLINIK DADA | General Medicine | 1 | 0 | 0.00 |
| KLINIK NEFROLOGI | General Medicine | 7 | 0 | 0.00 |
| KLINIK ONKOLOGI | General Surgery | 1 | 0 | 0.00 |
| KLINIK PAKAR PERUBATAN | General Medicine | 29 | 30 | 4.50 |
| KLINIK PAKAR PSIKIATRI | Psychiatric | 1 | 0 | 0.00 |
| KLINIK SEJAHTERA | General Surgery | 1 | 0 | 0.00 |
| KLINIK THALASEMIA | General Medicine | 1 | 0 | 0.00 |
| MTAC - INR | Pharmacy | 1 | 0 | 0.00 |
| NICU | General Paediatrics (Paediatric Medicine) | 3 | 0 | 0.00 |
| Total | | | | 9,740.50 |

**Figure 3.2.3.28-2 POMs Report by Ward**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.28-3




| No. | Patient Location | Department | No. of Patient | Quantity Received (Ward) | Total Cost (RM) |
|---|---|---|---|---|---|
| 1 | JABATAN KECEMASAN & TRAUMA | Emergency Trauma Care | 2 | 0 | 0.00 |
| 2 | KLINIK DADA | General Medicine | 1 | 0 | 0.00 |
| 3 | KLINIK NEFROLOGI | General Medicine | 7 | 0 | 0.00 |
| 4 | KLINIK ONKOLOGI | General Surgery | 1 | 0 | 0.00 |
| 5 | KLINIK PAKAR PERUBATAN | General Medicine | 29 | 30 | 4.50 |
| 6 | KLINIK PAKAR PSIKIATRI | Psychiatric | 1 | 0 | 0.00 |

**Figure 3.2.3.28-3 POMs Report by Ward**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.29 Prescription by Prescriber Report

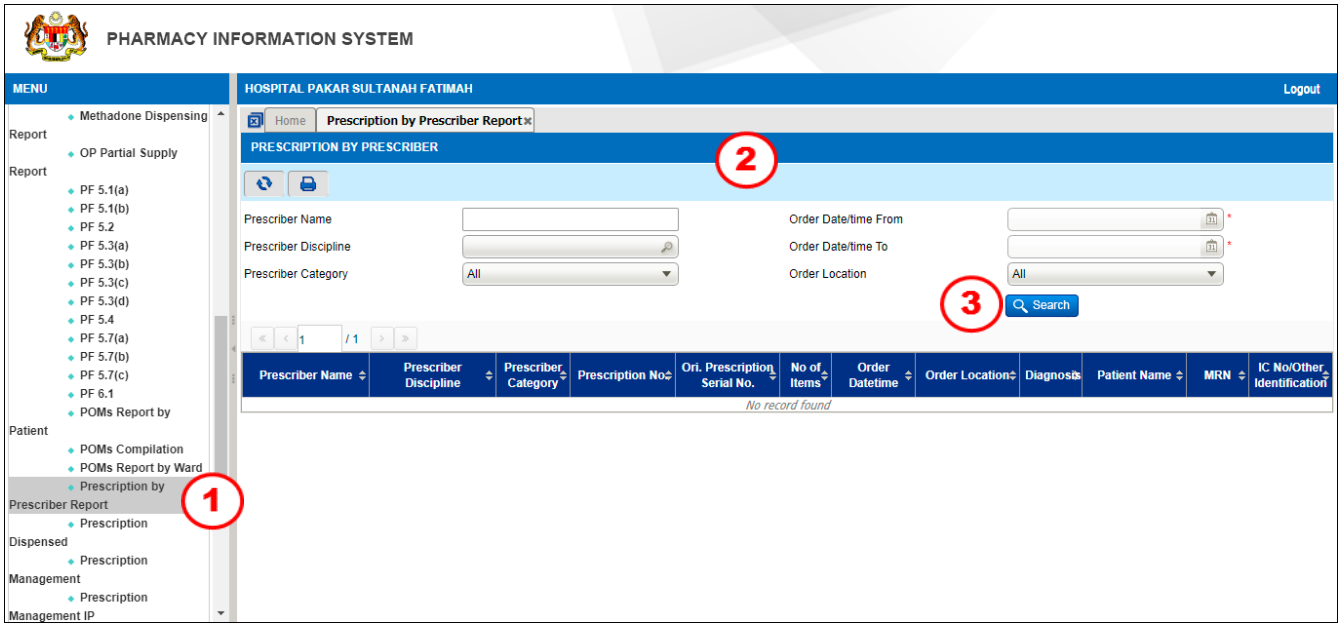



**Figure 3.2.3.29-1 Prescription by Prescriber Report**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Prescription by Prescriber Report'

**STEP 3**
Search Prescription by Prescriber Report record by criteria as follow:

a) Prescriber Name
b) Order Date/Time From
c) Prescriber Discipline
d) Order Date/Time To
e) Prescriber Category
f) Order Location

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

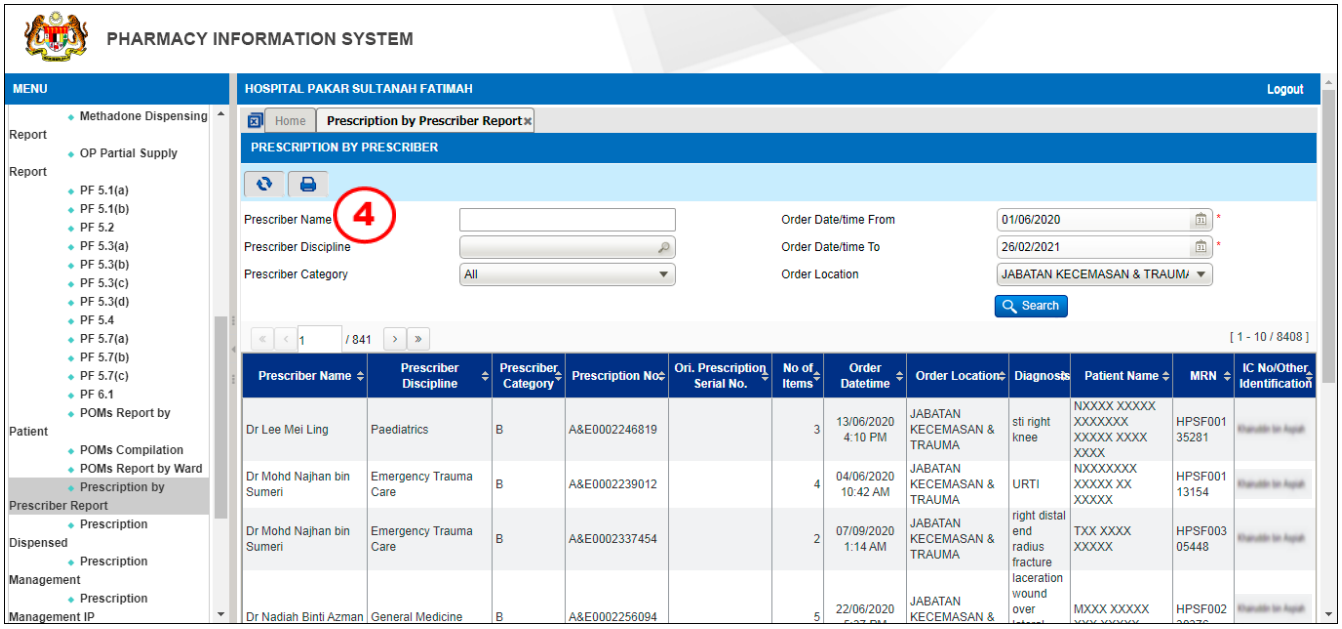



**Figure 3.2.3.29-2 Prescription by Prescriber Report**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.29-3

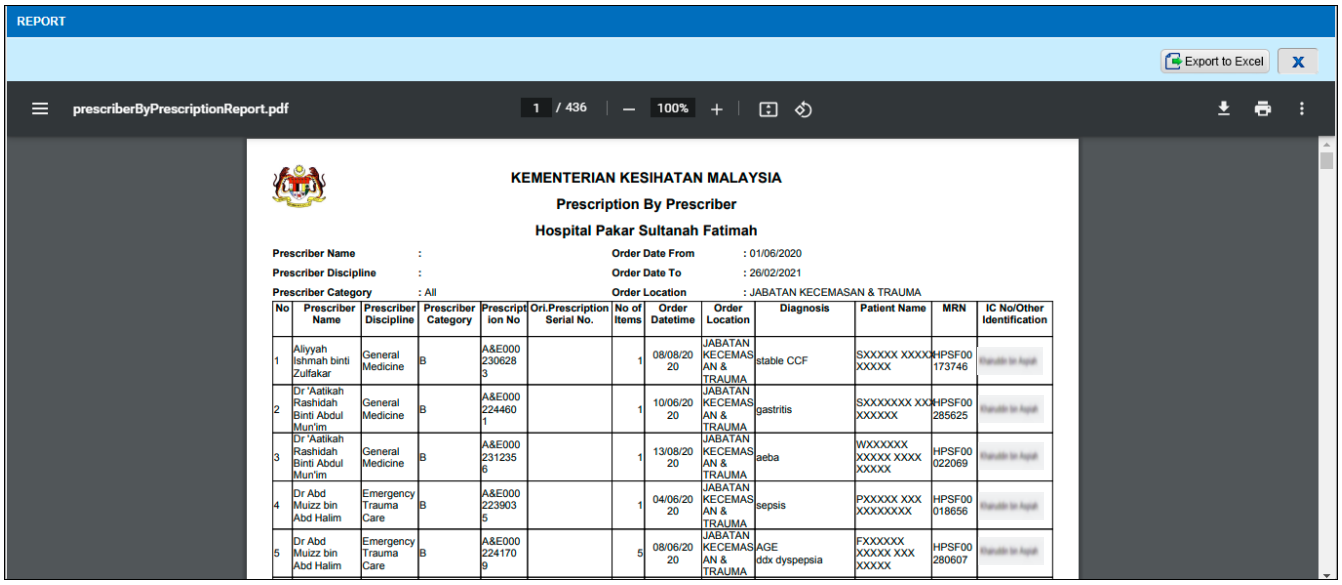



**Figure 3.2.3.29-3 Prescription by Prescriber Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.30 Prescription Dispensed

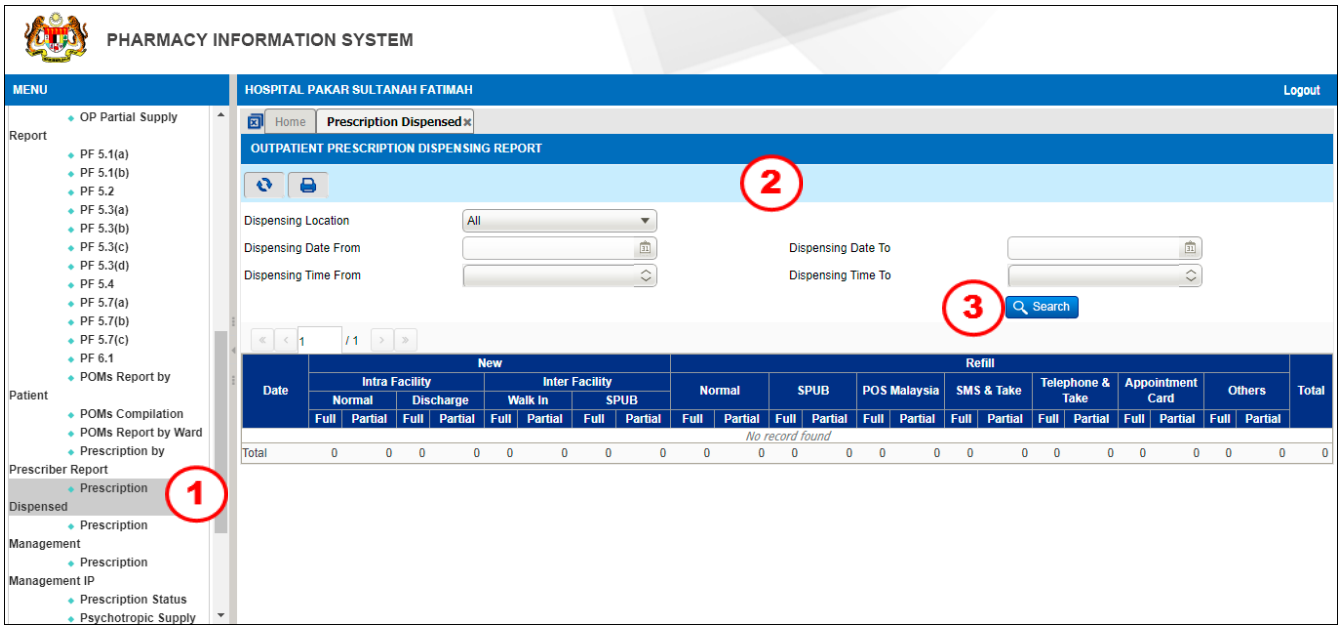



**Figure 3.2.3.30-1 Prescription Dispensed**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Prescription Dispensed'

**STEP 2**
Search Prescription Dispensed record by criteria as follow:

a) Dispensing Location
b) Dispensing Date From
c) Dispensing Date To
d) Dispensing Time From
e) Dispensing Time To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

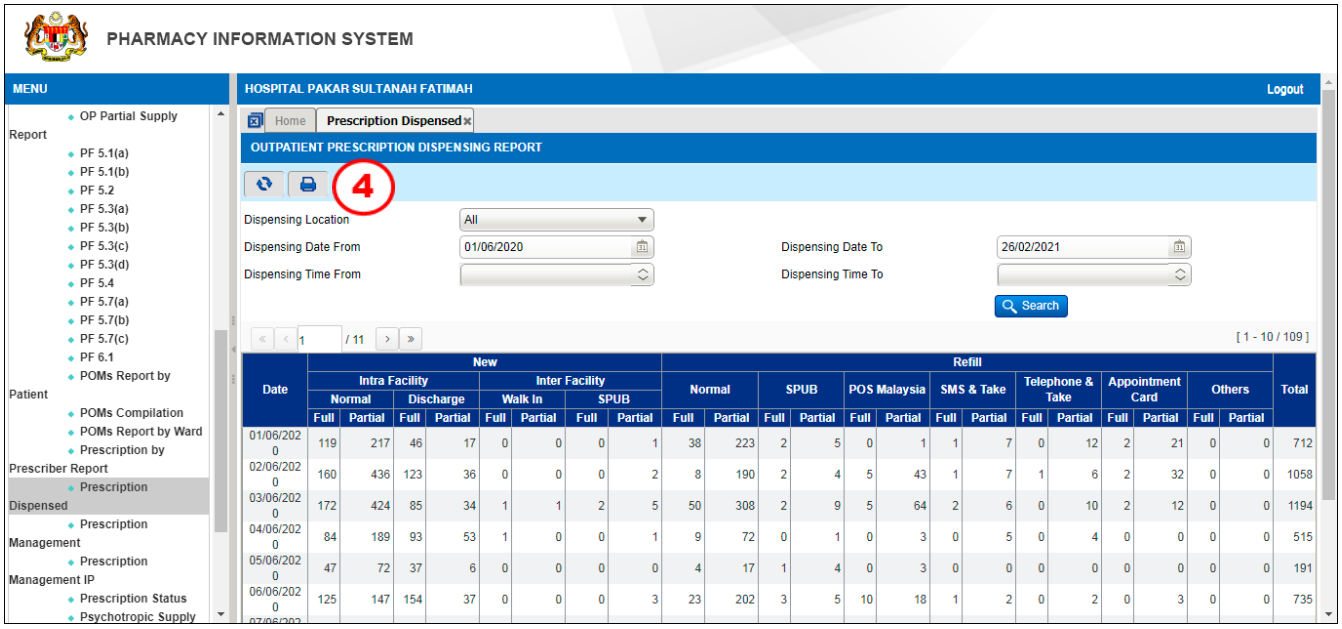
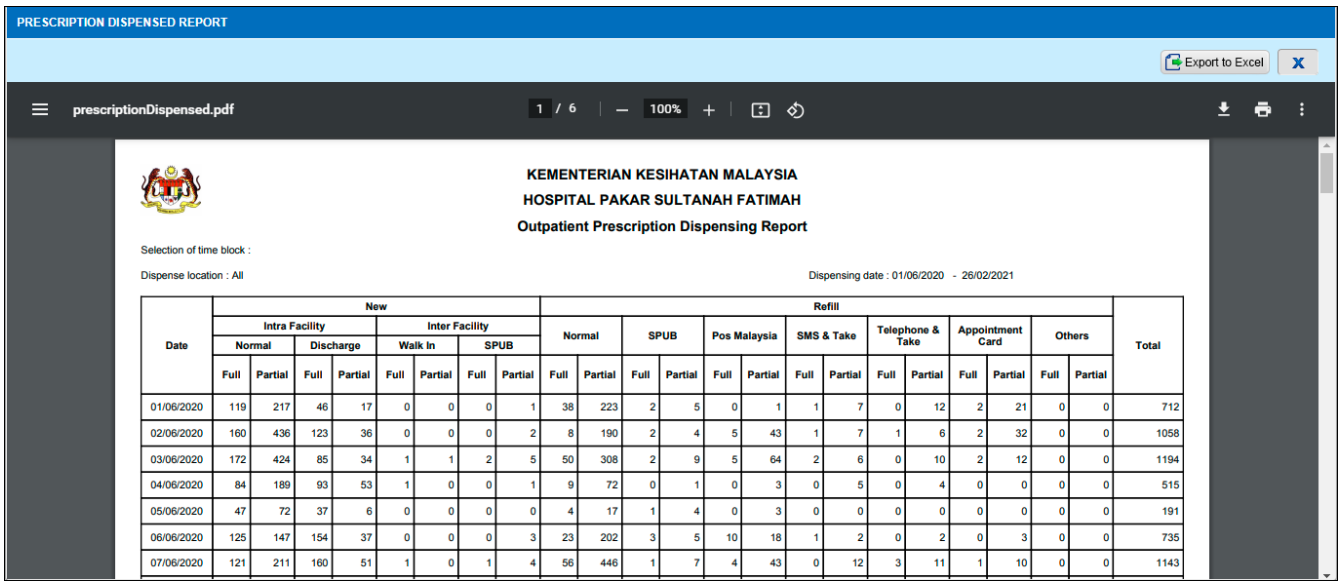



**Figure 3.2.3.30-2 Prescription Dispensed**

**STEP 4**

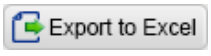
Click on the  button to view/print the record as Figure 3.2.3.30-3




| Date | New | | | | | | | | Refill | | | | | | | | | | | | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Intra Facility | | | | Inter Facility | | | | Normal | | SPUB | | Pos Malaysia | | SMS & Take | | Telephone & Take | | Appointment Card | | Others | | |
| | Normal | | Discharge | | Walk In | | SPUB | | | | | | | | | | | | | | |
| | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | Full | Partial | |
| 01/06/2020 | 119 | 217 | 46 | 17 | 0 | 0 | 0 | 1 | 38 | 223 | 2 | 5 | 0 | 1 | 1 | 7 | 0 | 12 | 2 | 21 | 0 | 0 | 712 |
| 02/06/2020 | 160 | 436 | 123 | 36 | 0 | 0 | 0 | 2 | 8 | 190 | 2 | 4 | 5 | 43 | 1 | 7 | 1 | 6 | 2 | 32 | 0 | 0 | 1058 |
| 03/06/2020 | 172 | 424 | 85 | 34 | 1 | 1 | 2 | 5 | 50 | 308 | 2 | 9 | 5 | 64 | 2 | 6 | 0 | 10 | 2 | 12 | 0 | 0 | 1194 |
| 04/06/2020 | 84 | 189 | 93 | 53 | 1 | 0 | 0 | 1 | 9 | 72 | 0 | 1 | 0 | 3 | 0 | 5 | 0 | 4 | 0 | 0 | 0 | 0 | 515 |
| 05/06/2020 | 47 | 72 | 37 | 6 | 0 | 0 | 0 | 0 | 4 | 17 | 1 | 4 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 191 |
| 06/06/2020 | 125 | 147 | 154 | 37 | 0 | 0 | 0 | 3 | 23 | 202 | 3 | 5 | 10 | 18 | 1 | 2 | 0 | 2 | 0 | 3 | 0 | 0 | 735 |
| 07/06/2020 | 121 | 211 | 160 | 51 | 1 | 0 | 1 | 4 | 56 | 446 | 1 | 7 | 4 | 43 | 0 | 12 | 3 | 11 | 1 | 10 | 0 | 0 | 1143 |

**Figure 3.2.3.30-3 Prescription Dispensed**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.31 Prescription Management OP

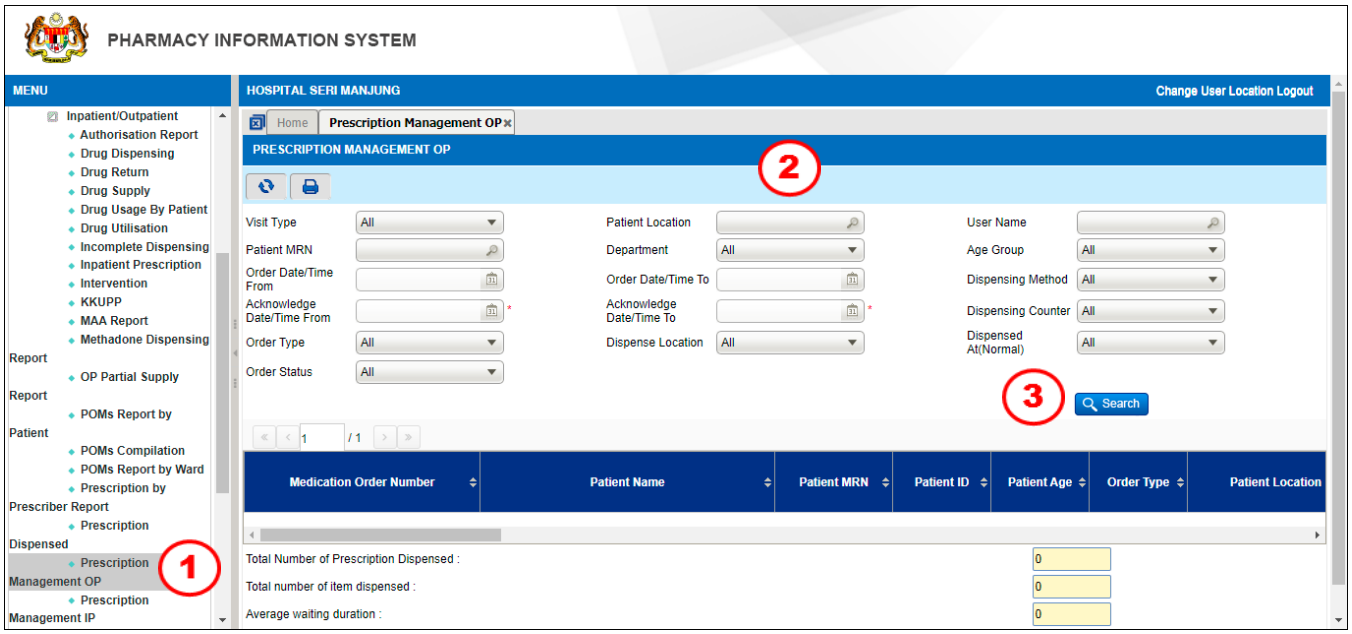



**Figure 3.2.3.31-1 Prescription Management**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Prescription Management OP'

**STEP 2**
Search Prescription Management record by criteria as follow:

a) Visit Type
b) Patient Location
c) User Name
d) Patient MRN
e) Department
f) Age Group
g) Order Date/Time From
h) Order Date/Time To
i) Dispensing Method
j) Acknowledge Date/Time From
k) Acknowledge Date/Time To
l) Dispensing Counter
m) Order Type
n) Dispense Location
o) Dispensed At (Normal)
p) Order Status

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

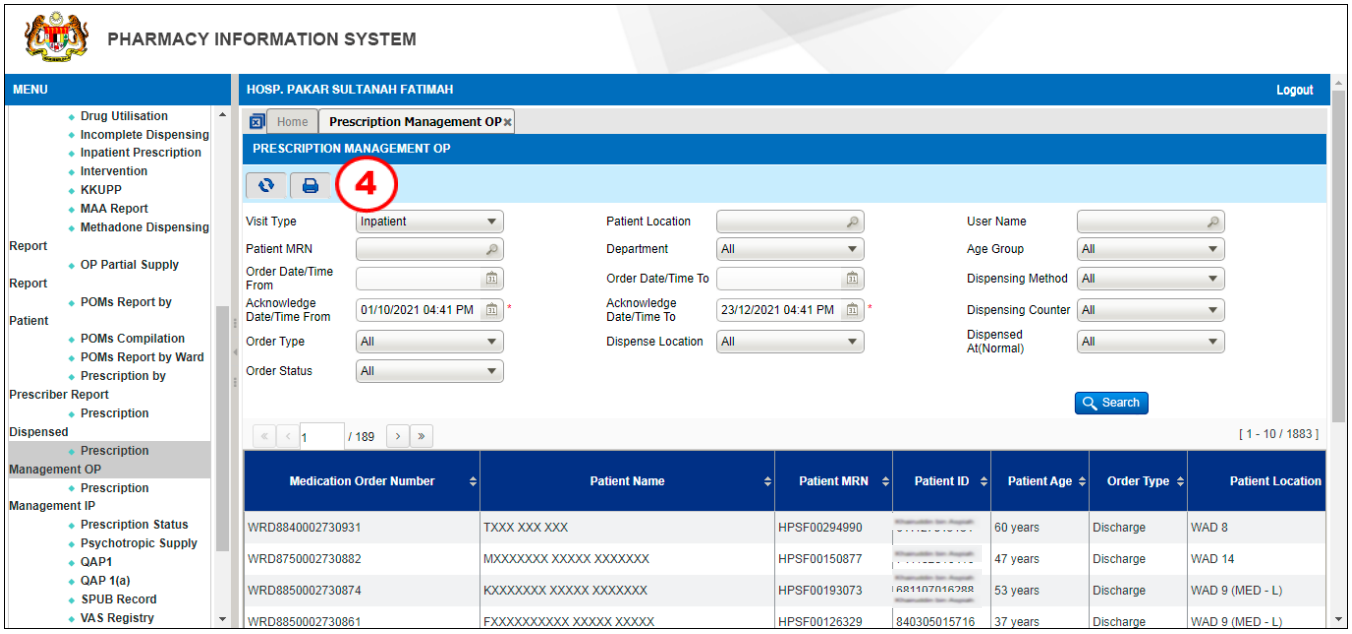



**Figure 3.2.3.31-2 Prescription Management**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.31-3

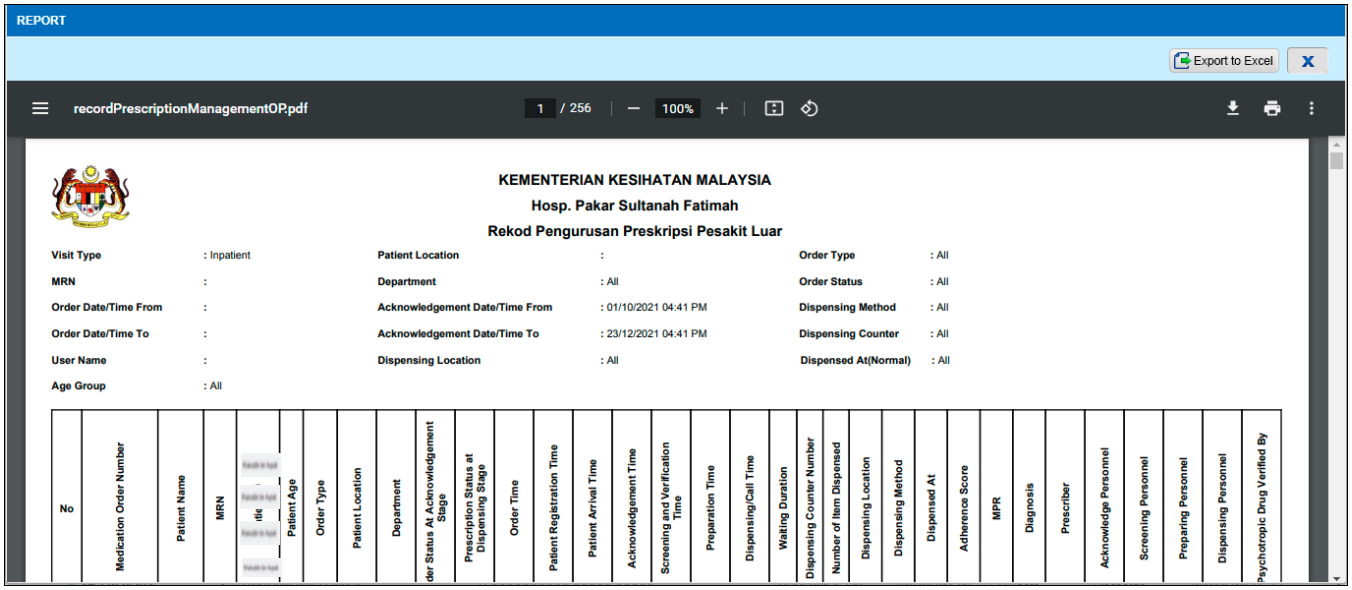



**Figure 3.2.3.31-3 Prescription Management**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.32 Prescription Management IP

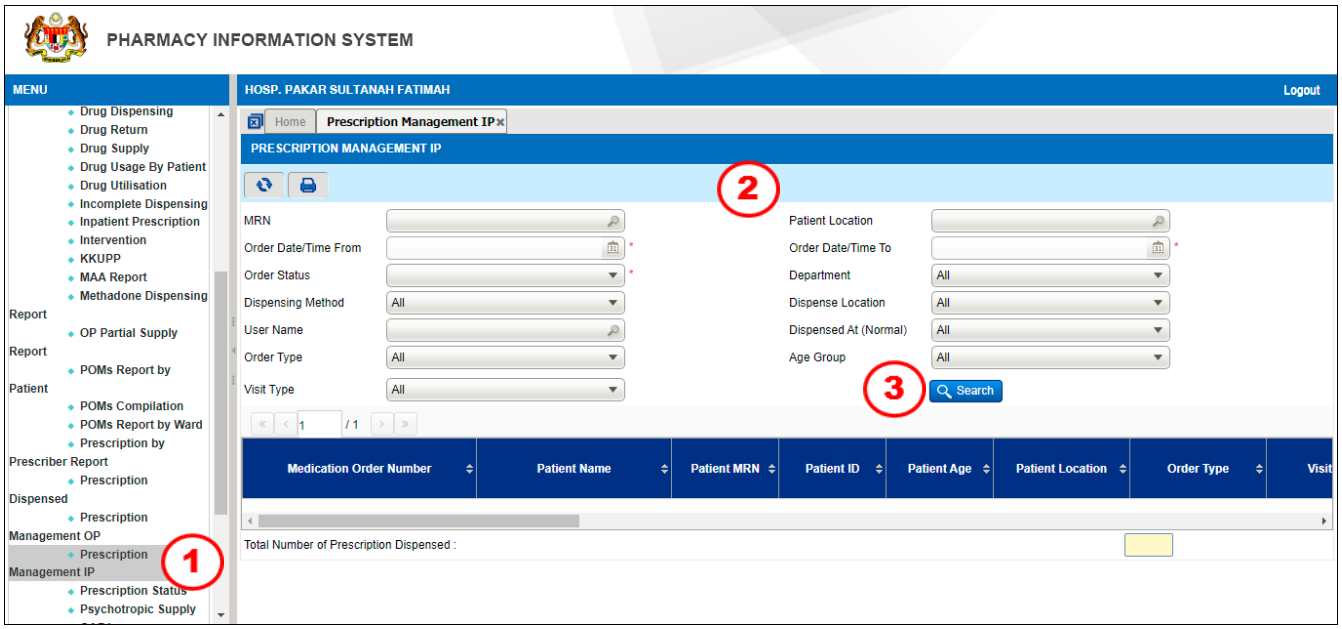



**Figure 3.2.3.32-1 Prescription Management IP**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Prescription Management IP'

**STEP 2**
Search Prescription Management IP record by criteria as follow:

a) MRN
b) Patient Location
c) Order Date/Time From
d) Order Date/Time To
e) Order Status
f) Department
g) Dispensing Method
h) Dispense Location
i) User Name
j) Dispensed At (Normal)
k) Order Type
l) Age Group
m) Visit Type

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

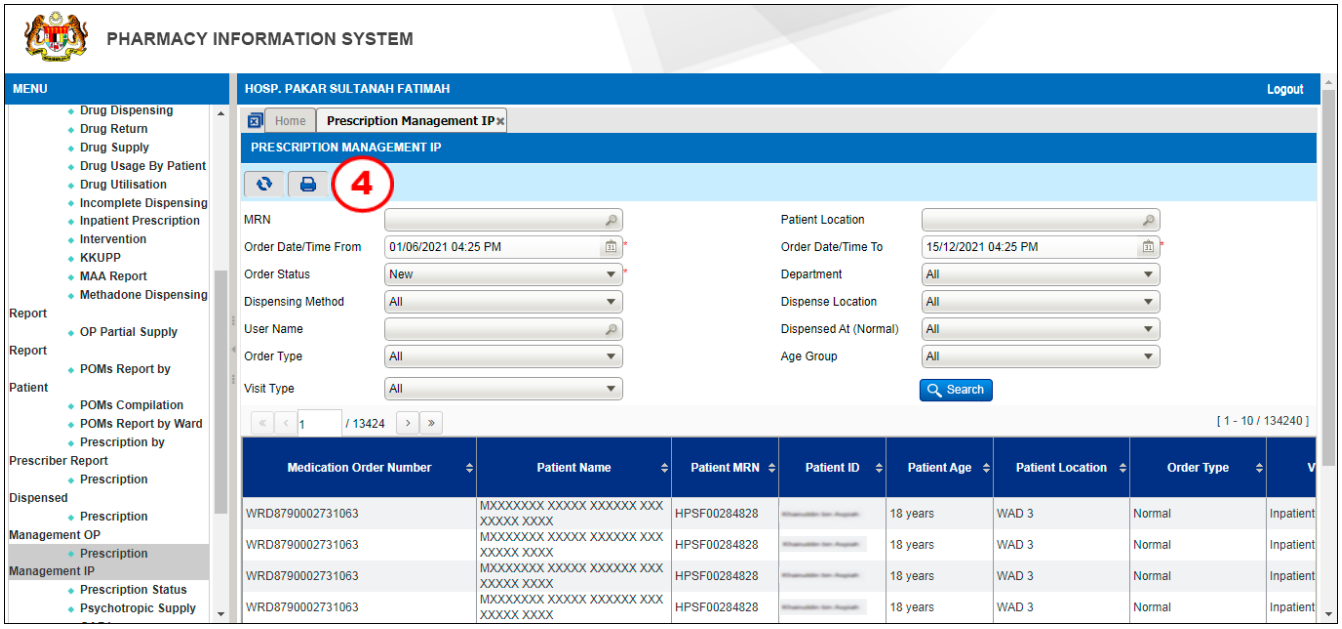



**Figure 3.2.3.32-2 Prescription Management IP**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.32-3

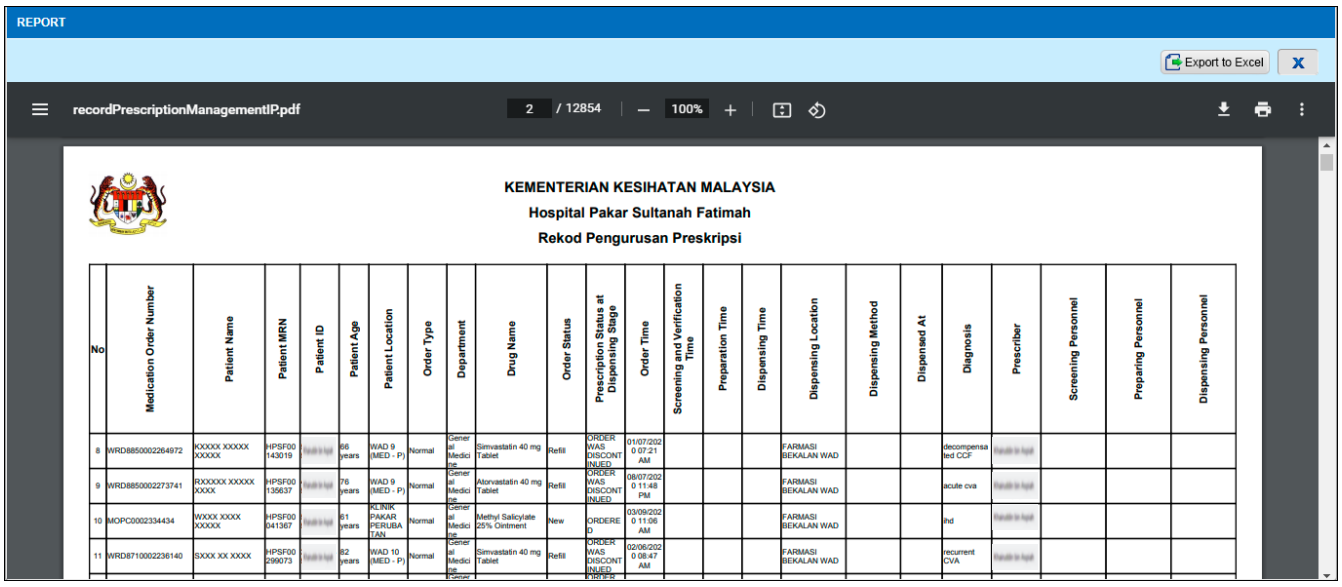
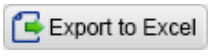



**Figure 3.2.3.32-3 Prescription Management IP**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.33 Prescription Status

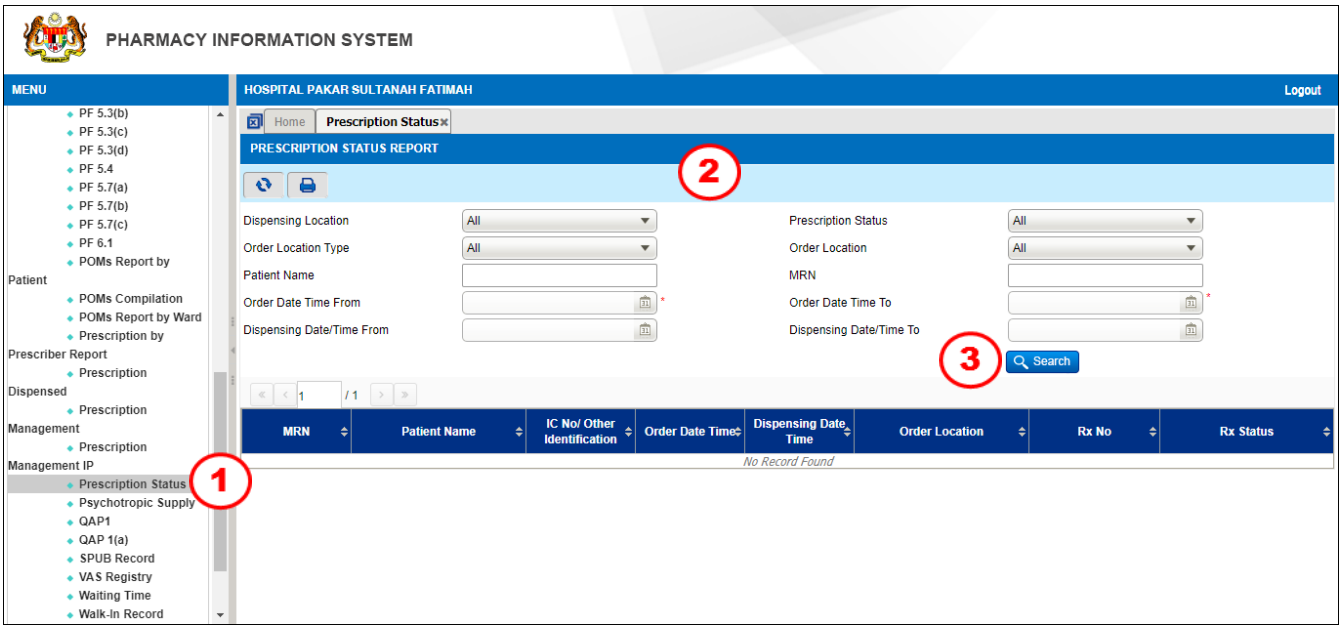



**Figure 3.2.3.33-1 Prescription Status**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Prescription Status'

**STEP 2**
Search Prescription Status record by criteria as follow:

a) Dispensing Location
b) Prescription Status
c) Order Location Type
d) Order Location
e) Patient Name
f) MRN
g) Order Date Time From
h) Order Date Time To
i) Dispensing Date/Time From
j) Dispensing Date/Time To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

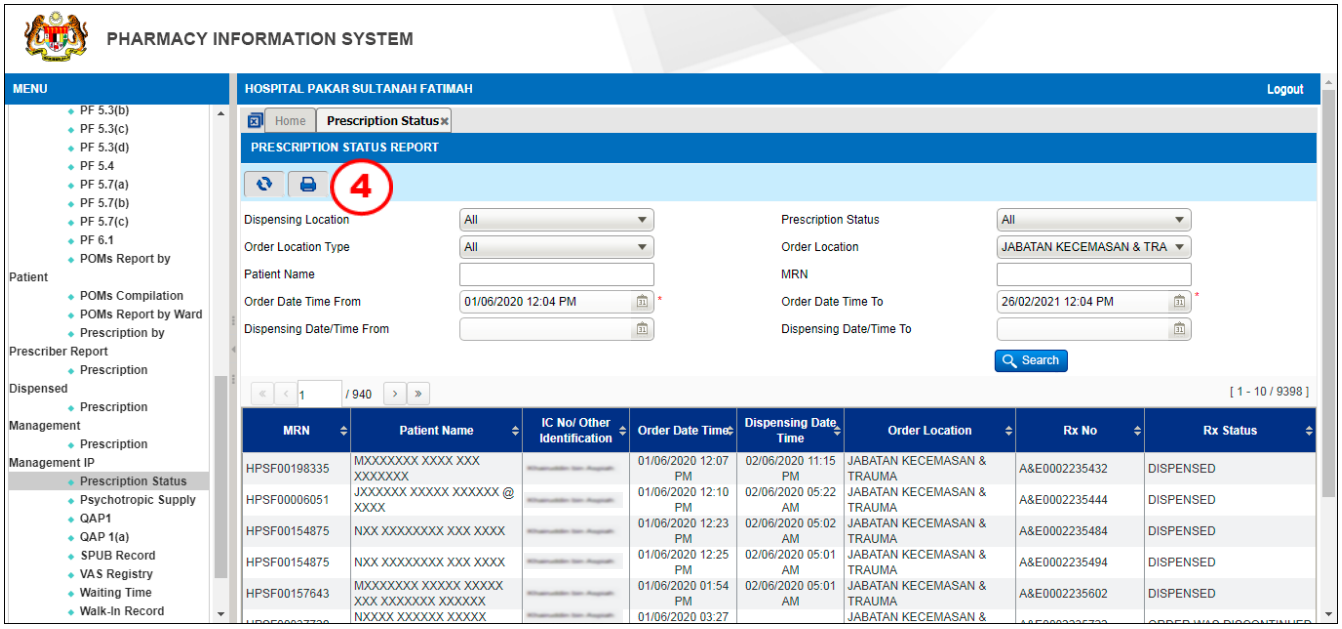



**Figure 3.2.3.33-2 Prescription Status**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.33-3

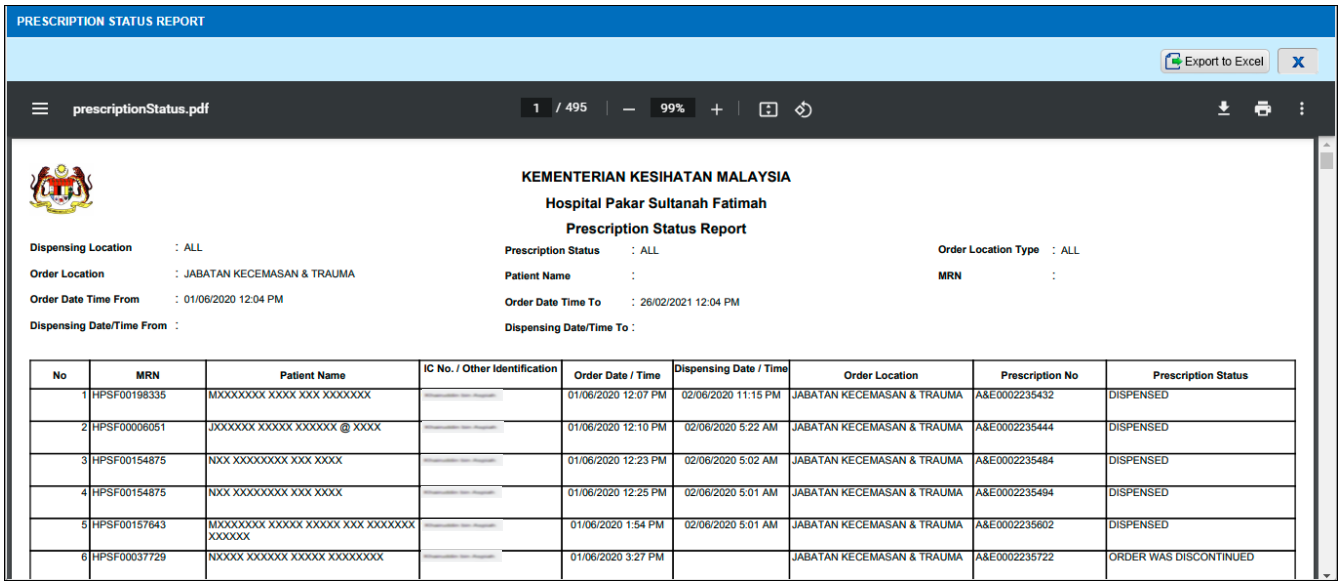
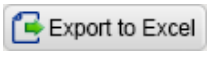



**Figure 3.2.3.33-3 Prescription Status**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.34 Psychotropic Supply

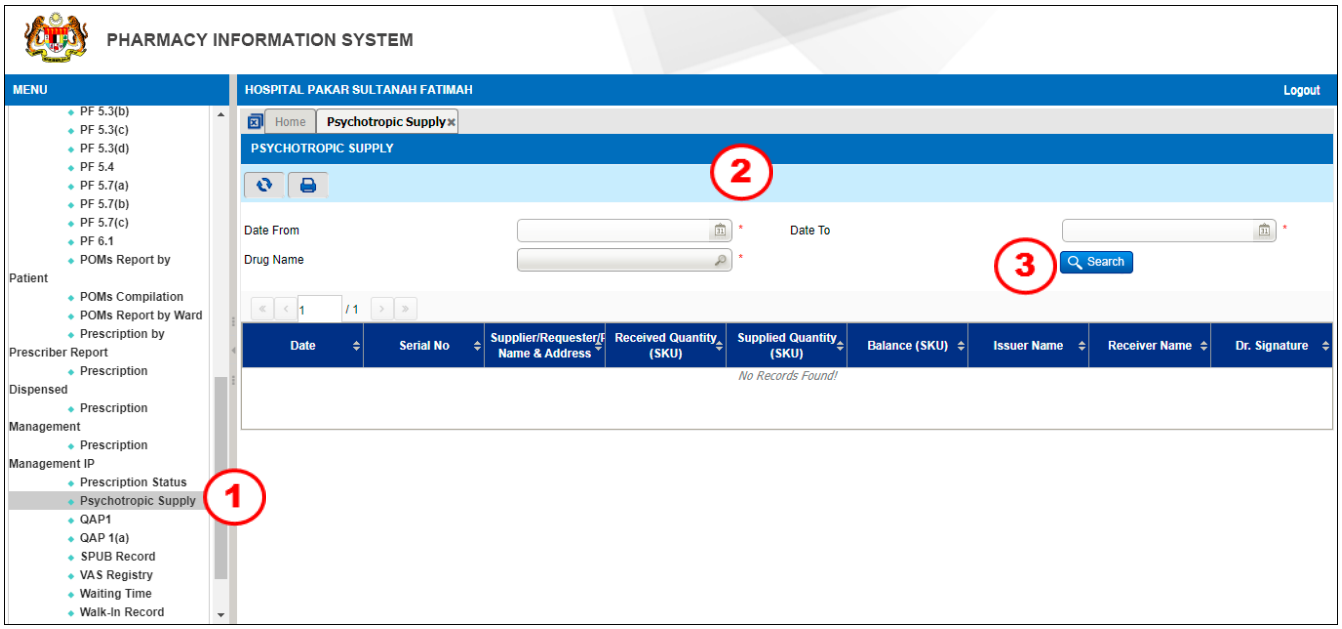


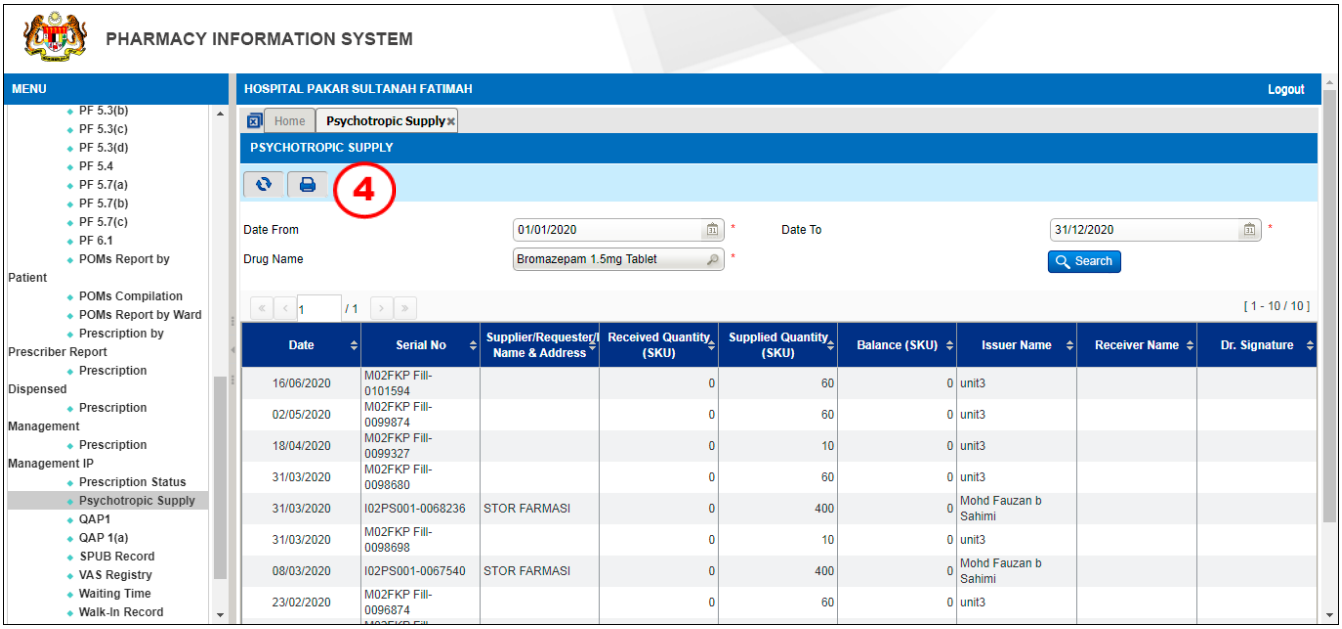

**Figure 3.2.3.34-1 Psychotropic Supply**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Psychotropic Supply'

**STEP 2**
Search Psychotropic Supply record by criteria as follow:

a) Date From
b) Date To
c) Drug Name

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

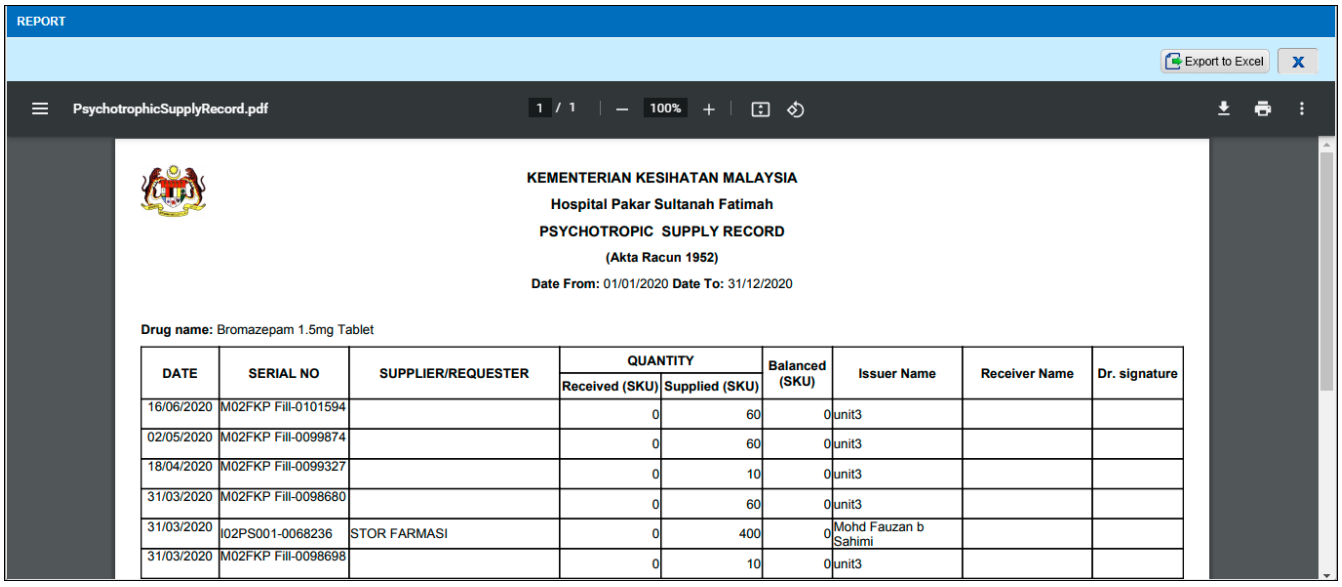



| Date | Serial No | Supplier/Requester/I Name & Address | Received Quantity (SKU) | Supplied Quantity (SKU) | Balance (SKU) | Issuer Name | Receiver Name | Dr. Signature |
|---|---|---|---|---|---|---|---|---|
| 16/06/2020 | M02FKP Fill-0101594 | | 0 | 60 | 0 | unit3 | | |
| 02/05/2020 | M02FKP Fill-0099874 | | 0 | 60 | 0 | unit3 | | |
| 18/04/2020 | M02FKP Fill-0099327 | | 0 | 10 | 0 | unit3 | | |
| 31/03/2020 | M02FKP Fill-0098680 | | 0 | 60 | 0 | unit3 | | |
| 31/03/2020 | I02PS001-0068236 | STOR FARMASI | 0 | 400 | 0 | Mohd Fauzan b Sahimi | | |
| 31/03/2020 | M02FKP Fill-0098698 | | 0 | 10 | 0 | unit3 | | |
| 08/03/2020 | I02PS001-0067540 | STOR FARMASI | 0 | 400 | 0 | Mohd Fauzan b Sahimi | | |
| 23/02/2020 | M02FKP Fill-0096874 | | 0 | 60 | 0 | unit3 | | |

**Figure 3.2.3.34-2 Psychotropic Supply**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.34-3




| DATE | SERIAL NO | SUPPLIER/REQUESTER | QUANTITY | | Balanced (SKU) | Issuer Name | Receiver Name | Dr. signature |
|---|---|---|---|---|---|---|---|---|
| | | | Received (SKU) | Supplied (SKU) | | | | |
| 16/06/2020 | M02FKP Fill-0101594 | | 0 | 60 | 0 | unit3 | | |
| 02/05/2020 | M02FKP Fill-0099874 | | 0 | 60 | 0 | unit3 | | |
| 18/04/2020 | M02FKP Fill-0099327 | | 0 | 10 | 0 | unit3 | | |
| 31/03/2020 | M02FKP Fill-0098680 | | 0 | 60 | 0 | unit3 | | |
| 31/03/2020 | I02PS001-0068236 | STOR FARMASI | 0 | 400 | 0 | Mohd Fauzan b Sahimi | | |
| 31/03/2020 | M02FKP Fill-0098698 | | 0 | 10 | 0 | unit3 | | |

**Figure 3.2.3.34-2 Psychotropic Supply**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.35 QAP 1

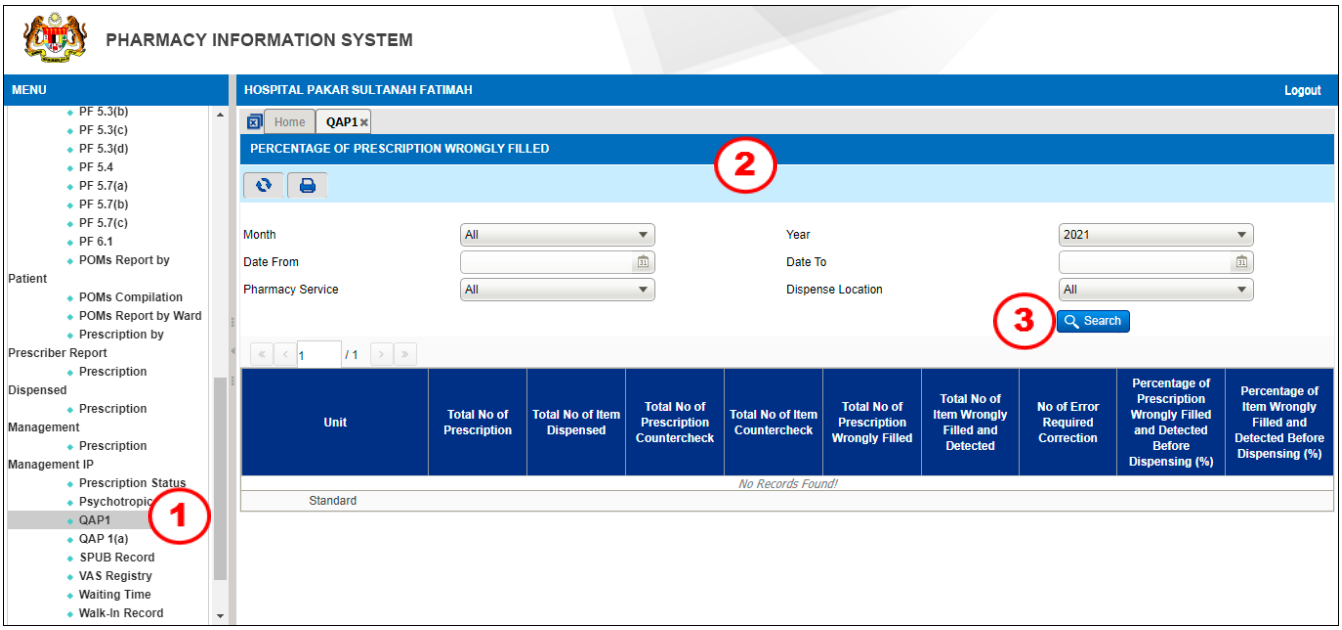


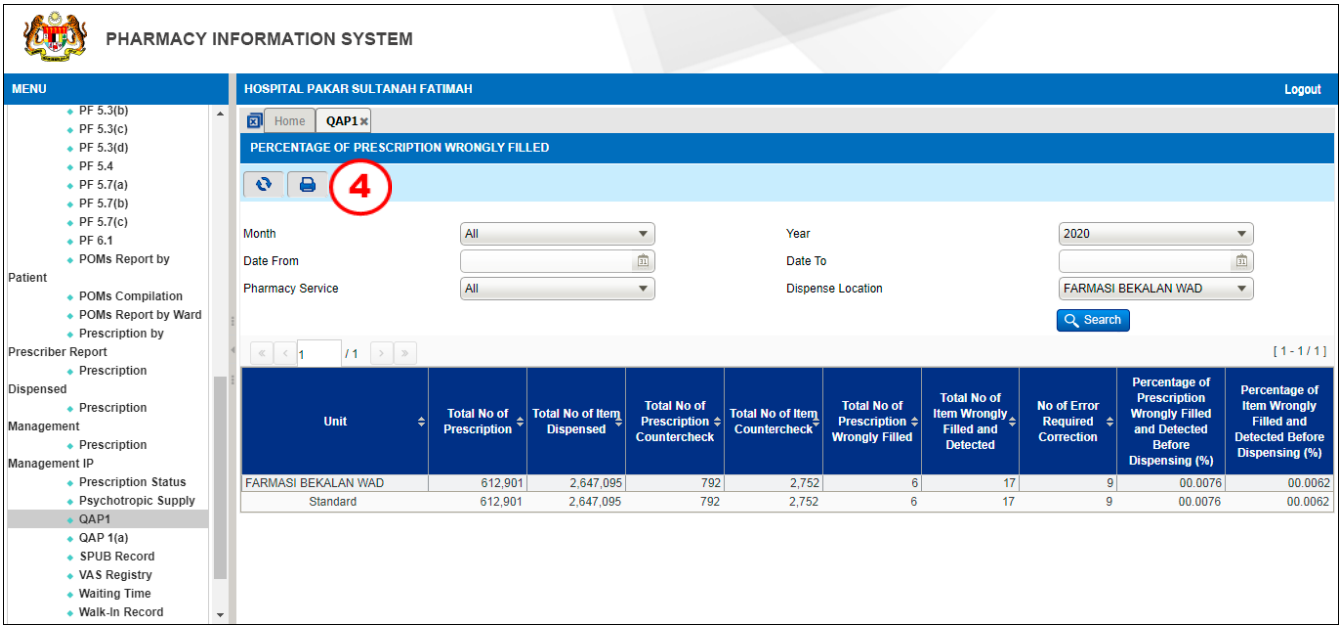

**Figure 3.2.3.35-1 QAP 1**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'QAP 1'

**STEP 2**
Search QAP 1 record by criteria as follow:

a) Month
b) Year
c) Date From
d) Date To
e) Pharmacy Service
f) Dispense Location

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

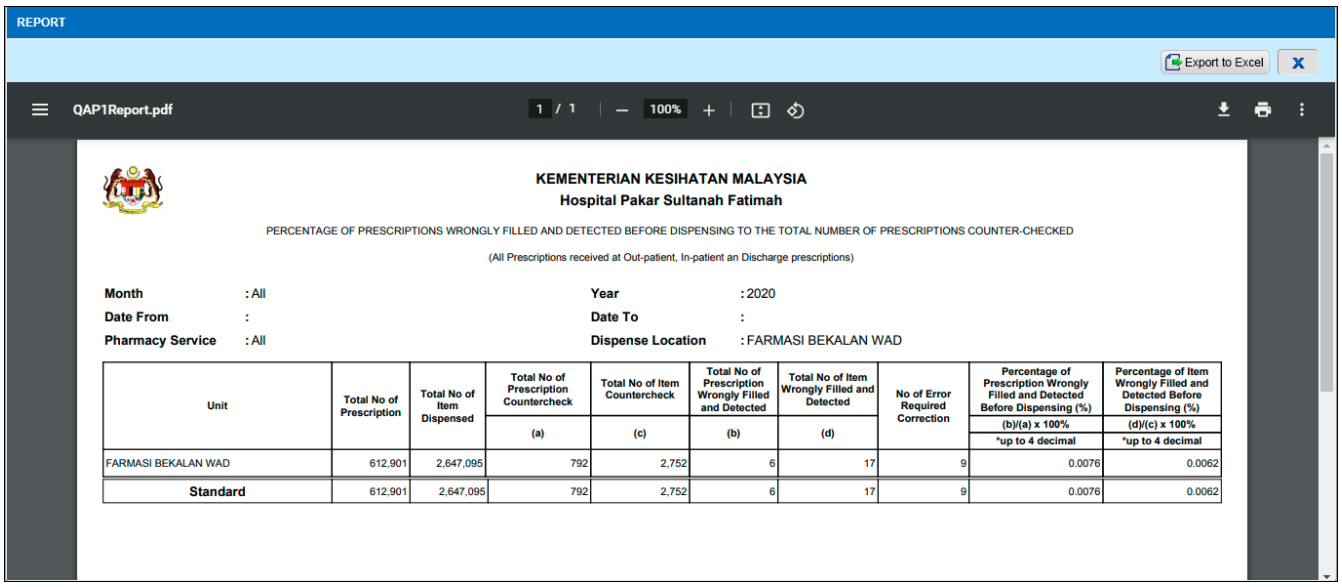



| Unit | Total No of Prescription | Total No of Item Dispensed | Total No of Prescription Countercheck | Total No of Item Countercheck | Total No of Prescription Wrongly Filled | Total No of Item Wrongly Filled and Detected | No of Error Required Correction | Percentage of Prescription Wrongly Filled and Detected Before Dispensing (%) | Percentage of Item Wrongly Filled and Detected Before Dispensing (%) |
|---|---|---|---|---|---|---|---|---|---|
| FARMASI BEKALAN WAD | 612,901 | 2,647,095 | 792 | 2,752 | 6 | 17 | 9 | 00.0076 | 00.0062 |
| Standard | 612,901 | 2,647,095 | 792 | 2,752 | 6 | 17 | 9 | 00.0076 | 00.0062 |

**Figure 3.2.3.35-2 QAP 1**

**STEP 4**

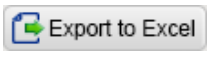
Click on the  button to view/print the record as Figure 3.2.3.35-3




| Unit | Total No of Prescription | Total No of Item Dispensed | Total No of Prescription Countercheck (a) | Total No of Item Countercheck (c) | Total No of Prescription Wrongly Filled and Detected (b) | Total No of Item Wrongly Filled and Detected (d) | No of Error Required Correction | Percentage of Prescription Wrongly Filled and Detected Before Dispensing (%) (b)/(a) x 100% *up to 4 decimal | Percentage of Item Wrongly Filled and Detected Before Dispensing (%) (d)/(c) x 100% *up to 4 decimal |
|---|---|---|---|---|---|---|---|---|---|
| FARMASI BEKALAN WAD | 612,901 | 2,647,095 | 792 | 2,752 | 6 | 17 | 9 | 0.0076 | 0.0062 |
| **Standard** | 612,901 | 2,647,095 | 792 | 2,752 | 6 | 17 | 9 | 0.0076 | 0.0062 |

**Figure 3.2.3.35-3 QAP 1**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.36 QAP 1 (a)

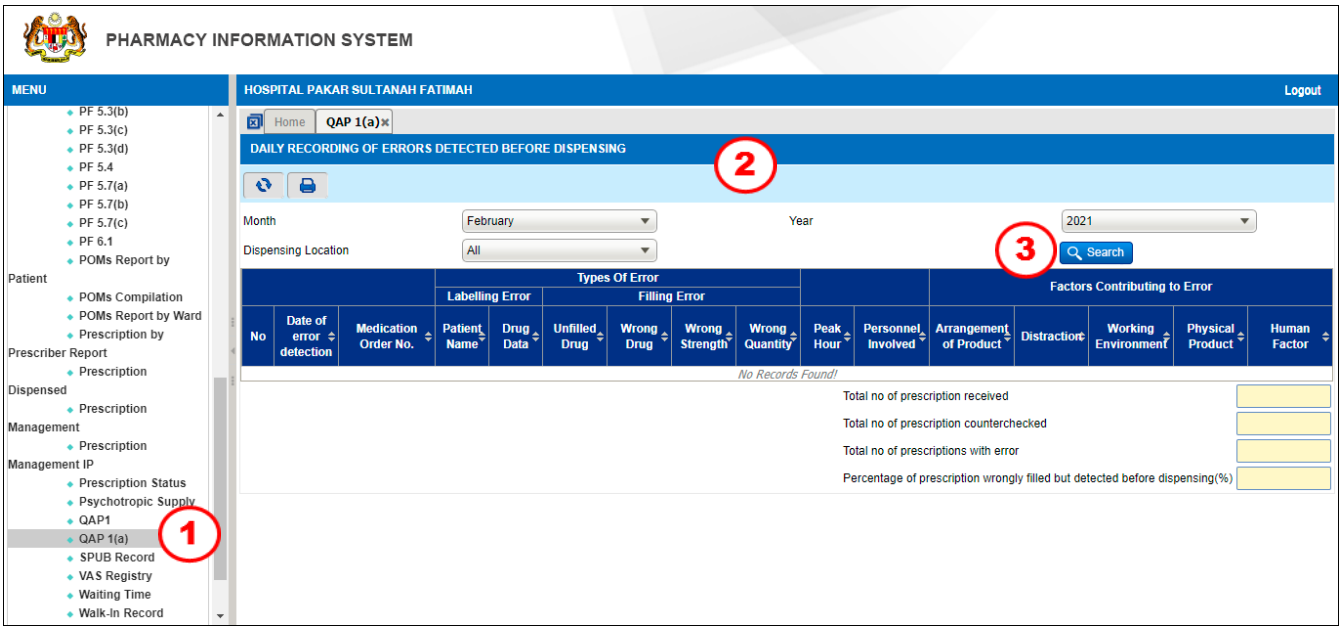



**Figure 3.2.3.36-1 QAP 1 (a)**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'QAP 1 (a)'

**STEP 2**
Search QAP 1 (a) record by criteria as follow:

a) Month
b) Year
c) Dispense Location

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

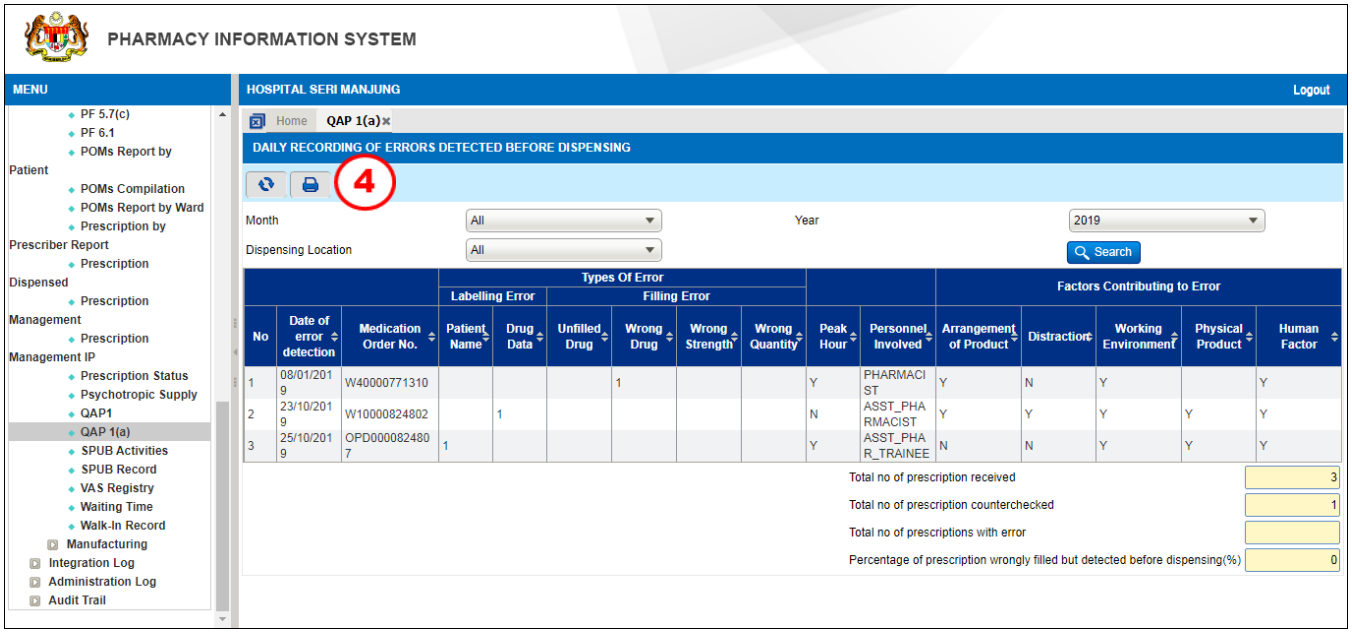



**Figure 3.2.3.36-2 QAP 1 (a)**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.36-3

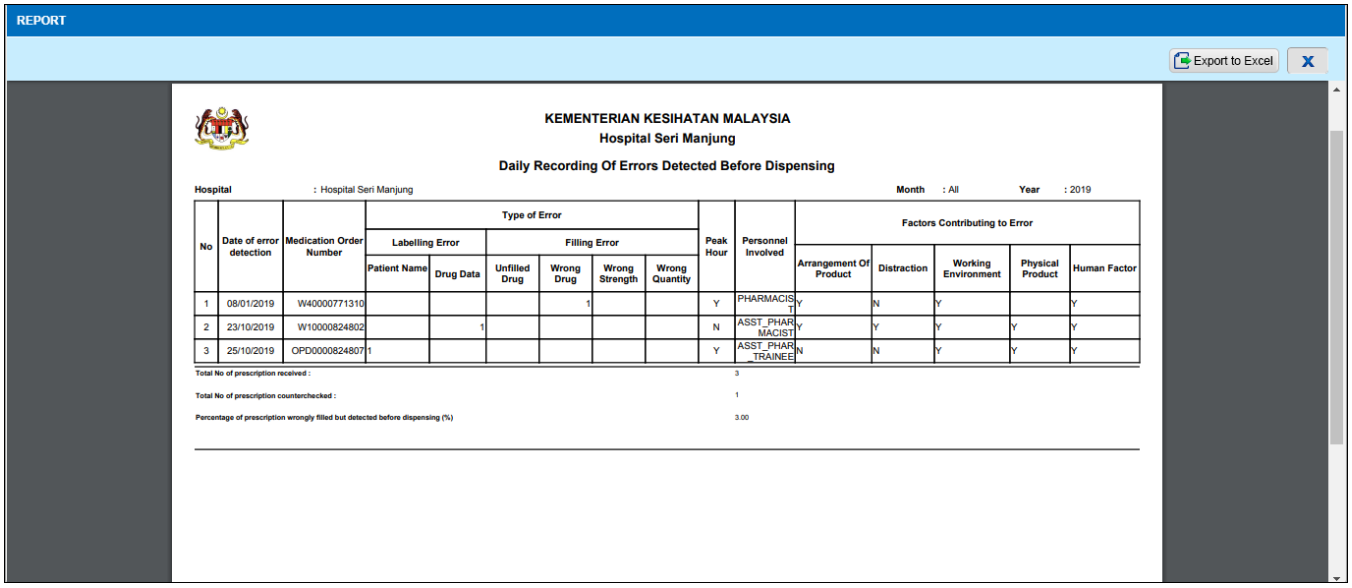
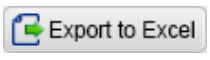



**Figure 3.2.3.36-3 QAP 1(a)**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.37 SPUB Record

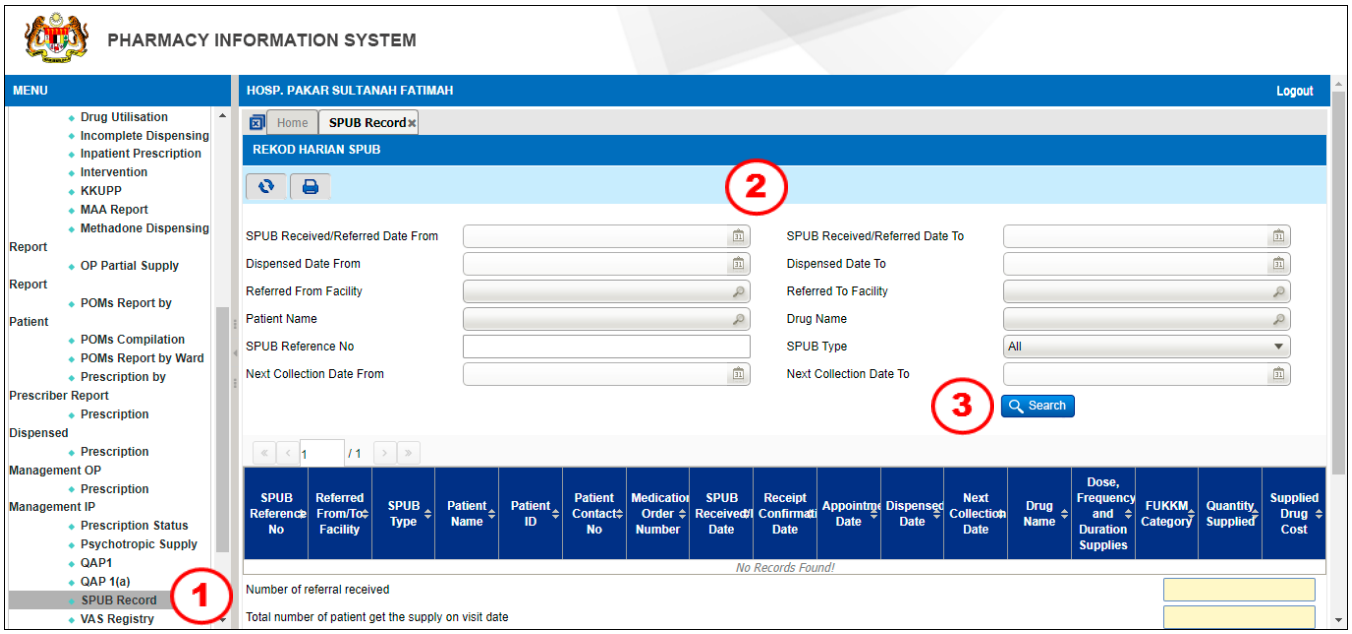



**Figure 3.2.3.37-1 SPUB Record**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'SPUB Record'

**STEP 2**
Search SPUB Record by criteria as follow:

a) SPUB Received/Referred Date From
b) SPUB Received/Referred Date To
c) Dispensed Date From
d) Dispensed Date To
e) Referred From Facility
f) Referred To Facility
g) Patient Name
h) Drug Name
i) SPUB Reference No
j) SPUB Type
k) Next Collection Date From
l) Next Collection Date To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

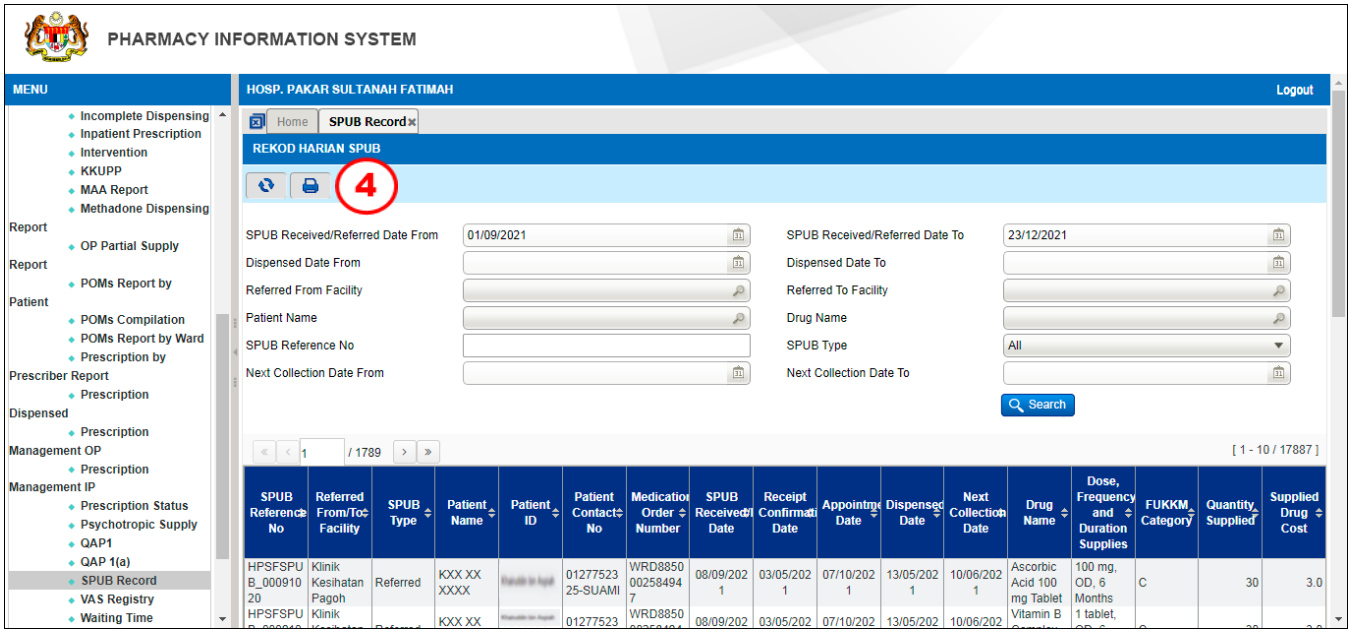



**Figure 3.2.3.37-2 SPUB Record**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.3.37-3

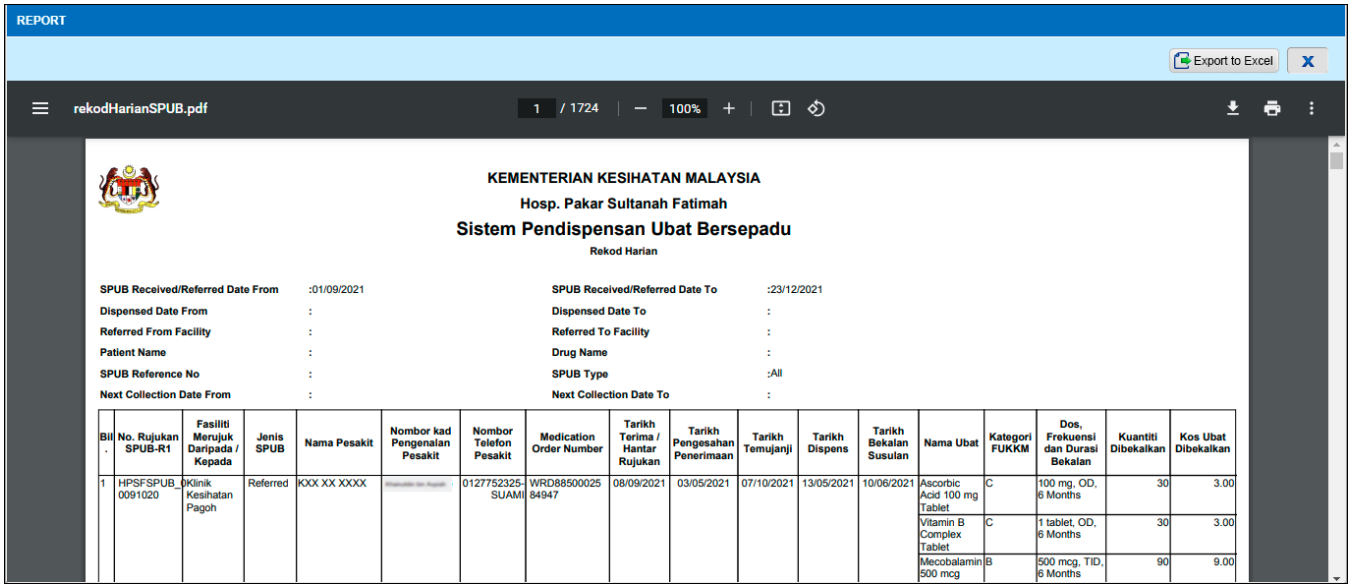
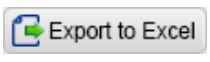



**Figure 3.2.3.37-3 SPUB Record**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.38 VAS Registry

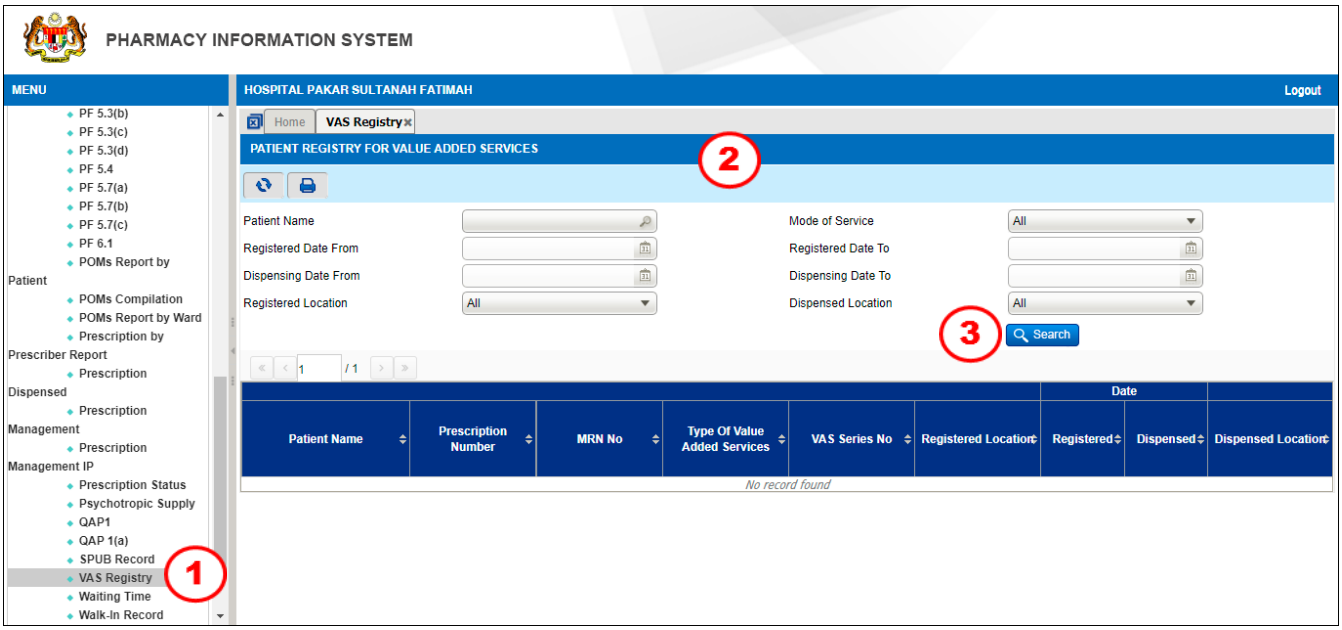



**Figure 3.2.3.38-1 VAS Registry**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'VAS Registry'

**STEP 2**
Search VAS Registry record by criteria as follow:

a) Patient Name
b) Mode of Service
c) Registered Date From
d) Registered Date To
e) Dispensing Date From
f) Dispensing Date To
g) Registration Location
h) Dispensed Location

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

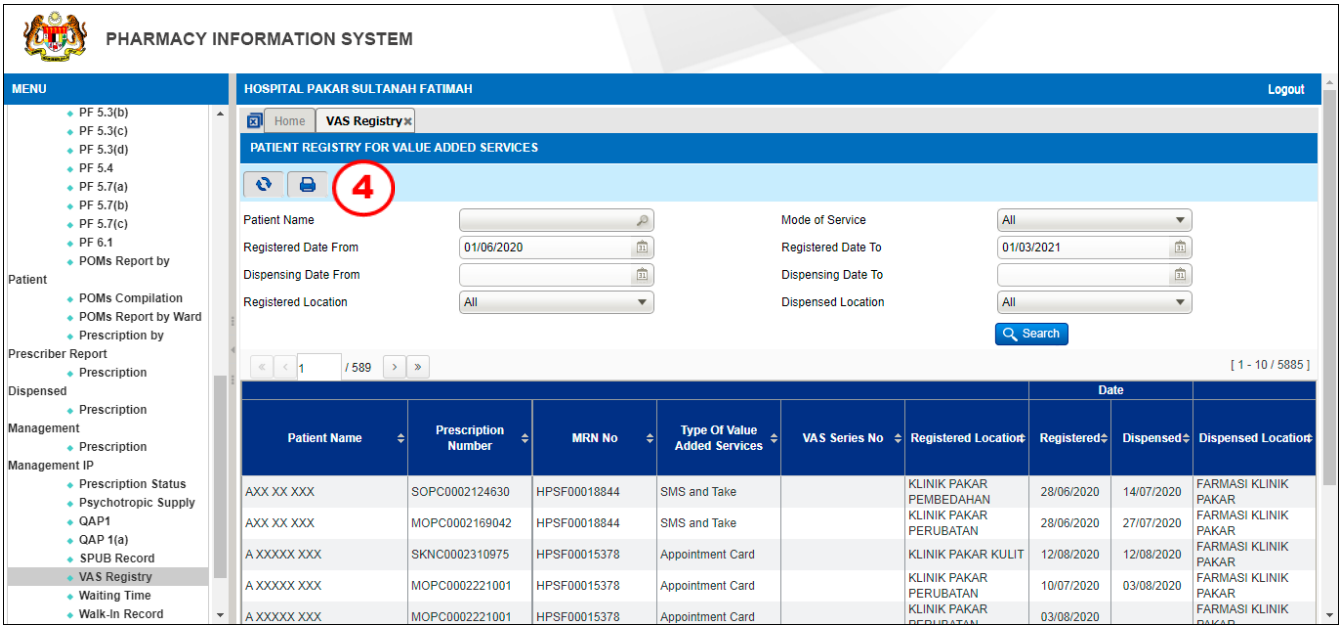



**Figure 3.2.3.38-2 VAS Registry**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.3.38-3

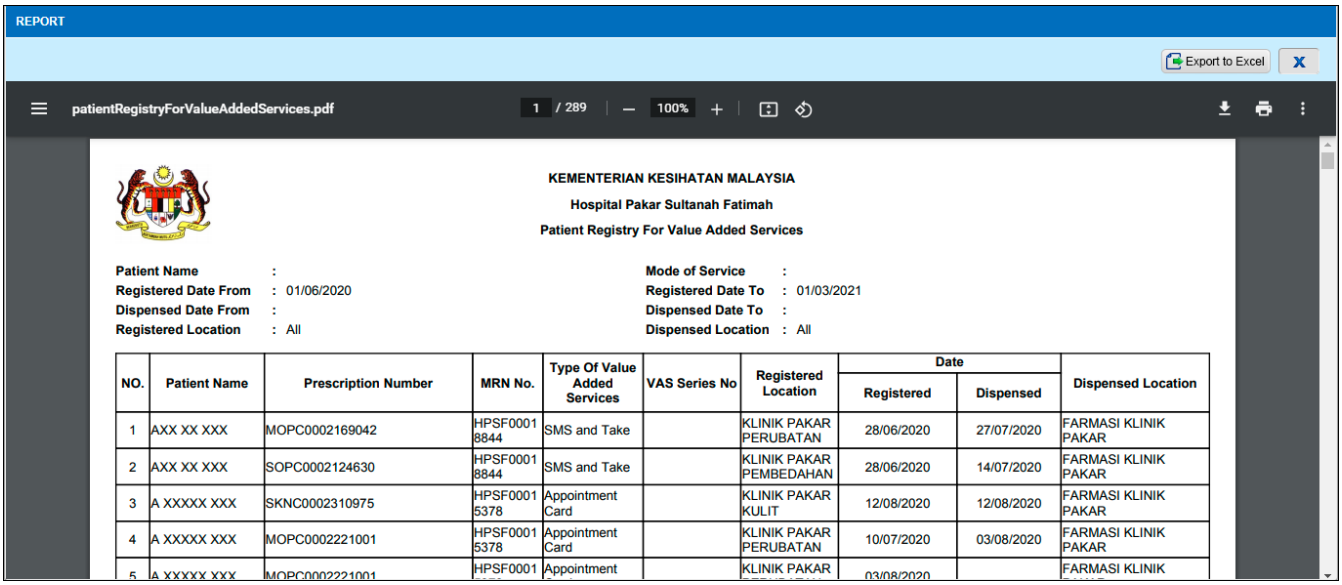
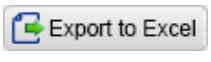



**Figure 3.2.3.38-3 VAS Registry**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.39 Waiting Time

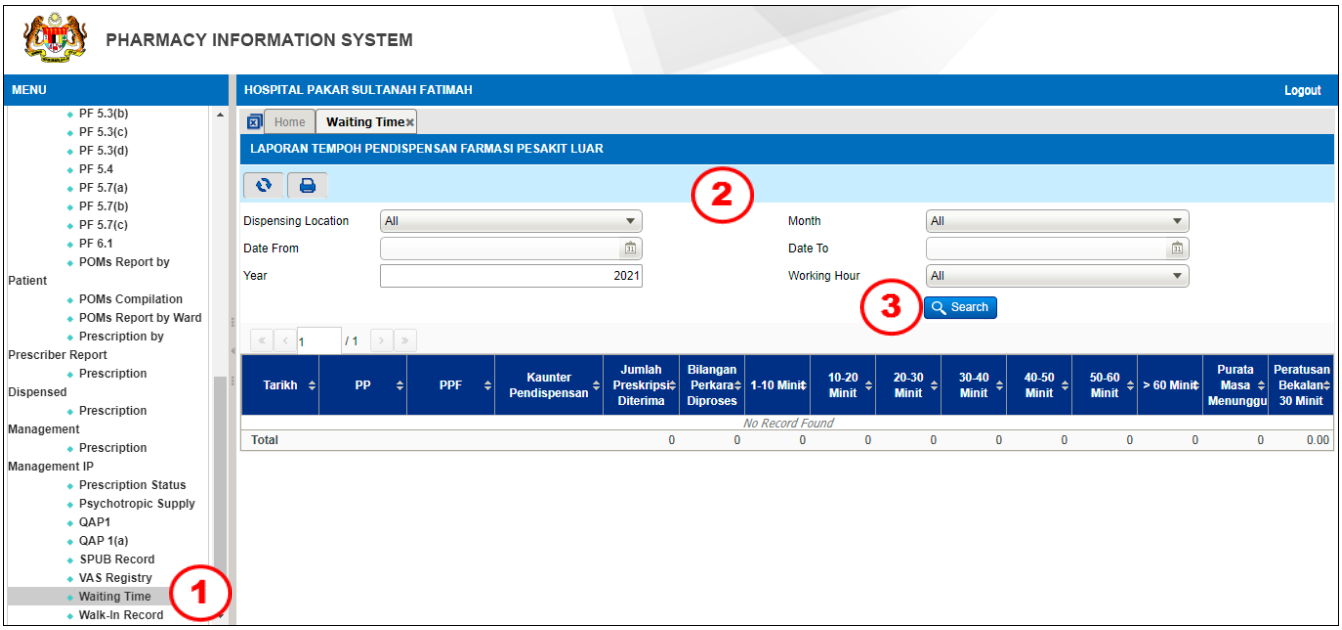


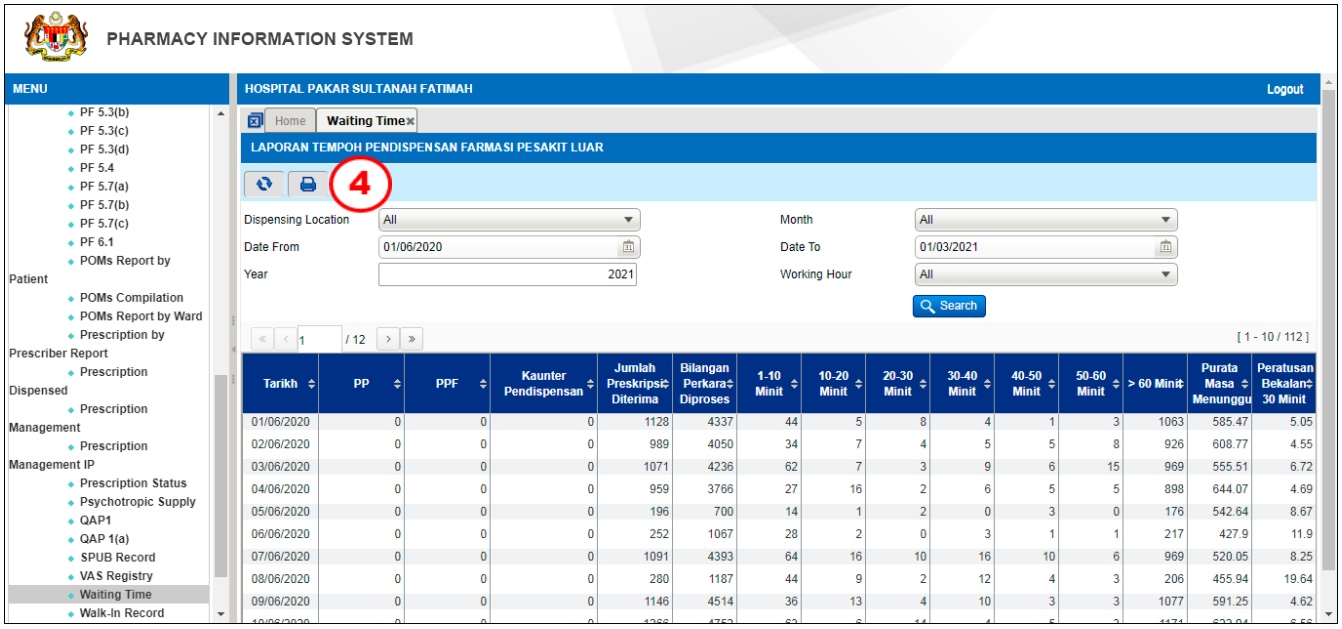

**Figure 3.2.3.39-1 Waiting Time**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Waiting Time'

**STEP 2**
Search Waiting Time record by criteria as follow:

a) Dispensing Location
b) Month
c) Date From
d) Date To
e) Year
f) Working Hour

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

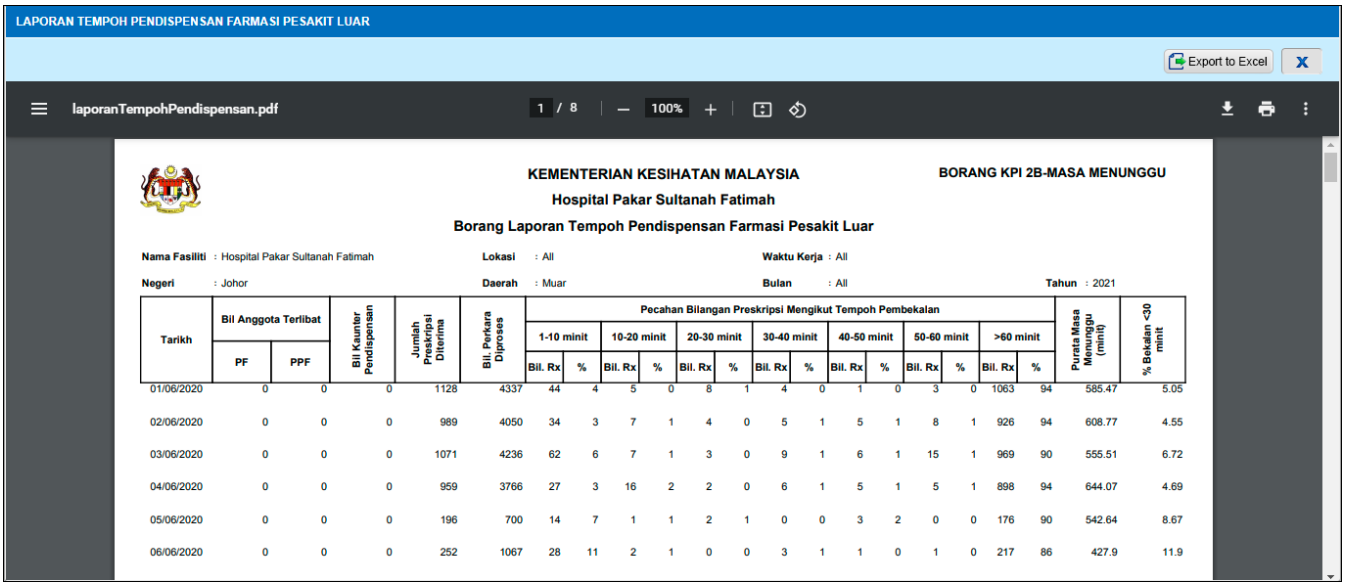



| Tarikh | PP | PPF | Kaunter Pendispensan | Jumlah Preskripsi Diterima | Bilangan Perkara Diproses | 1-10 Minit | 10-20 Minit | 20-30 Minit | 30-40 Minit | 40-50 Minit | 50-60 Minit | > 60 Minit | Purata Masa Menunggu | Peratusan Bekalan 30 Minit |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01/06/2020 | 0 | 0 | 0 | 1128 | 4337 | 44 | 5 | 8 | 4 | 1 | 3 | 1063 | 585.47 | 5.05 |
| 02/06/2020 | 0 | 0 | 0 | 989 | 4050 | 34 | 7 | 4 | 5 | 5 | 8 | 926 | 608.77 | 4.55 |
| 03/06/2020 | 0 | 0 | 0 | 1071 | 4236 | 62 | 7 | 3 | 9 | 6 | 15 | 969 | 555.51 | 6.72 |
| 04/06/2020 | 0 | 0 | 0 | 959 | 3766 | 27 | 16 | 2 | 6 | 5 | 5 | 898 | 644.07 | 4.69 |
| 05/06/2020 | 0 | 0 | 0 | 196 | 700 | 14 | 1 | 2 | 0 | 3 | 0 | 176 | 542.64 | 8.67 |
| 06/06/2020 | 0 | 0 | 0 | 252 | 1067 | 28 | 2 | 0 | 3 | 1 | 1 | 217 | 427.9 | 11.9 |
| 07/06/2020 | 0 | 0 | 0 | 1091 | 4393 | 64 | 16 | 10 | 16 | 10 | 6 | 969 | 520.05 | 8.25 |
| 08/06/2020 | 0 | 0 | 0 | 280 | 1187 | 44 | 9 | 2 | 12 | 4 | 3 | 206 | 455.94 | 19.64 |
| 09/06/2020 | 0 | 0 | 0 | 1146 | 4514 | 36 | 13 | 4 | 10 | 3 | 3 | 1077 | 591.25 | 4.62 |

**Figure 3.2.3.39-2 Waiting Time**

**STEP 4**

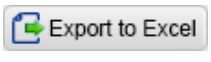
Click on the  button to view/print the record as Figure 3.2.3.39-3




| Tarikh | Bil Anggota Terlibat | | Bil Kaunter Pendispensan | Jumlah Preskripsi Diterima | Bil. Perkara Diproses | Pecahan Bilangan Preskripsi Mengikut Tempoh Pembekalan | | | | | | | | | | | | Purata Masa Menunggu (minit) | % Bekalan <30 minit |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | PF | PPF | | | | 1-10 minit | | 10-20 minit | | 20-30 minit | | 30-40 minit | | 40-50 minit | | 50-60 minit | | >60 minit | |
| | | | | | | Bil. Rx | % | Bil. Rx | % | Bil. Rx | % | Bil. Rx | % | Bil. Rx | % | Bil. Rx | % | Bil. Rx | % | | |
| 01/06/2020 | 0 | 0 | 0 | 1128 | 4337 | 44 | 4 | 5 | 0 | 8 | 1 | 4 | 0 | 1 | 0 | 3 | 0 | 1063 | 94 | 585.47 | 5.05 |
| 02/06/2020 | 0 | 0 | 0 | 989 | 4050 | 34 | 3 | 7 | 1 | 4 | 0 | 5 | 1 | 5 | 1 | 8 | 1 | 926 | 94 | 608.77 | 4.55 |
| 03/06/2020 | 0 | 0 | 0 | 1071 | 4236 | 62 | 6 | 7 | 1 | 3 | 0 | 9 | 1 | 6 | 1 | 15 | 1 | 969 | 90 | 555.51 | 6.72 |
| 04/06/2020 | 0 | 0 | 0 | 959 | 3766 | 27 | 3 | 16 | 2 | 2 | 0 | 6 | 1 | 5 | 1 | 5 | 1 | 898 | 94 | 644.07 | 4.69 |
| 05/06/2020 | 0 | 0 | 0 | 196 | 700 | 14 | 7 | 1 | 1 | 2 | 1 | 0 | 0 | 3 | 2 | 0 | 0 | 176 | 90 | 542.64 | 8.67 |
| 06/06/2020 | 0 | 0 | 0 | 252 | 1067 | 28 | 11 | 2 | 1 | 0 | 0 | 3 | 1 | 1 | 0 | 1 | 0 | 217 | 86 | 427.9 | 11.9 |

**Figure 3.2.3.39-3 Waiting Time**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.3.40 Walk-in Record

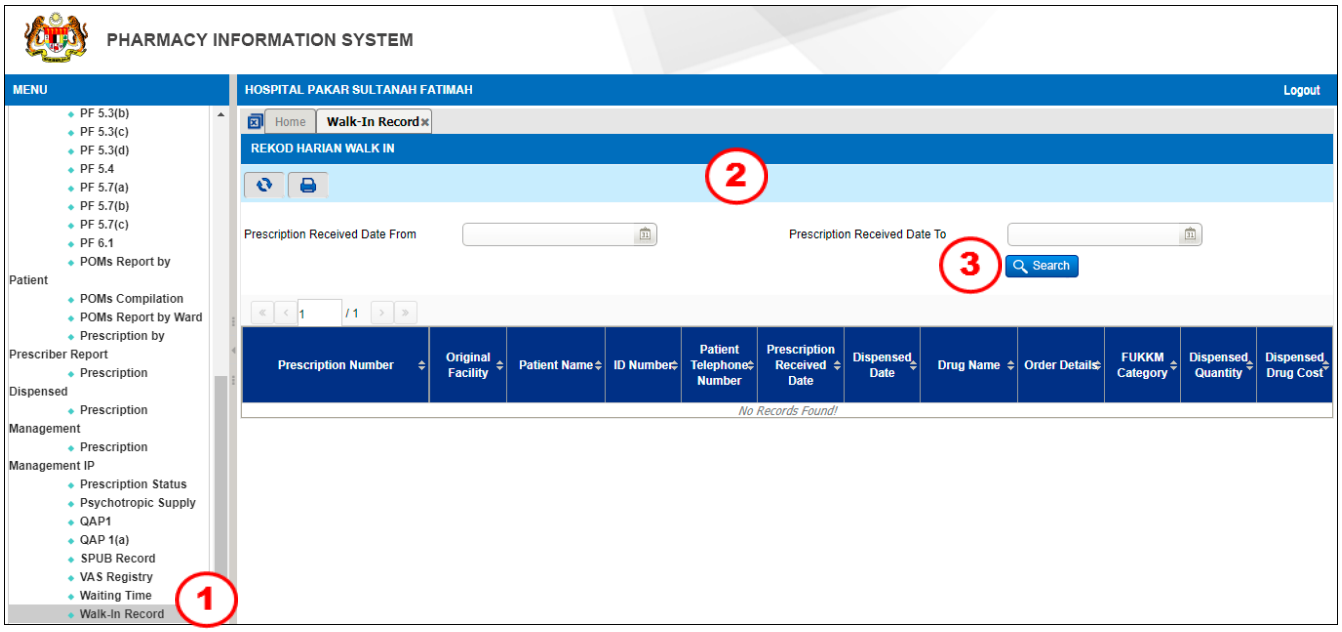


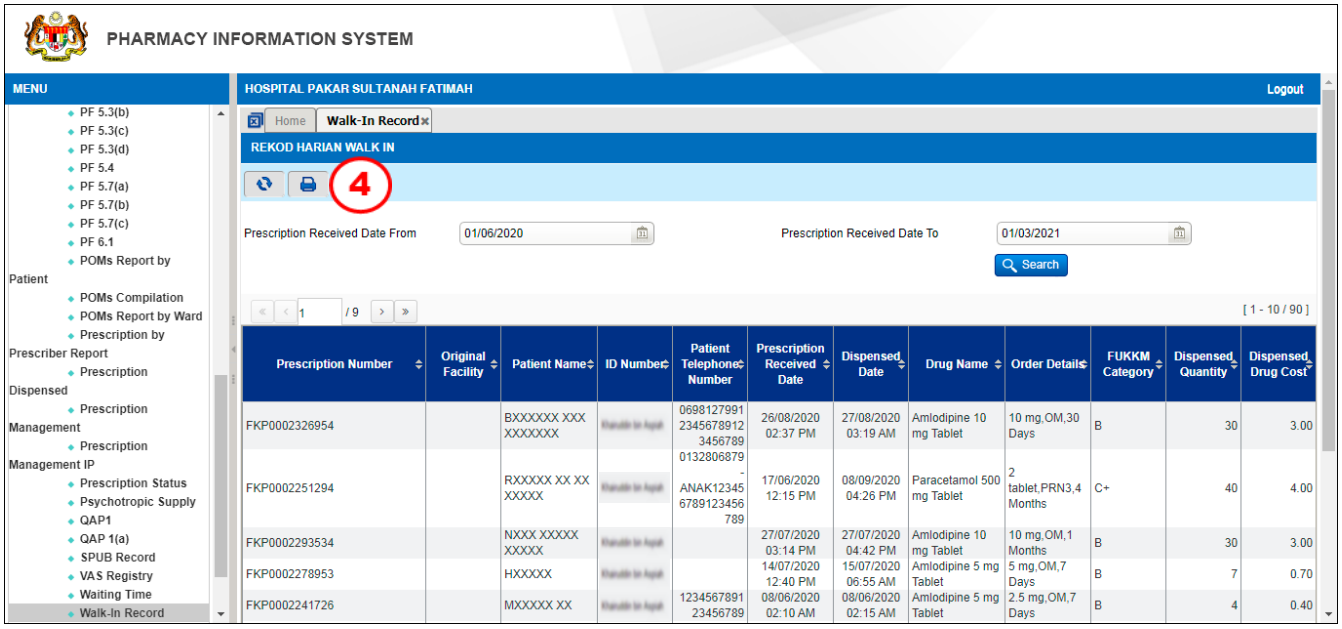

**Figure 3.2.3.40-1 Walk In Record**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Inpatient/Outpatient' then click on 'Walk In Record'

**STEP 2**
Search Walk In Record by criteria as follow:

a) Prescription Received Date From
b) Prescription Received Date To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

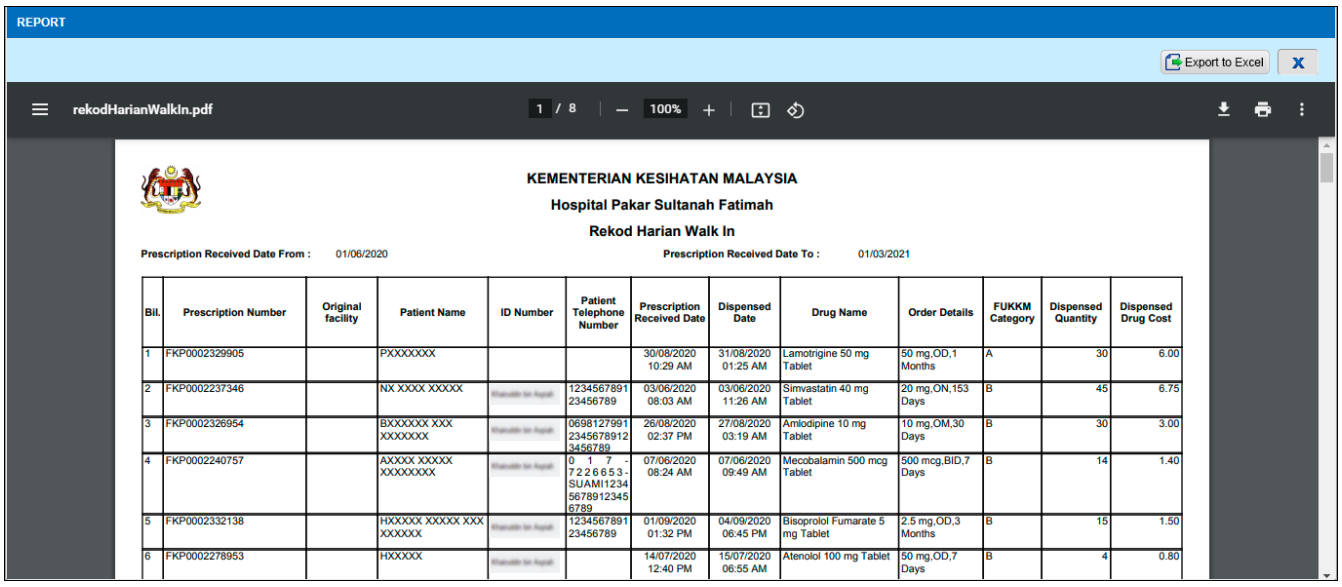



| Prescription Number | Original Facility | Patient Name | ID Number | Patient Telephone Number | Prescription Received Date | Dispensed Date | Drug Name | Order Details | FUKKM Category | Dispensed Quantity | Dispensed Drug Cost |
|---|---|---|---|---|---|---|---|---|---|---|---|
| FKP0002326954 | | BXXXXXX XXX XXXXXXX | | 0698127991 2345678912 3456789 | 26/08/2020 02:37 PM | 27/08/2020 03:19 AM | Amlodipine 10 mg Tablet | 10 mg,OM,30 Days | B | 30 | 3.00 |
| FKP0002251294 | | RXXXXX XX XX XXXXX | | 0132806879 - ANAK12345 6789123456 789 | 17/06/2020 12:15 PM | 08/09/2020 04:26 PM | Paracetamol 500 mg Tablet | 2 tablet,PRN3,4 Months | C+ | 40 | 4.00 |
| FKP0002293534 | | NXXX XXXXX XXXXX | | | 27/07/2020 03:14 PM | 27/07/2020 04:42 PM | Amlodipine 10 mg Tablet | 10 mg,OM,1 Months | B | 30 | 3.00 |
| FKP0002278953 | | HXXXXX | | | 14/07/2020 12:40 PM | 15/07/2020 06:55 AM | Amlodipine 5 mg Tablet | 5 mg,OM,7 Days | B | 7 | 0.70 |
| FKP0002241726 | | MXXXXX XX | | 1234567891 23456789 | 08/06/2020 02:10 AM | 08/06/2020 02:15 AM | Amlodipine 5 mg Tablet | 2.5 mg,OM,7 Days | B | 4 | 0.40 |

**Figure 3.2.3.40-2 Walk In Record**

**STEP 4**

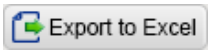
Click on the  button to view/print the record as Figure 3.2.3.40-3




| Bil. | Prescription Number | Original facility | Patient Name | ID Number | Patient Telephone Number | Prescription Received Date | Dispensed Date | Drug Name | Order Details | FUKKM Category | Dispensed Quantity | Dispensed Drug Cost |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | FKP0002329905 | | PXXXXXXX | | | 30/08/2020 10:29 AM | 31/08/2020 01:25 AM | Lamotrigine 50 mg Tablet | 50 mg,OD,1 Months | A | 30 | 6.00 |
| 2 | FKP0002237346 | | NX XXXX XXXXX | | 1234567891 23456789 | 03/06/2020 08:03 AM | 03/06/2020 11:26 AM | Simvastatin 40 mg Tablet | 20 mg,ON,153 Days | B | 45 | 6.75 |
| 3 | FKP0002326954 | | BXXXXXX XXX XXXXXXX | | 0698127991 2345678912 3456789 | 26/08/2020 02:37 PM | 27/08/2020 03:19 AM | Amlodipine 10 mg Tablet | 10 mg,OM,30 Days | B | 30 | 3.00 |
| 4 | FKP0002240757 | | AXXXX XXXXX XXXXXXXX | | 0 1 7 - 7 2 2 6 6 5 3 - SUAMI1234 5678912345 6789 | 07/06/2020 08:24 AM | 07/06/2020 09:49 AM | Mecobalamin 500 mcg Tablet | 500 mcg,BID,7 Days | B | 14 | 1.40 |
| 5 | FKP0002332138 | | HXXXXX XXXXX XXX XXXXXX | | 1234567891 23456789 | 01/09/2020 01:32 PM | 04/09/2020 06:45 PM | Bisoprolol Fumarate 5 mg Tablet | 2.5 mg,OD,3 Months | B | 15 | 1.50 |
| 6 | FKP0002278953 | | HXXXXX | | | 14/07/2020 12:40 PM | 15/07/2020 06:55 AM | Atenolol 100 mg Tablet | 50 mg,OD,7 Days | B | 4 | 0.80 |

**Figure 3.2.3.40-3 Walk In Record**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4 Manufacturing

#### 3.2.4.1 Extemporaneous Registry

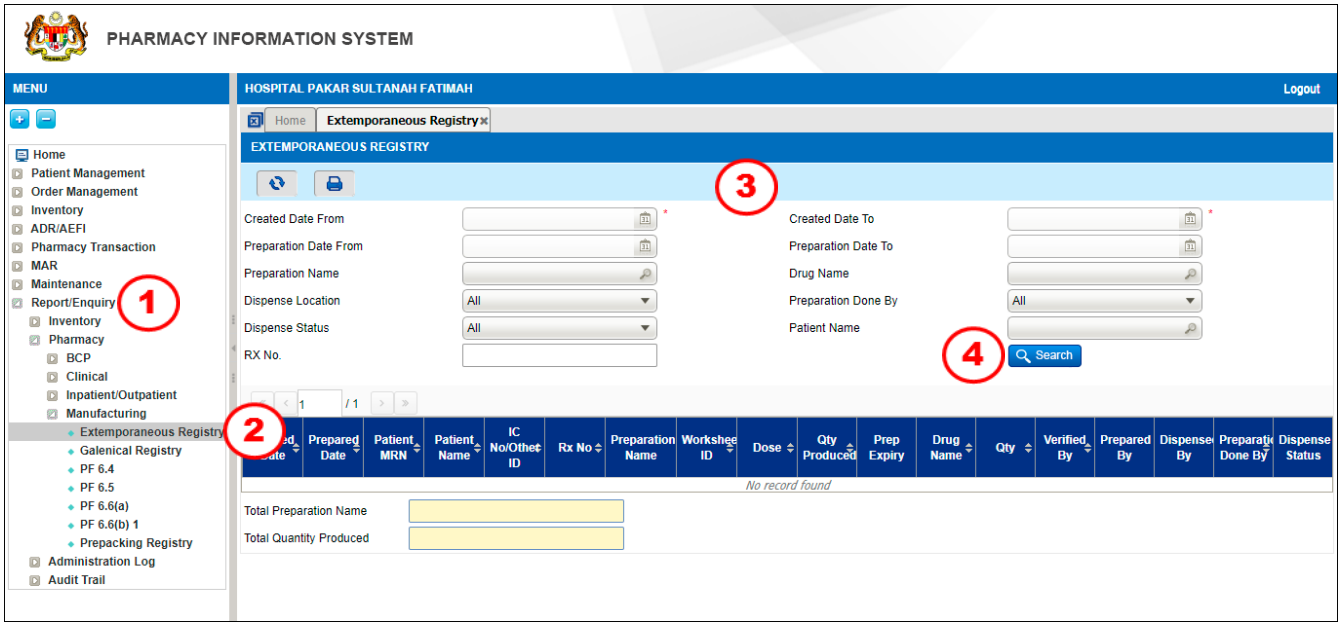



**Figure 3.2.4.1-1 Extemporaneous Registry Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'

**STEP 2**
Click on 'Extemporaneous Registry'

**STEP 3**
Search Extemporaneous Registry by criteria as follow:

a) Created Date From
b) Created Date To
c) Preparation Date From
d) Preparation Date To
e) Preparation Name
f) Drug Name
g) Dispense Location
h) Preparation Done By
i) Dispense Status
j) Patient Name
k) RX. No

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

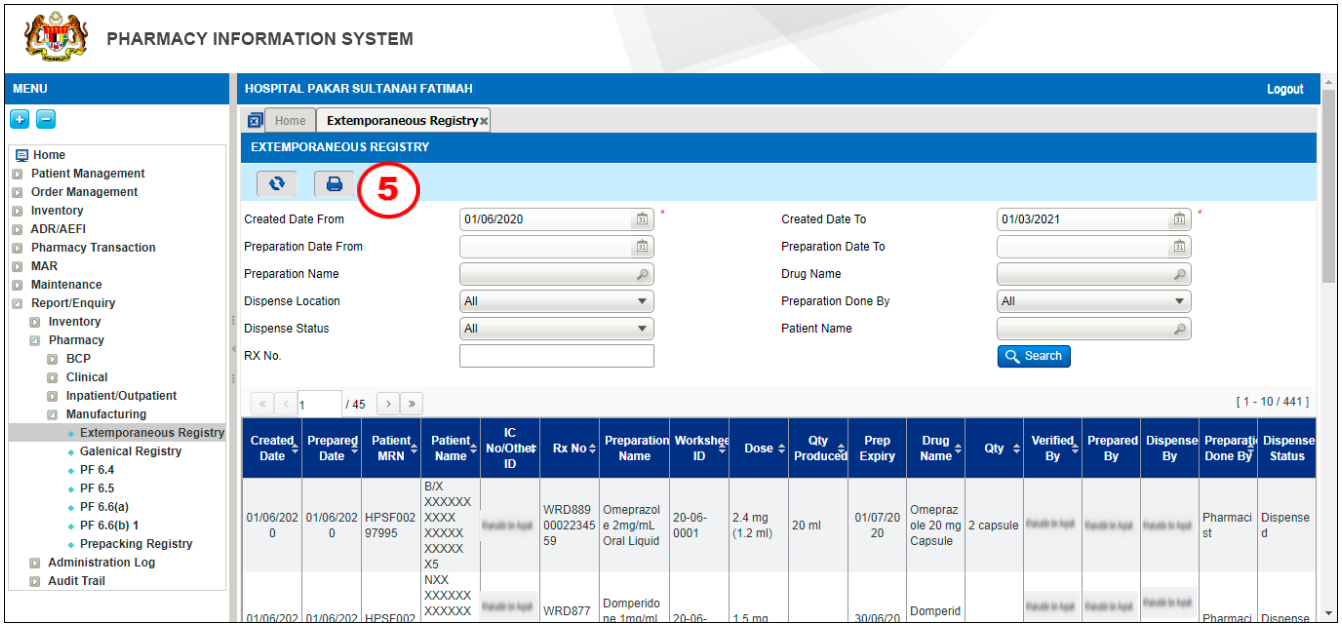



**Figure 3.2.4.1-2 Extemporaneous Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.4.1-3

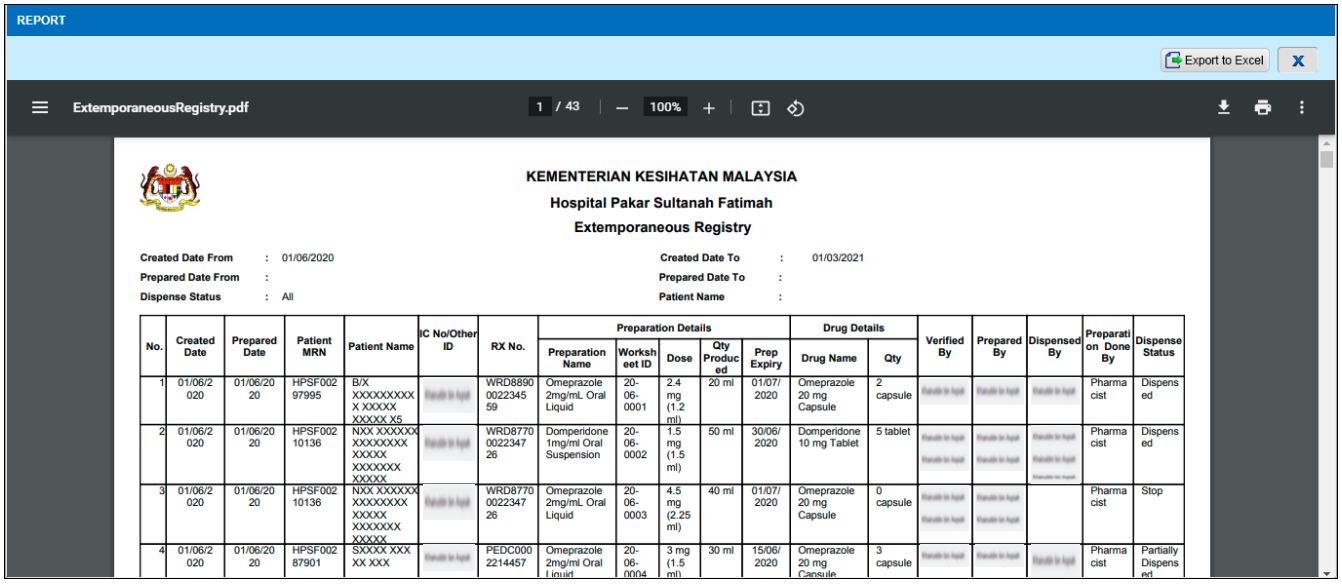
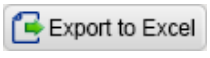



**Figure 3.2.4.1-3 Extemporaneous Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.2 CDR Dilution/Administration

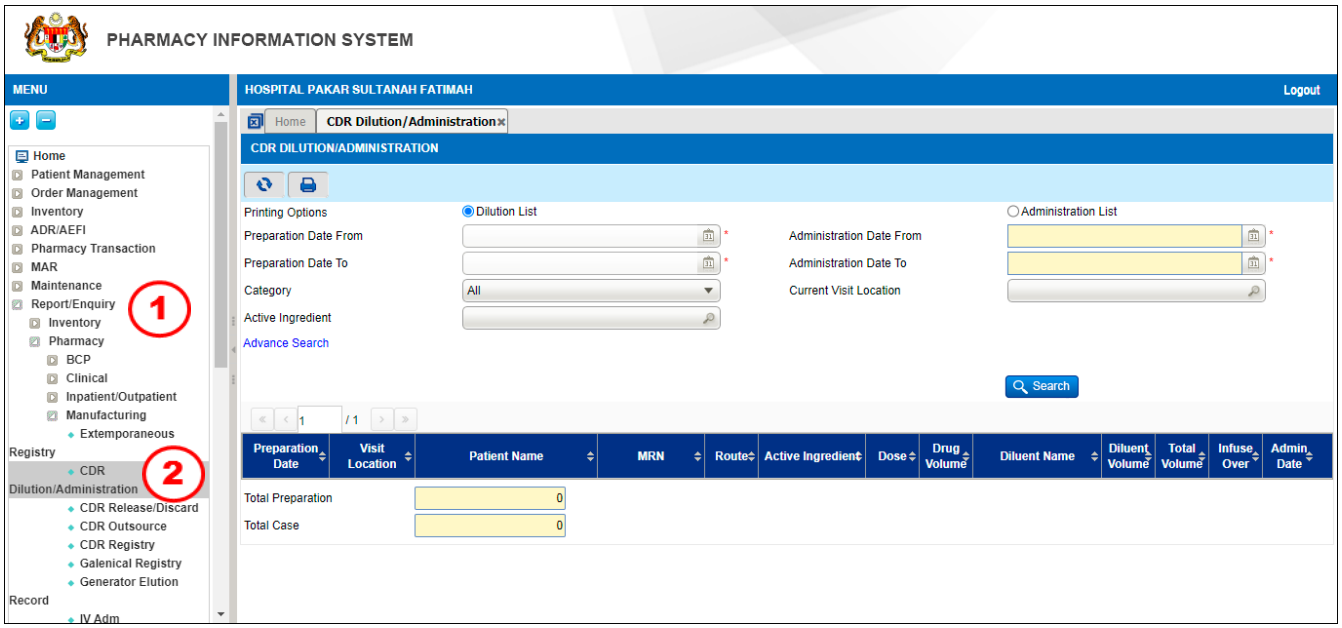



**Figure 3.2.4.2-1 CDR Dilution/Administration Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'

**STEP 2**
Click on 'CDR Dilution/Administration'

***Note***
*There are 2 sections under the Drug Supply which is:*

a) *Dilution List*
b) *Administration List*

## Dilution List

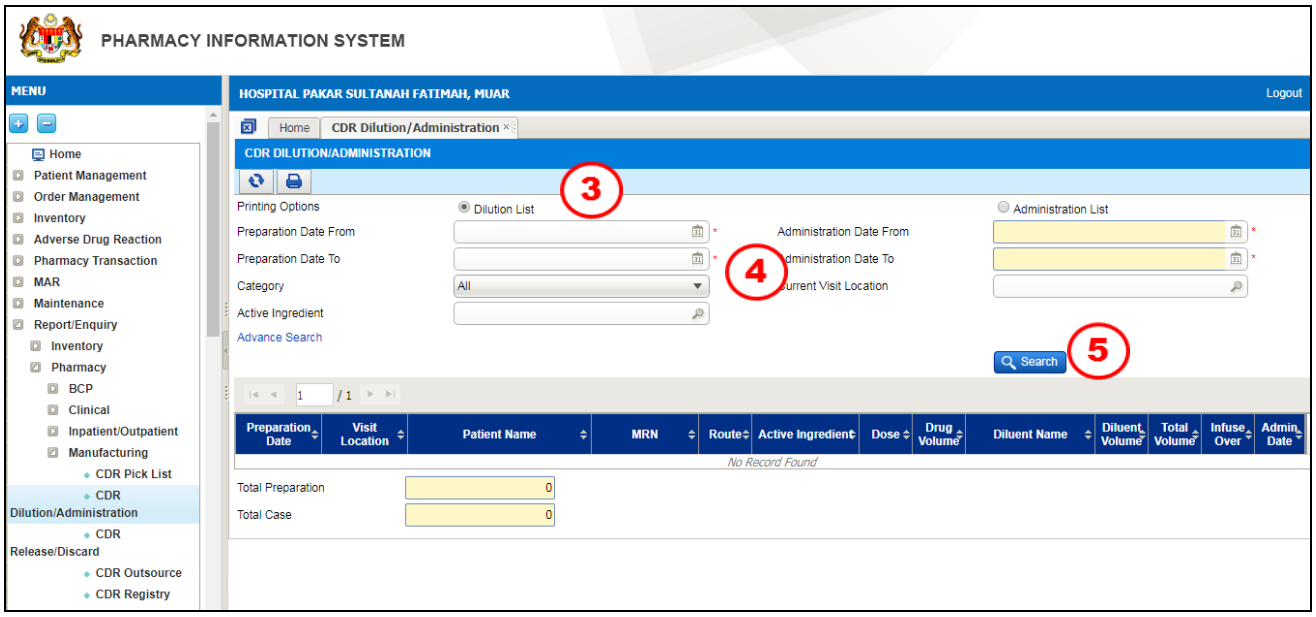



**Figure 3.2.4.2-2 CDR Dilution Listing Page**

**STEP 3**
Click on the Dilution List Received section

**STEP 4**
Search Dilution List record by criteria as follow:

a) Preparation Date From
b) Preparation Date To
c) Category
d) Active Ingredient

***Note***
***Advance search***

- ***Patient Name***

**STEP 5**
Click on the Search button and the result display will be based on the entered criteria

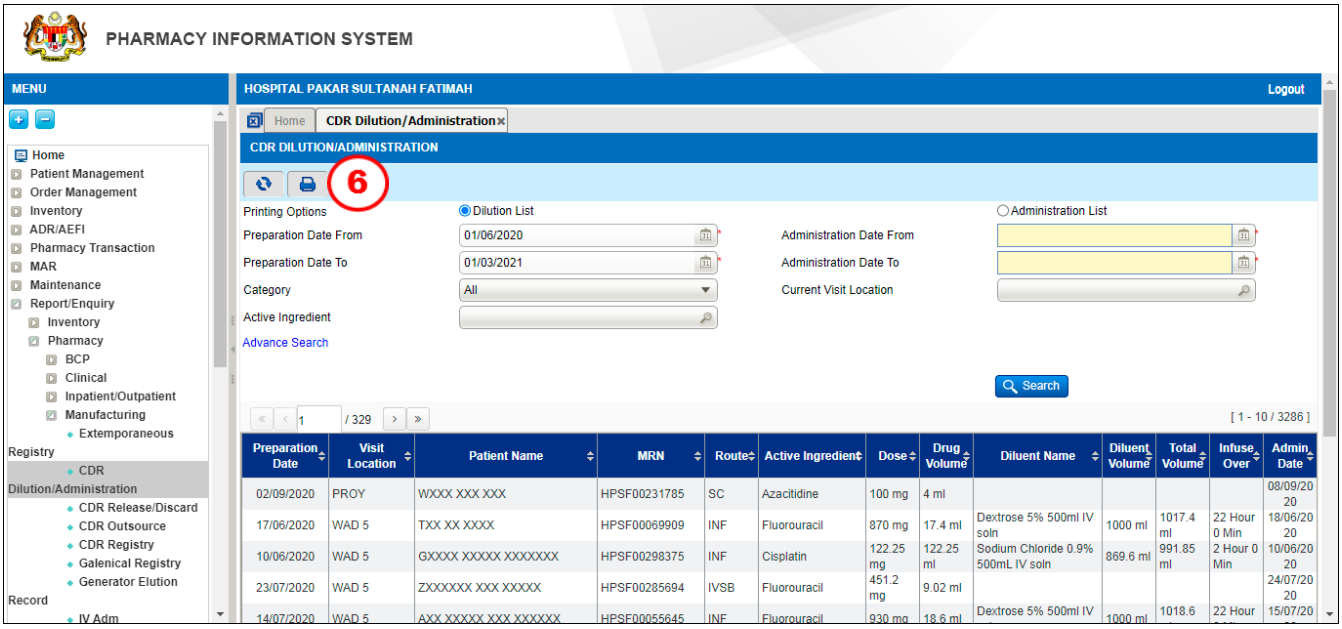



**Figure 3.2.4.2-3 CDR Dilution Search Result**

**STEP 6**

Click on the  button to view/print the record as Figure 3.2.4.2-4

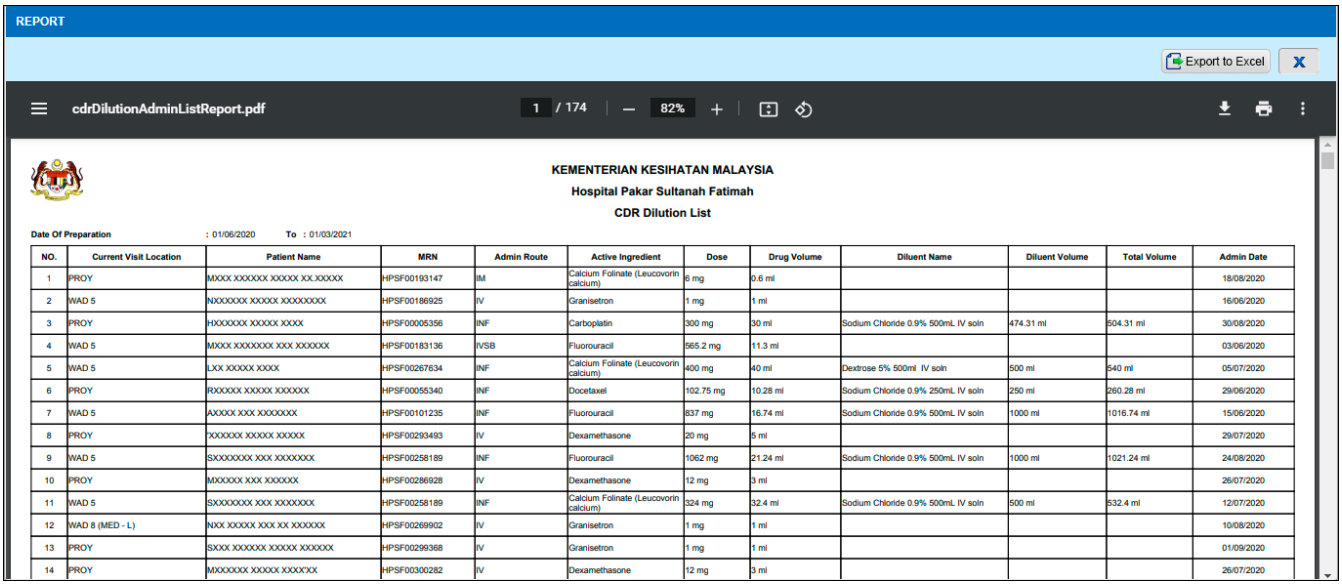
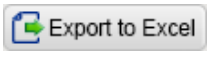



**Figure 3.2.4.2-4 CDR Dilution**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## Administration List

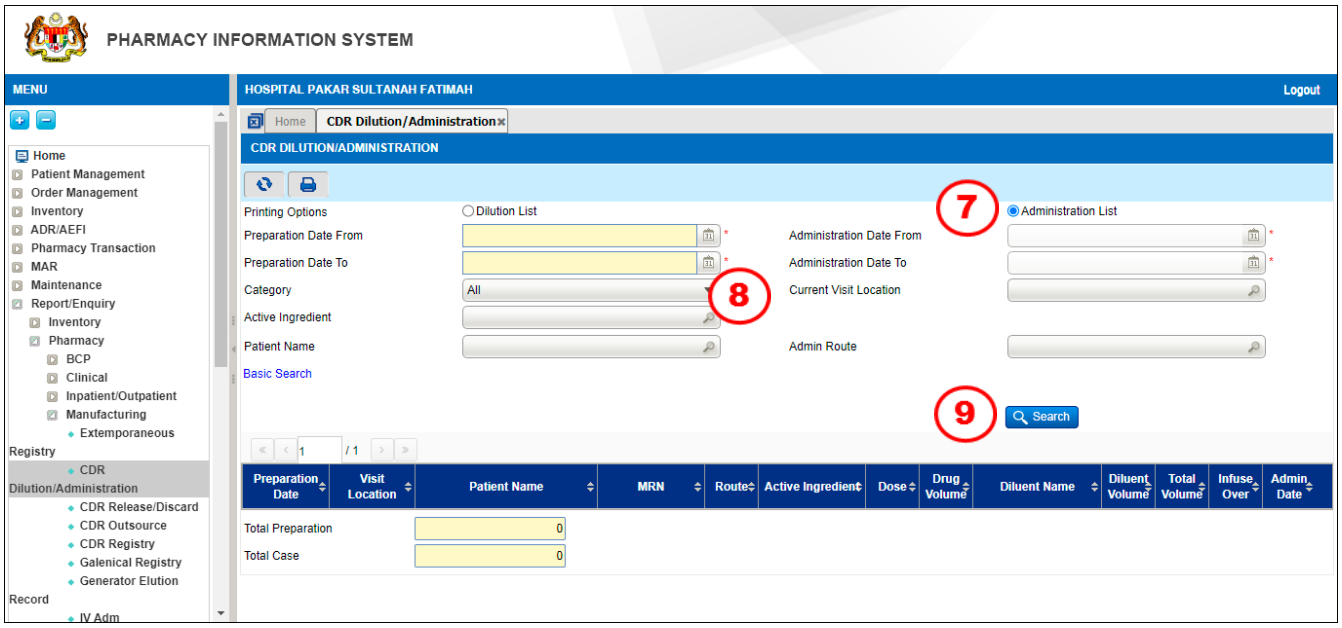



**Figure 3.2.4.2-5 CDR Administration Listing Page**

**STEP 7**
Click on the Administration List Received section

**STEP 8**
Search Administration record by criteria as follow:

a) Administration Date From
b) Administration Date To
c) Current Visit Location

***Note***
***Advance search***

- ***Admin Route***

**STEP 9**
Click on the Search button and the result display will be based on the entered criteria

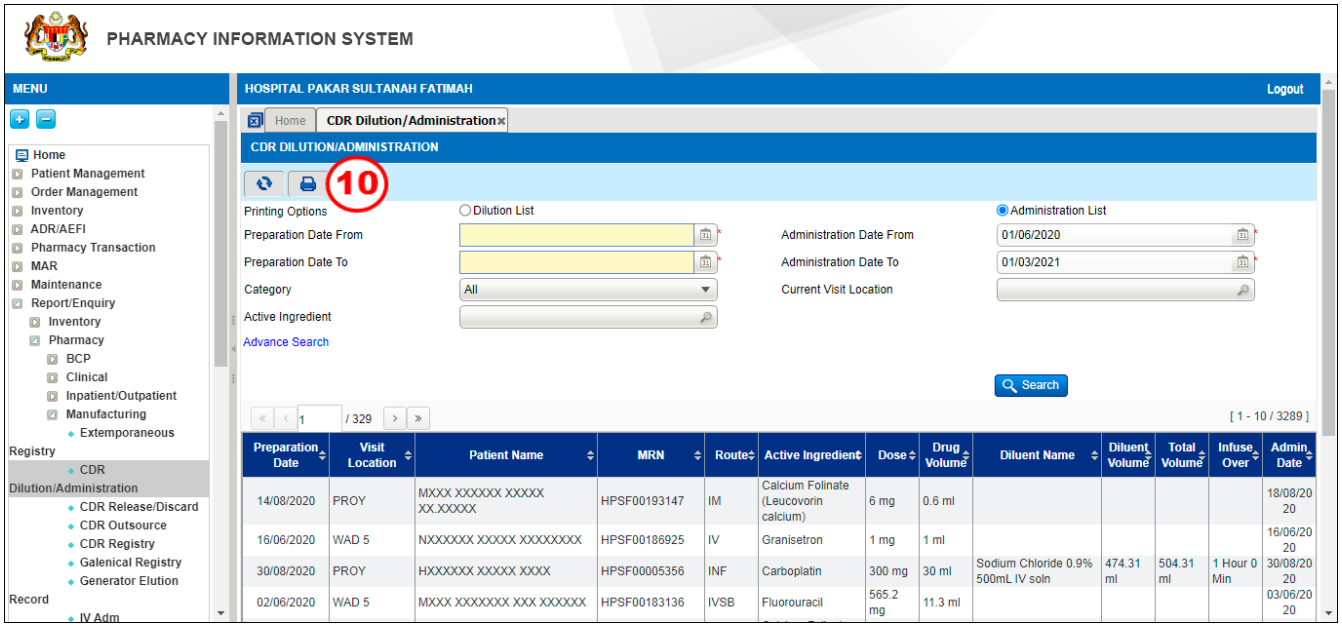



**Figure 3.2.4.2-6 CDR Administration Search Result**

**STEP 10**

Click on the  button to view/print the record as Figure 3.2.4.2-7

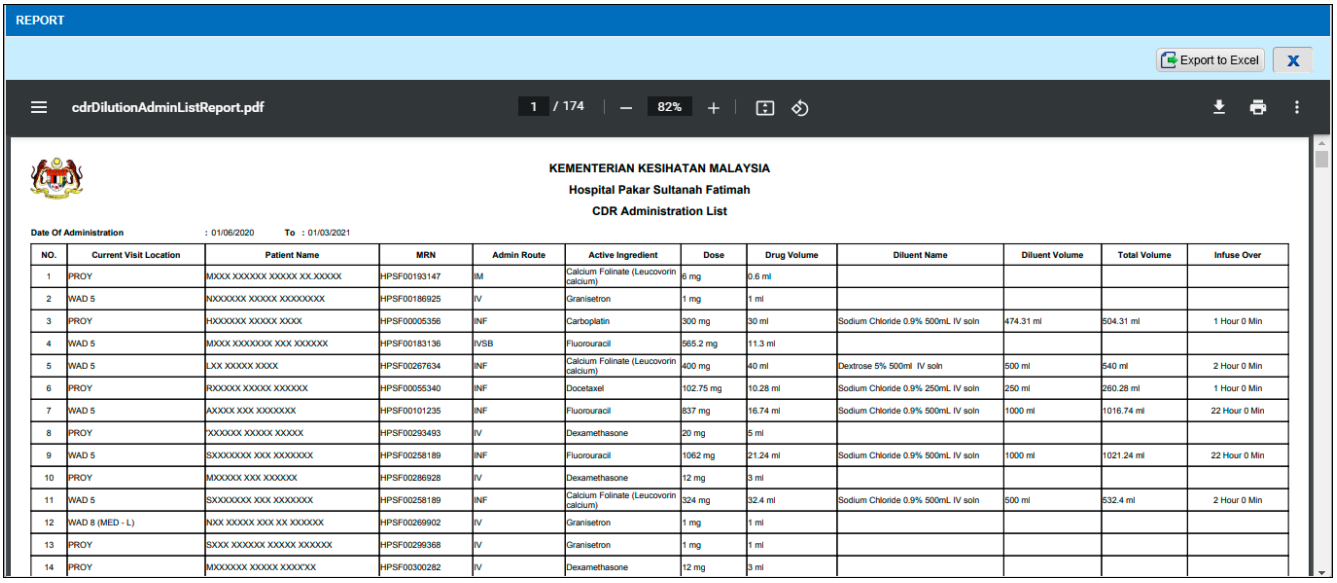
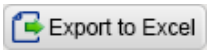



**Figure 3.2.4.2-7 CDR Administration**

***Note***

*Click on the* 

*button to save/view/print report in Excel format*

### 3.2.4.3 CDR Release/Discard

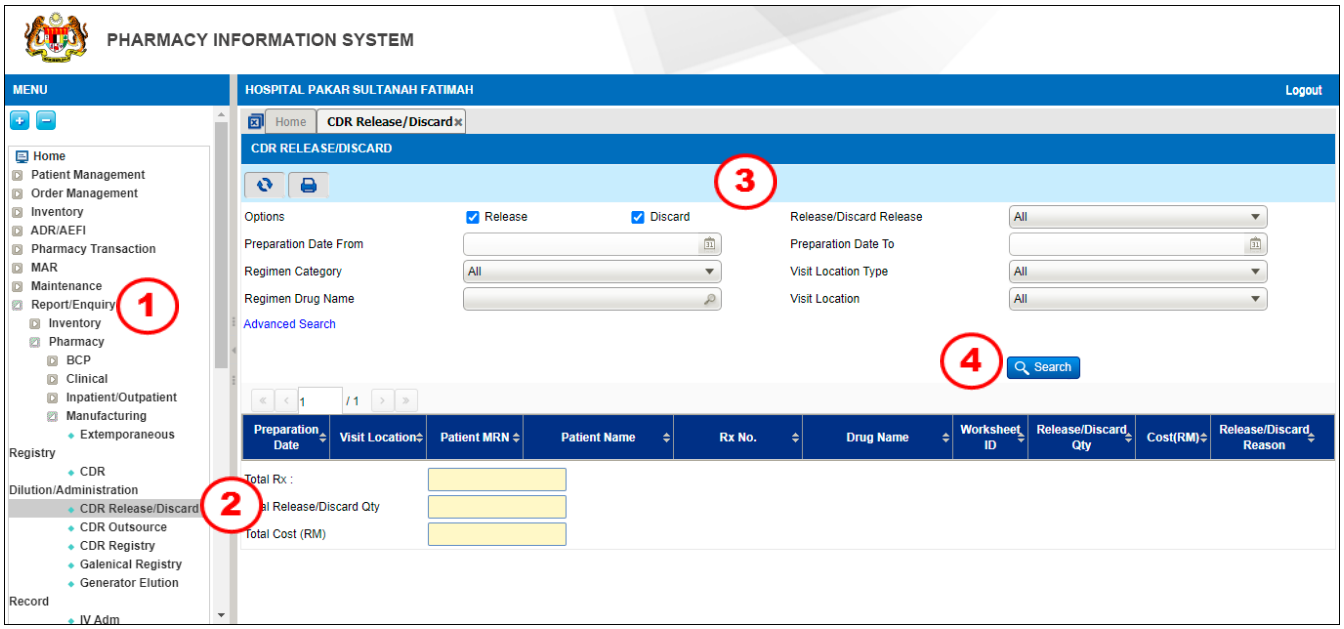



**Figure 3.2.4.3-1 CDR Release/Discard Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing'

**STEP 2**
Click on 'CDR Release/Discard'

**STEP 3**
Search CDR Release/Discard record by criteria as follow:

a) Options
b) Release/Discard Release
c) Preparation Date From
d) Preparation Date To
e) Regimen Category
f) Regimen Drug Name
g) Visit Location Type
h) Visit Location

***Note***
***Advance search***

- *Active Ingredient*
- *Dosage Form*
- *Patient Name*
- ***Admin Route***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

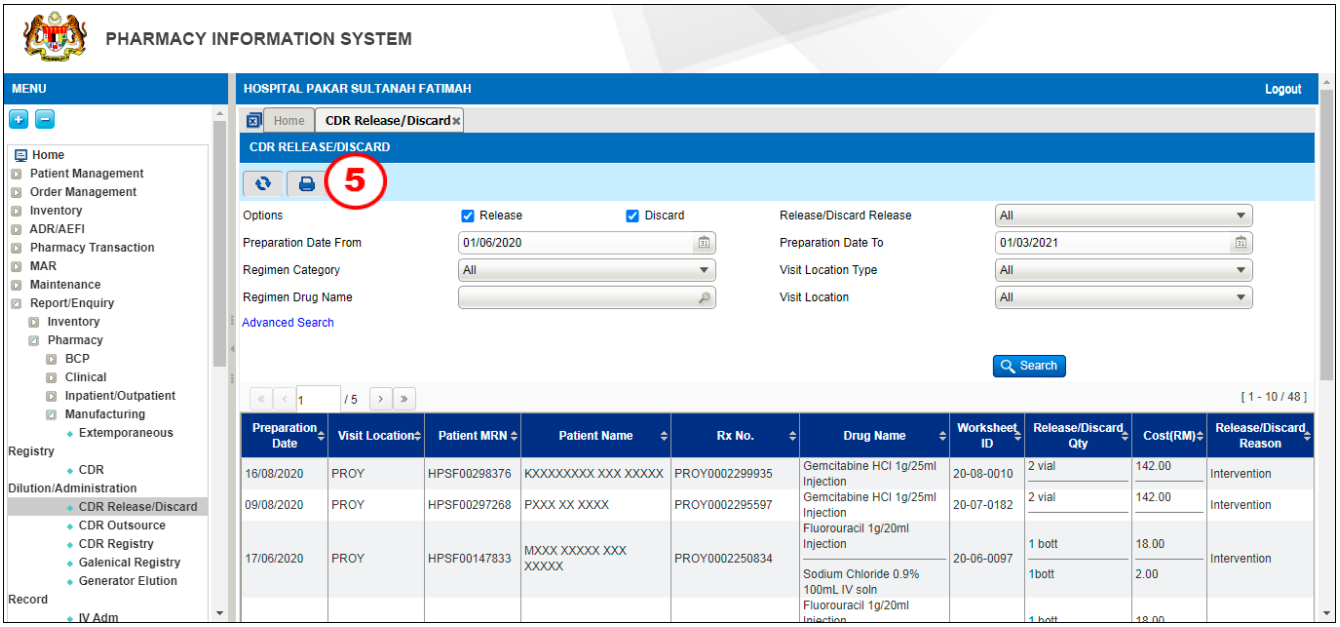



**Figure 3.2.4.3-2 CDR Release/Discard Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.4.3-3

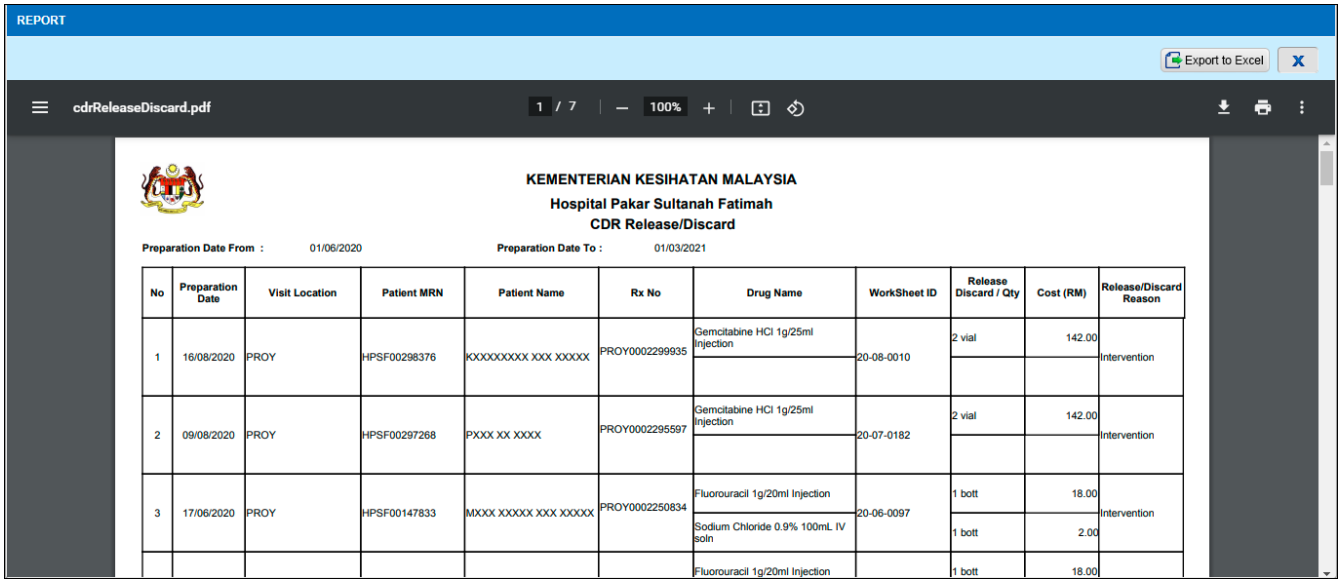



**Figure 3.2.4.3-3 CDR Release/Discard Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.4 CDR Outsource

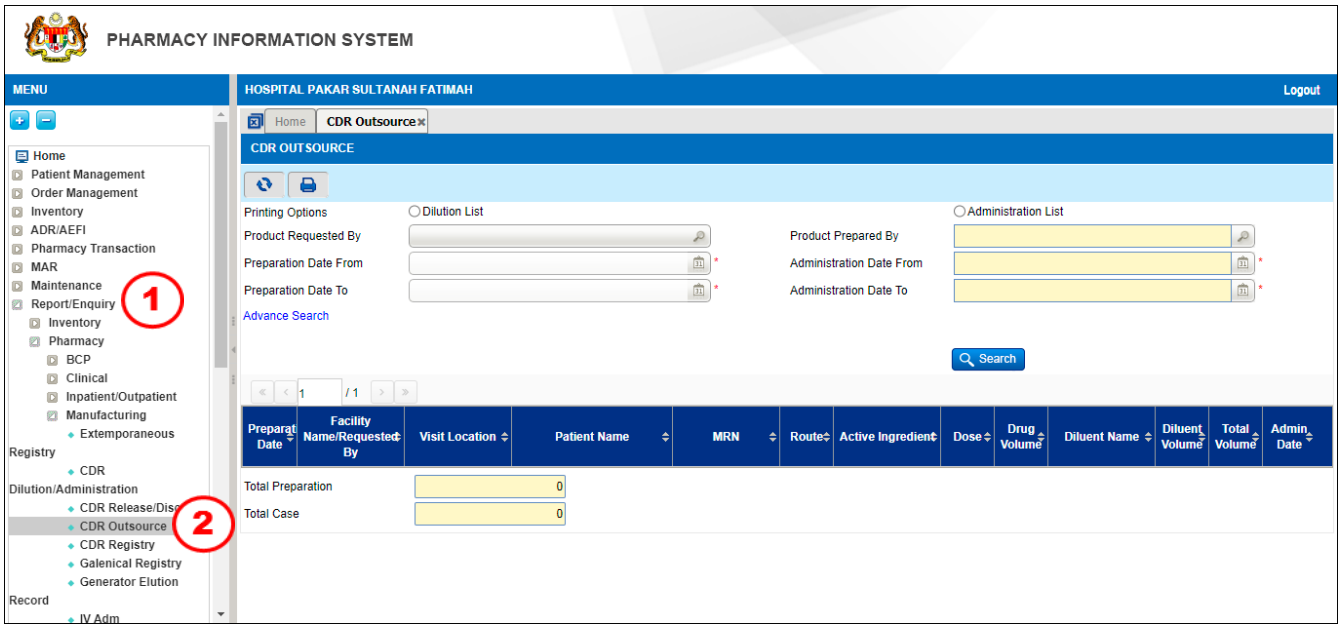



**Figure 3.2.4.4-1 CDR Outsource Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'

**STEP 2**
Click on 'CDR Dilution/Administration Outsource)'

***Note***
*There are 2 sections under the Drug Supply which is:*

a) *Dilution List*
b) *Administration List*

## Dilution List

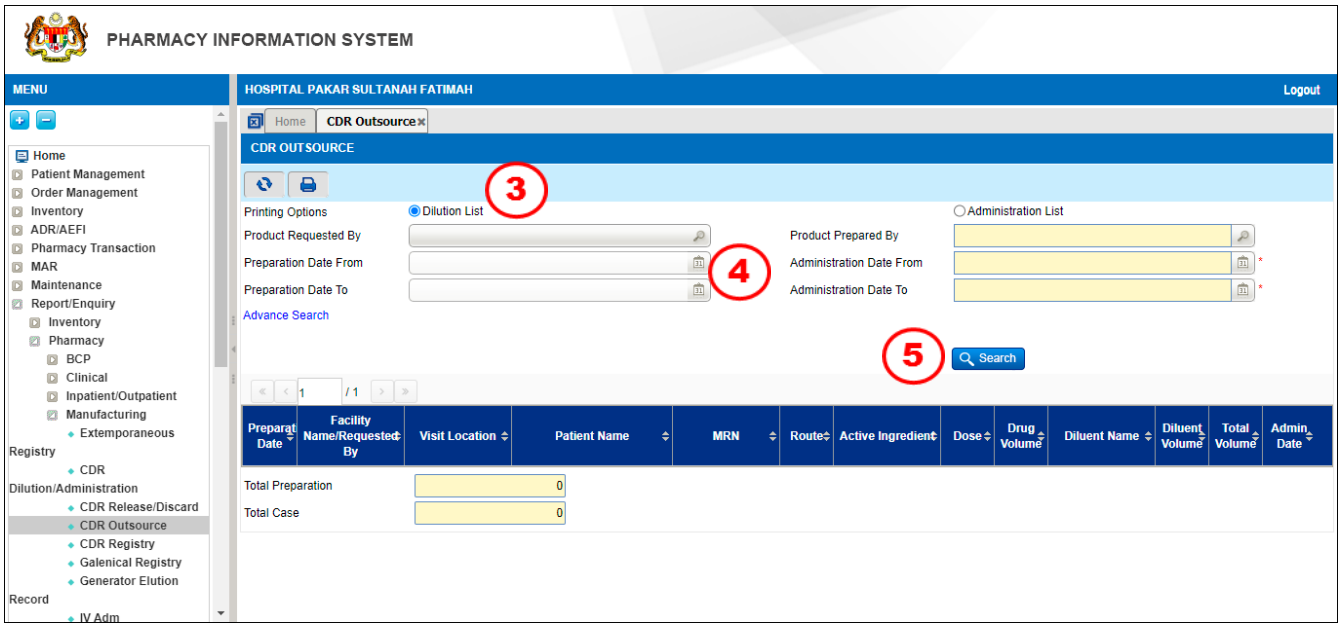



**Figure 3.2.4.4-2 CDR Outsource Listing Page**

**STEP 3**
Click on the Dilution List Received section

**STEP 4**
Search Dilution List record by criteria as follow:

a) Preparation Date From
b) Preparation Date To
c) Category
d) Active Ingredient

***Note***
***Advance search***

- ***Patient Name***

**STEP 5**
Click on the Search button and the result display will be based on the entered criteria

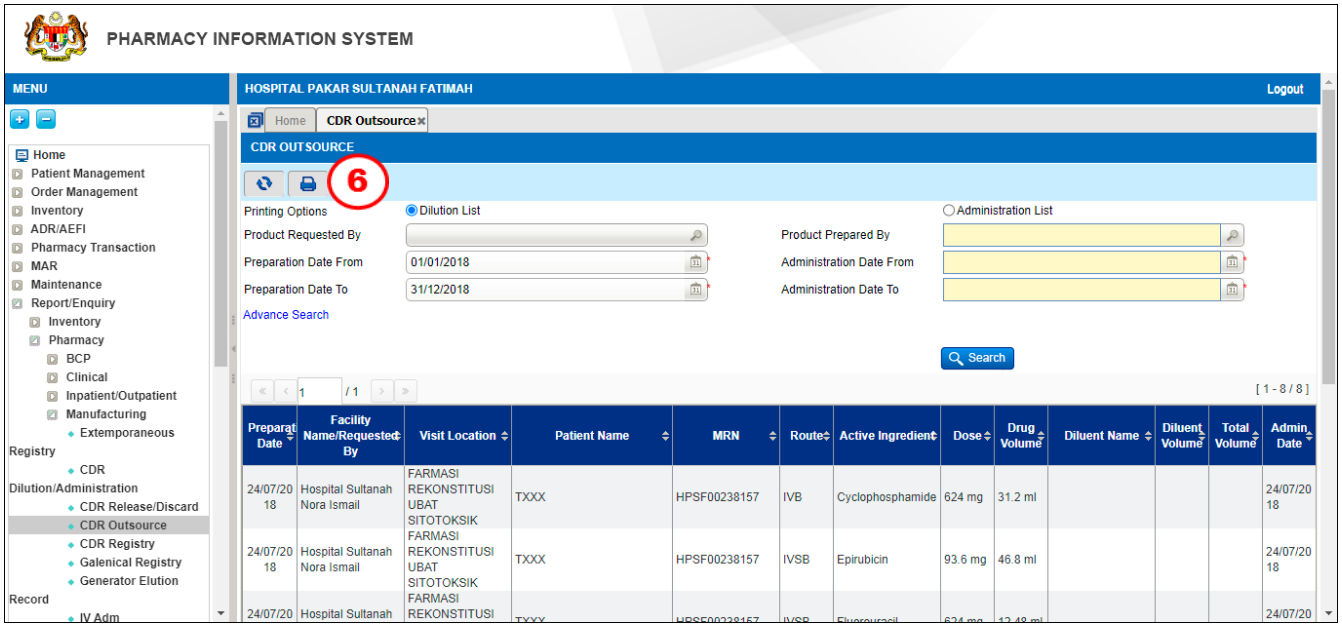



**Figure 3.2.4.4-3 CDR Outsource Search Result**

**STEP 6**

Click on the  button to view/print the record as Figure 3.2.4.4-4

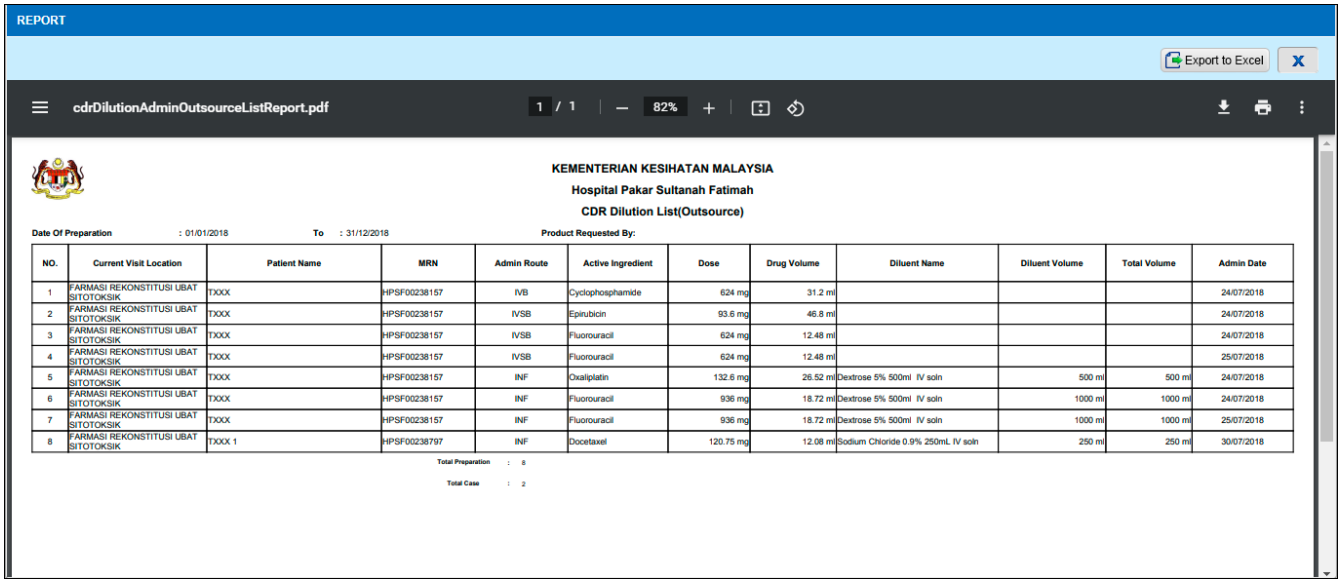



**Figure 3.2.4.4-4 CDR Outsource**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

## Administration List

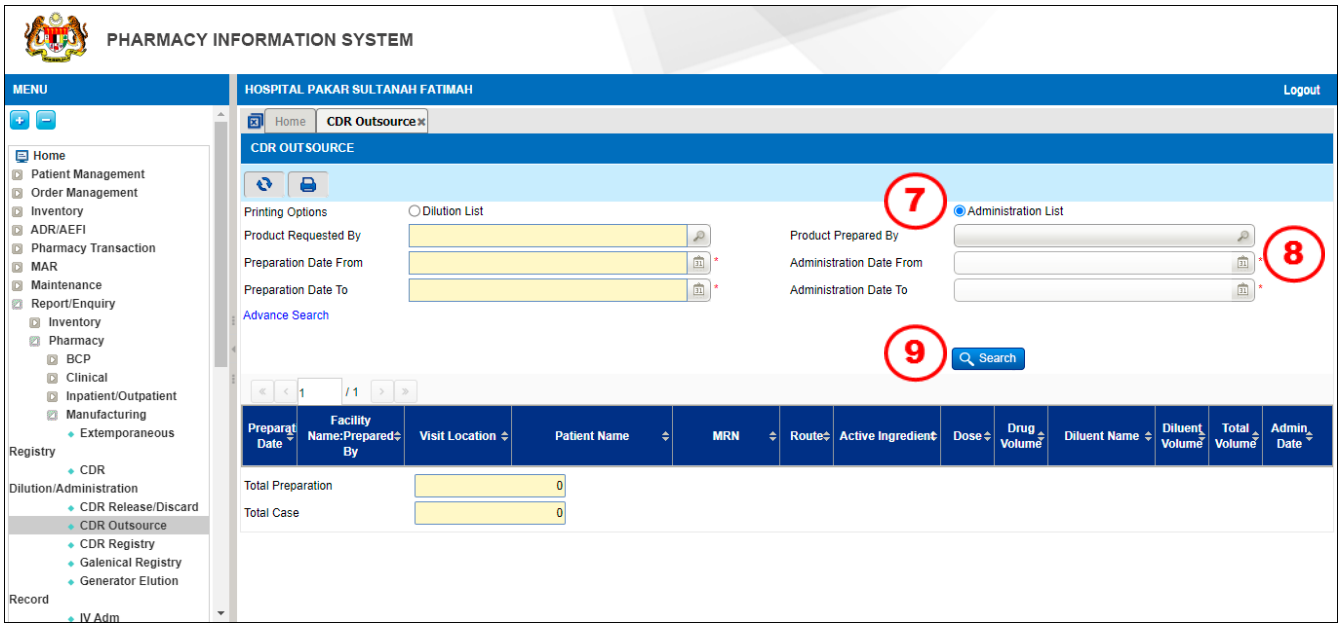



**Figure 3.2.4.4-5 CDR Outsource Listing Page**

**STEP 7**
Click on the Administration List Received section

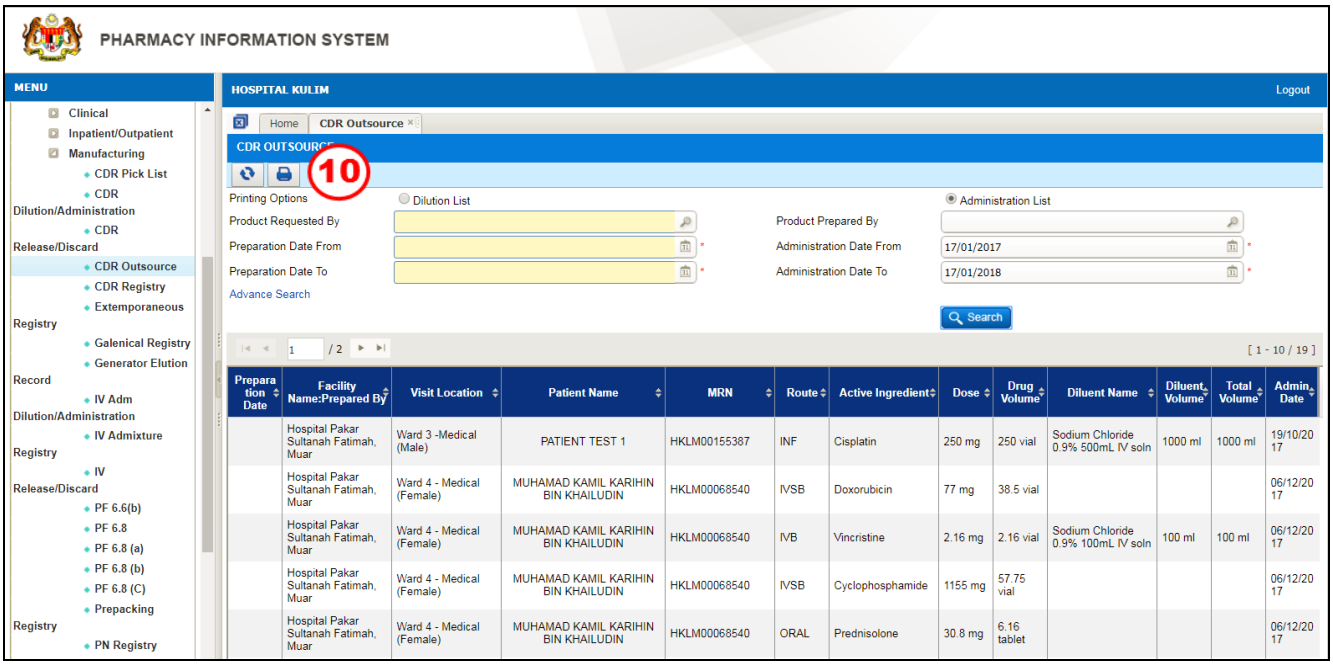
**STEP 8**
Search Administration record by criteria as follow:

a) Administration Date From
b) Administration Date To
c) Current Visit Location

***Note***
***Advance search***

- ***Admin Route***

**STEP 9**
Click on the Search button and the result display will be based on the entered criteria

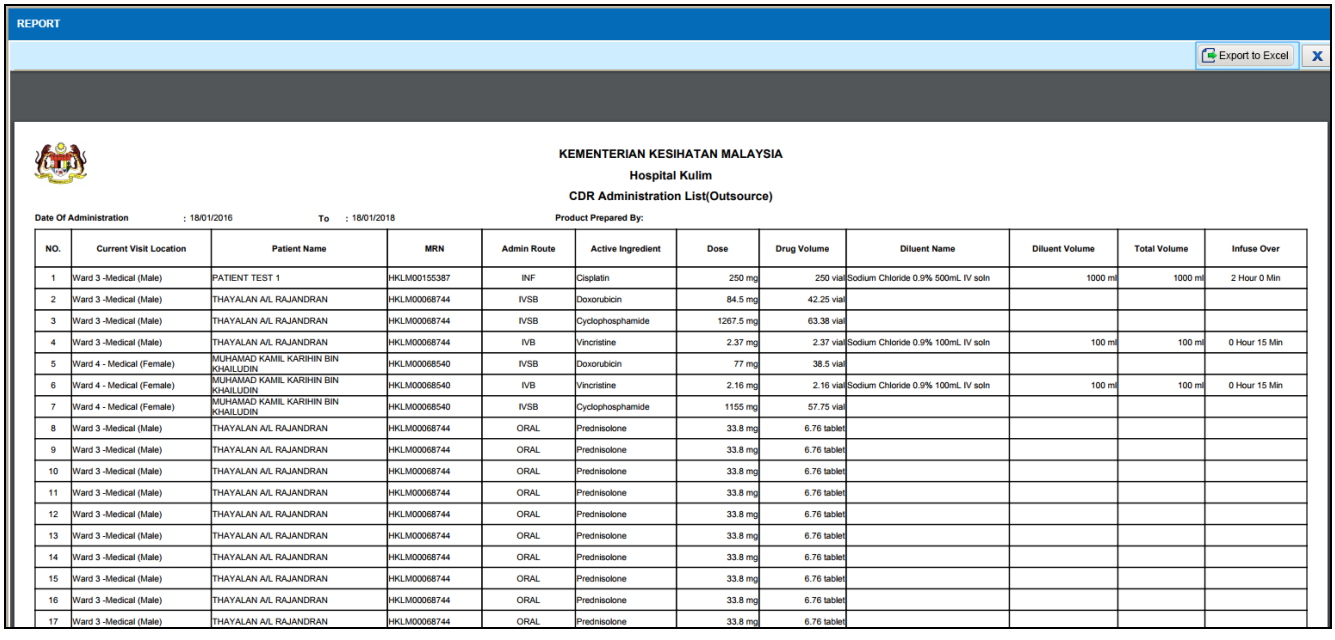



| Preparation Date | Facility Name:Prepared By | Visit Location | Patient Name | MRN | Route | Active Ingredient | Dose | Drug Volume | Diluent Name | Diluent Volume | Total Volume | Admin Date |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Hospital Pakar Sultanah Fatimah, Muar | Ward 3 -Medical (Male) | PATIENT TEST 1 | HKLM00155387 | INF | Cisplatin | 250 mg | 250 vial | Sodium Chloride 0.9% 500mL IV soln | 1000 ml | 1000 ml | 19/10/2017 |
| | Hospital Pakar Sultanah Fatimah, Muar | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | IVSB | Doxorubicin | 77 mg | 38.5 vial | | | | 06/12/2017 |
| | Hospital Pakar Sultanah Fatimah, Muar | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | IVB | Vincristine | 2.16 mg | 2.16 vial | Sodium Chloride 0.9% 100mL IV soln | 100 ml | 100 ml | 06/12/2017 |
| | Hospital Pakar Sultanah Fatimah, Muar | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | IVSB | Cyclophosphamide | 1155 mg | 57.75 vial | | | | 06/12/2017 |
| | Hospital Pakar Sultanah Fatimah, Muar | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | ORAL | Prednisolone | 30.8 mg | 6.16 tablet | | | | 06/12/2017 |

**Figure 3.2.4.4-6 CDR Outsource Search Result**

**STEP 10**

Click on the  button to view/print the record as Figure 3.2.4.4-7




| NO. | Current Visit Location | Patient Name | MRN | Admin Route | Active Ingredient | Dose | Drug Volume | Diluent Name | Diluent Volume | Total Volume | Infuse Over |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Ward 3 -Medical (Male) | PATIENT TEST 1 | HKLM00155387 | INF | Cisplatin | 250 mg | 250 vial | Sodium Chloride 0.9% 500mL IV soln | 1000 ml | 1000 ml | 2 Hour 0 Min |
| 2 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | IVSB | Doxorubicin | 84.5 mg | 42.25 vial | | | | |
| 3 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | IVSB | Cyclophosphamide | 1267.5 mg | 63.38 vial | | | | |
| 4 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | IVB | Vincristine | 2.37 mg | 2.37 vial | Sodium Chloride 0.9% 100mL IV soln | 100 ml | 100 ml | 0 Hour 15 Min |
| 5 | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | IVSB | Doxorubicin | 77 mg | 38.5 vial | | | | |
| 6 | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | IVB | Vincristine | 2.16 mg | 2.16 vial | Sodium Chloride 0.9% 100mL IV soln | 100 ml | 100 ml | 0 Hour 15 Min |
| 7 | Ward 4 - Medical (Female) | MUHAMAD KAMIL KARIHIN BIN KHAILUDIN | HKLM00068540 | IVSB | Cyclophosphamide | 1155 mg | 57.75 vial | | | | |
| 8 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 9 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 10 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 11 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 12 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 13 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 14 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 15 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 16 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |
| 17 | Ward 3 -Medical (Male) | THAYALAN A/L RAJANDRAN | HKLM00068744 | ORAL | Prednisolone | 33.8 mg | 6.76 tablet | | | | |

**Figure 3.2.4.4-7 CDR Outsource**

***Note***

*Click on the* 

*button to save/view/print report in Excel format*

### 3.2.4.5 CDR Registry

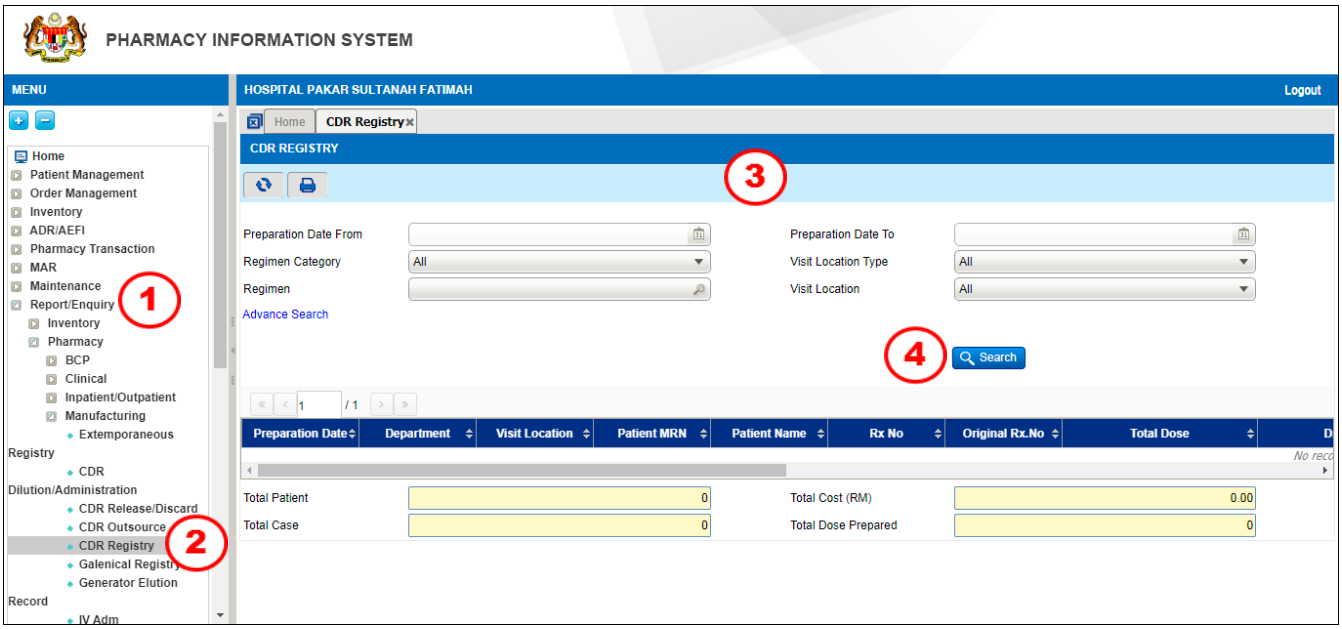



**Figure 3.2.4.5-1 CDR Registry Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing'

**STEP 2**
Click on 'CDR Registry'

**STEP 3**
Search CDR Registry record by criteria as follow:

a) Options
b) Preparation Date From
c) Preparation Date To
d) Regimen Category
e) Regimen Drug Name
f) Visit Location Type
g) Visit Location

***Note***
***Advance search***

- ***Regimen Drug Name***
- ***Diluent Name***
- ***Patient Name***
- ***Original RX. No***
- ***Active Ingredient***
- ***Dosage Form***
- ***Admin Route***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

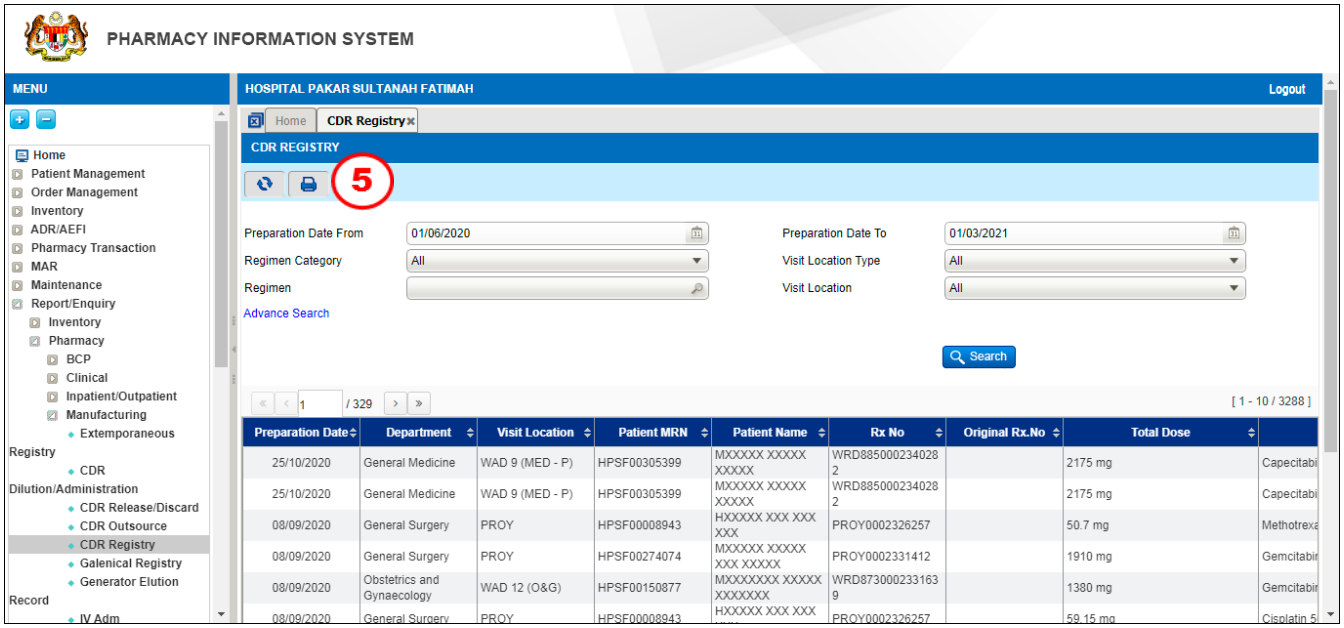
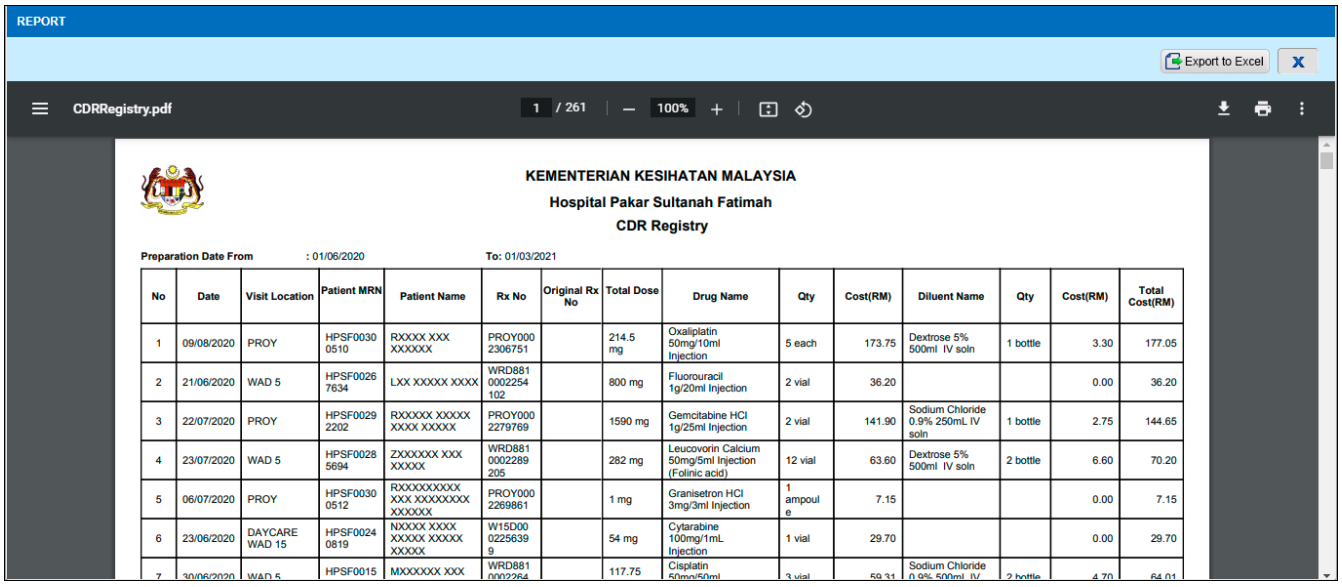



**Figure 3.2.4.5-2 CDR Registry Search Result**

**STEP 5**

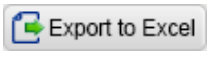
Click on the  button to view/print the record as Figure 3.2.4.5-3




| No | Date | Visit Location | Patient MRN | Patient Name | Rx No | Original Rx No | Total Dose | Drug Name | Qty | Cost(RM) | Diluent Name | Qty | Cost(RM) | Total Cost(RM) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 09/08/2020 | PROY | HPSF00300510 | RXXXX XXX XXXXXX | PROY0002306751 | | 214.5 mg | Oxaliplatin 50mg/10ml Injection | 5 each | 173.75 | Dextrose 5% 500ml IV soln | 1 bottle | 3.30 | 177.05 |
| 2 | 21/06/2020 | WAD 5 | HPSF00267634 | LXX XXXXX XXXX | WRD8810002254102 | | 800 mg | Fluorouracil 1g/20ml Injection | 2 vial | 36.20 | | | 0.00 | 36.20 |
| 3 | 22/07/2020 | PROY | HPSF00292202 | RXXXXX XXXXX XXXX XXXXX | PROY0002279769 | | 1590 mg | Gemcitabine HCl 1g/25ml Injection | 2 vial | 141.90 | Sodium Chloride 0.9% 250mL IV soln | 1 bottle | 2.75 | 144.65 |
| 4 | 23/07/2020 | WAD 5 | HPSF00285694 | ZXXXXXX XXX XXXXX | WRD8810002289205 | | 282 mg | Leucovorin Calcium 50mg/5ml Injection (Folinic acid) | 12 vial | 63.60 | Dextrose 5% 500ml IV soln | 2 bottle | 6.60 | 70.20 |
| 5 | 06/07/2020 | PROY | HPSF00300512 | RXXXXXXXXX XXX XXXXXXXX XXXXXX | PROY0002269861 | | 1 mg | Granisetron HCl 3mg/3ml Injection | 1 ampoule | 7.15 | | | 0.00 | 7.15 |
| 6 | 23/06/2020 | DAYCARE WAD 15 | HPSF00240819 | NXXXX XXXX XXXXX XXXXX XXXXX | W15D000225639 9 | | 54 mg | Cytarabine 100mg/1mL Injection | 1 vial | 29.70 | | | 0.00 | 29.70 |
| 7 | 30/06/2020 | WAD 5 | HPSF0015 | MXXXXXX XXX | WRD8810002264 | | 117.75 | Cisplatin 50mg/50ml | 3 vial | 59.31 | Sodium Chloride 0.9% 500ml IV | 2 bottle | 4.70 | 64.01 |

**Figure 3.2.4.5-3 CDR Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.6 Galenical Registry

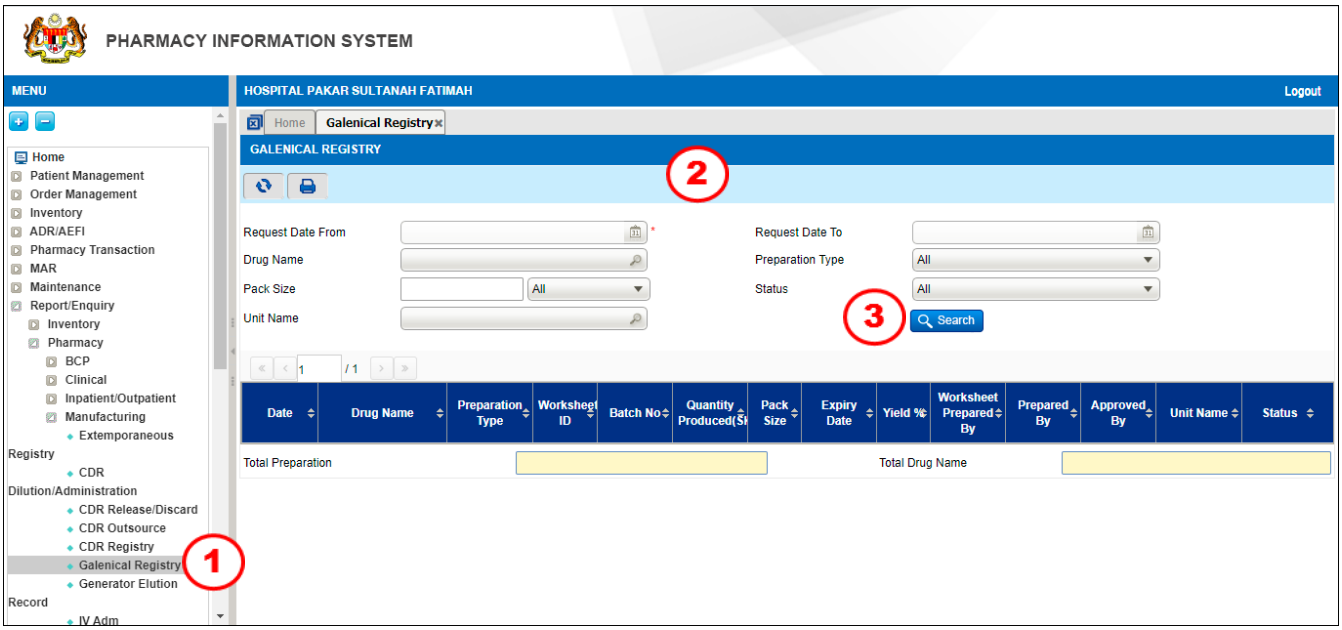



**Figure 3.2.4.6-1 Galenical Registry Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing' then click on 'Galenical Registry'

**STEP 2**
Search Galenical Registry by criteria as follow:

a) Request Date From
b) Request Date To
c) Drug Name
d) Preparation Type
e) Pack Size
f) Status
g) Unit Name

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

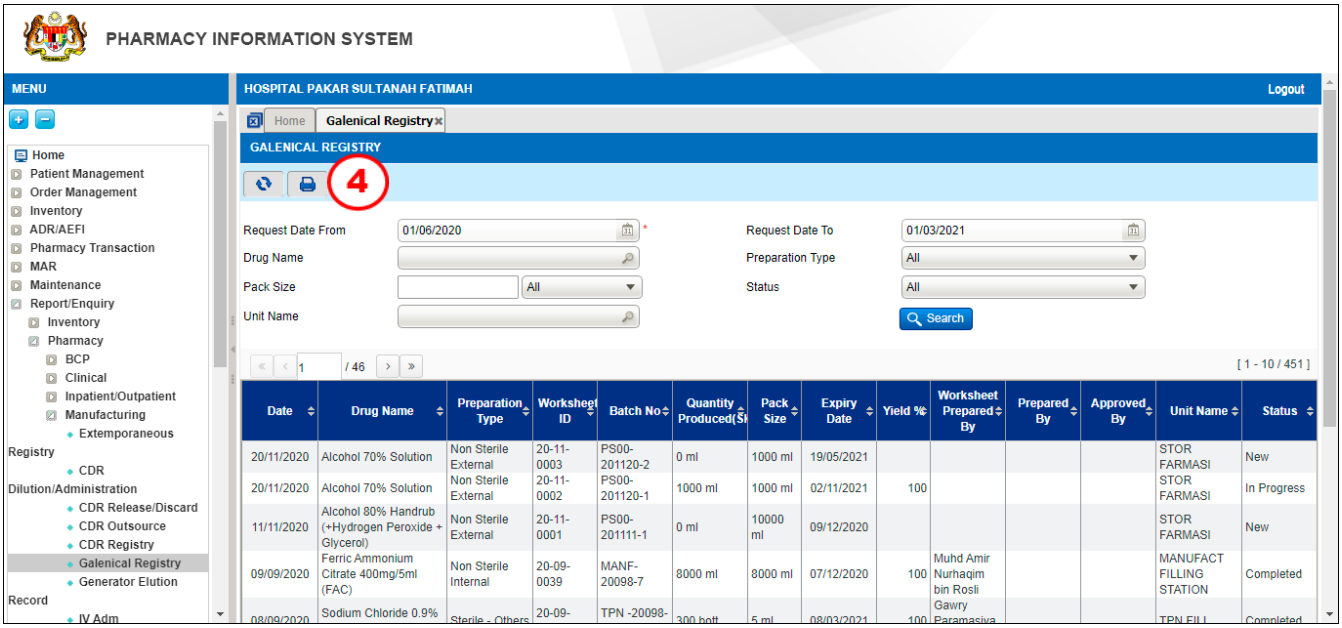



**Figure 3.2.4.6-2 Galenical Registry Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.6-3

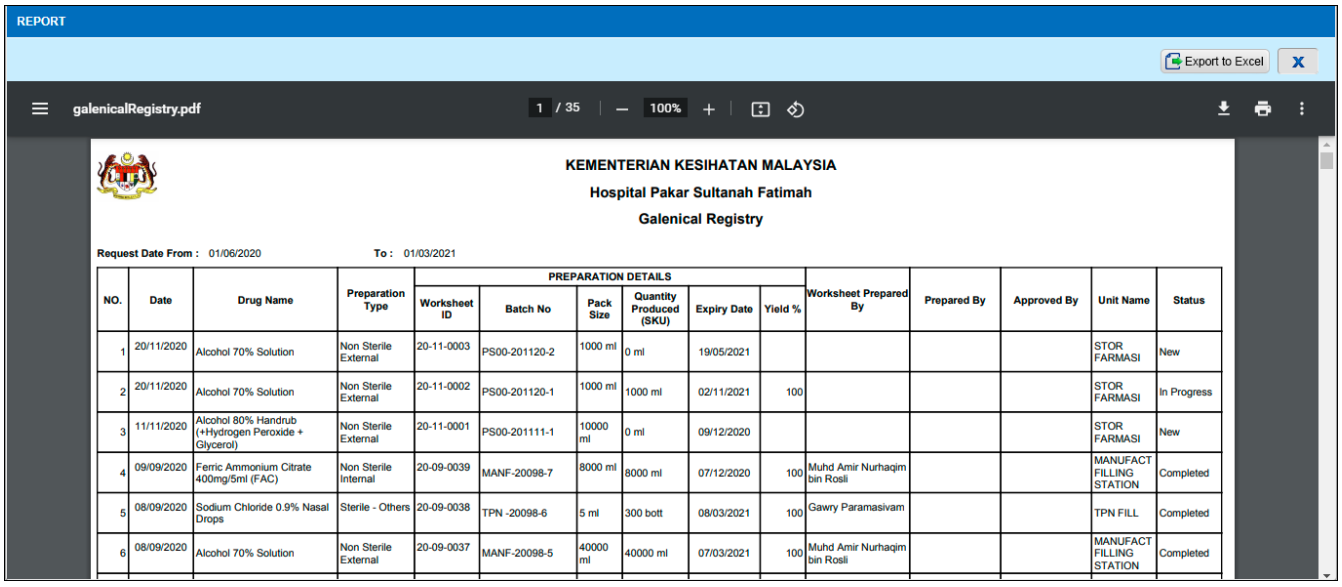
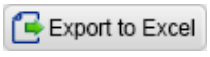



**Figure 3.2.4.6-3 Galenical Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.7 Generate Elution Record

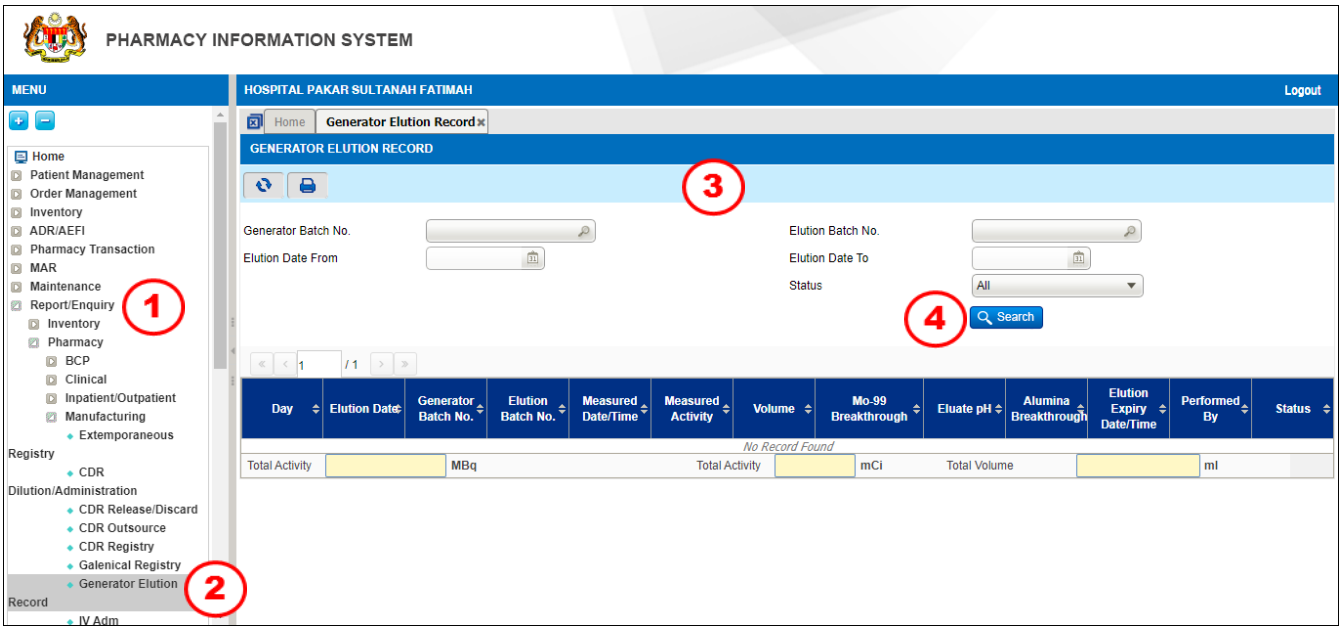



**Figure 3.2.4.7-1 Generator Elution Record Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'

**STEP 2**
Click on 'Generator Elution Record'

**STEP 3**
Search Generator Elution Record by criteria as follow:

a) Generator Batch No
b) Elution Batch No
c) Elution Date From
d) Elution Date To
e) Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

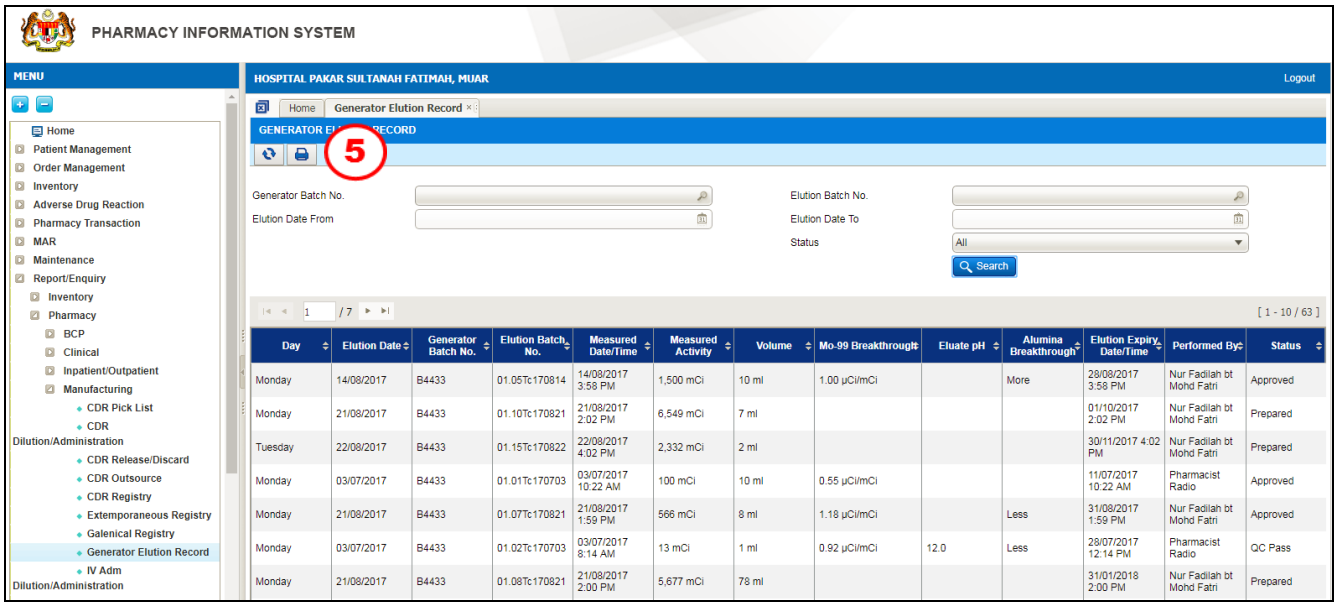
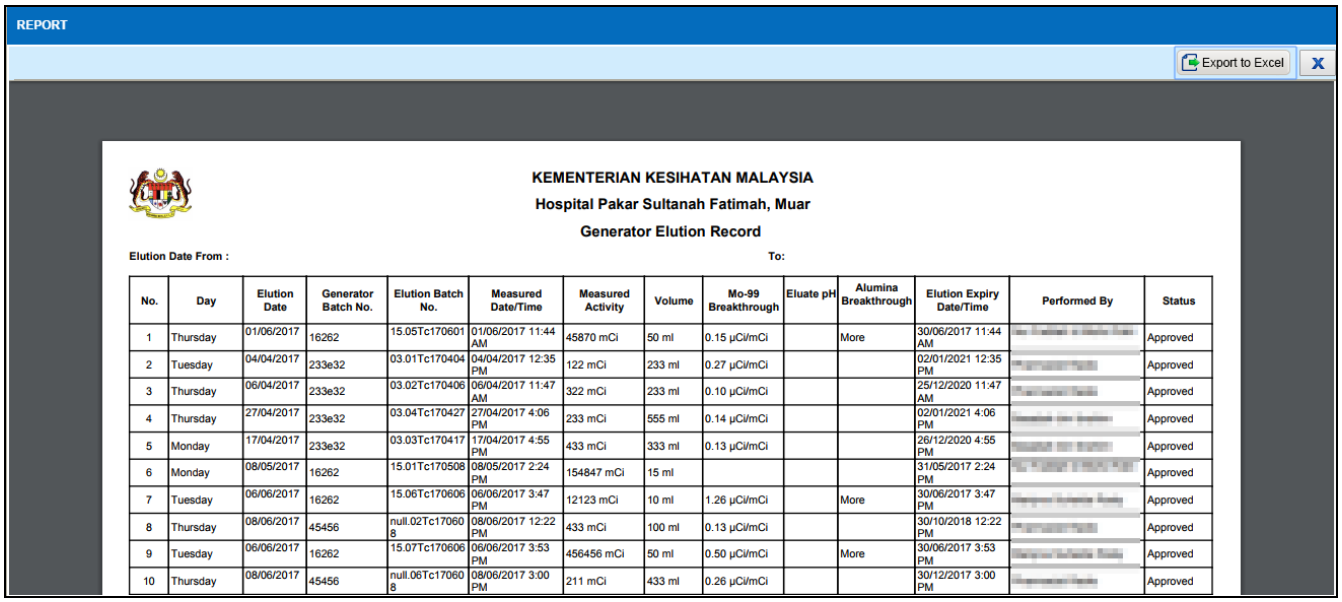



**Figure 3.2.4.7-2 Generator Elution Record Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.4.8-3




| No. | Day | Elution Date | Generator Batch No. | Elution Batch No. | Measured Date/Time | Measured Activity | Volume | Mo-99 Breakthrough | Eluate pH | Alumina Breakthrough | Elution Expiry Date/Time | Performed By | Status |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Thursday | 01/06/2017 | 16262 | 15.05Tc170601 | 01/06/2017 11:44 AM | 45870 mCi | 50 ml | 0.15 µCi/mCi | | More | 30/06/2017 11:44 AM | | Approved |
| 2 | Tuesday | 04/04/2017 | 233e32 | 03.01Tc170404 | 04/04/2017 12:35 PM | 122 mCi | 233 ml | 0.27 µCi/mCi | | | 02/01/2021 12:35 PM | | Approved |
| 3 | Thursday | 06/04/2017 | 233e32 | 03.02Tc170406 | 06/04/2017 11:47 AM | 322 mCi | 233 ml | 0.10 µCi/mCi | | | 25/12/2020 11:47 AM | | Approved |
| 4 | Thursday | 27/04/2017 | 233e32 | 03.04Tc170427 | 27/04/2017 4:06 PM | 233 mCi | 555 ml | 0.14 µCi/mCi | | | 02/01/2021 4:06 PM | | Approved |
| 5 | Monday | 17/04/2017 | 233e32 | 03.03Tc170417 | 17/04/2017 4:55 PM | 433 mCi | 333 ml | 0.13 µCi/mCi | | | 26/12/2020 4:55 PM | | Approved |
| 6 | Monday | 08/05/2017 | 16262 | 15.01Tc170508 | 08/05/2017 2:24 PM | 154847 mCi | 15 ml | | | | 31/05/2017 2:24 PM | | Approved |
| 7 | Tuesday | 06/06/2017 | 16262 | 15.06Tc170606 | 06/06/2017 3:47 PM | 12123 mCi | 10 ml | 1.26 µCi/mCi | | More | 30/06/2017 3:47 PM | | Approved |
| 8 | Thursday | 08/06/2017 | 45456 | null.02Tc170608 | 08/06/2017 12:22 PM | 433 mCi | 100 ml | 0.13 µCi/mCi | | | 30/10/2018 12:22 PM | | Approved |
| 9 | Tuesday | 06/06/2017 | 16262 | 15.07Tc170606 | 06/06/2017 3:53 PM | 456456 mCi | 50 ml | 0.50 µCi/mCi | | More | 30/06/2017 3:53 PM | | Approved |
| 10 | Thursday | 08/06/2017 | 45456 | null.06Tc170608 | 08/06/2017 3:00 PM | 211 mCi | 433 ml | 0.26 µCi/mCi | | | 30/12/2017 3:00 PM | | Approved |

**Figure 3.2.4.8-3 Generator Elution Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.8 IV Adm Dilution/Administration

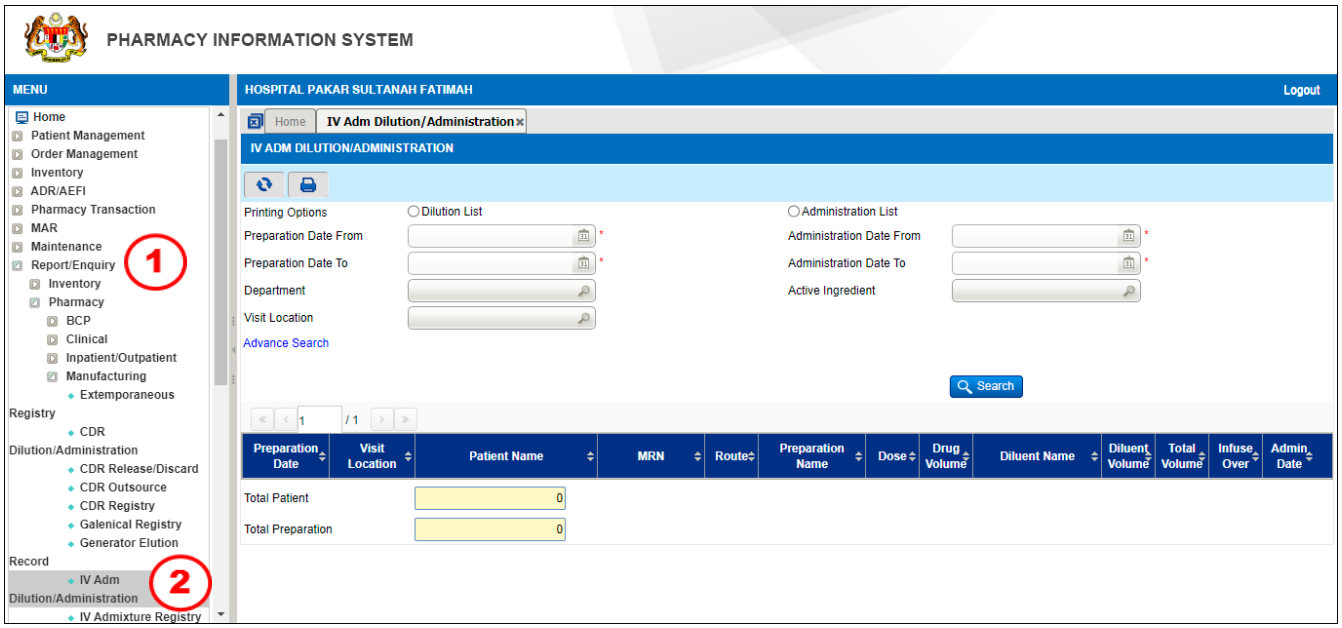



**Figure 3.2.4.8-1 IV Dilution/Administration Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'

**STEP 2**
Click on 'IV Dilution/Administration'

***Note***
*There are 2 sections under the Drug Supply which is:*

*c) Dilution List*
*d) Administration List*

## Dilution List

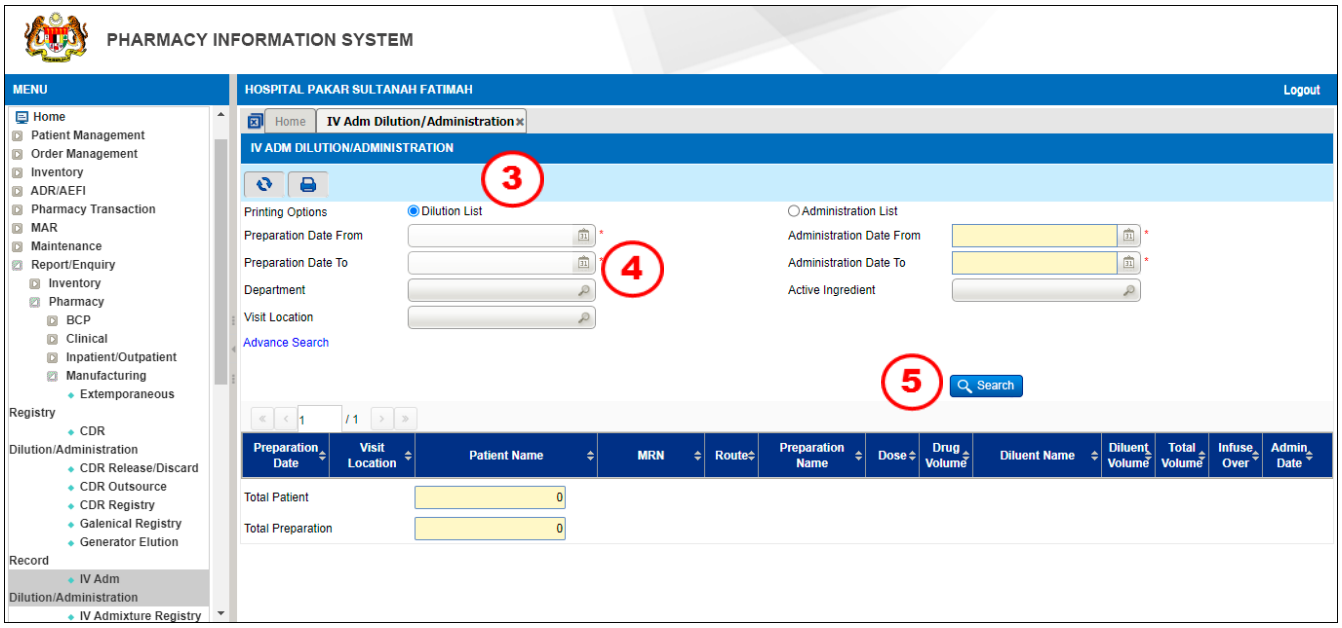



**Figure 3.2.4.8-2 IV Dilution Listing Page**

**STEP 3**
Click on the Dilution List Received section

**STEP 4**
Search Dilution List record by criteria as follow:

a) Preparation Date From
b) Preparation Date To
c) Department
d) Visit Location

***Note***
***Advance search***

- ***Drug Name***
- ***Dosage Form***

**STEP 5**
Click on the Search button and the result display will be based on the entered criteria

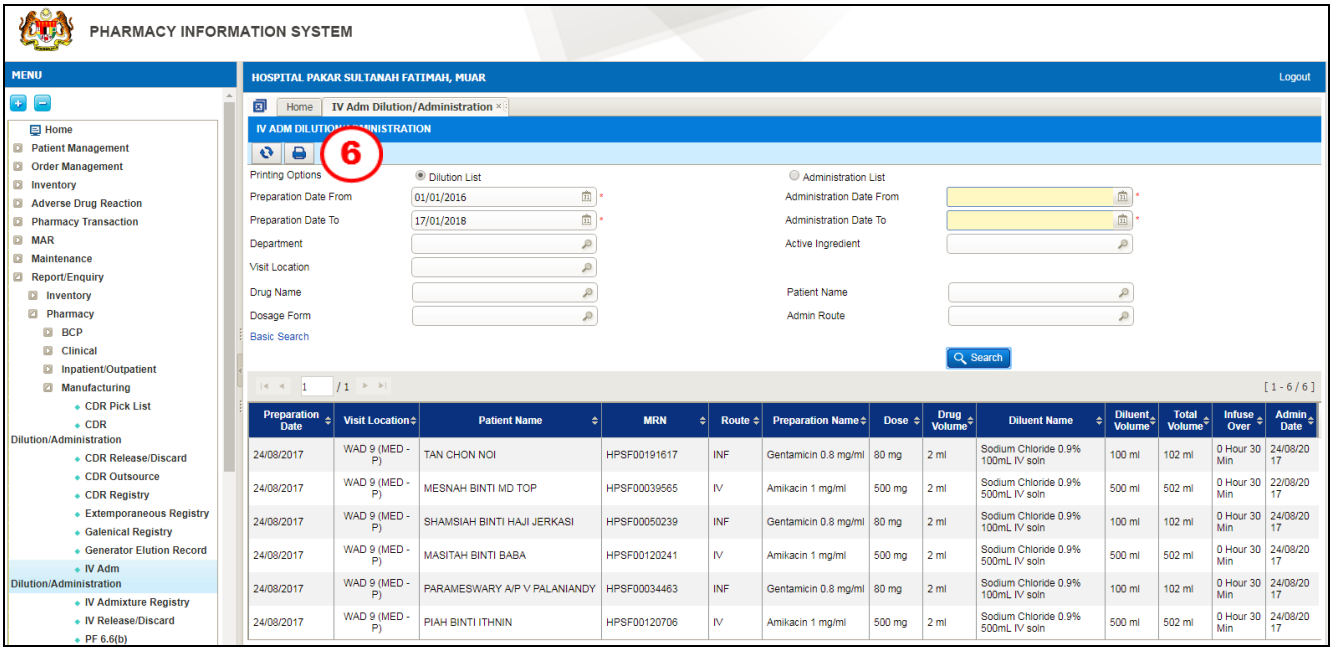



**Figure 3.2.4.8-3 IV Dilution Search Result**

**STEP 6**

Click on the  button to view/print the record as Figure 3.2.4.8-4

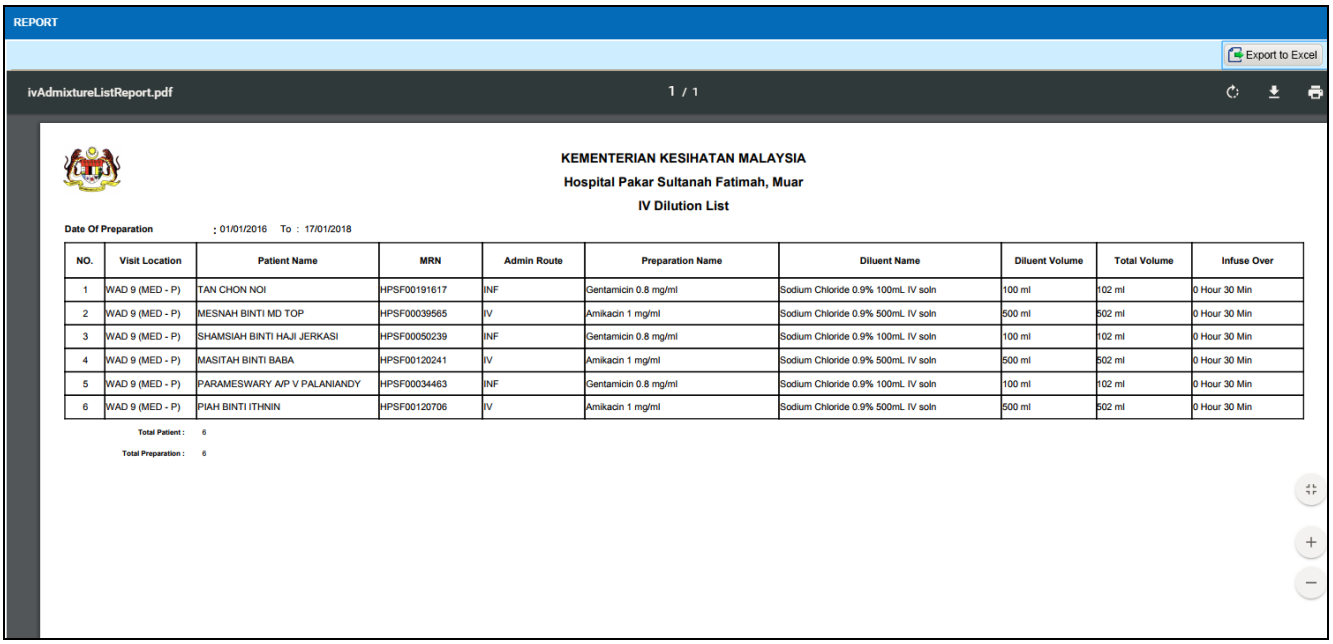
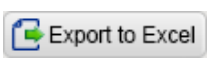



**Figure 3.2.4.8-4 IV Dilution**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## Administration List

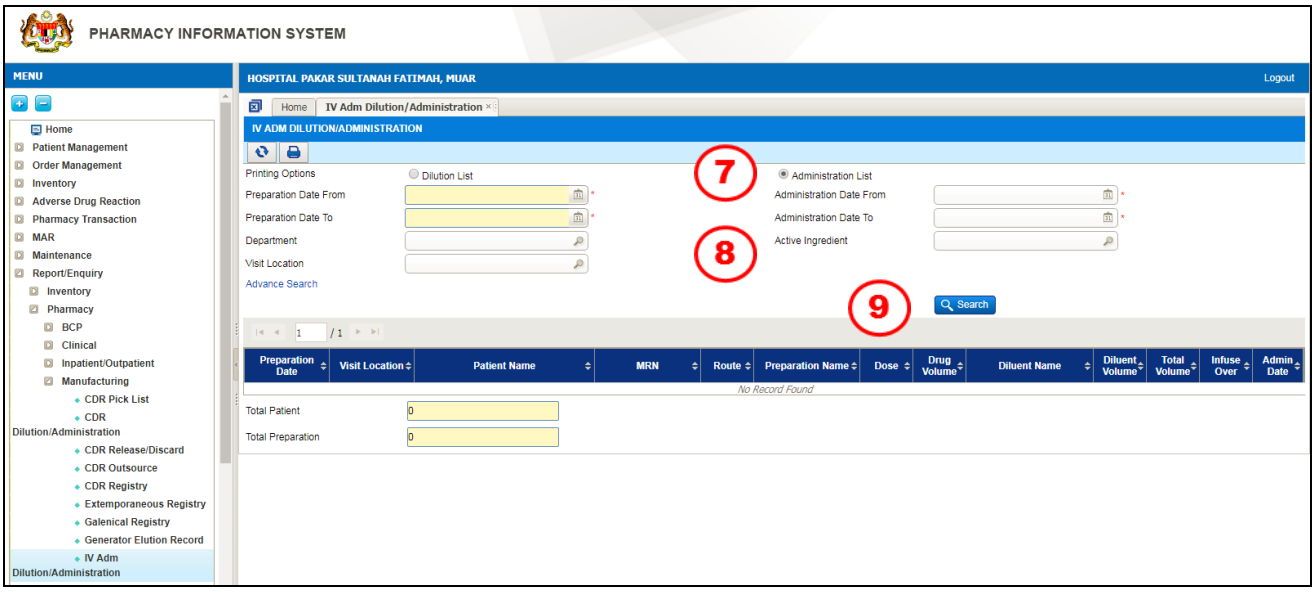



**Figure 3.2.4.8-5 IV Administration Listing Page**

**STEP 7**
Click on the Administration List Received section

**STEP 8**
Search Administration record by criteria as follow:

a) Administration Date From
b) Administration Date To
c) Current Visit Location

***Note***
***Advance search***

- ***Patient Name***
- ***Admin Route***

**STEP 9**
Click on the Search button and the result display will be based on the entered criteria

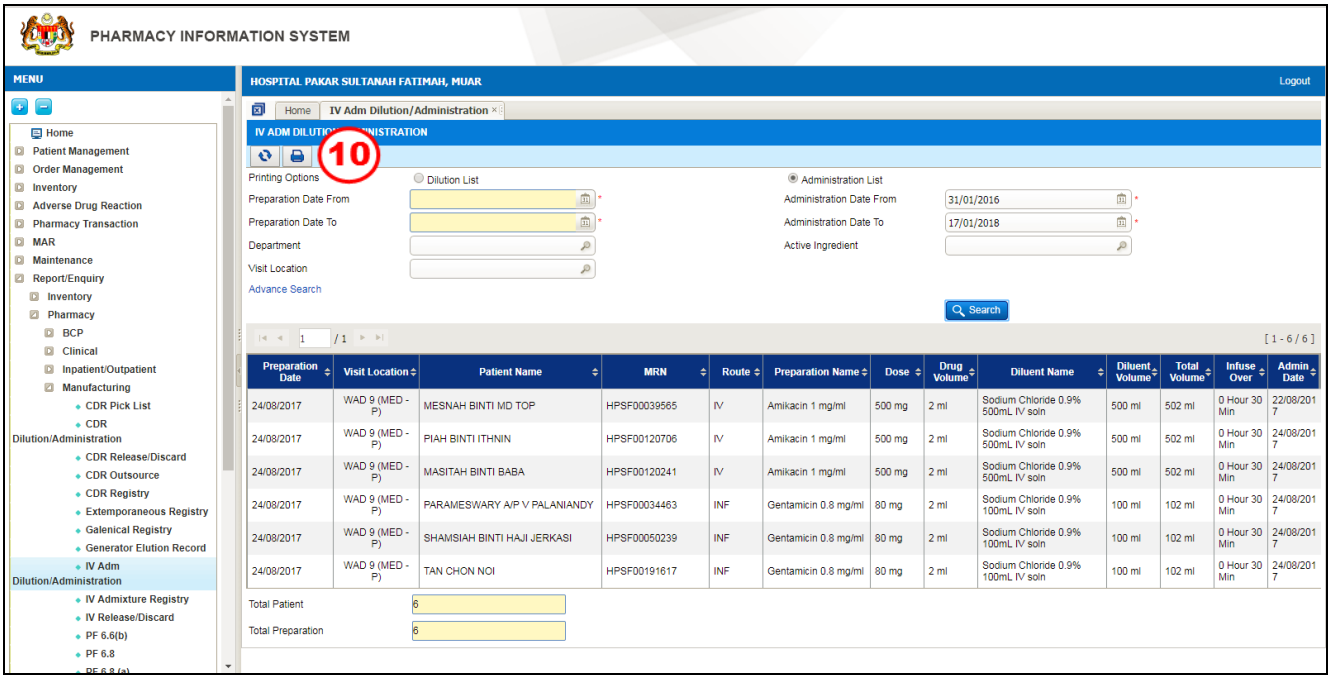
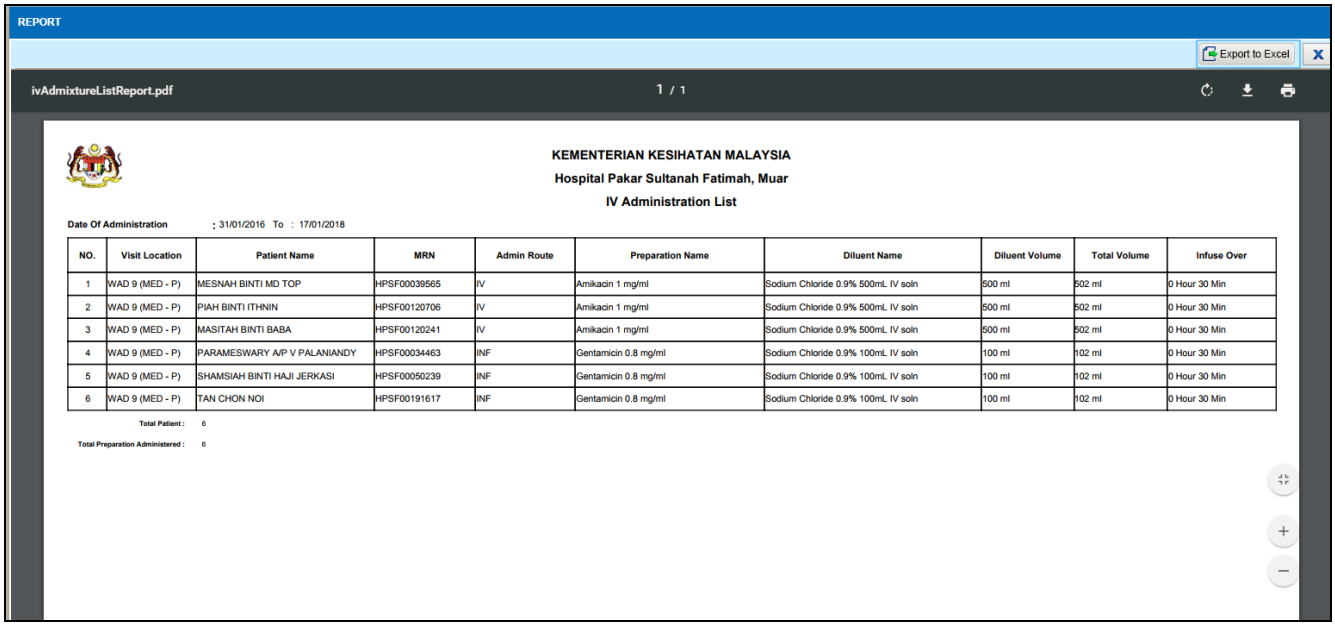



**Figure 3.2.4.8-6 IV Administration Search Result**

**STEP 10**

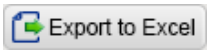
Click on the  button to view/print the record as Figure 3.2.4.8-7




| NO. | Visit Location | Patient Name | MRN | Admin Route | Preparation Name | Diluent Name | Diluent Volume | Total Volume | Infuse Over |
|---|---|---|---|---|---|---|---|---|---|
| 1 | WAD 9 (MED - P) | MESNAH BINTI MD TOP | HPSF00039565 | IV | Amikacin 1 mg/ml | Sodium Chloride 0.9% 500mL IV soln | 500 ml | 502 ml | 0 Hour 30 Min |
| 2 | WAD 9 (MED - P) | PIAH BINTI ITHNIN | HPSF00120706 | IV | Amikacin 1 mg/ml | Sodium Chloride 0.9% 500mL IV soln | 500 ml | 502 ml | 0 Hour 30 Min |
| 3 | WAD 9 (MED - P) | MASITAH BINTI BABA | HPSF00120241 | IV | Amikacin 1 mg/ml | Sodium Chloride 0.9% 500mL IV soln | 500 ml | 502 ml | 0 Hour 30 Min |
| 4 | WAD 9 (MED - P) | PARAMESWARY A/P V PALANIANDY | HPSF00034463 | INF | Gentamicin 0.8 mg/ml | Sodium Chloride 0.9% 100mL IV soln | 100 ml | 102 ml | 0 Hour 30 Min |
| 5 | WAD 9 (MED - P) | SHAMSIAH BINTI HAJI JERKASI | HPSF00050239 | INF | Gentamicin 0.8 mg/ml | Sodium Chloride 0.9% 100mL IV soln | 100 ml | 102 ml | 0 Hour 30 Min |
| 6 | WAD 9 (MED - P) | TAN CHON NOI | HPSF00191617 | INF | Gentamicin 0.8 mg/ml | Sodium Chloride 0.9% 100mL IV soln | 100 ml | 102 ml | 0 Hour 30 Min |

**Figure 3.2.4.8-7 IV Administration**

***Note***

*Click on the* 

*button to save/view/print report in Excel format*

### 3.2.4.9 IV Admixture Registry

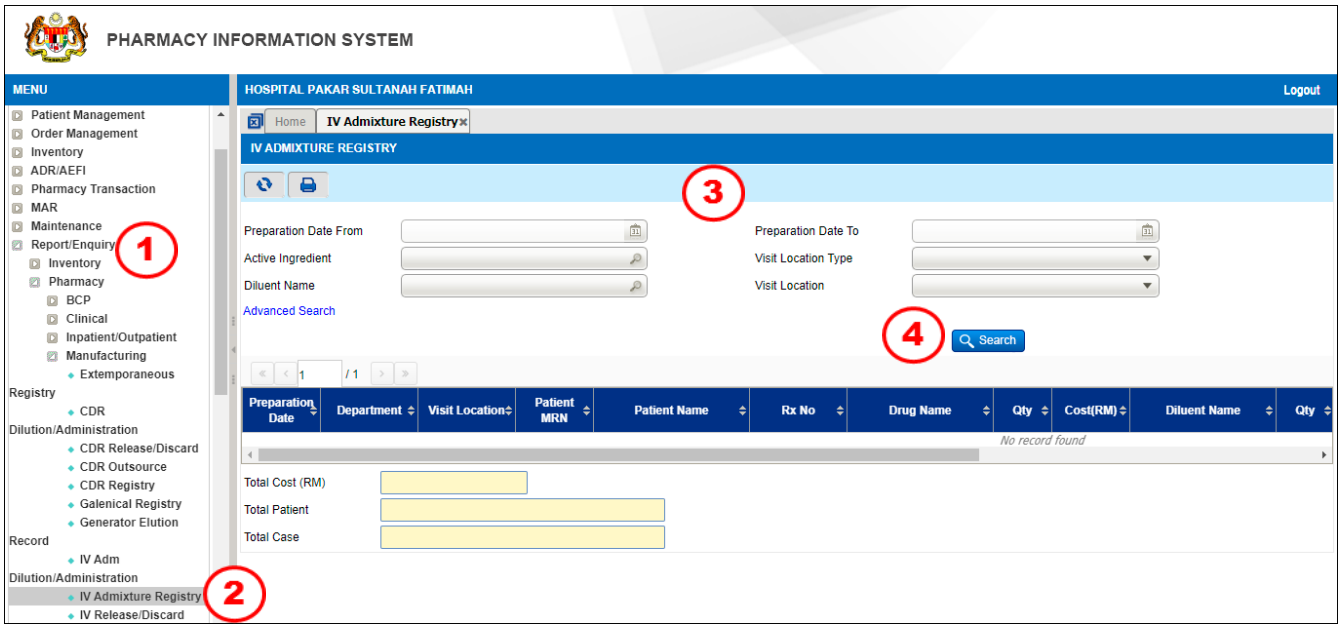



**Figure 3.2.4.9-1 IV Admixture Registry Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing'

**STEP 2**
Click on 'IV Admixture Registry'

**STEP 3**
Search IV Admixture Registry record by criteria as follow:

a) Preparation Date From
b) Preparation Date To
c) Active Ingredient
d) Diluent Name
e) Visit Location Type
f) Visit Location

***Note***
***Advance search***

- ***Drug Name***
- ***Dosage Form***
- ***Patient Name***
- ***Admin Route***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

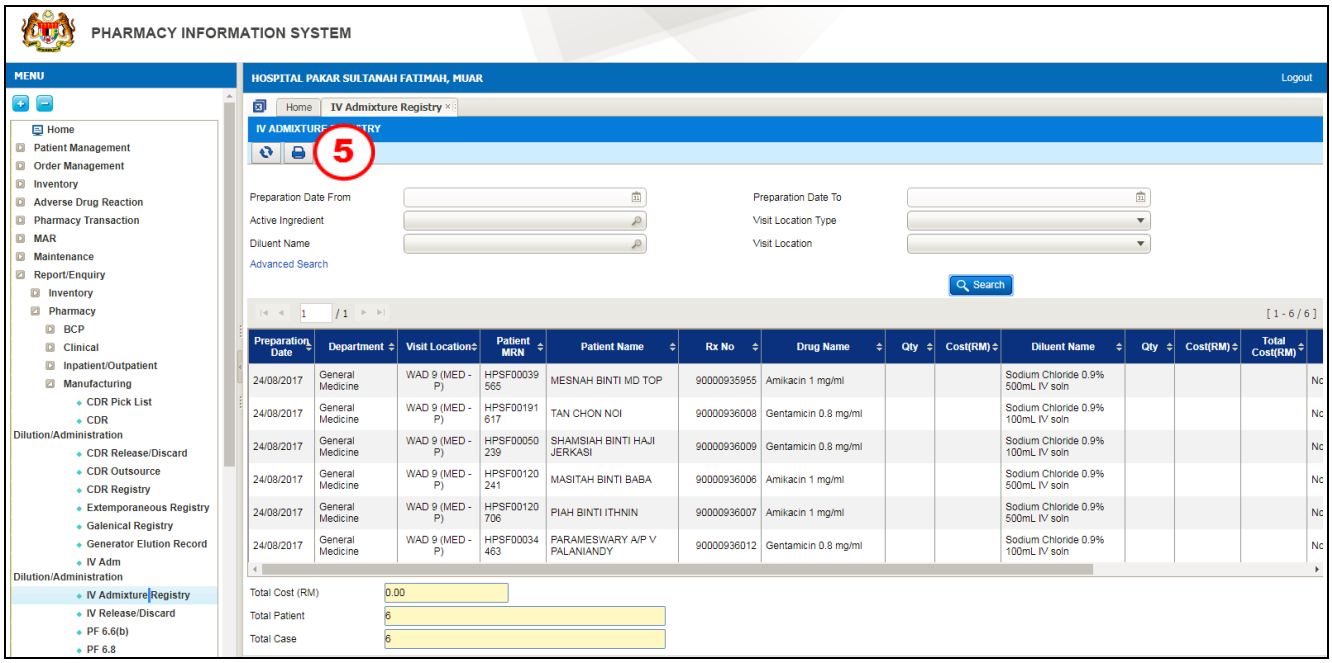



**Figure 3.2.4.9-2 IV Admixture Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.4.9-3

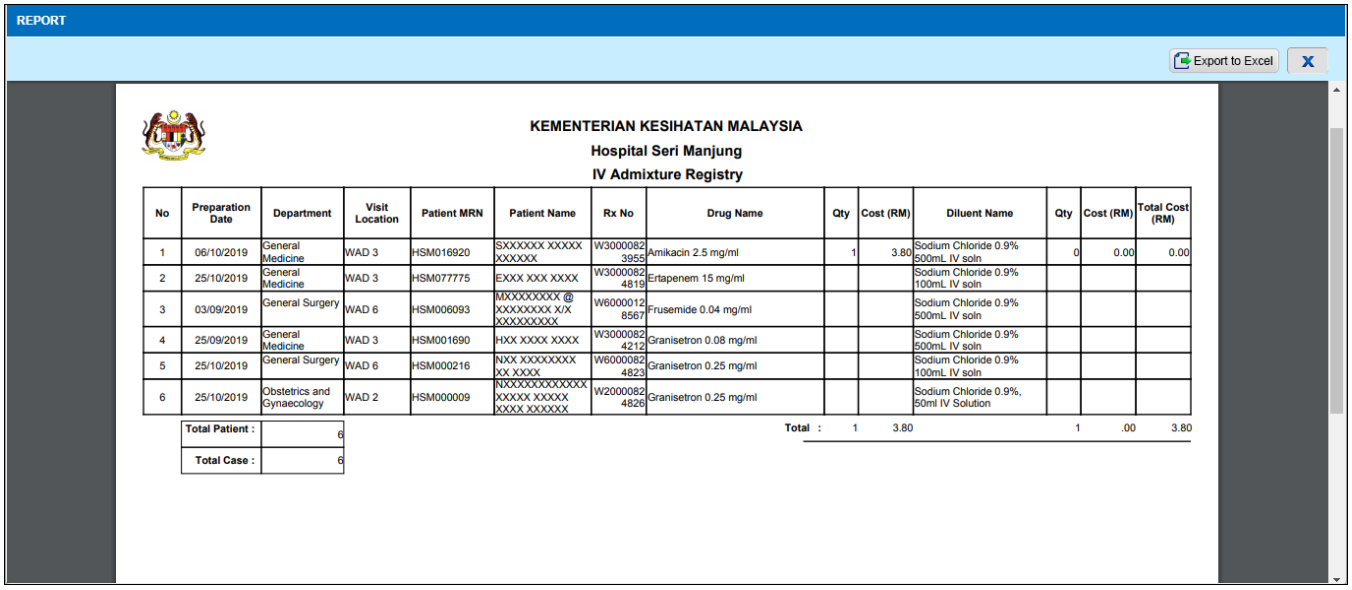
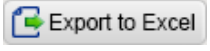



**Figure 3.2.4.9-3 IV Admixture Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.10 IV Release/Discard

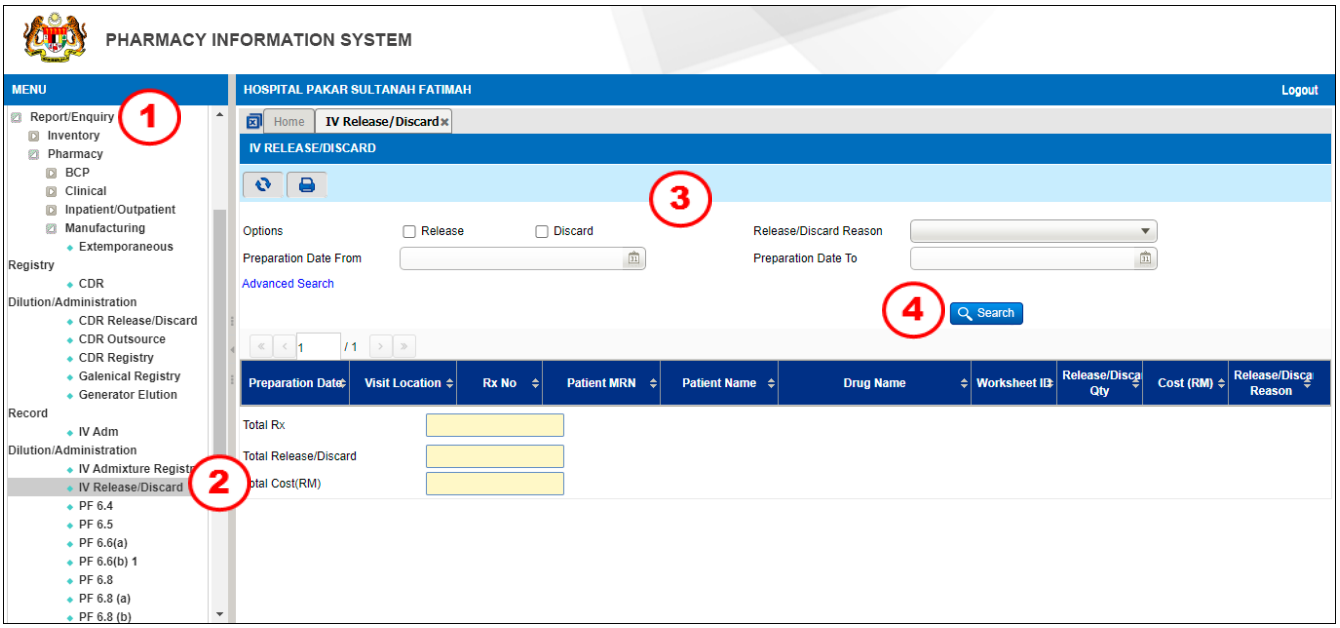



**Figure 3.2.4.10-1 IV Release/Discard Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing'

**STEP 2**
Click on 'IV Release/Discard'

**STEP 3**
Search IV Release/Discard record by criteria as follow:

a) Options
b) Release/Discard Reason
c) Preparation Date From
d) Preparation Date To

***Note***
***Advance search***

- ***Drug Name***
- ***Patient Name***
- ***Admin Route***

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

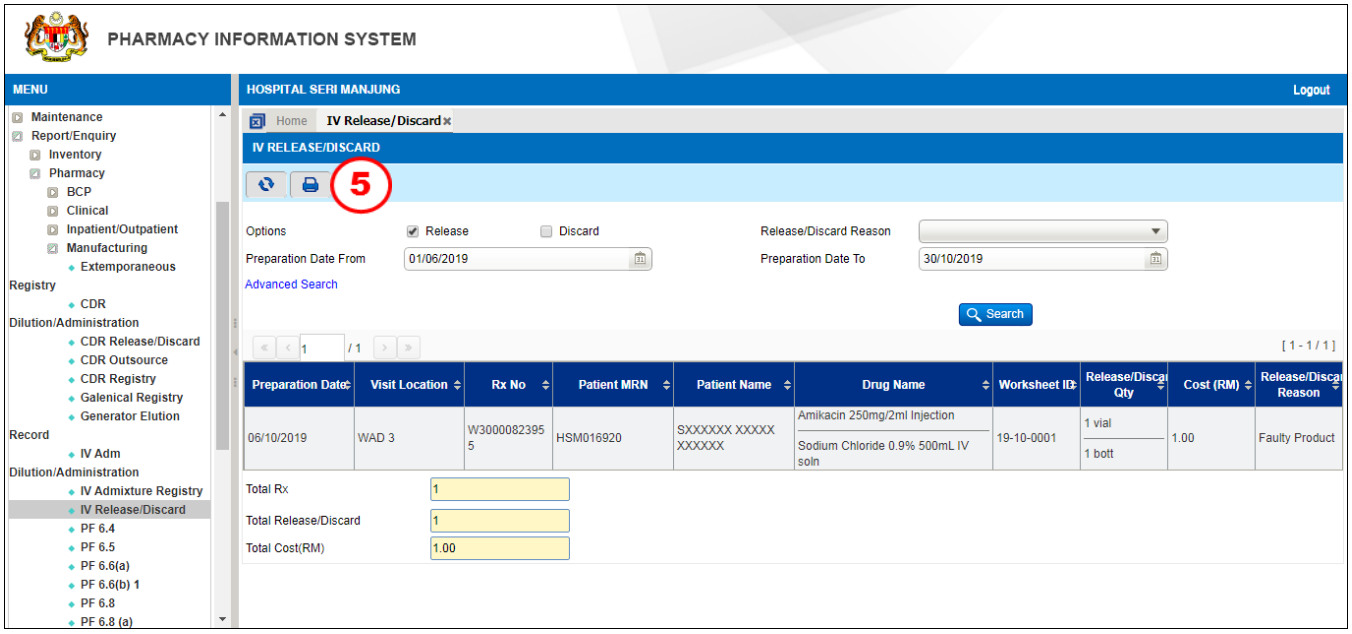



**Figure 3.2.4.10-2 IV Release/Discard Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.4.10-3

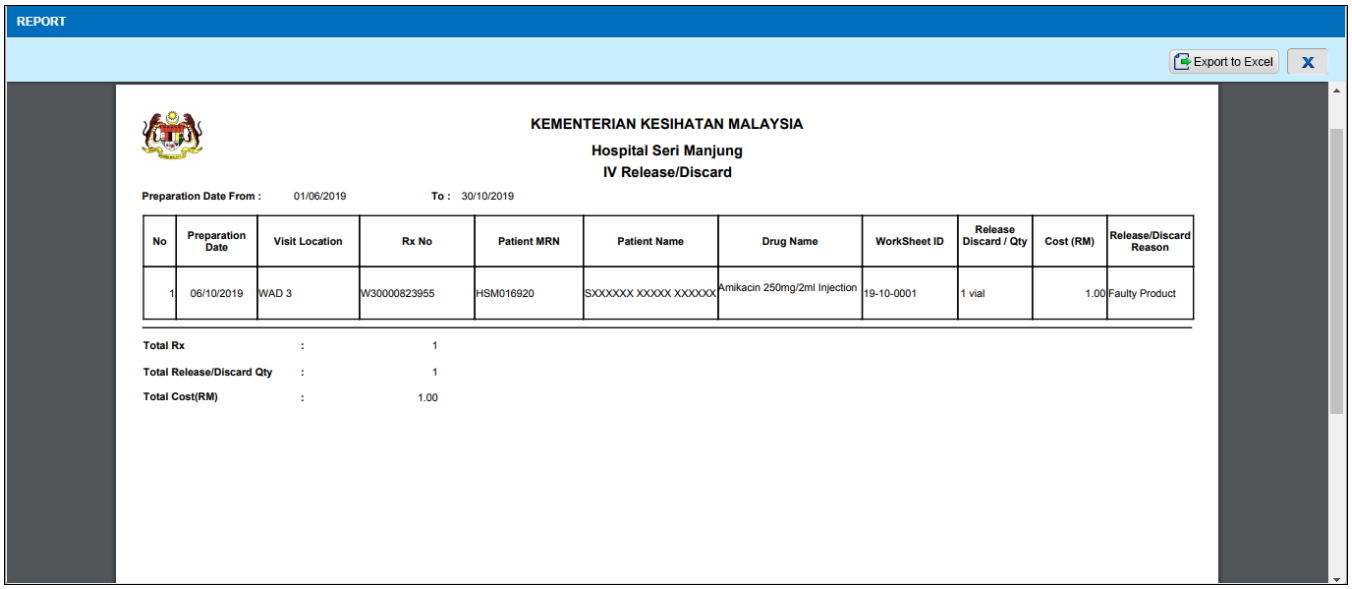
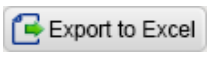



**Figure 3.2.4.10-3 IV Release/Discard Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.11 PF 6.4

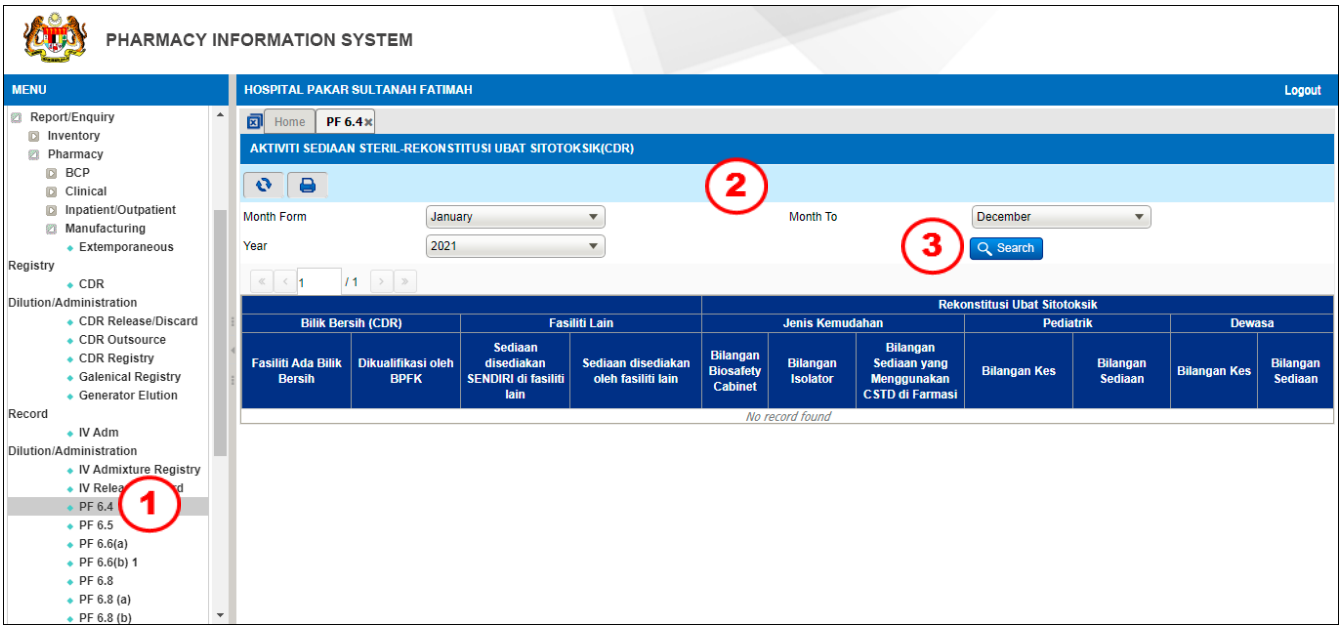



**Figure 3.2.4.11-1 PF 6.4 Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.4'

**STEP 2**
Search PF 6.4 by criteria as follow:

a) Year
b) Month From
c) Month To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

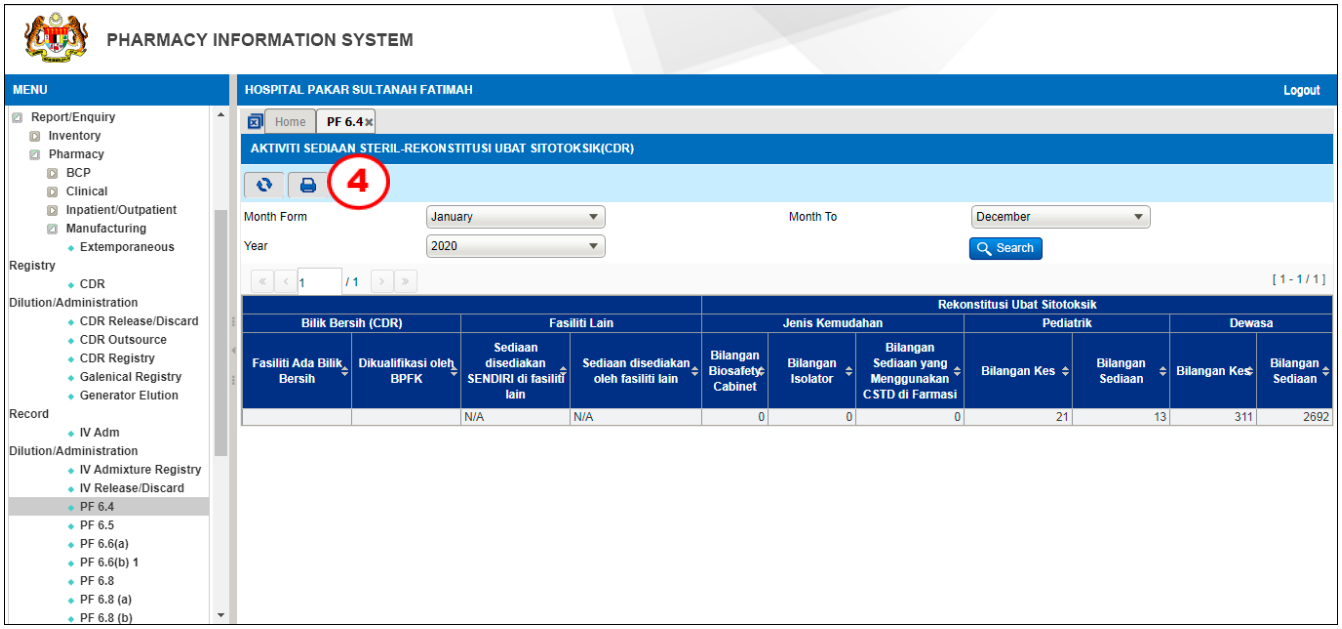



**Figure 3.2.4.11-2 PF 6.4 Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.11-3

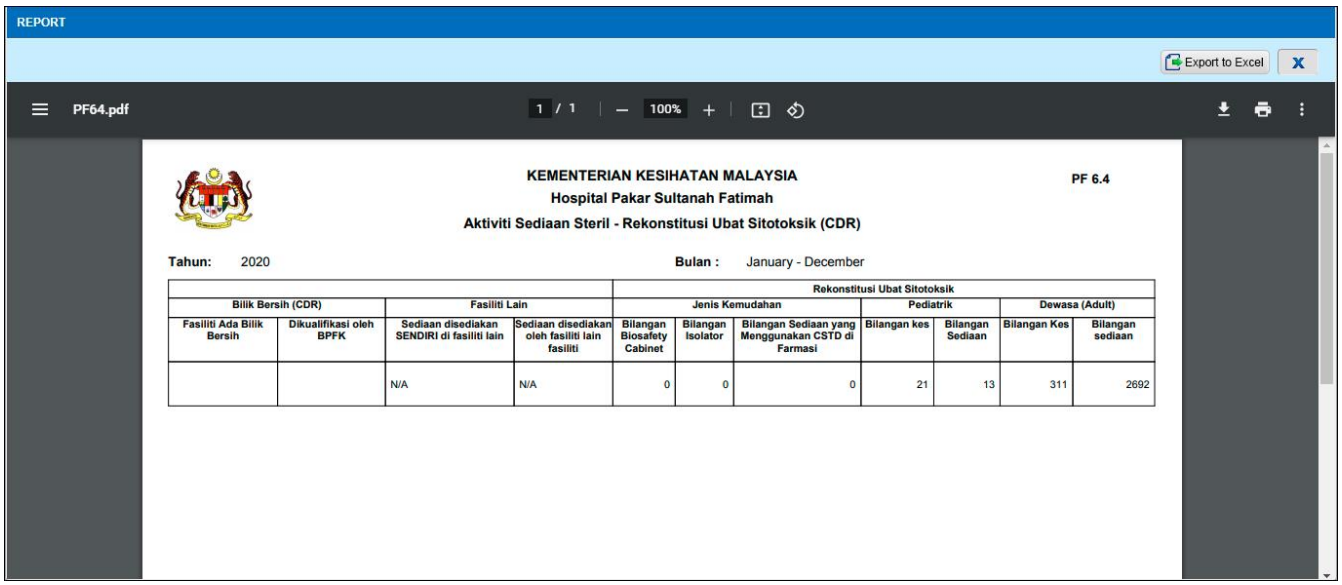
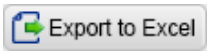



**Figure 3.2.4.11-3 PF 6.4 Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.12 PF 6.5

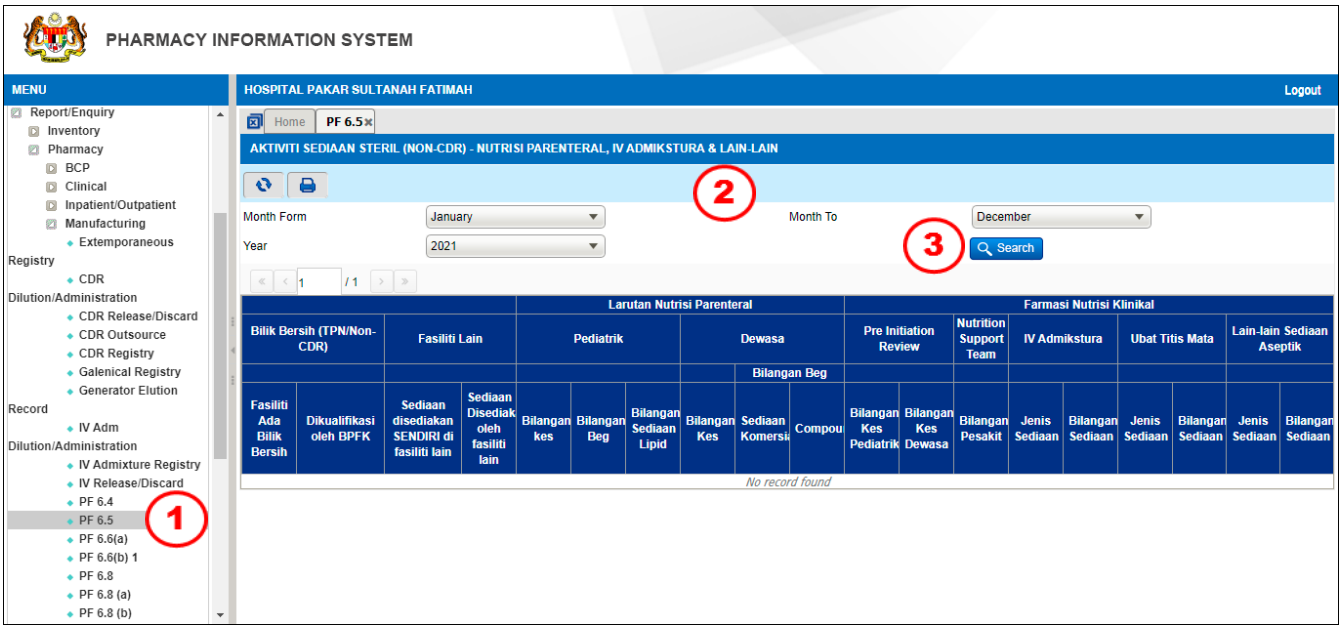



**Figure 3.2.4.12-1 PF 6.5 Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.5'

**STEP 2**
Search PF 6.5 by criteria as follow:

a) Year
b) Month From
c) Month To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

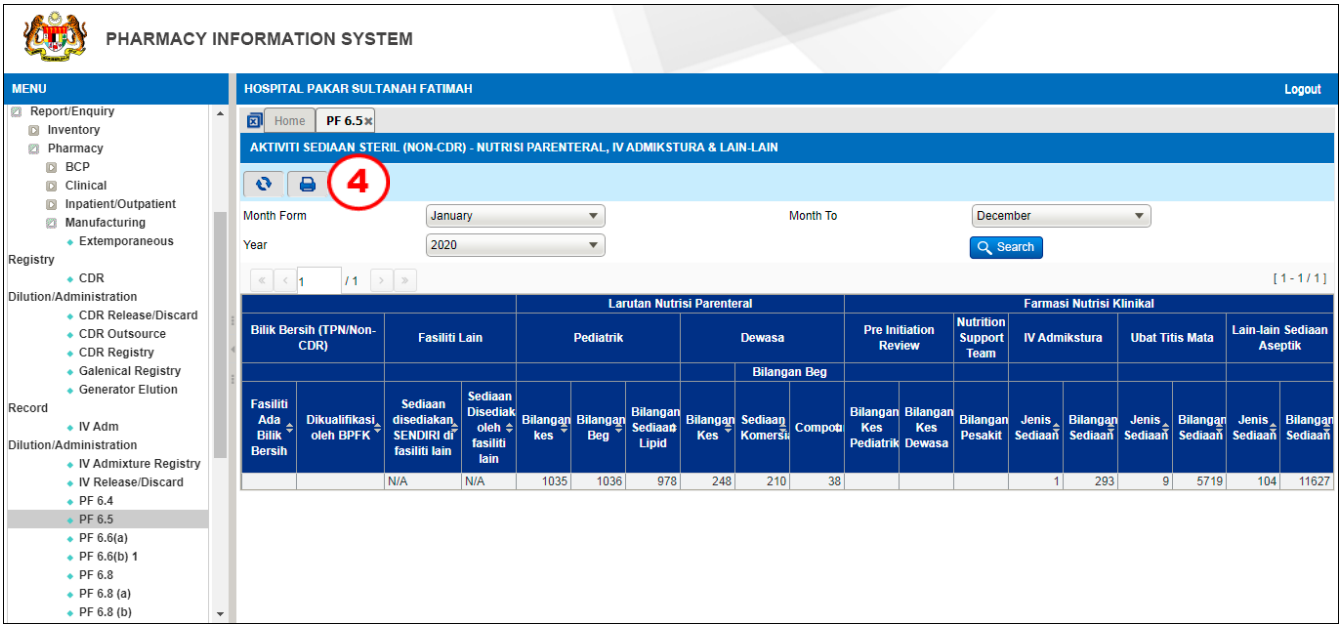



**Figure 3.2.4.12-2 PF 6.5 Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.12-3

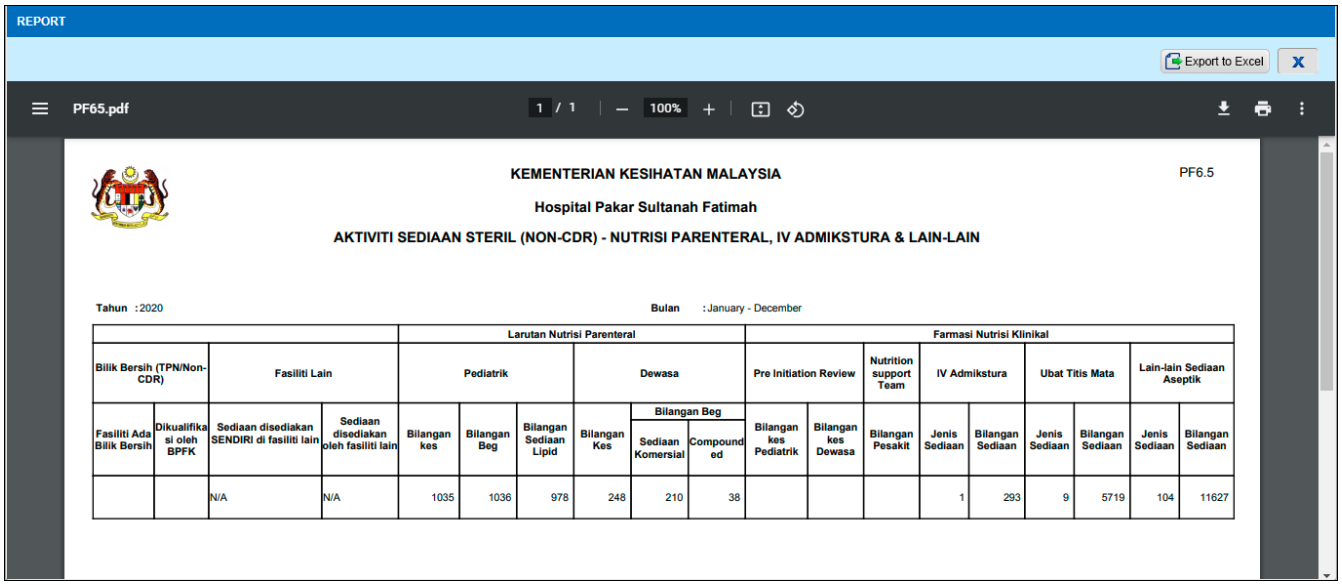
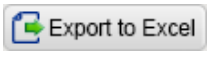



**Figure 3.2.4.12-3 PF 6.5 Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.13 PF 6.6 (a)

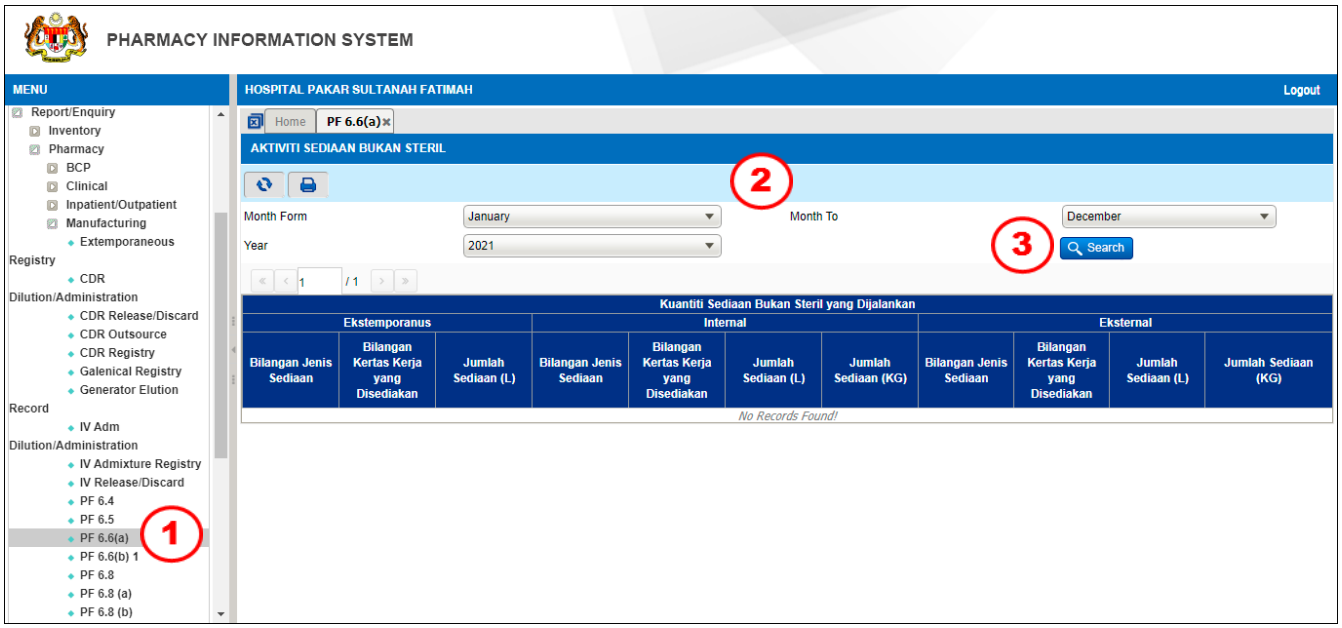



**Figure 3.2.4.13-1 PF 6.6 (a) Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.6 (a)'

**STEP 2**
Search PF 6.6 (a) by criteria as follow:

a) Year
b) Month From
c) Month To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

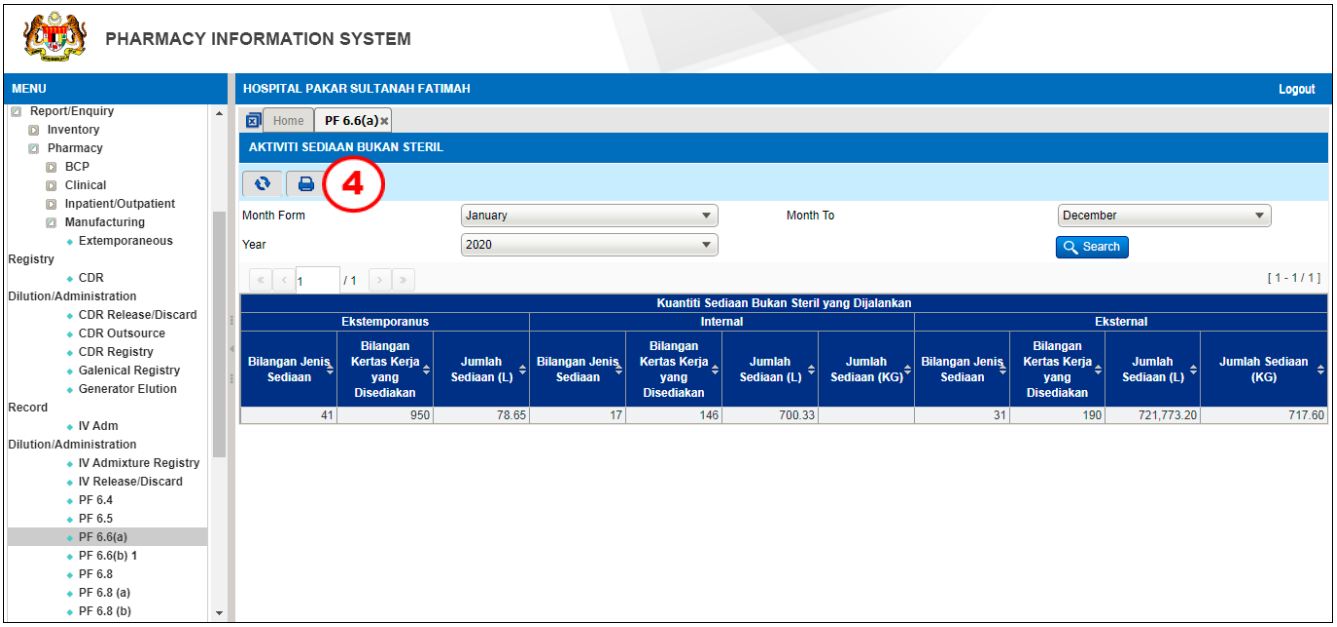



**Figure 3.2.4.13-2 PF 6.6 (a) Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.13-3

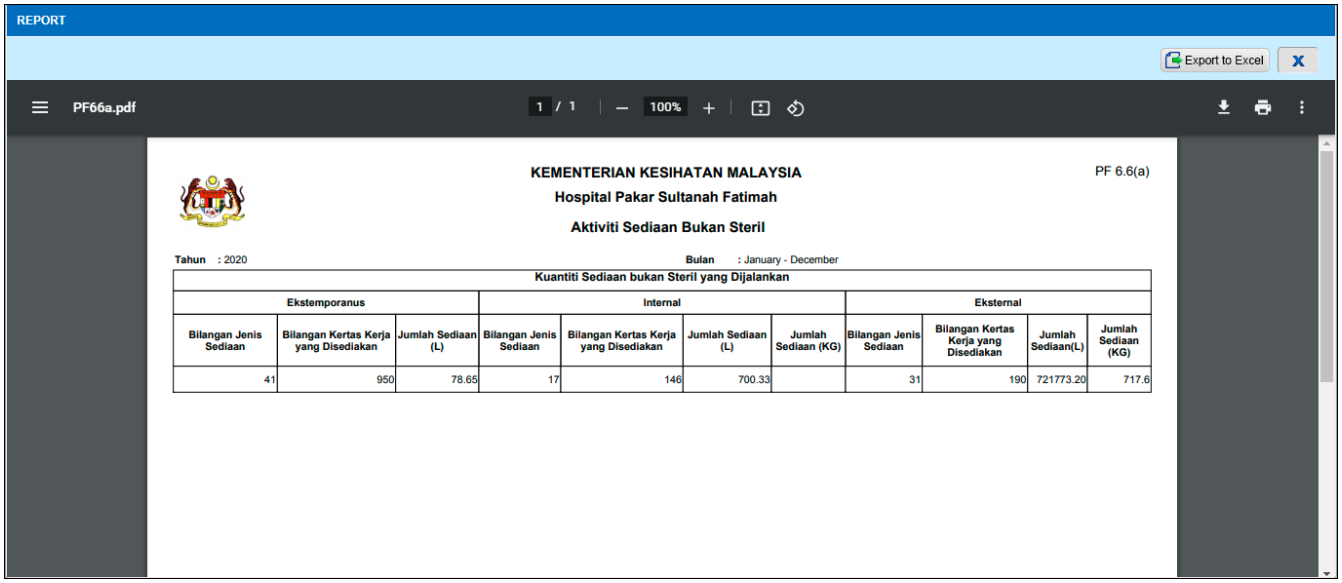



**Figure 3.2.4.13-3 PF 6.6 (a) Report**

***Note***

*Click on the*  *button to save/view/print report in Excel format.*

### 3.2.4.14 PF 6.6 (b) 1

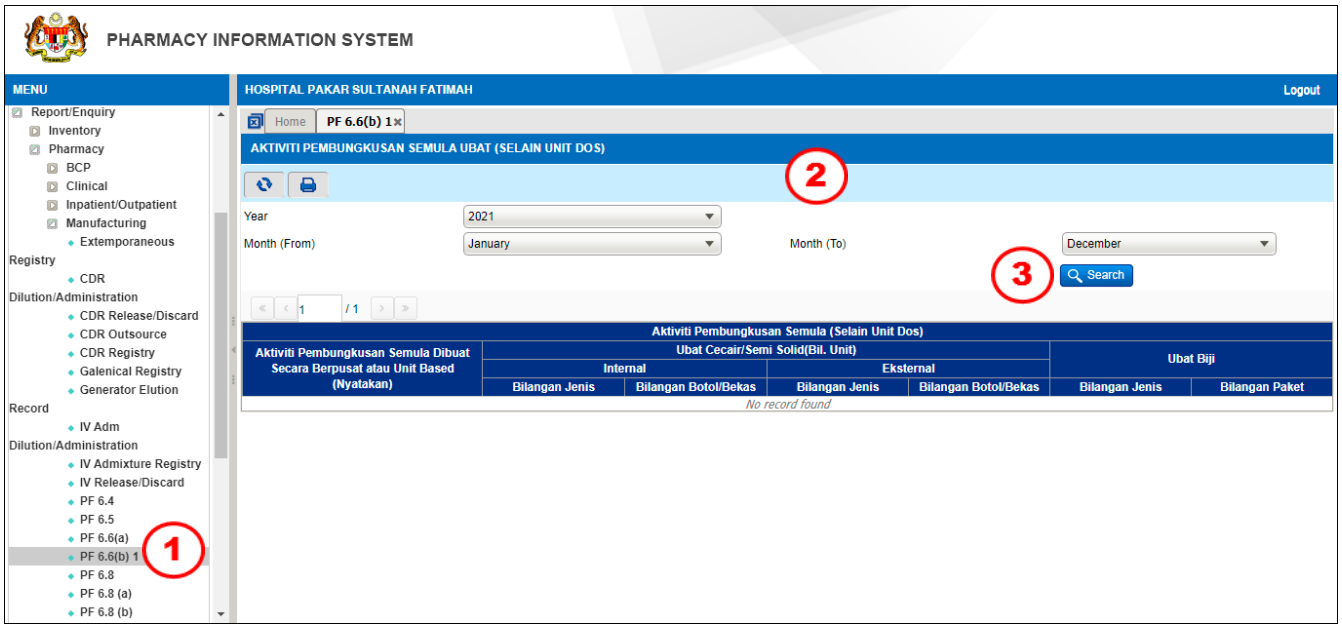



**Figure 3.2.4.14-1 PF 6.6 (b) Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.6 (b) 1'

**STEP 2**
Search PF 6.6 (b) 1 by criteria as follow:

a) Year
b) Month From
c) Month To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

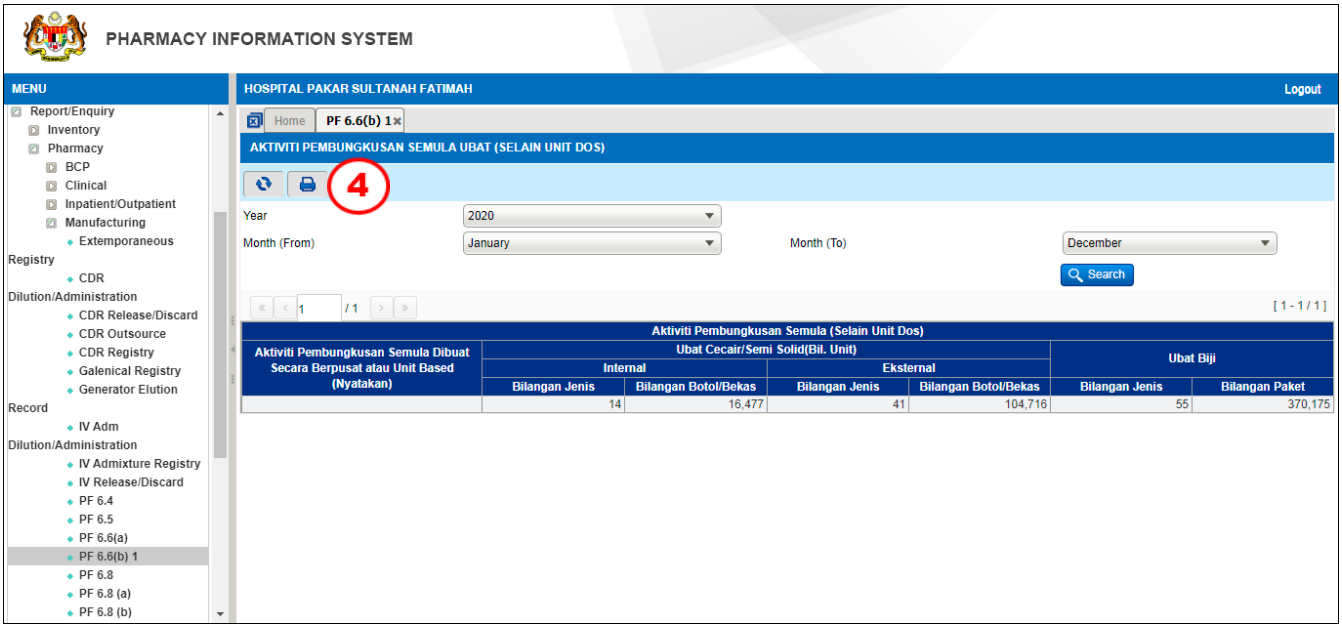



**Figure 3.2.4.14-2 PF 6.6 (b) 1 Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.14-3

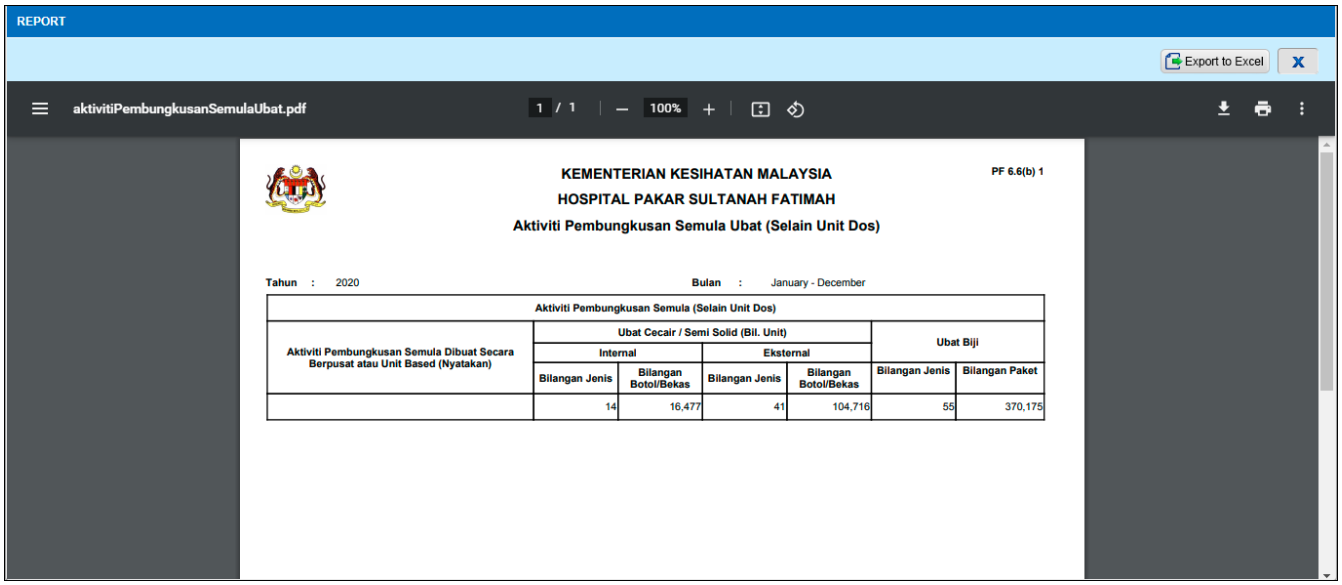



**Figure 3.2.4.14-3 PF 6.6 (b) 1 Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.15 PF 6.8

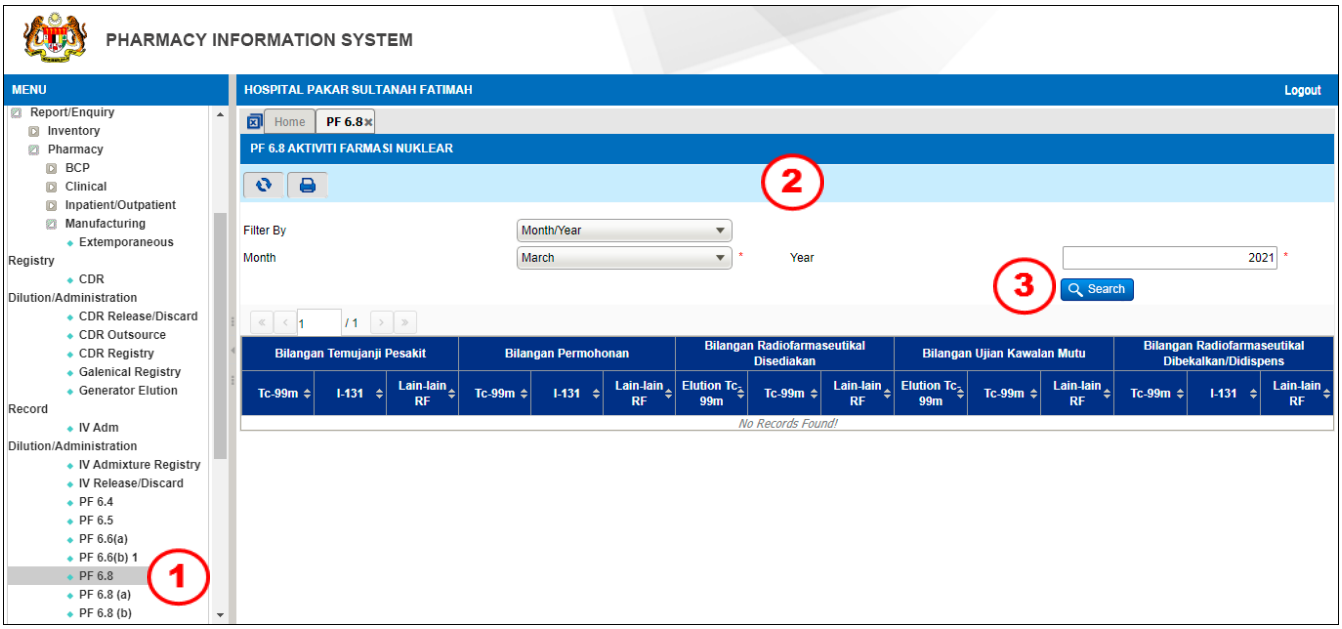



**Figure 3.2.4.15- PF 6.8 Aktiviti Farmasi Nuklear Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.8'

**STEP 2**
Search PF 6.8 Aktiviti Farmasi Nuklear by criteria as follow:

a) Filter By
b) Month
c) Year

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

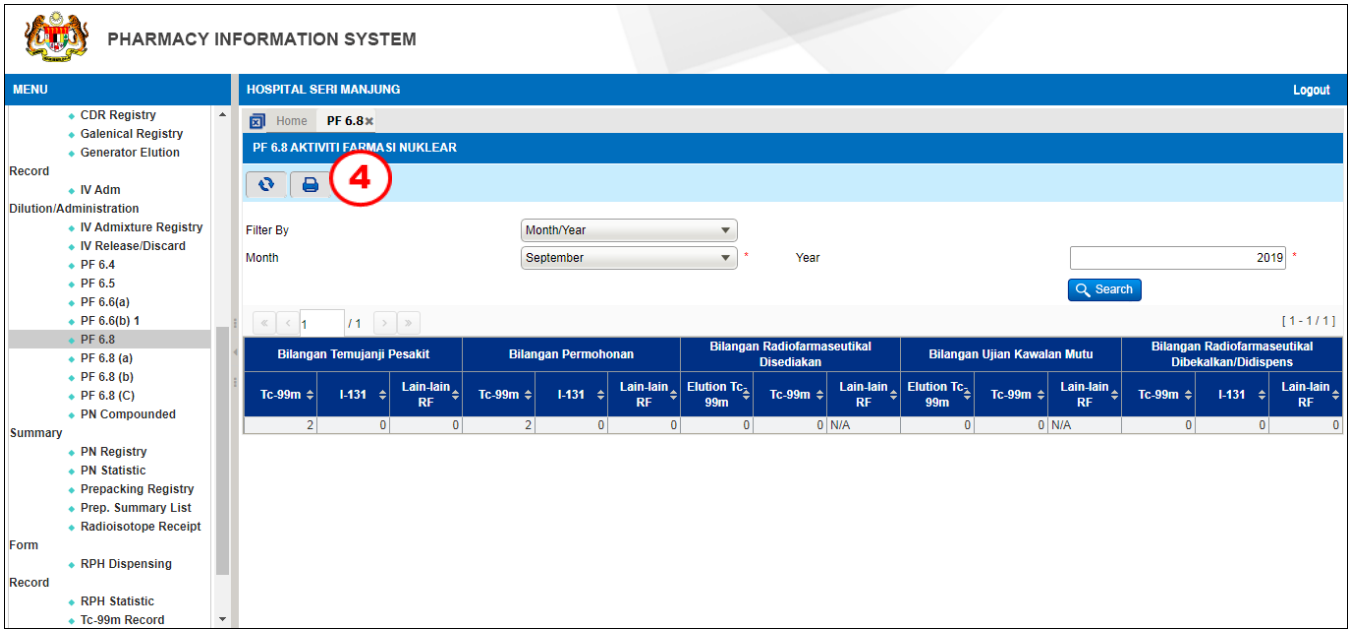



**Figure 3.2.4.15-2 PF 6.8 Aktiviti Farmasi Nuklear Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.15-3

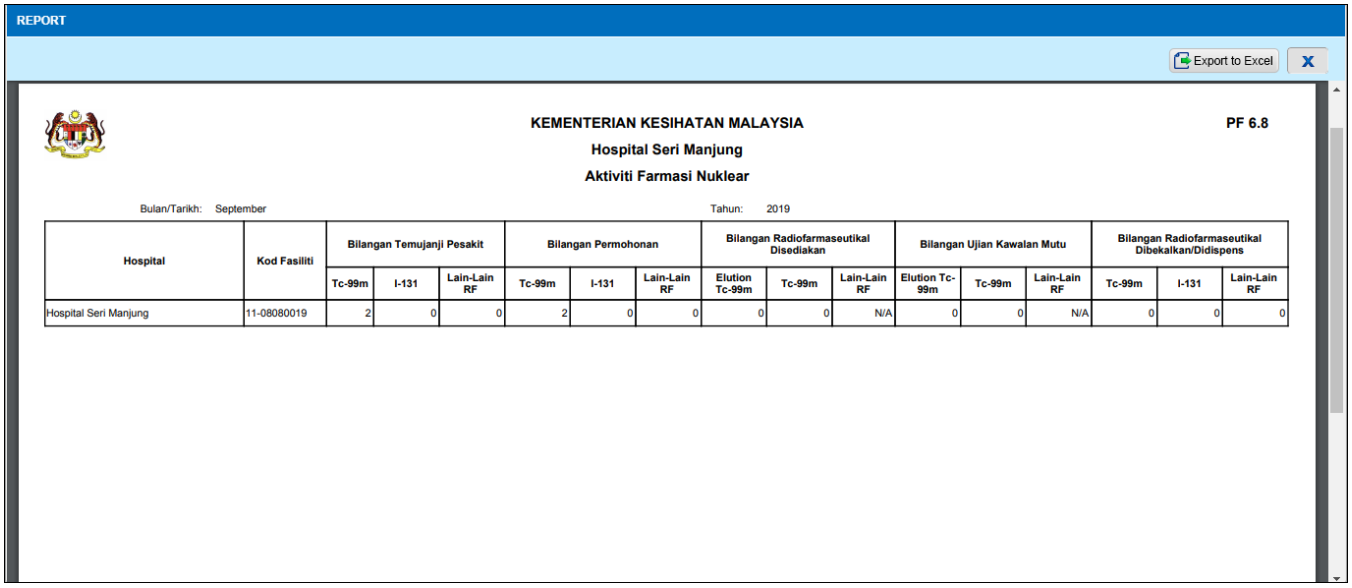
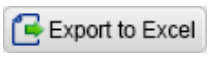



**Figure 3.2.4.15-3 PF 6.8 Aktiviti Farmasi Nuklear Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.16 PF 6.8 (a)

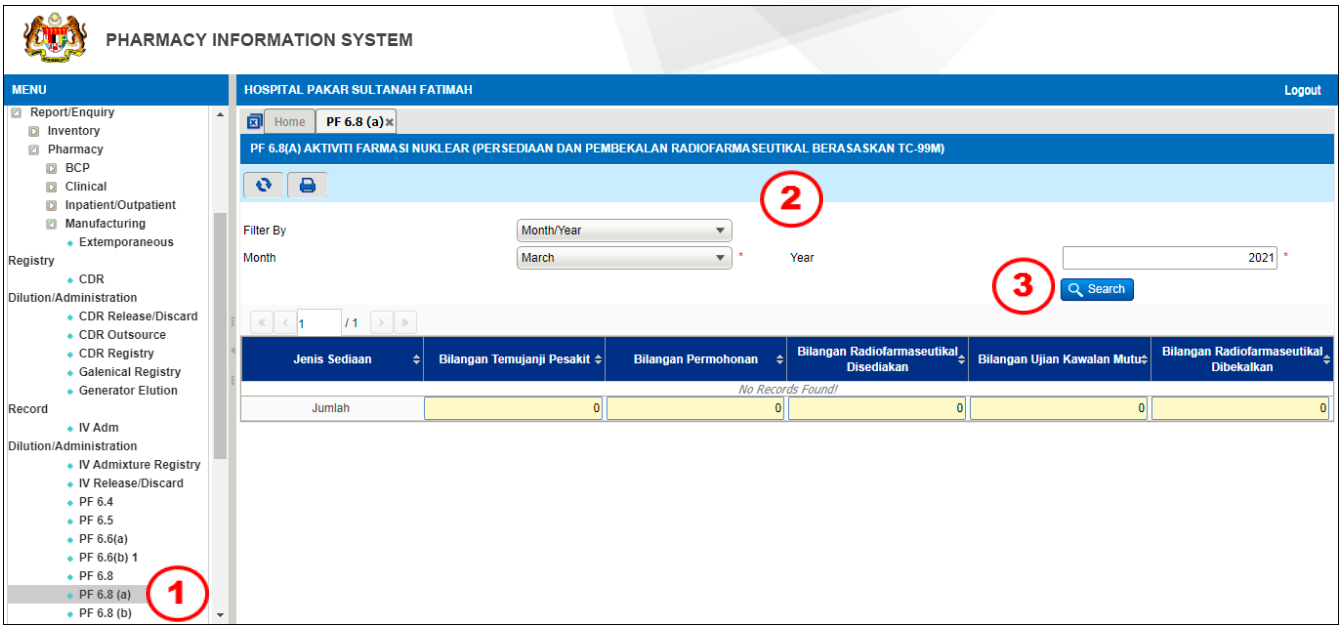



**Figure 3.2.4.16-1 PF 6.8 (a) Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.8 (a)'

**STEP 2**
Search PF 6.8 (a) by criteria as follow:

a) Filter By
b) Month
c) Year

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

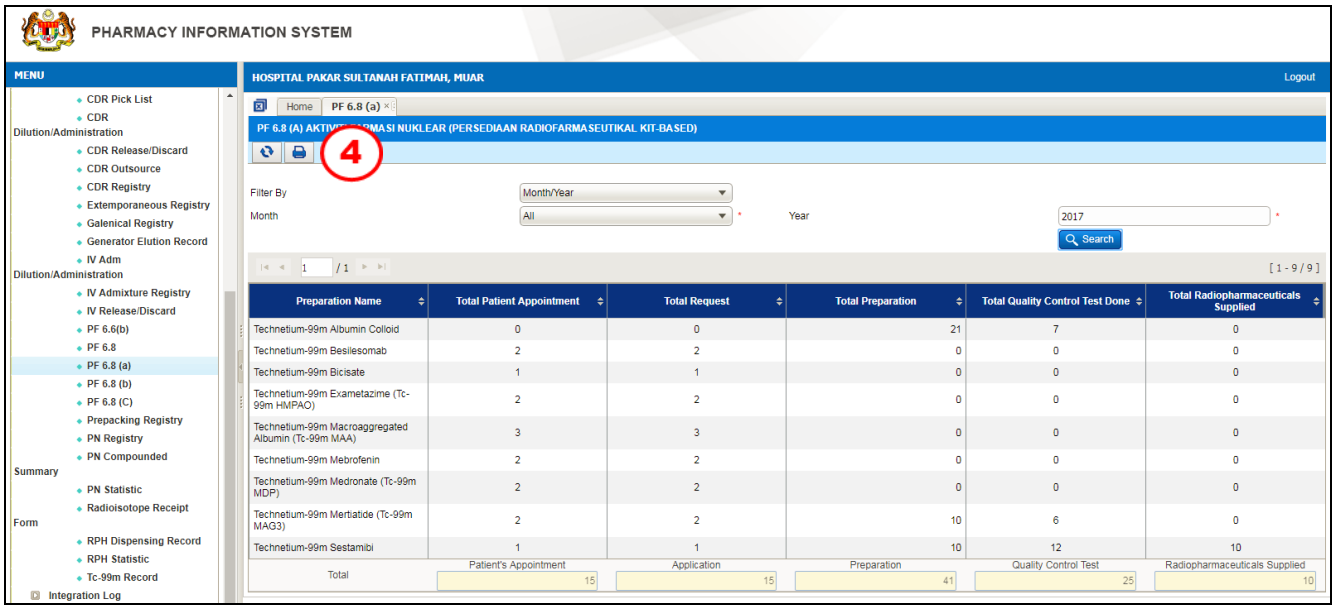



**Figure 3.2.4.16-2 PF 6.8 (a) Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.16-3

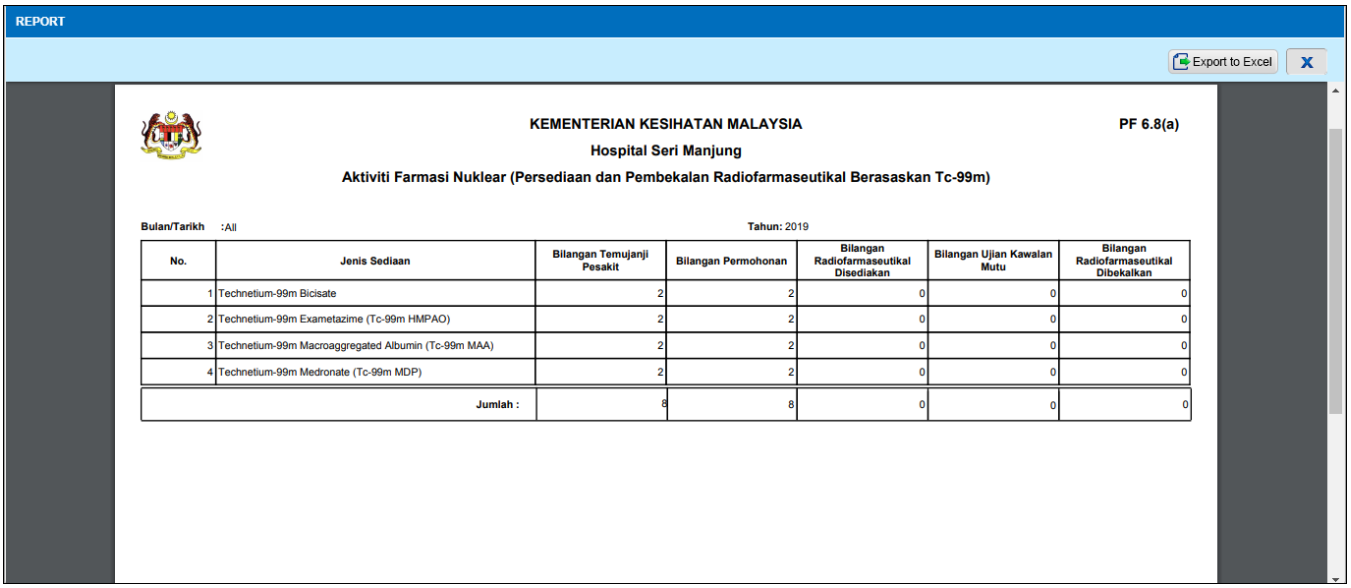
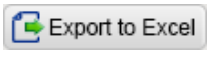



**Figure 3.2.4.16-3 PF 6.8 (a) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.17 PF 6.8 (b)

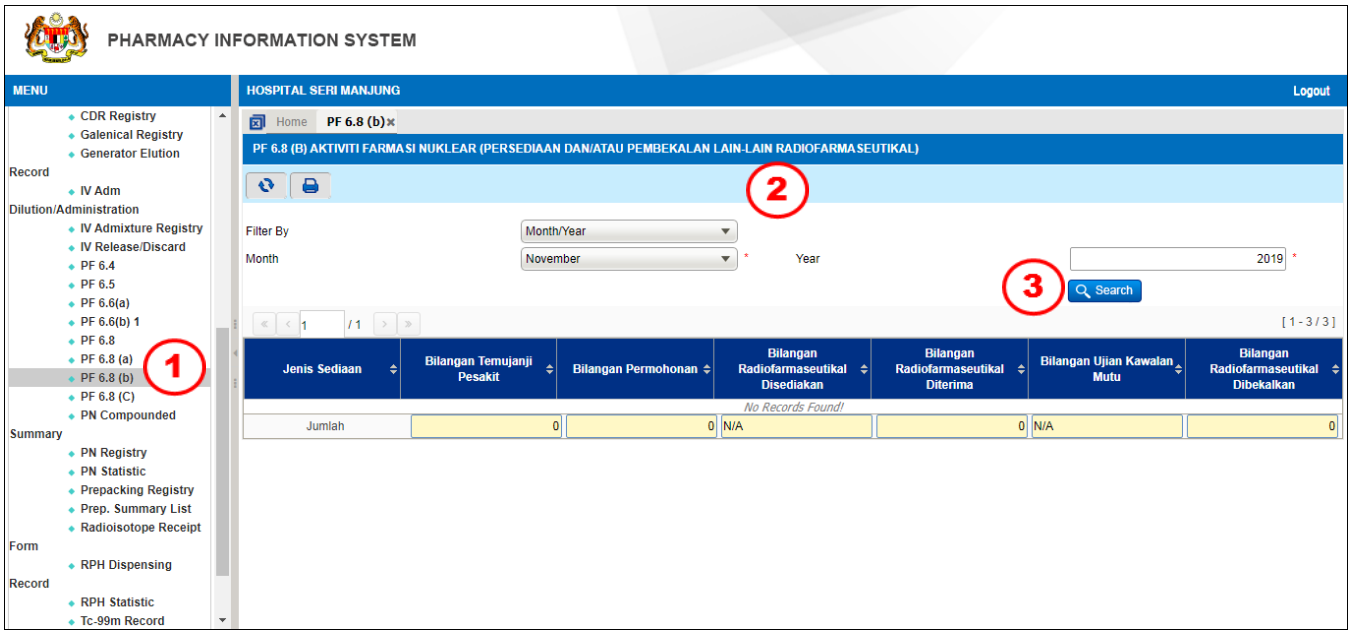



**Figure 3.2.4.17-1 PF 6.8 (b) Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.8 (b)'

**STEP 2**
Search PF 6.8 (b) by criteria as follow:

a) Filter By
b) Month
c) Year

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

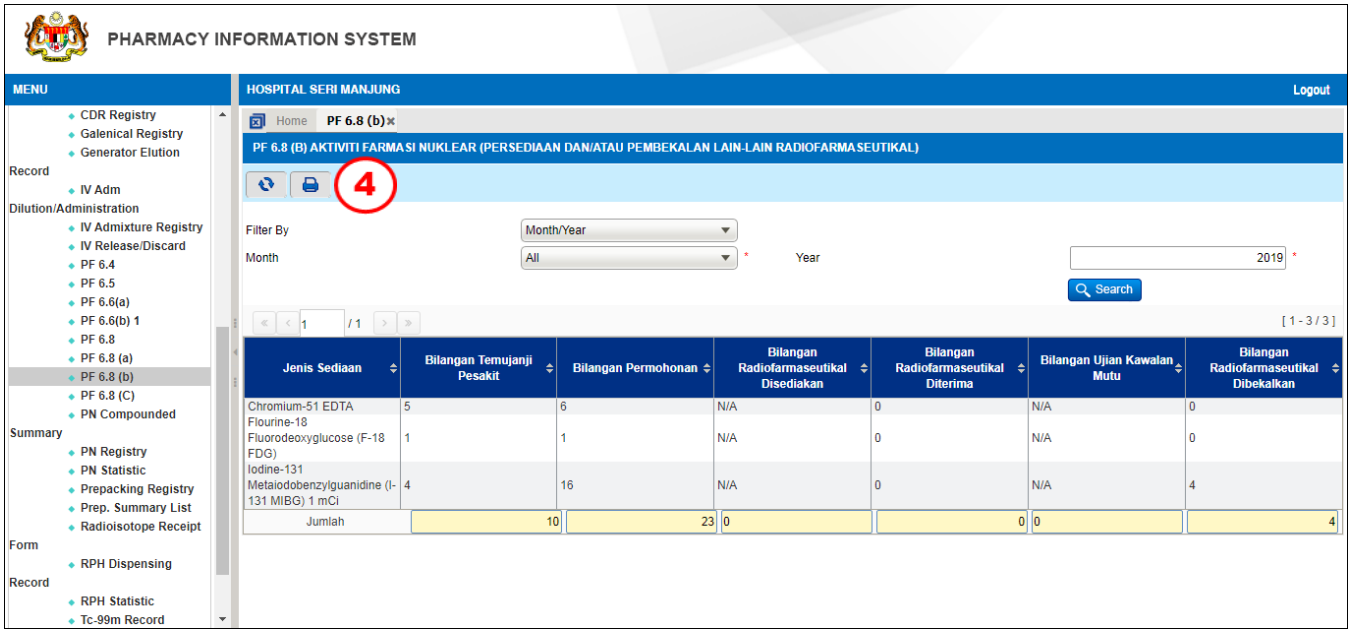



**Figure 3.2.4.17-2 PF 6.8 (b) Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.17-3

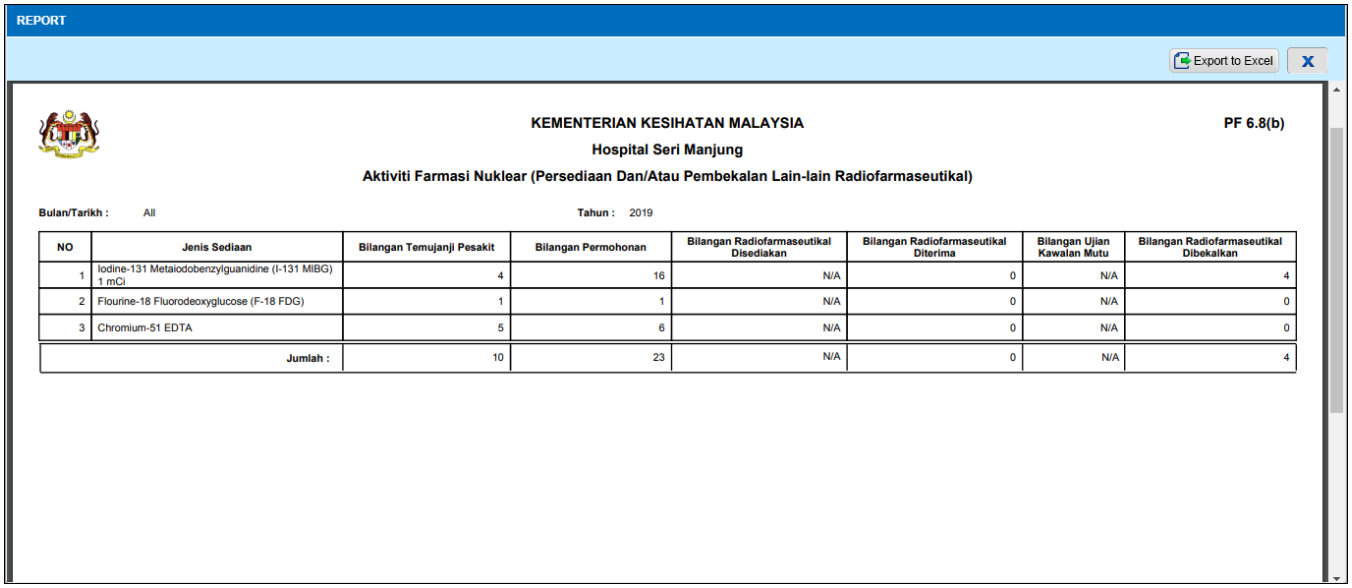



**Figure 3.2.4.17-3 PF 6.8 (b) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.18 PF 6.8 (c)

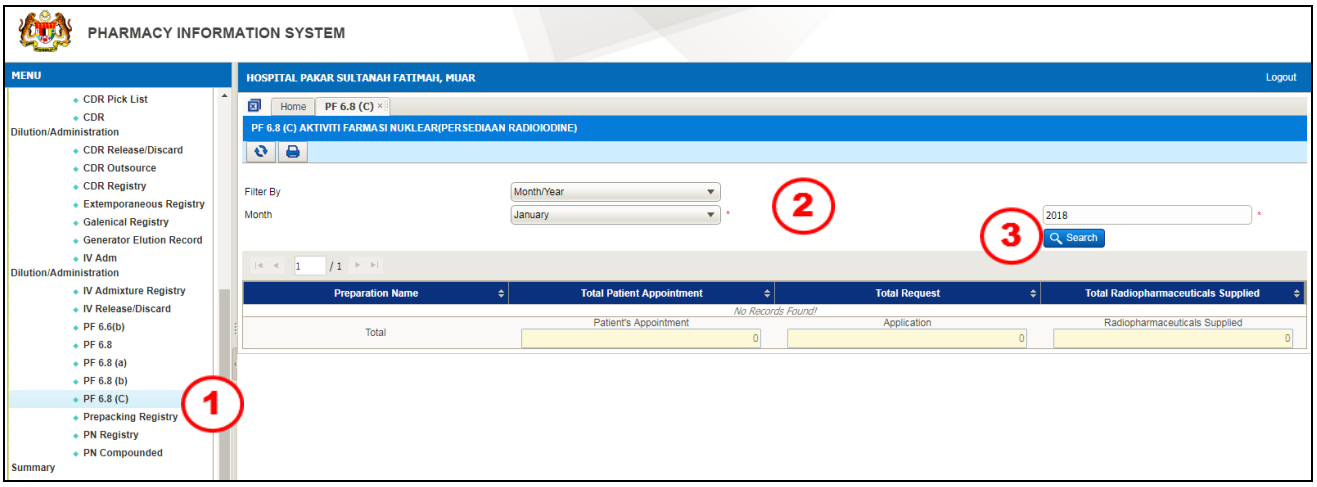



**Figure 3.2.4.18-1 PF 6.8 (c) Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'PF 6.8 (c)'

**STEP 2**
Search PF 6.8 (c) by criteria as follow:

a) Filter By
b) Month
c) Year

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

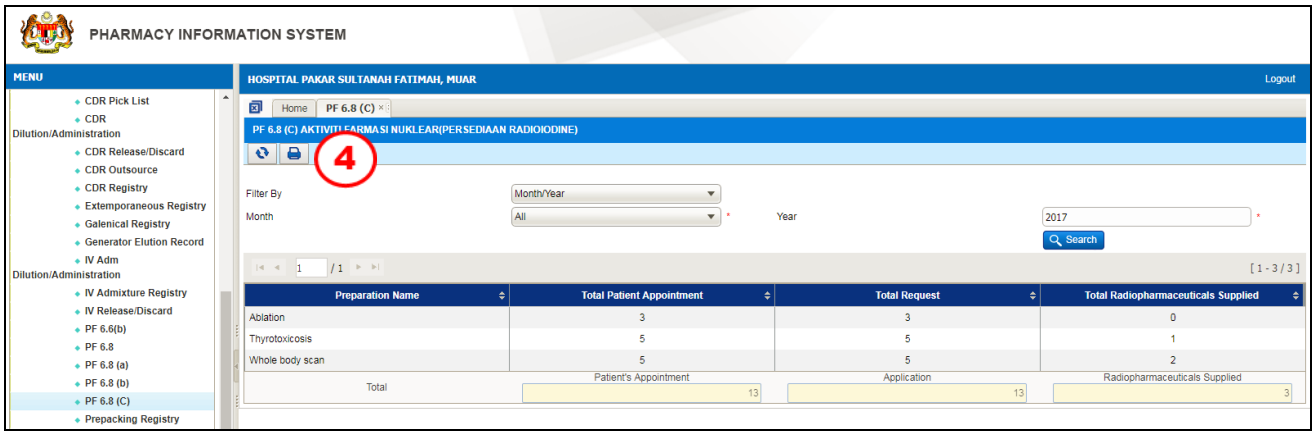



**Figure 3.2.4.18-2 PF 6.8 (c) Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.18-3

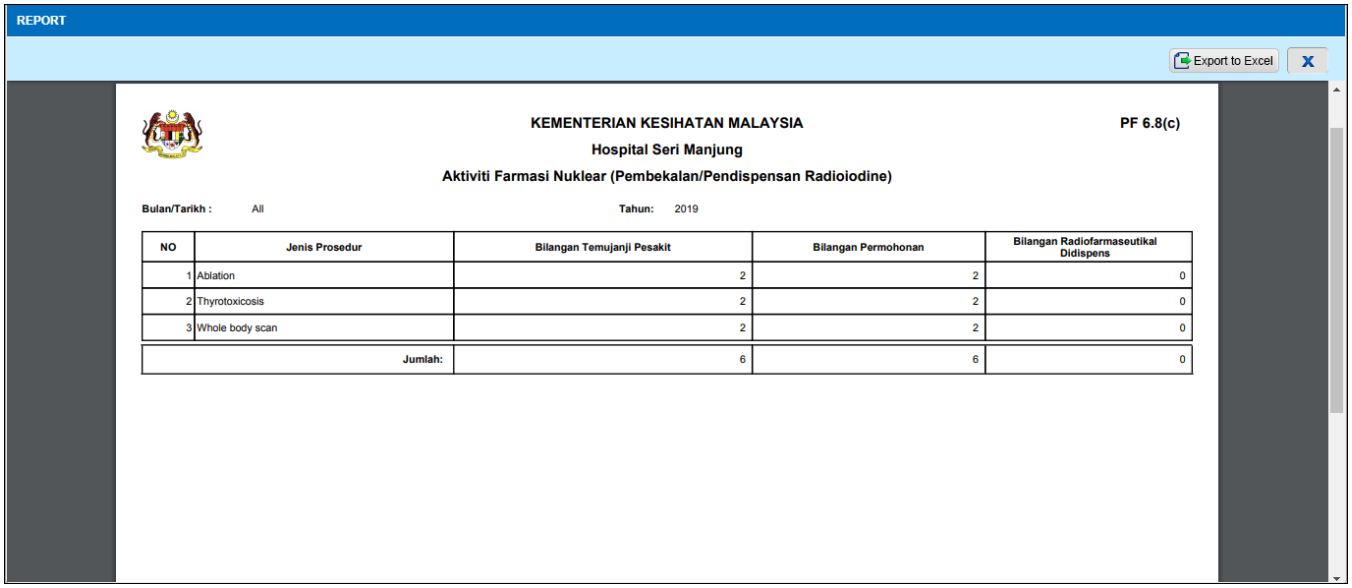
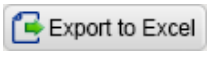



**Figure 3.2.4.18-3 PF 6.8 (c) Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.19 Prepacking Registry

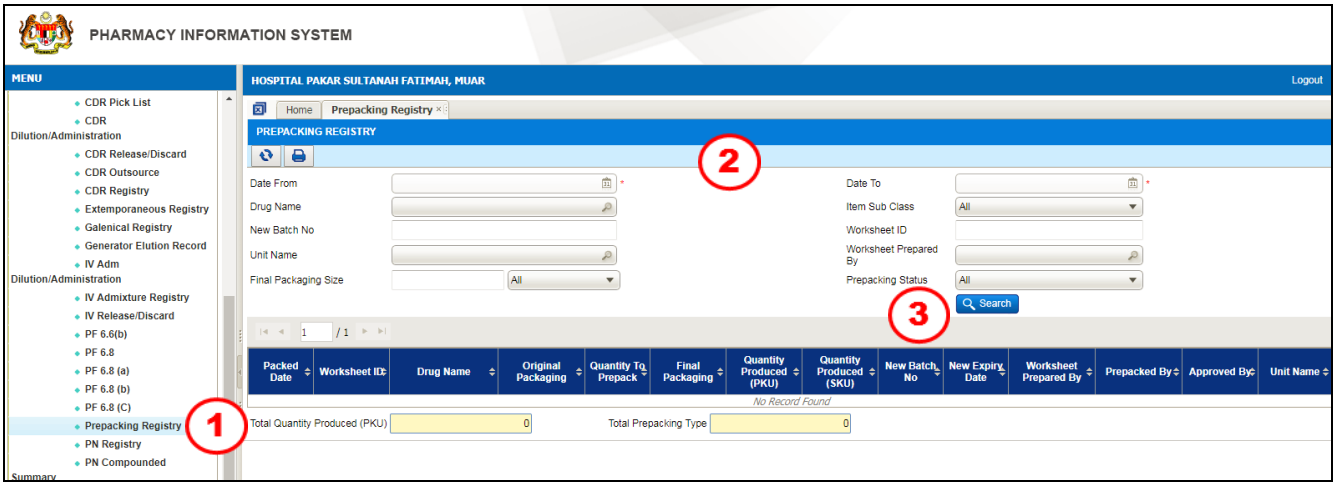



**Figure 3.2.4.19-1 Prepacking Registry Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'Prepacking Registry'

**STEP 2**
Search Prepacking Registry by criteria as follow:

a) Date From
b) Date To
c) Drug name
d) Item Sub Class
e) New Batch No
f) Worksheet ID
g) Worksheet Prepared By
h) Unit Name
i) Final Packaging Size
j) Packaging Status

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

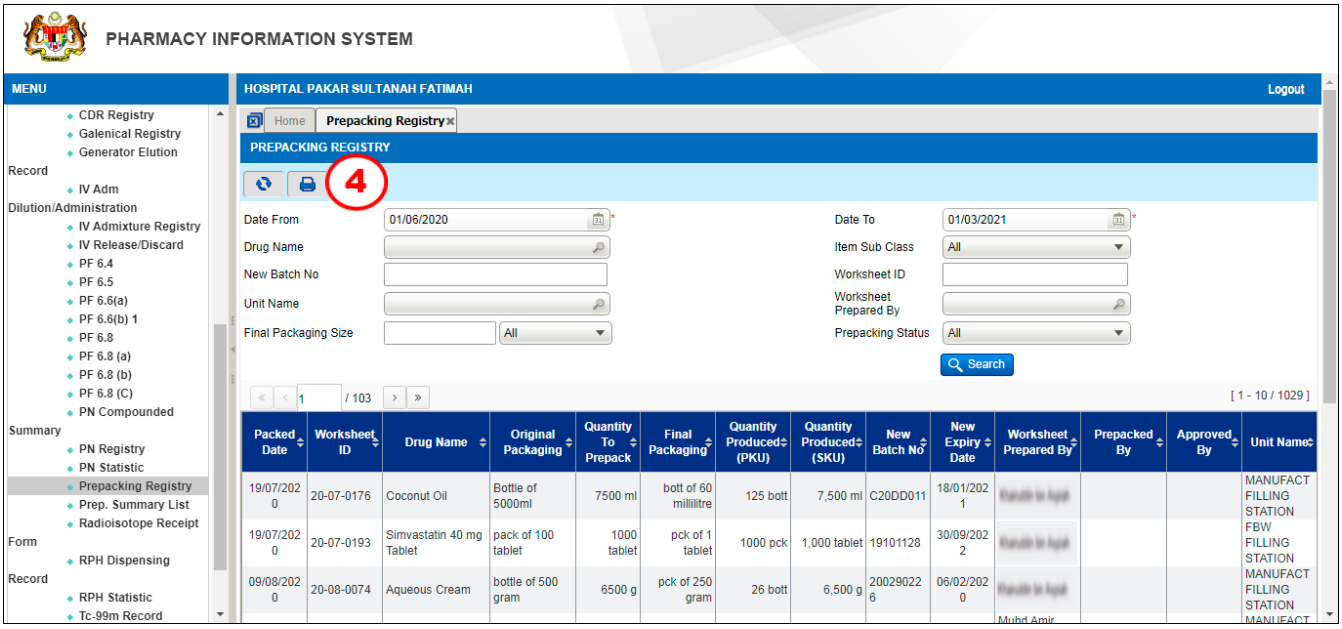



**Figure 3.2.4.19-2 Prepacking Registry Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.19-3

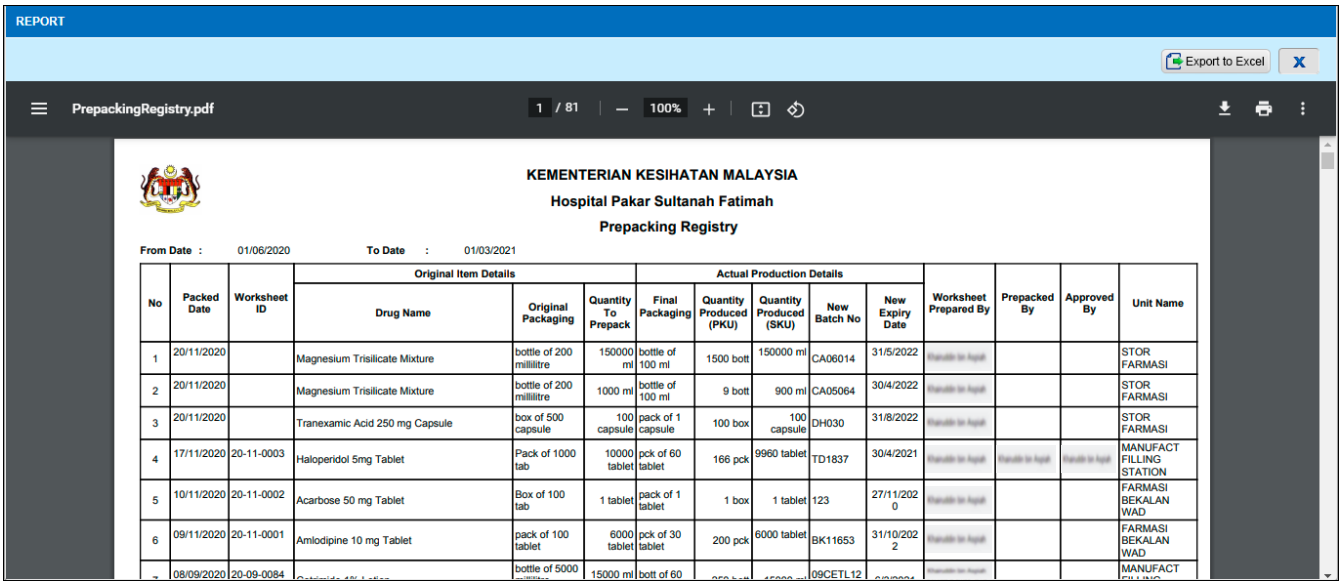
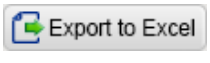



**Figure 3.2.4.19-3 Prepacking Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.20 PN Registry

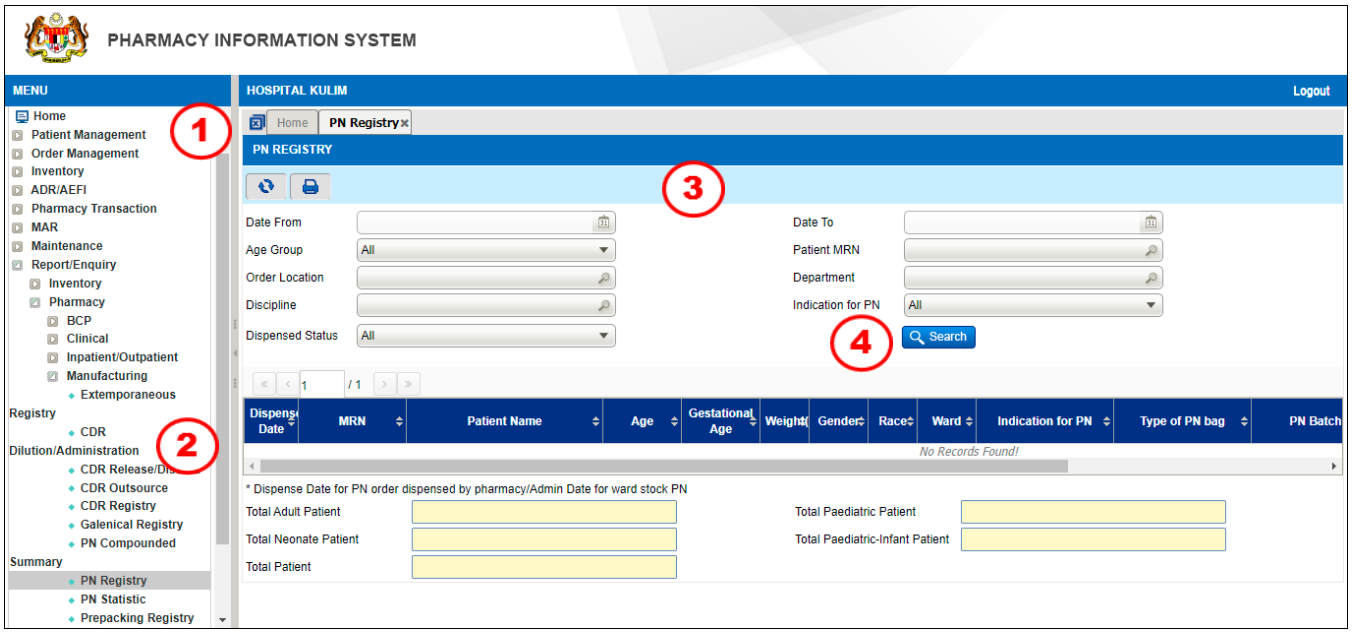



**Figure 3.2.4.20-1 PN Registry Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing'

**STEP 2**
Click on 'PN Registry'

**STEP 3**
Search PN Registry record by criteria as follow:

a) Date From
b) Date To
c) Age Group
d) Patient MRN
e) Order Location
f) Department
g) Discipline
h) Indication for PN
i) Dispensed Status

**STEP 4**
Click on the Search button and the result display will be based on the entered criteria

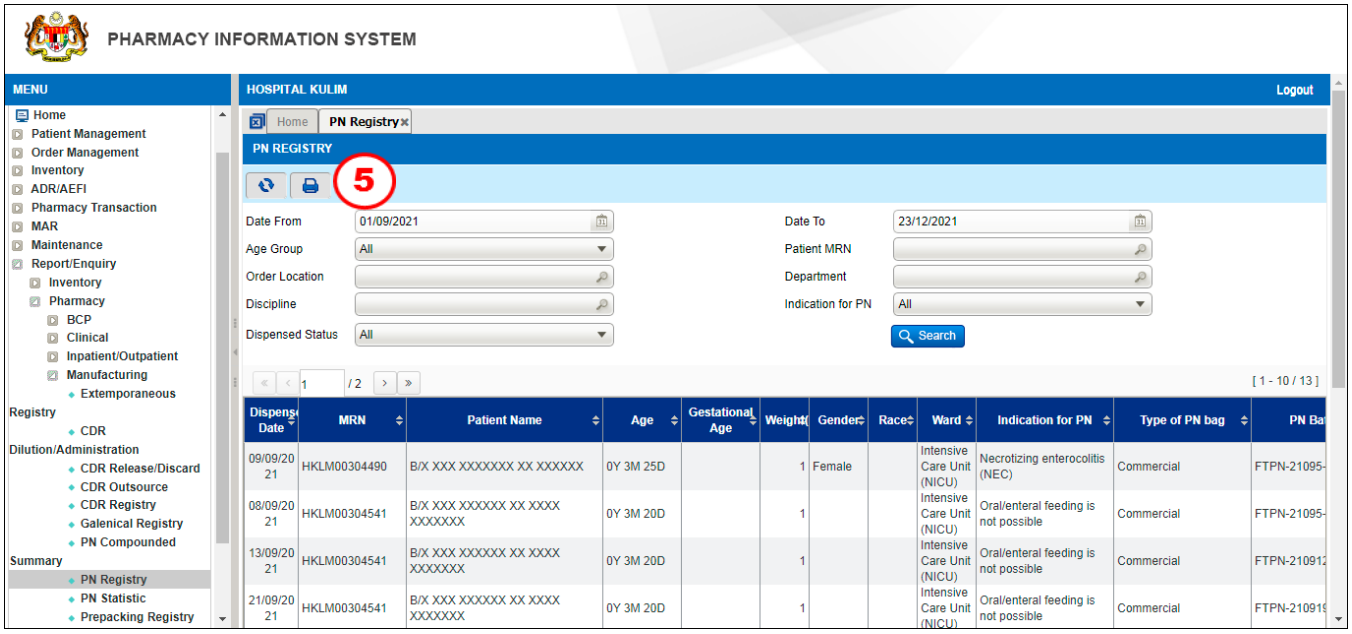



**Figure 3.2.4.20-2 PN Registry Search Result**

**STEP 5**

Click on the  button to view/print the record as Figure 3.2.4.20-3

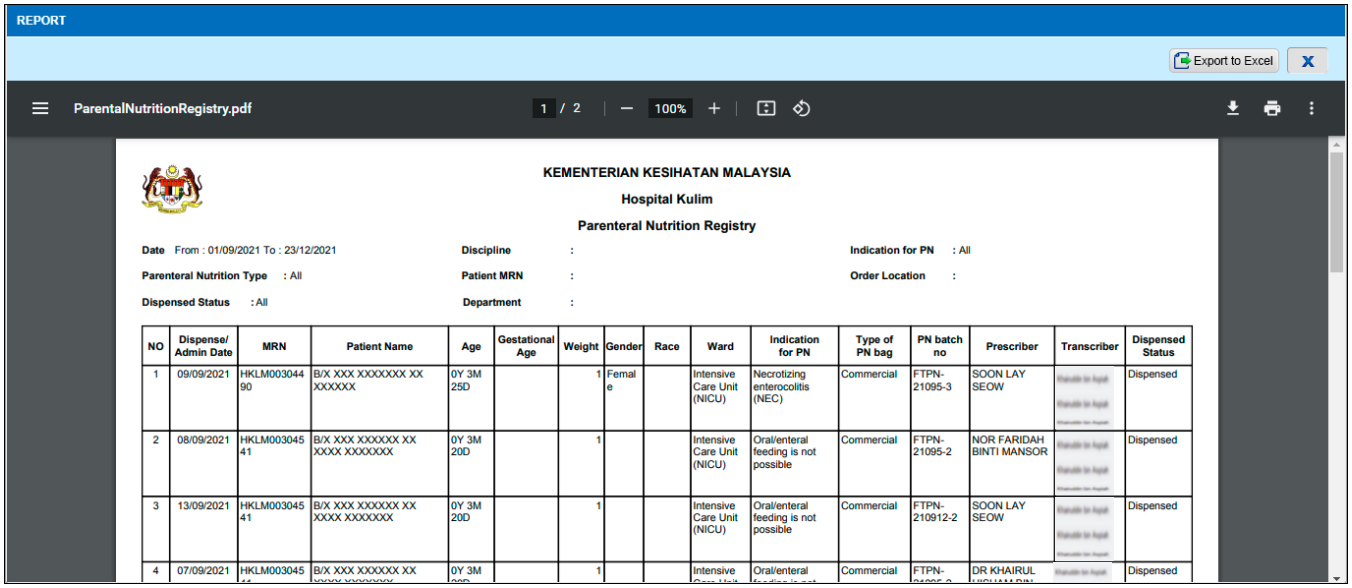
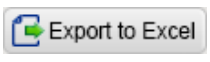



**Figure 3.2.4.20-3 PN Registry Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.21 PN Compounded Summary

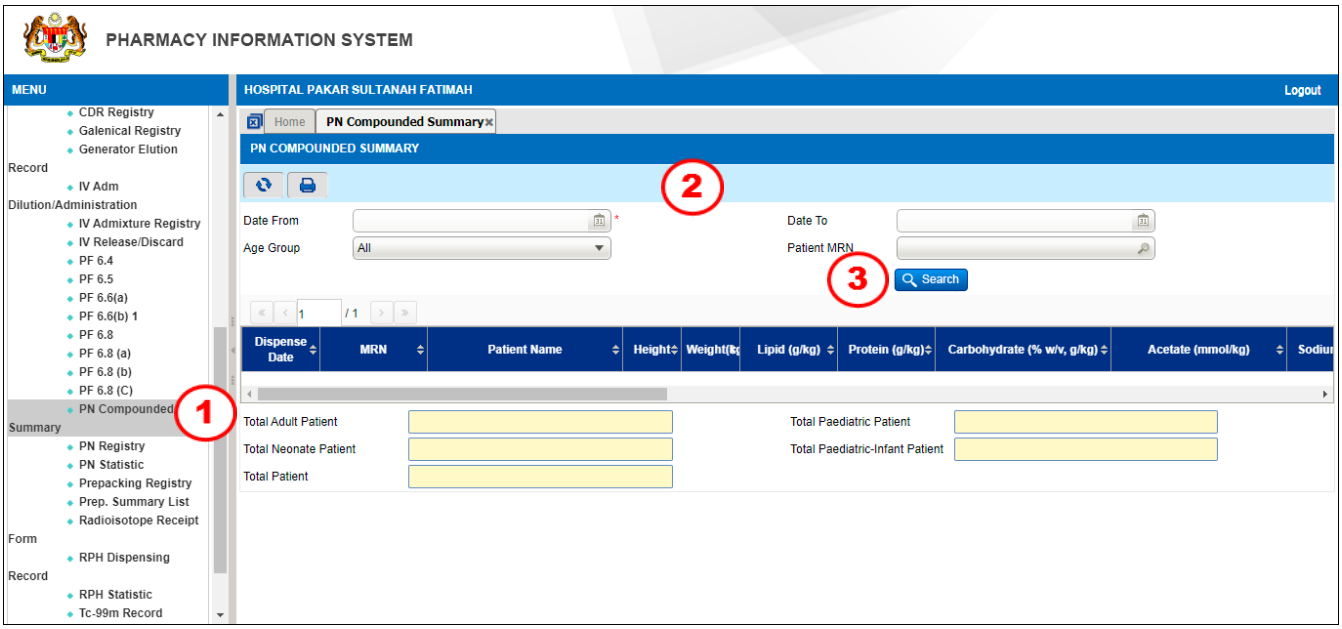



**Figure 3.2.4.19-1 PN Compounded Summary Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing' then click on 'PN Compounded Summary'

**STEP 2**
Search PN Compounded Summary record by criteria as follow:

a) Date From
b) Date To
c) Age Group
d) Patient MRN

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

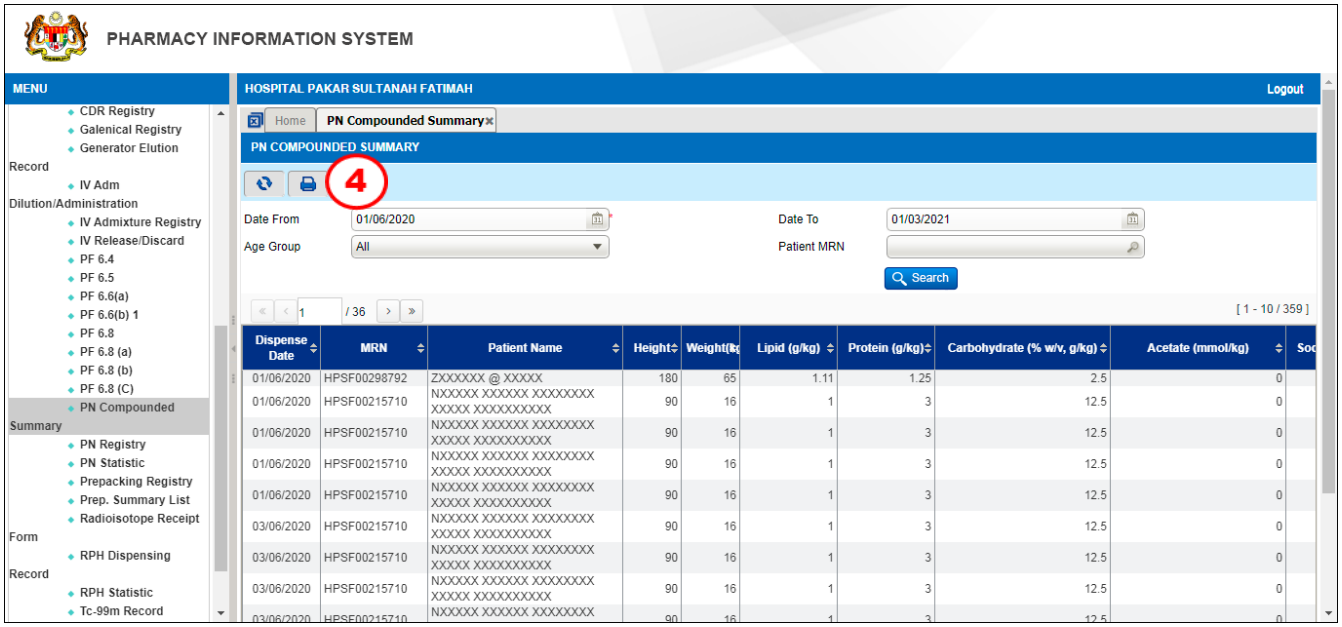



**Figure 3.2.4.21-2 PN Compounded Summary Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.21-3

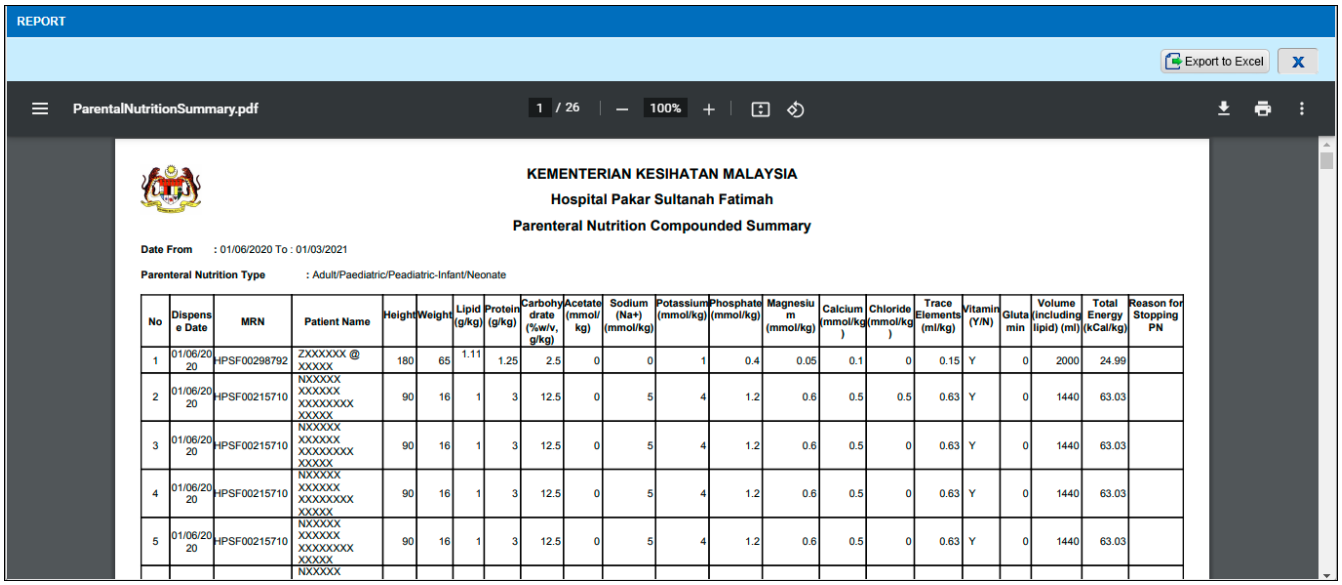



**Figure 3.2.4.21-3 PN Compounded Summary Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.22 PN Statistic

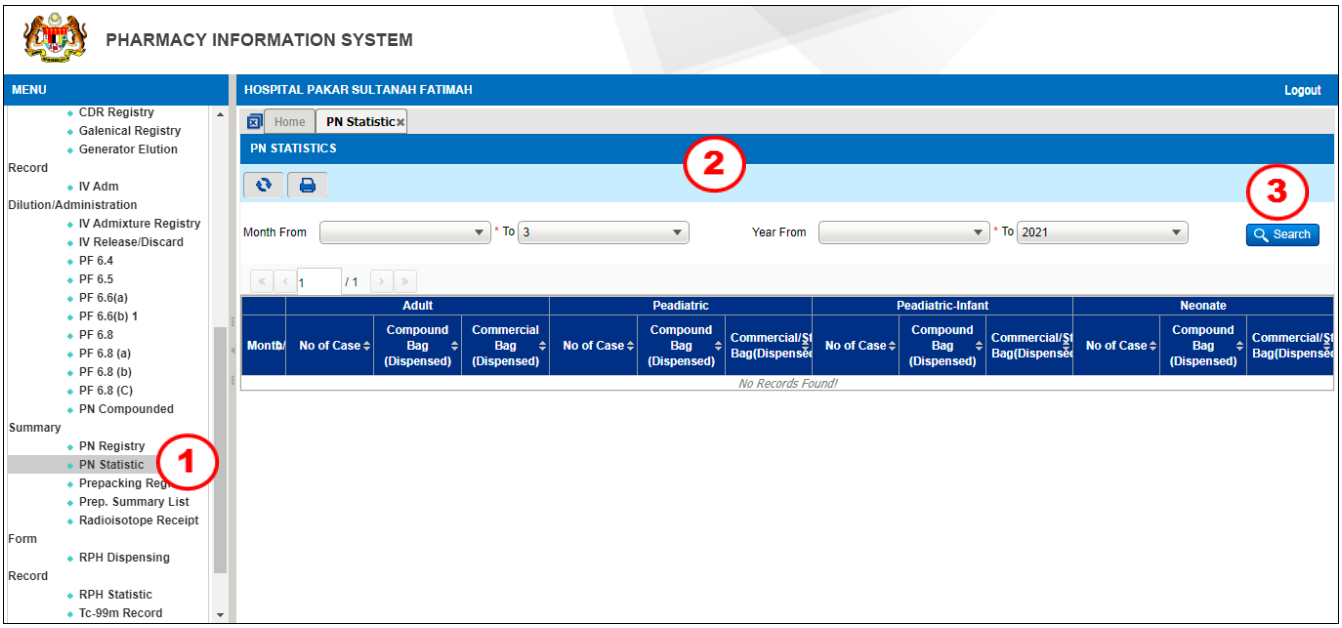



**Figure 3.2.4.22-1 PN Statistic Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'manufacturing' then click on 'PN Statistic'

**STEP 2**
Search PN Statistic record by criteria as follow:

a) Month From
b) Month To
c) Year From
d) Year To

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

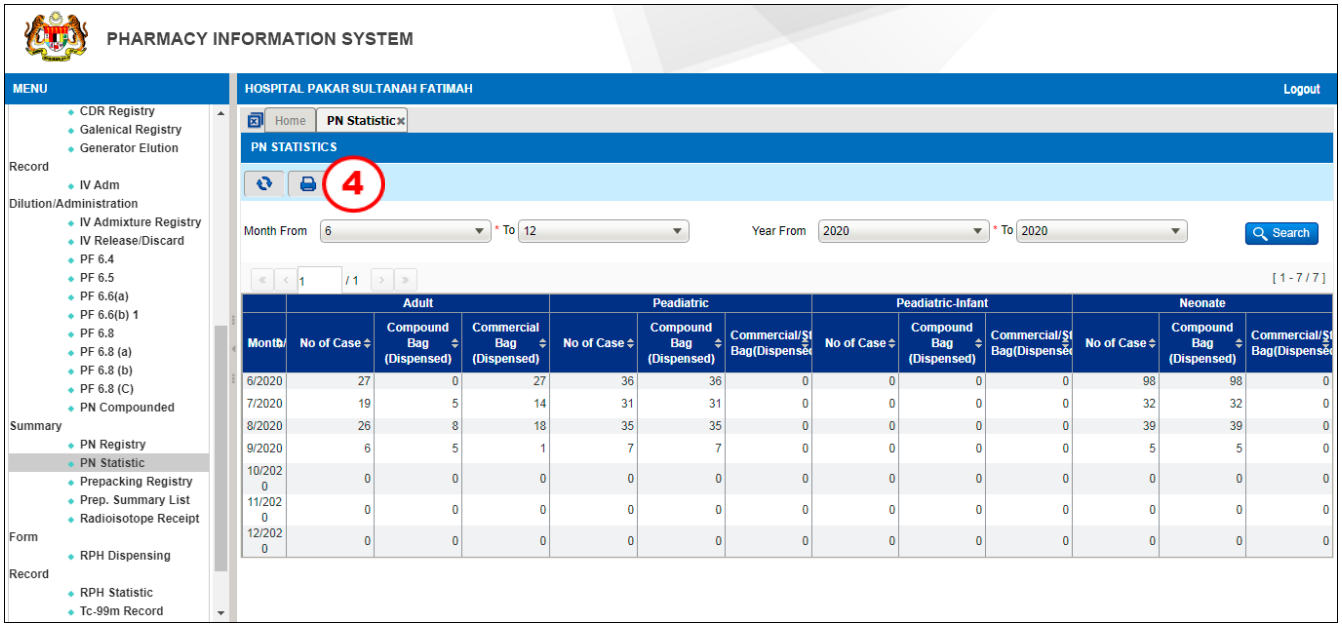



**Figure 3.2.4.22-2 PN Statistic Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.22-3

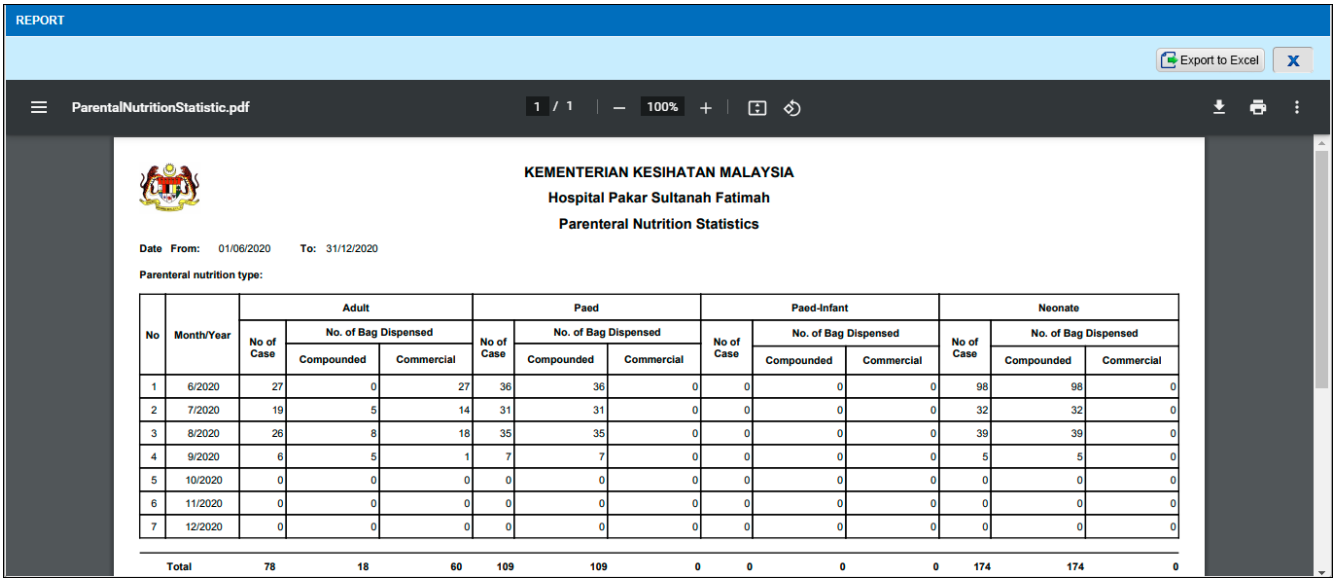



**Figure 3.2.4.22-3 PN Statistic Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.23 Prep. Summary List

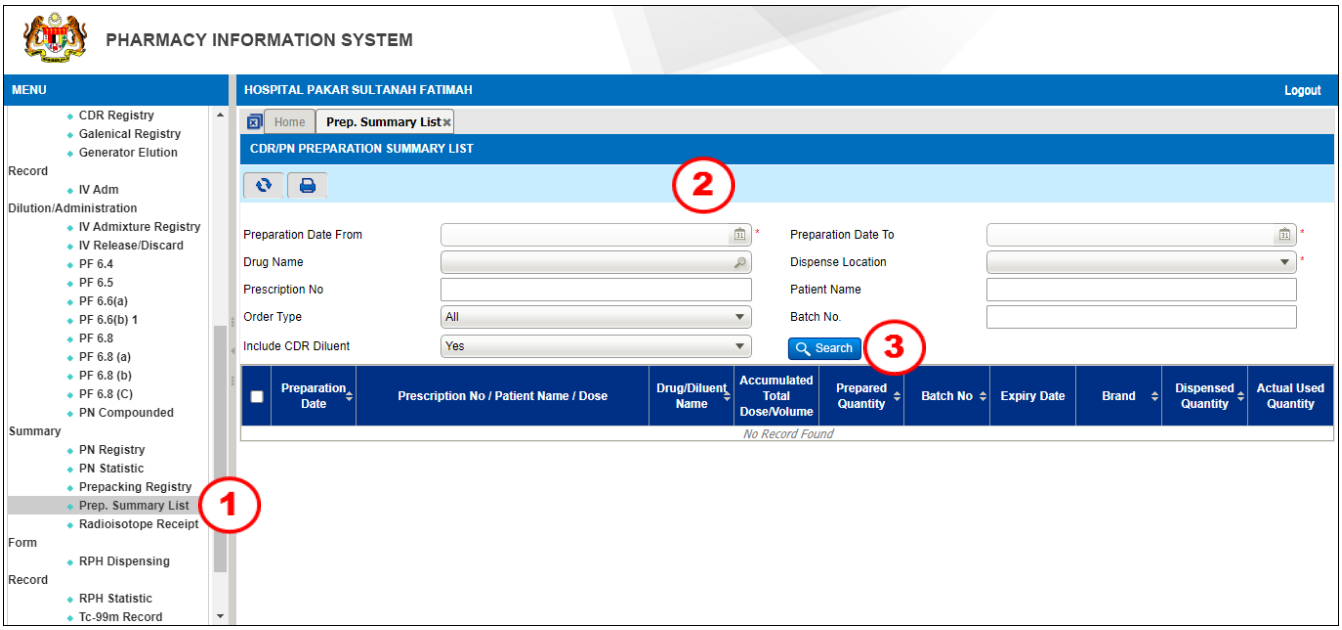



**Figure 3.2.4.23-1 CDR/PN Preparation Summary Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing' then click on 'Prep. Summary List'

**STEP 2**
Search Prep. Summary List record by criteria as follow:

a) Preparation Date From
b) Preparation Date To
c) Drug Name
d) Dispense Location
e) Prescription No
f) Patient Name
g) Order Type
h) Batch No
i) Include CDR Diluent

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

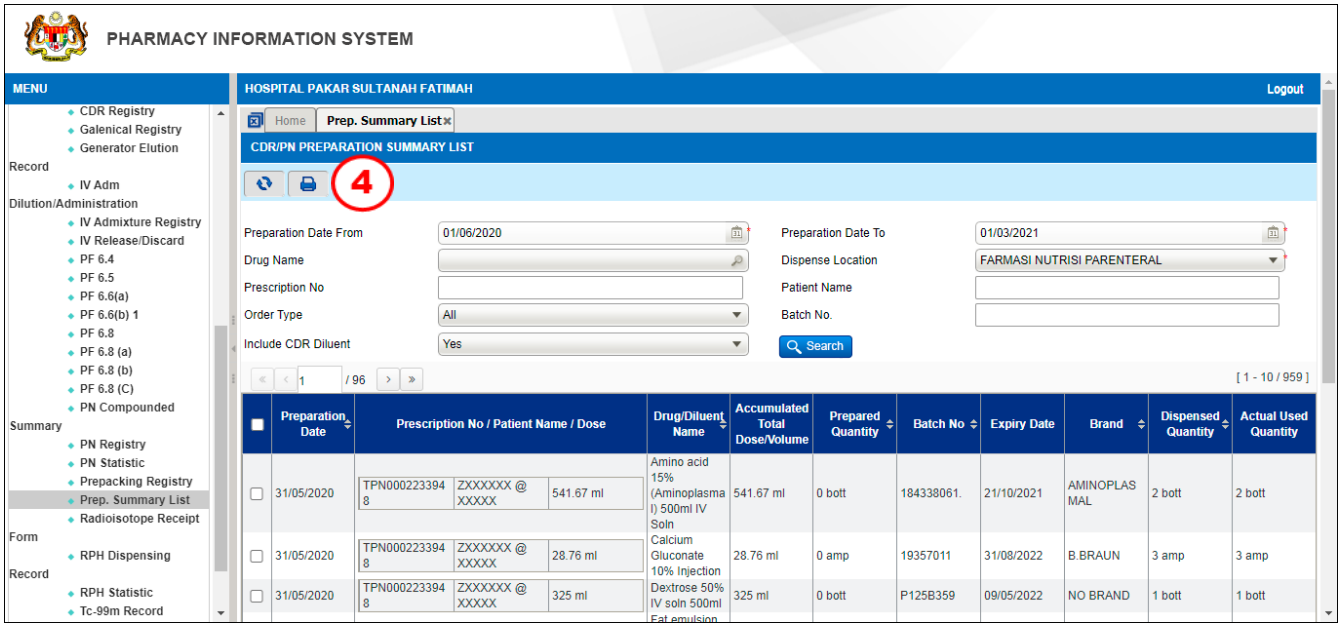



**Figure 3.2.4.23-2 CDR/PN Preparation Summary List**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.23-3

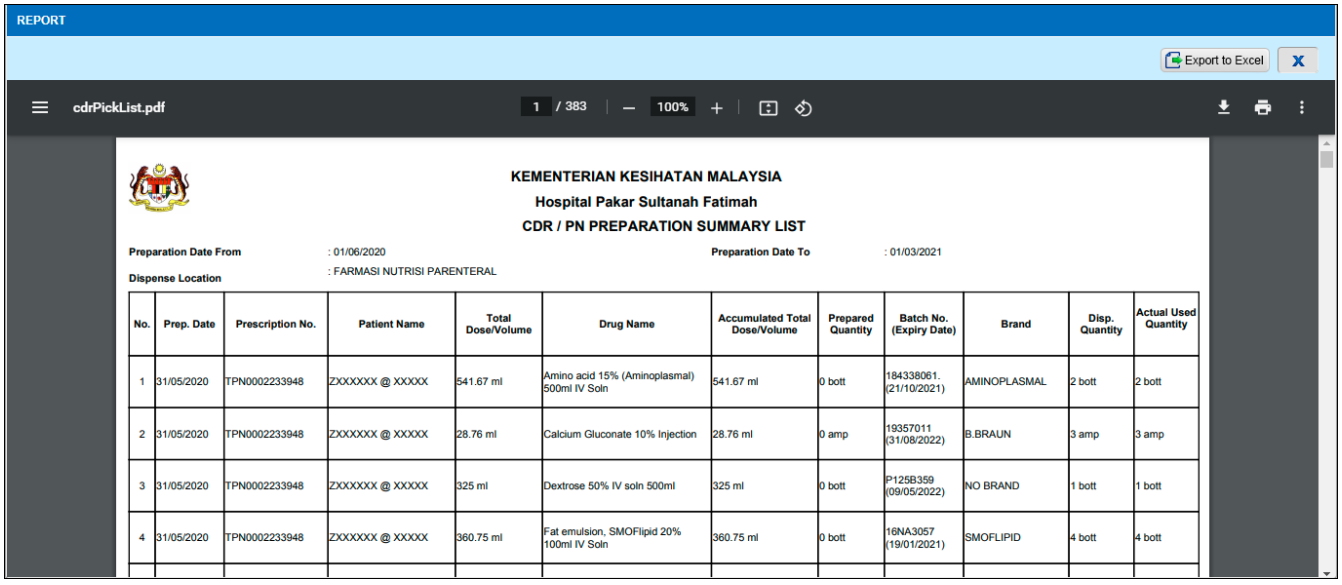



**Figure 3.2.4.23-3 CDR/PN Preparation Summary List Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.24 Radioisotope Receipt Form

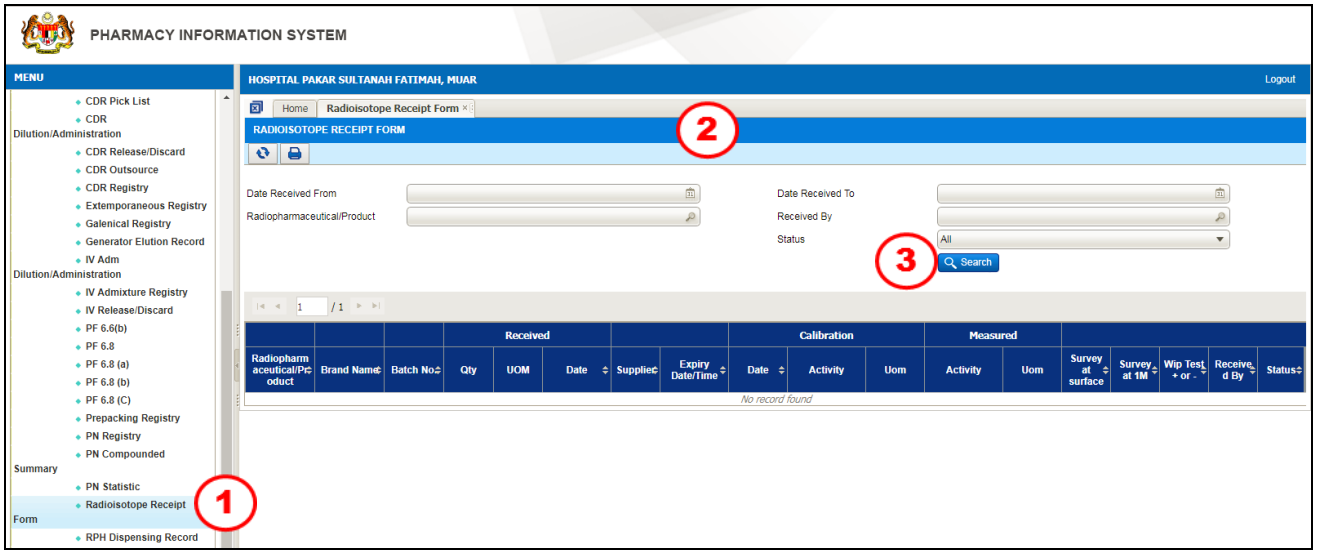



**Figure 3.2.4.24-1 Radioisotope Receipt Form Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing' then click on 'Radioisotope Receipt Form'

**STEP 2**
Search Radioisotope Receipt Form record by criteria as follow:

j) Date Received From
k) Date Received To
l) Radiopharmaceutical Product
m) Receive By
n) Status

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

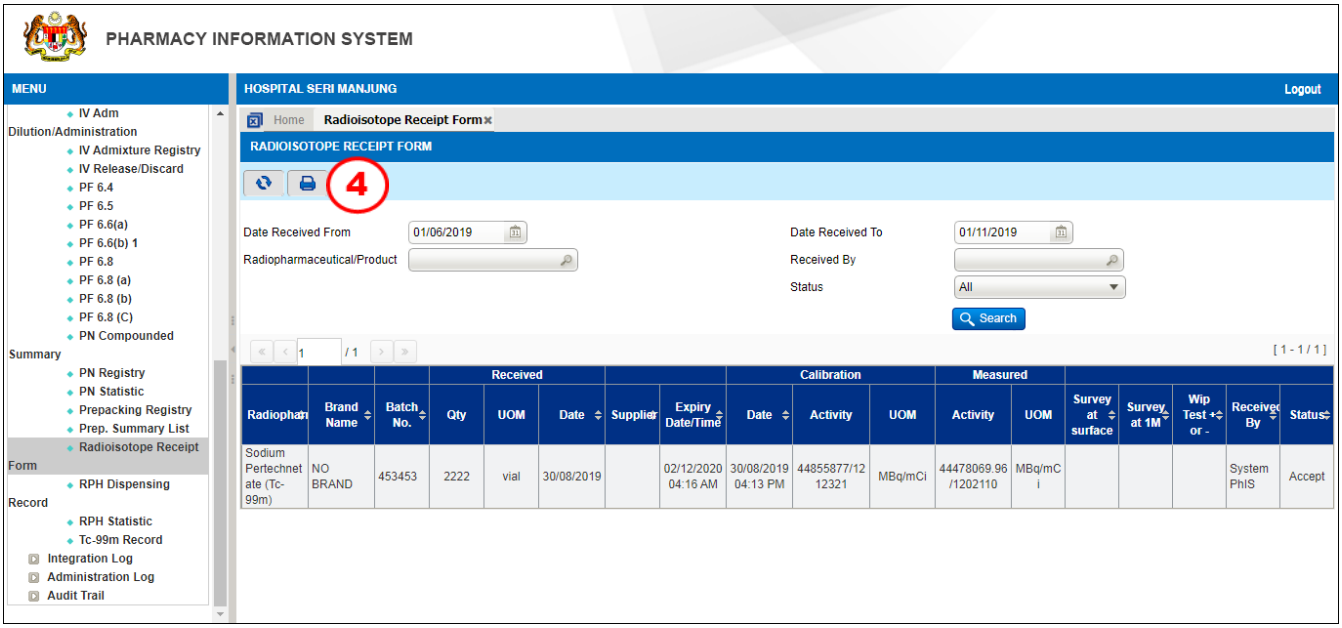



**Figure 3.2.4.24-2 Radioisotope Receipt Form Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.24-3

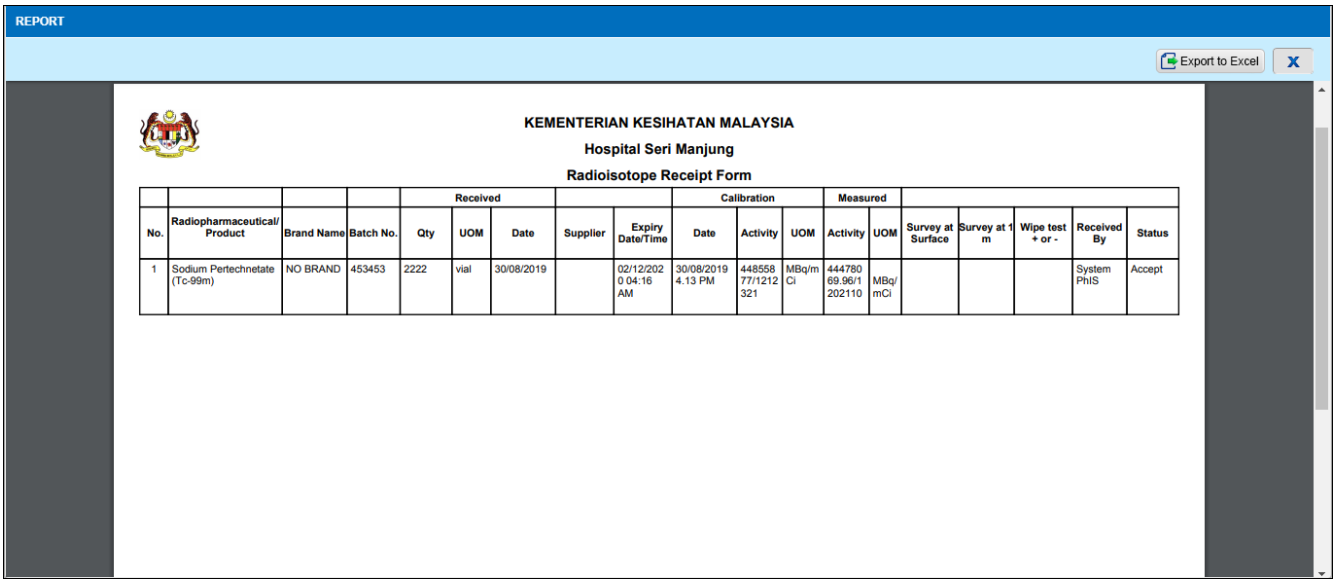



**Figure 3.2.4.24-3 Radioisotope Receipt Form Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.25 RPH Dispensing Record

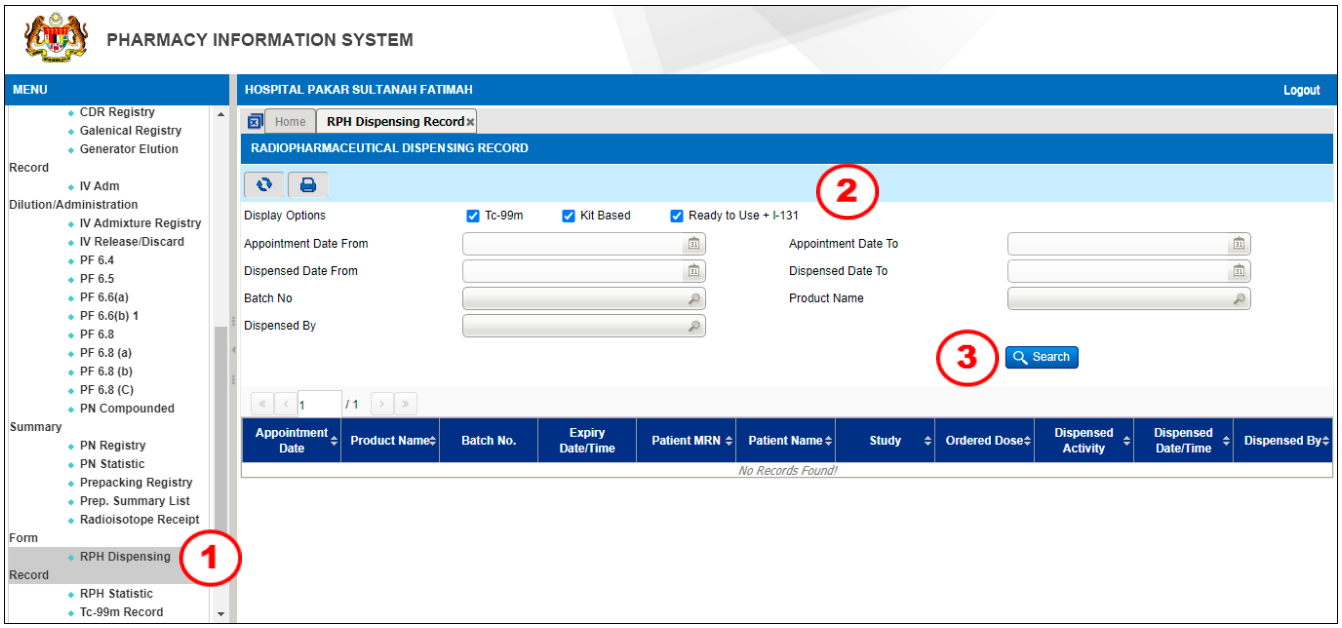



**Figure 3.2.4.25-1 RPH Dispensing Record Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing' then click on 'RPH Dispensing Record'

**STEP 2**
Search RPH Dispensing Record by criteria as follow:

a) Display Options
b) Administration Date From
c) Administration Date To
d) Batch No
e) Product Name
f) Dispensed By

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

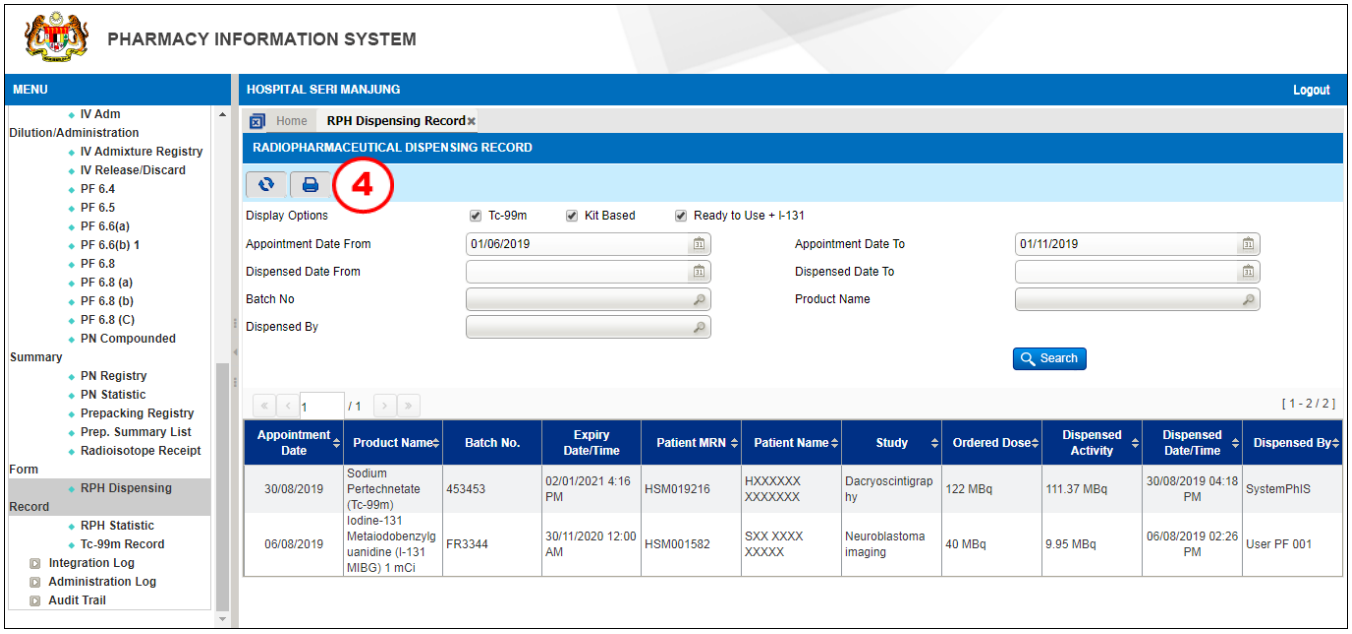



**Figure 3.2.4.25-2 RPH Dispensing Record Form Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.25-3

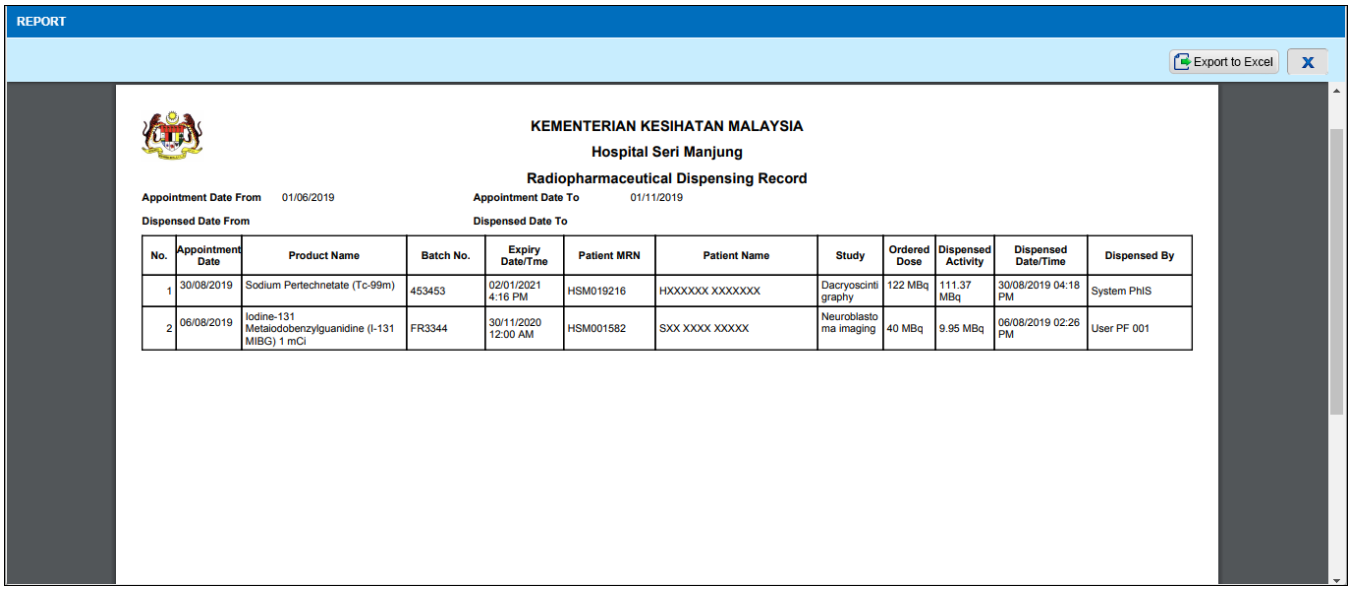
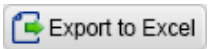



**Figure 3.2.4.25-3 RPH Dispensing Record Form Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.26 RPH Statistic

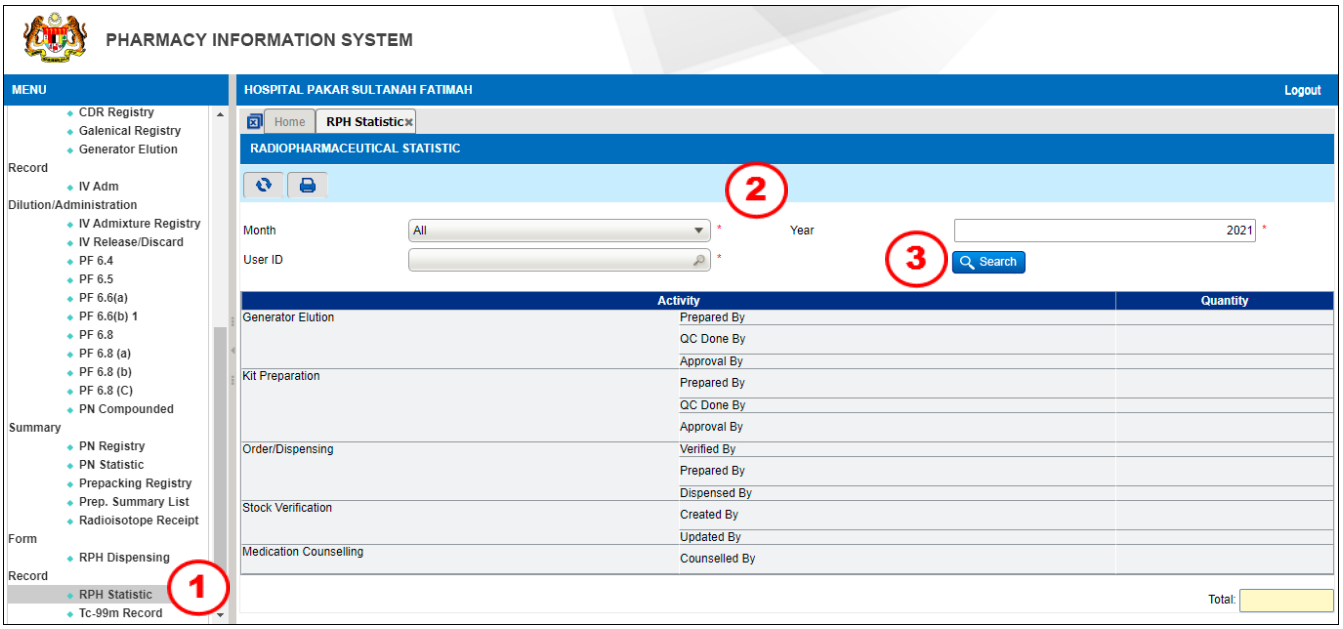



**Figure 3.2.4.26-1 RPH Statistic Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'RPH Statistic'

**STEP 2**
Search RPH Statistic by criteria as follow:

a) Month
b) Year
c) User ID

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

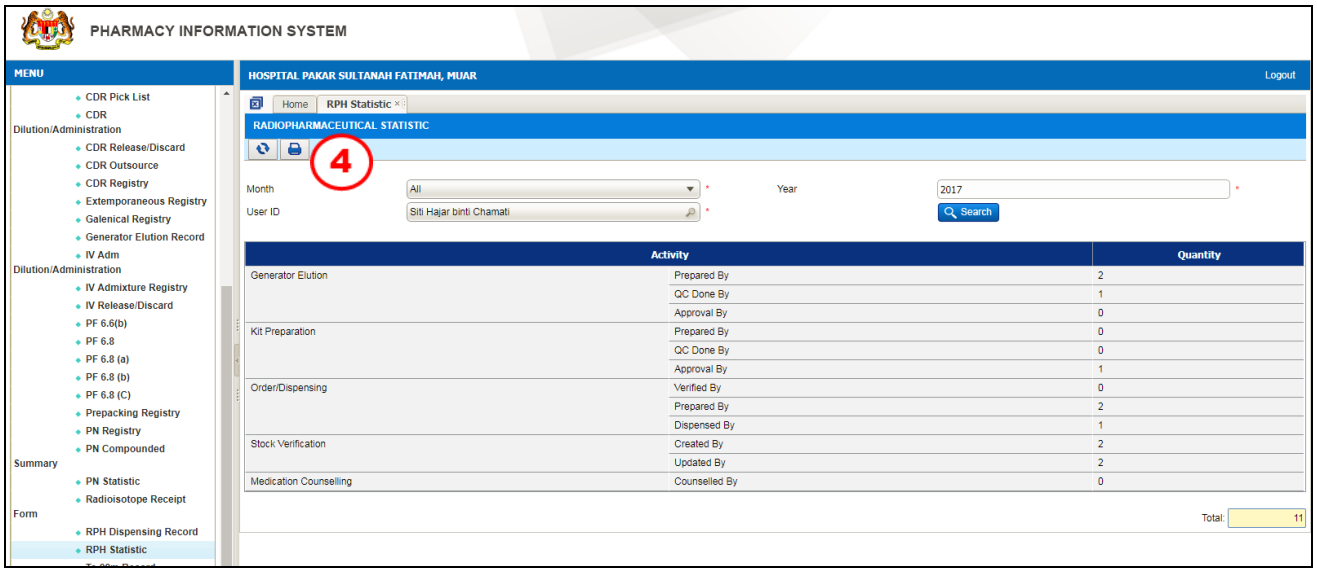



**Figure 3.2.4.26-2 RPH Statistic Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.25-3

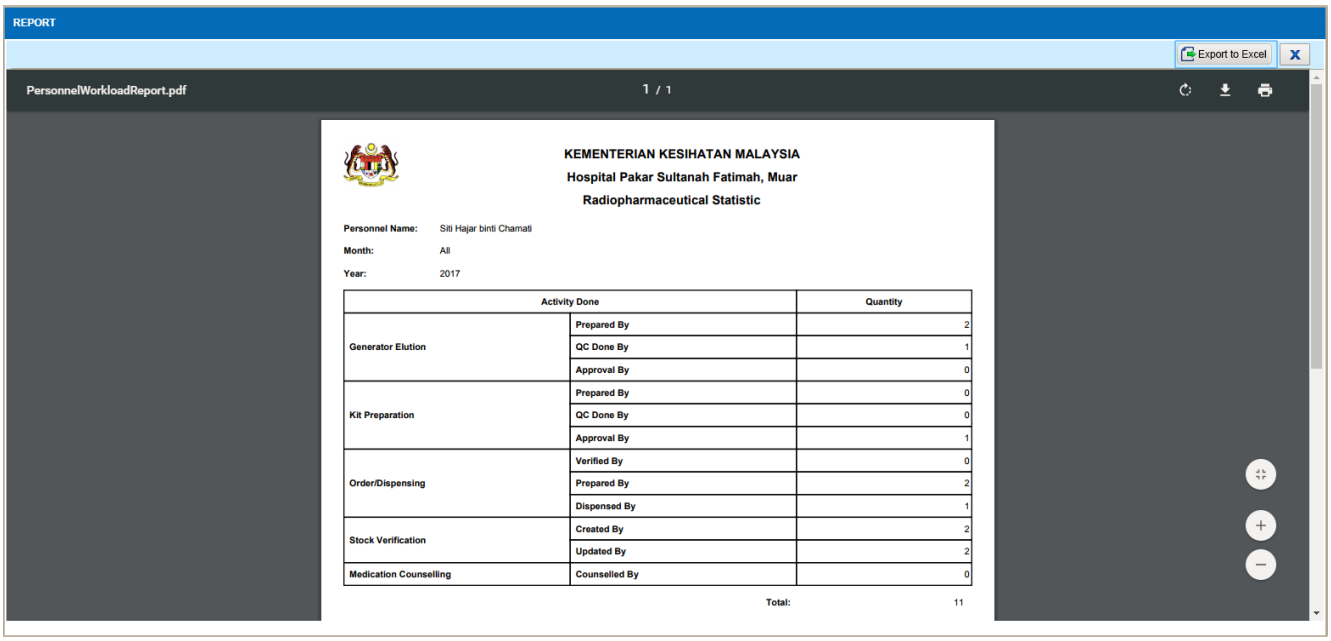



**Figure 3.2.4.26-3 RPH Statistic Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

### 3.2.4.27 Tc-99m Record

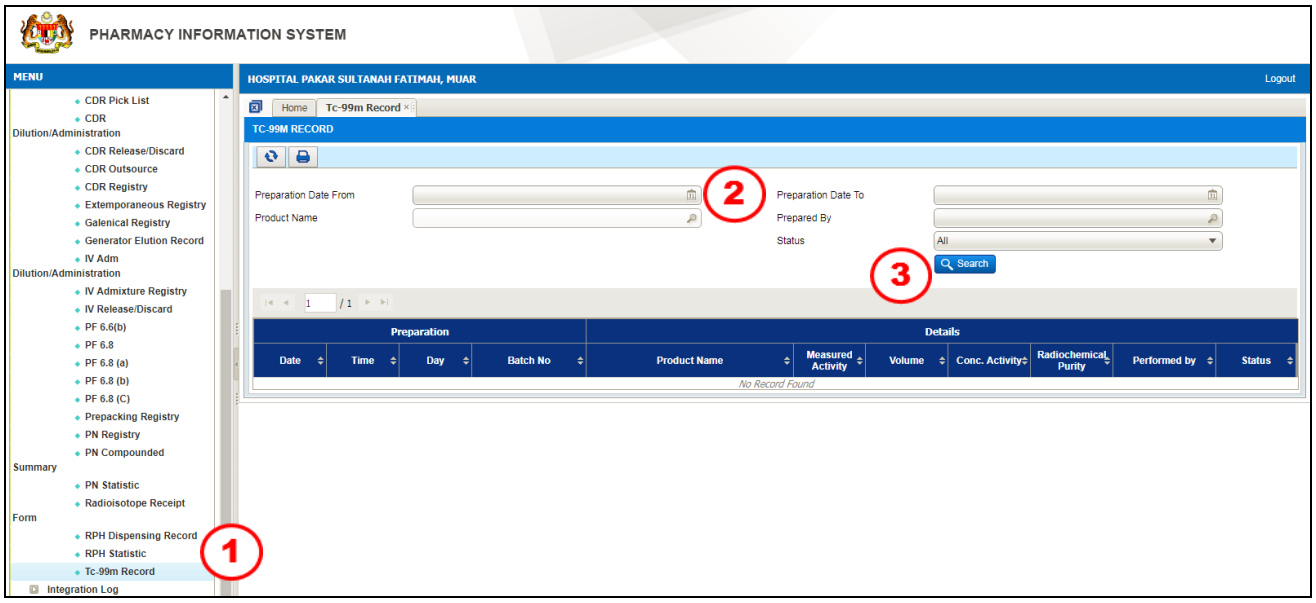



**Figure 3.2.4.27-1 Tc-99m Record Listing Page**

**STEP 1**
Click on 'Report/Enquiry' menu and follow by 'Pharmacy' sub-menu and click 'Manufacturing'
Click on 'Tc-99m Record'

**STEP 2**
Search Tc-99m Record by criteria as follow:

a) Preparation Date From
b) Preparation Date To
c) Product Name
d) Prepared By
e) Status

**STEP 3**
Click on the Search button and the result display will be based on the entered criteria

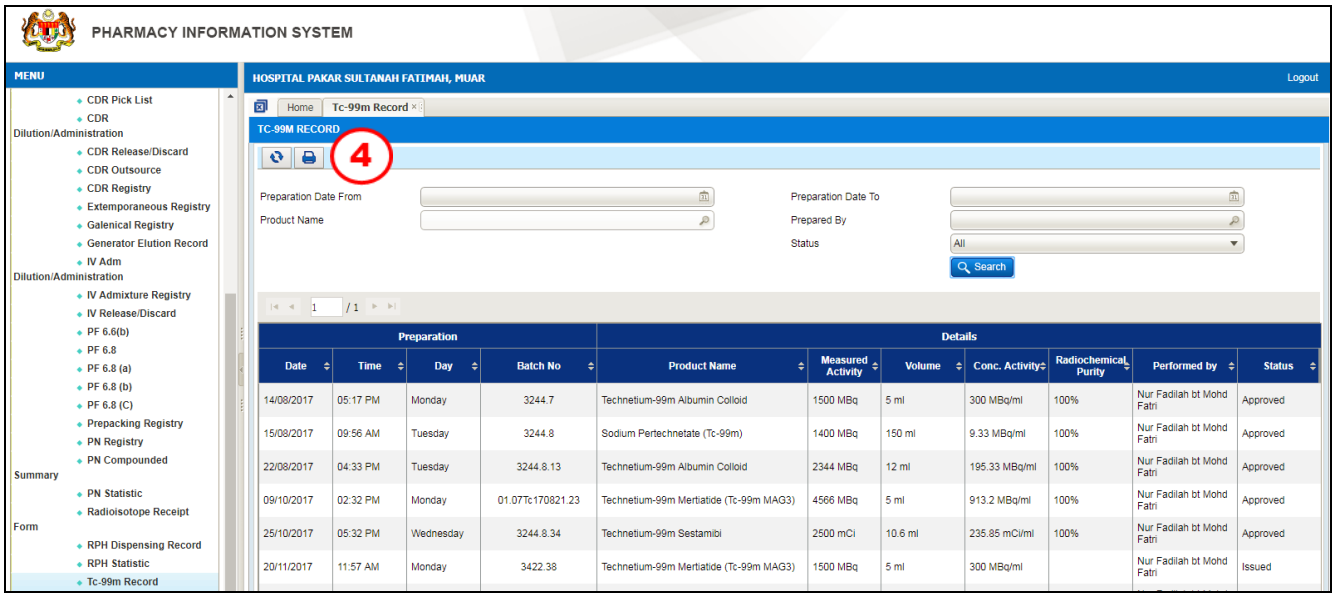



**Figure 3.2.4.27-2 Tc-99m Record Search Result**

**STEP 4**

Click on the  button to view/print the record as Figure 3.2.4.27-3

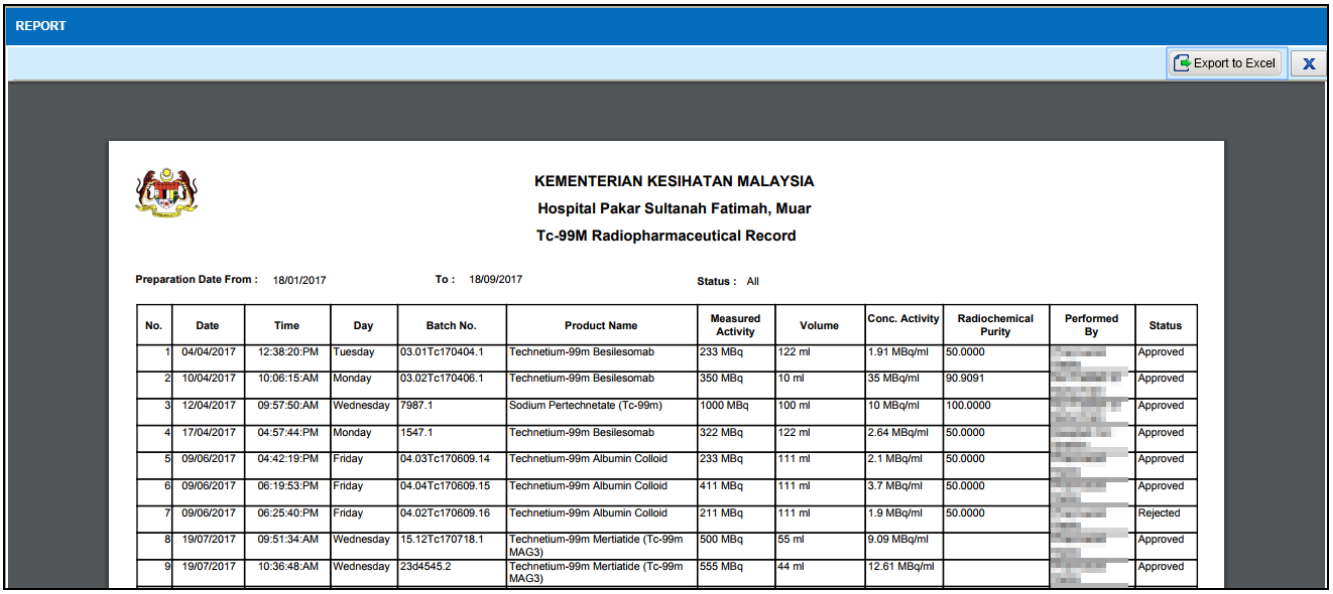
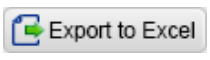



**Figure 3.2.4.27-3 Tc-99m Record Report**

***Note***

*Click on the* 

*button to save/view/print report in Excel format.*

## 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 |
| APPL | Approved Product Purchase List |
| RPL | Recommended Purchase List |
| EPO | Electronic Purchase Order |
| LPO | Local Purchase Order |
| DO | Delivery Order |
| RPH | Radiopharmaceutical |
| TDM | Therapeutic Drug Monitoring |
| CDR | Cytotoxic Drug Reconstitution |
| PN | Parenteral Nutrition |