



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

User Manual Pharmacy Inventory (Quarantine)

Version	: 1.5
Document ID	: U.MANUAL_INV_QUARANTINE

Revision History

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1.3	21/05/2015	Ahmad Anwar Jaafar	Shamsul-'Ariza (SA)	Update to Version 1.3
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Verified and Acknowledged By:

Name	Role / Designation	Organization	Signature & Date
Muazzam bin Zulzalalin	Team Lead	Pharmaniaga Logistics Sdn. Bhd.	

Name	Role / Designation	Organization	Signature & Date
		Bahagian Perkhidmatan Farmasi (BPF), KKM	

Peer Review

Version No	Reviewed / Verified By	List of changes from Previous Version
1.0	Maxine Wong (QA) Juridah Ayub (QA)	First submission to MOH
1.1	Maxine Wong (QA) Juridah Ayub (QA)	Application interface changes (screen)
1.2	Maxine Wong (QA) Juridah Ayub (QA)	Application interface changes (screen)
1.3	Maxine Wong (QA) Juridah Ayub (QA)	Update to Version 1.3
1.4	Maxine Wong (QA) Juridah Ayub (QA)	Change to latest screenshot and add additional features
1.5	Maxine Wong (QA) Juridah Ayub (QA)	Change to latest screenshot and functions for version 1.5.1



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Application reference: PhIS & CPS v1.5.1

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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 healthcare sector.

There are 12 modules to assist service delivery by the healthcare sector which comprises:

1. Order Management
2. Inpatient Pharmacy
3. Outpatient Pharmacy
4. Medication Counselling
5. Ward Pharmacy
6. Pharmacy Inventory
7. Manufacturing of Cytotoxic Drug Reconstitution (CDR), Parenteral Nutrition (PN), IV Admixture & Eye Drop, Radiopharmaceuticals and Extemporaneous
8. Adverse Drug Reaction & Drug Allergic (ADR & DAC)
9. Clinical Pharmacokinetics Services – Therapeutic Drug Monitoring (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 Pharmacy Inventory (Quarantine) sub-module and its key features and functionalities. The primary objective is to guide users through the process of completing the PhIS application process.

User will understand the following activities in details:

- Create New Quarantine Record
- Quarantine Approval
- Release from Quarantine

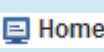
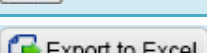
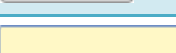
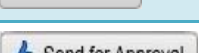
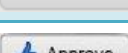
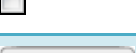
1.3. Organised Sections

These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Quarantine
- Section 4 : Acronyms

2.0 Application Standard Features

2.1. PhIS Legend

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

Note

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



2.2 Latest Enhancement and Updates

Latest Functions	Page

3.0 Quarantine

Overview

The function of this sub module is to quarantine Drug or Non-Drug items. Quarantine items shall not be issued to any unit and will be blocked for dispensing.

User Group

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

Functional Diagram

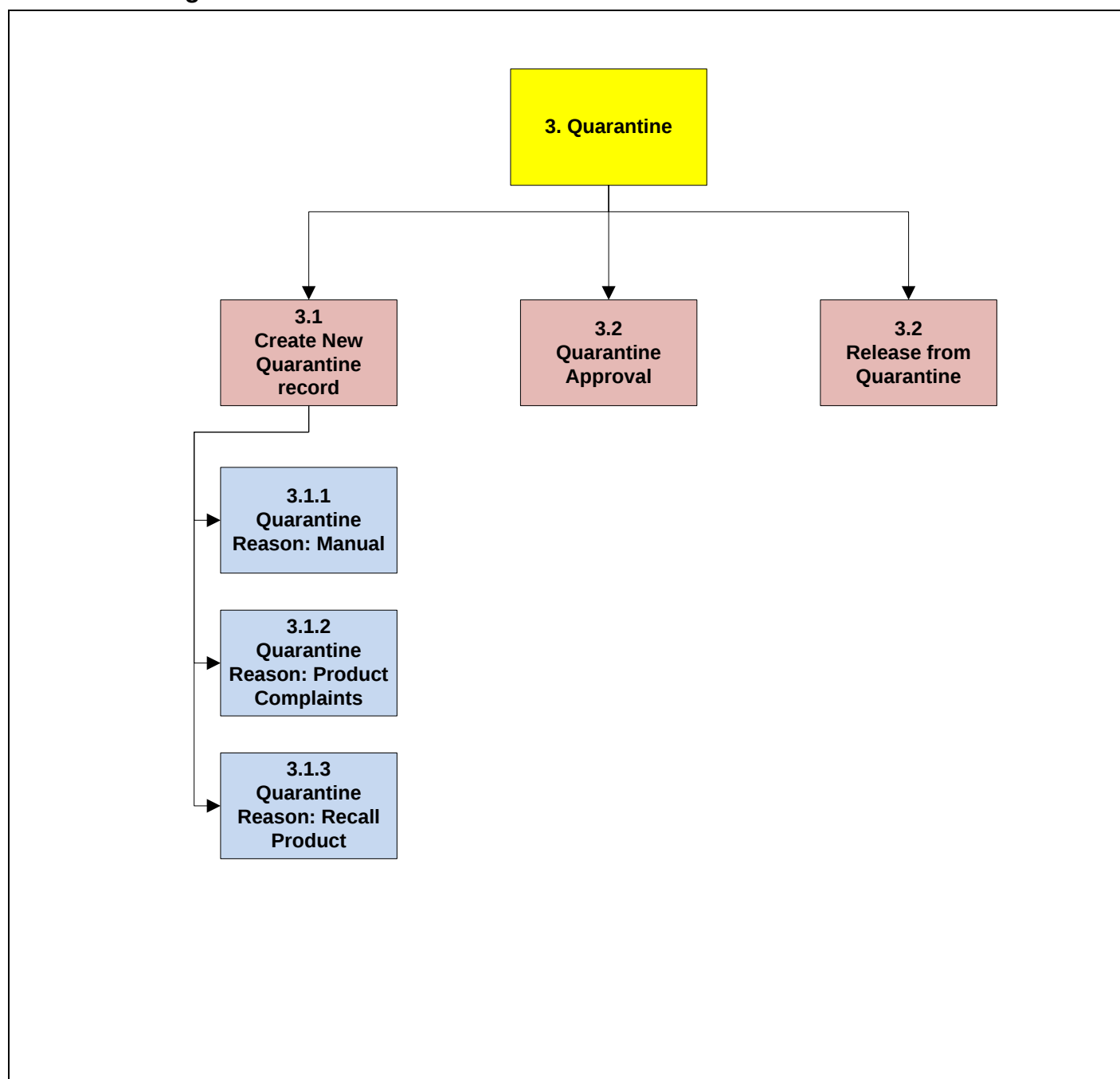


Figure 3.1

Functional Description

Quarantine comprises three (3) main functions:

- **Create New Quarantine Record**

To create a new Quarantine record based on 'Quarantine Reason' provided in the system.

Good Stock Quantity of affected batch will be decreased and the 'Quarantine Quantity' of the batch will be increased. Quarantined item will not be available to be issued out to other units and cannot be dispensed to patients

- **Quarantine Approval**

For the Pharmacist/Head of Unit/Department to approve the 'Pending for Approval' Quarantine record. The quarantine quantity will be affected in system once the transaction is approved

- **Release from Quarantine**

To unblock quarantined item so that the item can be issued to other units or be dispensed to patients

3.1. Quarantine

The function of this sub module is to block/quarantine Drug or Non-Drug items from being issued to any unit or to be dispensed to patients

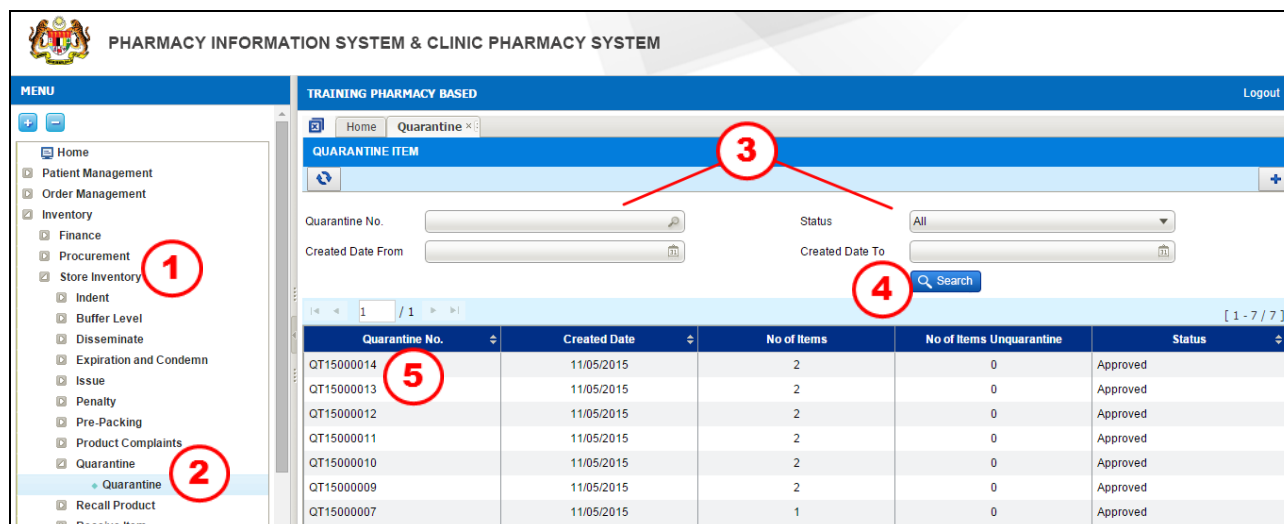


Figure 3.1-1 Quarantine Listing Page

Note

This page will display all the existing Quarantine transaction(s).

STEP 1

Click on 'Inventory' menu, followed by 'Store Inventory' and click on the 'Quarantine' sub menu

STEP 2

Click on 'Quarantine'

STEP 3

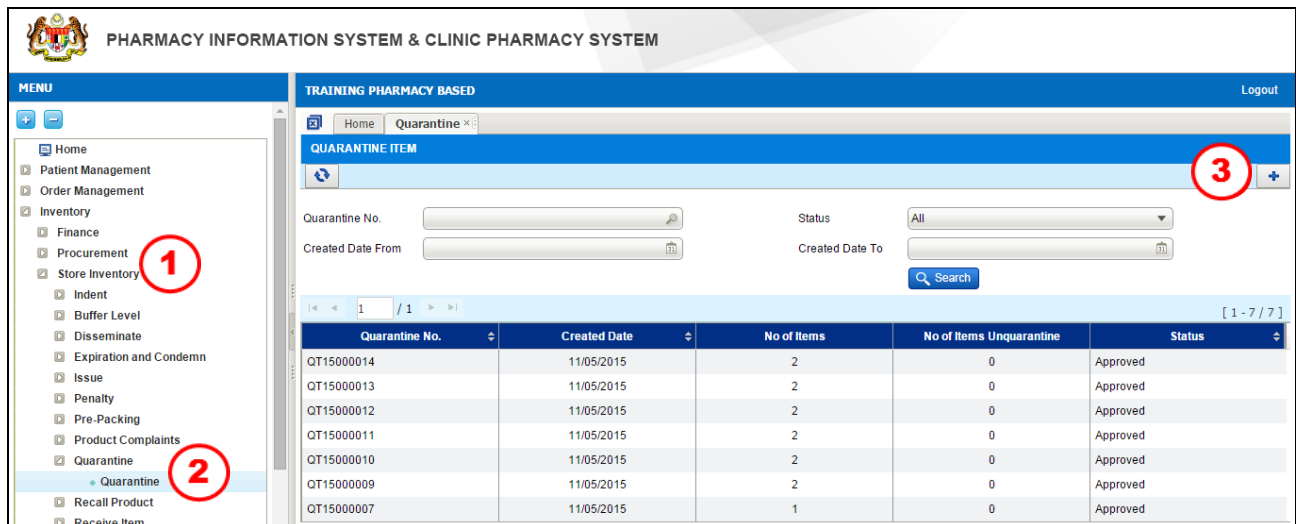
To search for existing Quarantine record(s), user may search by the following criteria:

No	Field	Description	Remark
a	Quarantine No.	Transaction No. generated after saving the transaction	Running number generated by the system once user saves the transaction
b	Status	Search transaction by: - All - Approved - Cancelled - Open - Pending for Approval - Rejected	Filter and search existing records based on the 'Status'
c	Create Date From	Select start date from the calendar	Filter and search existing records based on date. The date format will be 'DD/MM/YYYY' i.e. 01/01/2015
d	Create Date To	Select end date from the calendar	Filter and search existing records based on date. The date format will be 'DD/MM/YYYY' i.e. 31/12/2015

Table 3.1-1

3.1.1 Create New Quarantine (Quarantine Reason: Manual)

'Reason for Quarantine' available to be selected in the system are Manual, Product Complaints, and Recall Product. To create a new Quarantine record with Reason for Quarantine as 'Manual', perform the steps below:



PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

MENU

- Home
- Patient Management
- Order Management
- Inventory
 - Finance
 - Procurement
 - Store Inventory
 - Indent
 - Buffer Level
 - Disseminate
 - Expiration and Condemn
 - Issue
 - Penalty
 - Pre-Packing
 - Product Complaints
 - Quarantine
 - Recall Product
 - Receive Item

TRAINING PHARMACY BASED

Home Quarantine

QUARANTINE ITEM

Quarantine No. Status All

Created Date From Created Date To

Search

Quarantine No.	Created Date	No of Items	No of Items Unquarantine	Status
QT15000014	11/05/2015	2	0	Approved
QT15000013	11/05/2015	2	0	Approved
QT15000012	11/05/2015	2	0	Approved
QT15000011	11/05/2015	2	0	Approved
QT15000010	11/05/2015	2	0	Approved
QT15000009	11/05/2015	2	0	Approved
QT15000007	11/05/2015	1	0	Approved

Figure 3.1.1-1 Create New Quarantine – Manual

Note

Quarantine transaction can be done at any level in the facility for any reason for quarantine.

For the **Reason for Quarantine** except Product Complaints and Recall Product, user can choose to Quarantine item as Reason for Quarantine: Manual.

STEP 1

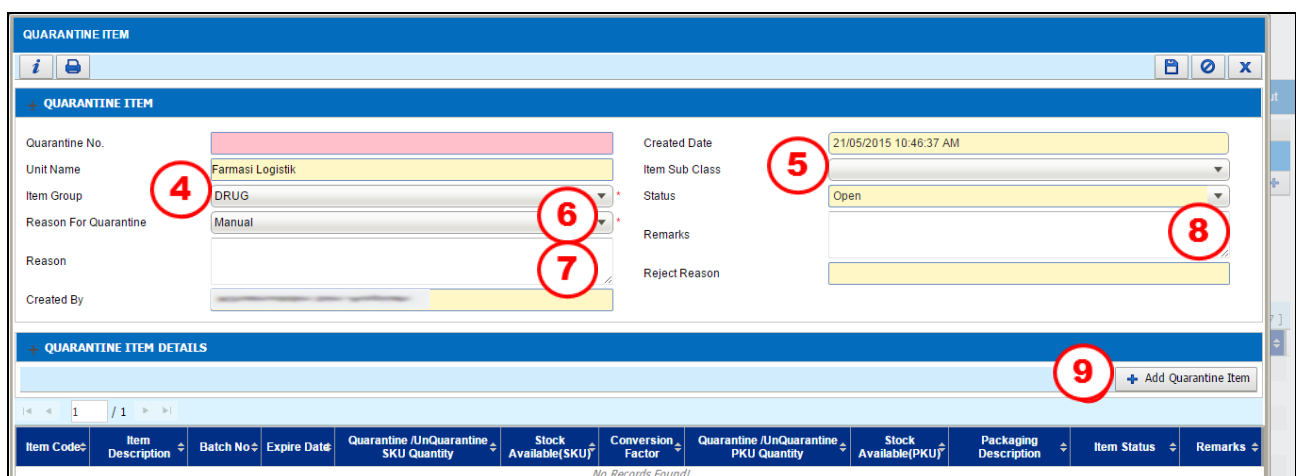
Click on 'Inventory' menu, followed by 'Store Inventory' and click on the 'Quarantine' sub menu

STEP 2

Click on 'Quarantine'

STEP 3

Click on the  button and the 'Quarantine Item' screen will be displayed as shown in Figure 3.1.1-2



QUARANTINE ITEM

Quarantine No. Created Date 21/05/2015 10:46:37 AM

Unit Name Farmasi Logistik

Item Sub Class

Item Group DRUG

Status Open

Reason For Quarantine Manual

Reason

Remarks

Reject Reason

Created By

QUARANTINE ITEM DETAILS

Add Quarantine Item

Item Code	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
No Records Found!											

Figure 3.1.1-2 New Quarantine – Manual

Note

- A new Quarantine transaction **Status** will default to 'Open'.
- **Unit Name** will be based on the user's Login ID.

STEP 4

Select **Item Group** from the drop down box

- Drug
- Non Drug

STEP 5

Select **Item Sub Class** if applicable

STEP 6

Select **Reason for Quarantine** as Manual

Note

If the user selects the Reason for Quarantine as Manual, **Reason** field will be displayed.

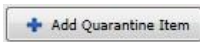
STEP 7

Enter the **Reason** field if applicable

STEP 8

Enter **Remarks** if applicable

STEP 9

Click on the  button to add item to be quarantined

Note

Add Quarantine Item window will be displayed as shown in Figure 3.1.1-3.

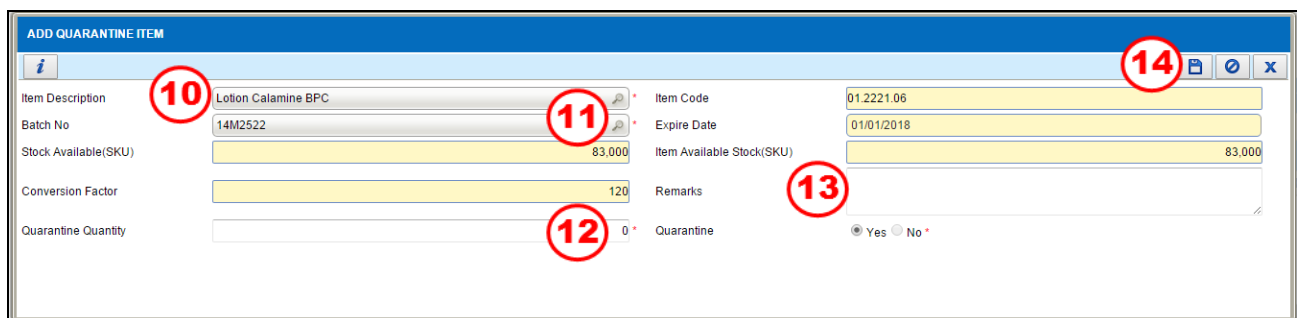


Figure 3.1.1-3 Add Quarantine Item

STEP 10

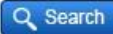
Select **Item Description** and the 'Search Item Description' window as shown in Figure 3.1.1-4 will be displayed



Item Code	Item Description	Brand
01.0403.02	Carminative Mist	IDAMAN
01.0208.11	Budesonide 200mcg per puff 300 Doses (CFC Free) Inhaler	PULMICORT
01.0205.02	Benzalkonium 0.02% et Cetrimide 0.2% Cream	COSMOS
GLN0200029.01	Chlorhexidine 1:200 in Alcohol	UNKNOWN
GLN0200028.01	Chlorhexidine 5% in Water	UNKNOWN
01.2205.05	Methyl Salicylate 25% Ointment	IDAMAN
03.3605.01	Sodium Lact Co 500ml Inj	UNKNOWN
01.0419.02	Chlorpheniramine 2mg/5ml Syrup	CLORAMINA
01.0016.04	Acriflavine Lotion 0.1%	HOE
01.0401.06	Calamine Cream	HOE

Figure 3.1.1-4 Search Item Description

Note

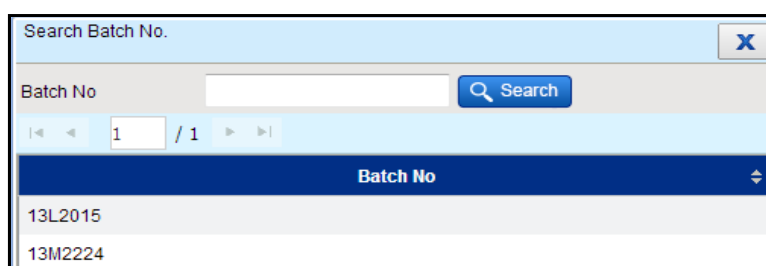
- The 'Search Item Description' text box allows the user to enter partial or full criteria for 'Item Description' and/or 'Item Code' and click the  button. Double-click to select an item.
- Item Code and Item Available Stock (SKU) will be displayed automatically once item is selected

STEP 11

Select for **Batch No.**

Note

- System will display the 'Search Batch No.' window as shown in Figure 3.1.1-5.



Batch No
13L2015
13M2224

Figure 3.1.1-5 Search Batch No

- System will display all available batches for the item in the user's unit.
- Stock Available (SKU), Expire Date, and Conversion Factor** will be displayed in the 'Add Quarantine Item' window based on the Batch No selected.

STEP 12

Enter **Quarantine Quantity**

Note

The **Quarantine Quantity** is in SKU.

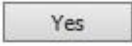
STEP 13

Enter **Remarks** if required

STEP 14

Click on the  button to add the item into the **Quarantine Item Data** section

Note

Click on the  button in Figure 3.1.1-6 to confirm save.

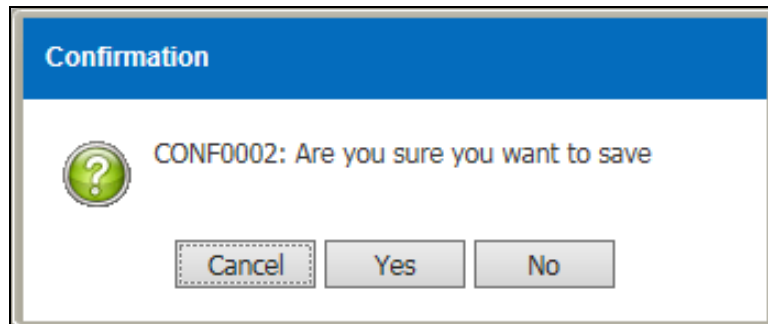
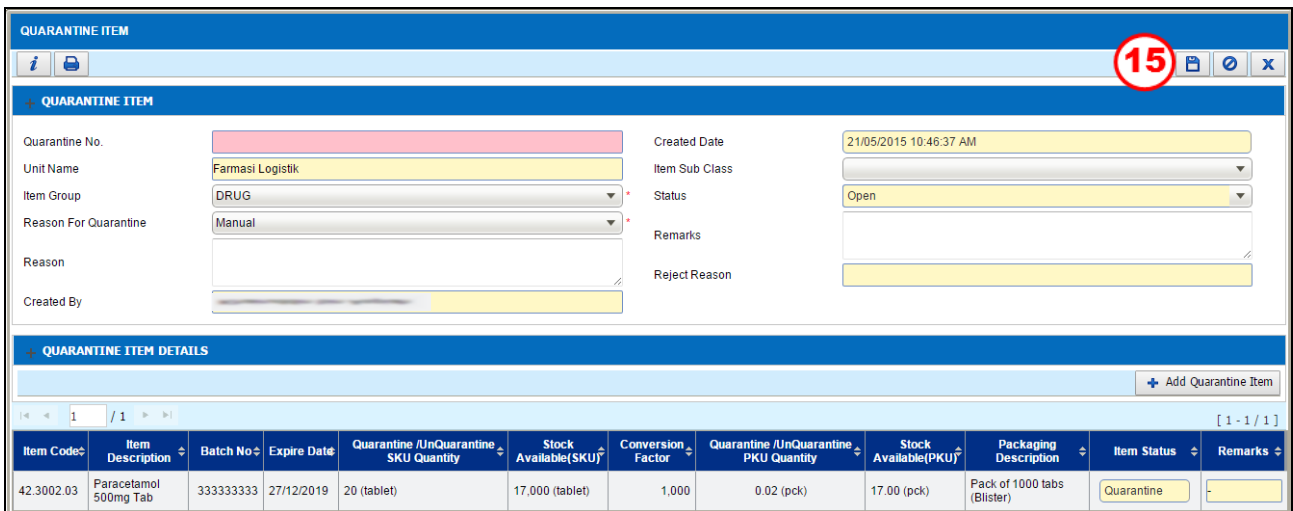


Figure 3.1.1-6 Confirmation message

Note

Repeat **STEP 9** to **STEP 14** to add in more items to be quarantined.



The image shows the 'QUARANTINE ITEM' form. It has a blue header with the title 'QUARANTINE ITEM' and a red circle with the number '15' in the top right corner. The form is divided into two main sections: 'QUARANTINE ITEM' and 'QUARANTINE ITEM DETAILS'. The 'QUARANTINE ITEM' section contains fields for 'Quarantine No.', 'Unit Name', 'Item Group', 'Reason For Quarantine', 'Reason', 'Created By', 'Created Date', 'Item Sub Class', 'Status', 'Remarks', and 'Reject Reason'. The 'QUARANTINE ITEM DETAILS' section contains a table with columns: 'Item Code', 'Item Description', 'Batch No', 'Expire Date', 'Quarantine /UnQuarantine SKU Quantity', 'Stock Available(SKU)', 'Conversion Factor', 'Quarantine /UnQuarantine PKU Quantity', 'Stock Available(PKU)', 'Packaging Description', 'Item Status', and 'Remarks'. The table has one row of data for 'Paracetamol 500mg Tab'.

Item Code	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
42.3002.03	Paracetamol 500mg Tab	333333333	27/12/2019	20 (tablet)	17,000 (tablet)	1,000	0.02 (pck)	17.00 (pck)	Pack of 1000 tabs (Blister)	Quarantine	

Figure 3.1.1-7 Save Quarantine Item transaction

STEP 15

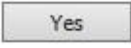
Click on the  button as shown in Figure 3.1.1-8 to save the Quarantine Item transaction

Note

- Quarantine No.** will be generated for future reference. E.g. QT15000021

Character	Description	Value
1-2	Referring to Quarantine	Letter 'QT'
3-4	Current year in YY format	15 refers to 2015
5-10	Running No.	Starting from 0000001. This running number will be reset to 0000001 at the beginning of every calendar year.

Table 3.1.1-1

- Click on the  button in Figure 3.1.1-8.

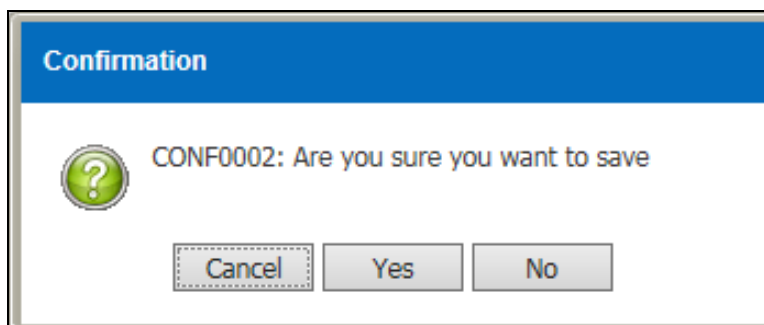


Figure 3.1.1-8 Save record

- Click on the  button in Figure 3.1.1-9.

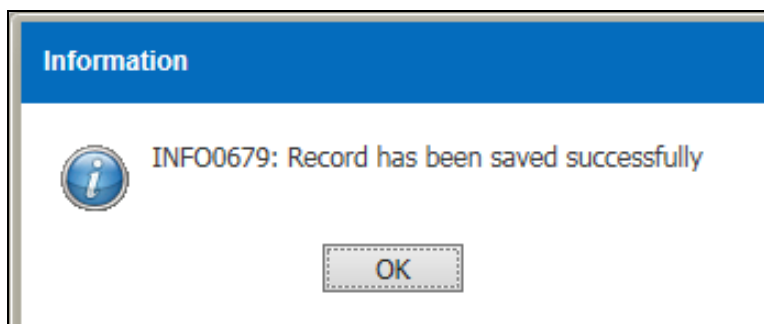
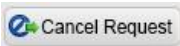
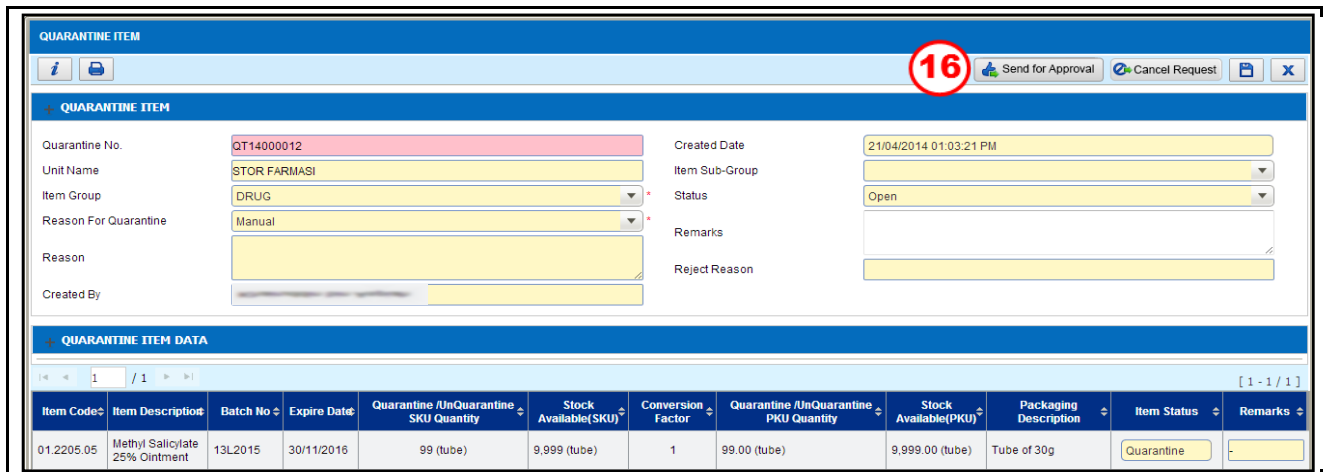


Figure 3.1.1-9 Record successfully saved

-  button will be enabled.
-  button will be enabled. Click on the button to cancel the transaction and the **Status** will change to 'Cancelled'.

STEP 16

Click on the  button to send the Quarantine record to the Pharmacist/HOD for approval



QUARANTINE ITEM

Quarantine No. QT14000012
Unit Name STOR FARMASI
Item Group DRUG
Reason For Quarantine Manual
Reason
Created By

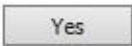
Created Date 21/04/2014 01:03:21 PM
Item Sub-Group
Status Open
Remarks
Reject Reason

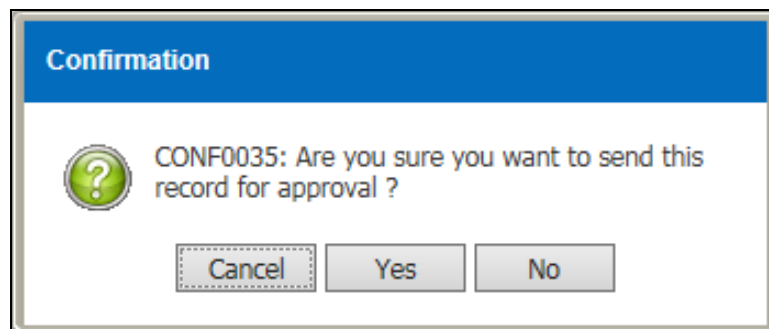
QUARANTINE ITEM DATA

Item Codes	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
01.2205.05	Methyl Salicylate 25% Ointment	13L2015	30/11/2016	99 (tube)	9,999 (tube)	1	99.00 (tube)	9,999.00 (tube)	Tube of 30g	Quarantine	

Figure 3.1.1-10 Send for Approval

Note

- Click on the  button in Figure 3.1.1-11.

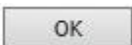


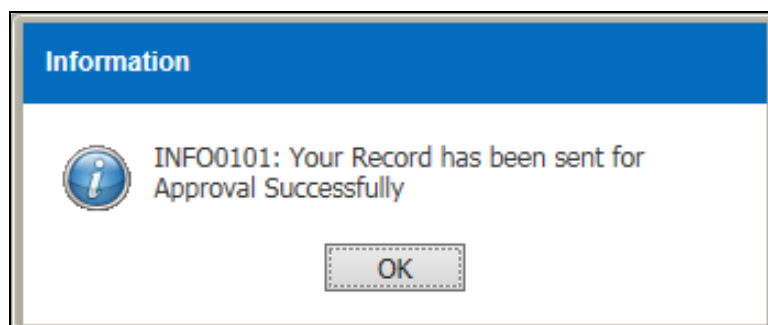
Confirmation

CONF0035: Are you sure you want to send this record for approval ?

Cancel Yes No

Figure 3.1.1-11 Alert Message Send for Approval

- Click on the  button in Figure 3.1.1-12.



Information

INFO0101: Your Record has been sent for Approval Successfully

OK

Figure 3.1.1-12 Successfully sent for Approval

- The **Status** will change automatically to 'Pending for Approval'.
- The Pharmacist/HOD will receive a 'Pending for Approval' Quarantine record in the Task List.

3.1.2 Create New Quarantine (Quarantine Reason: Product Complaints)

To create a new Quarantine record with Quarantine Reason as 'Product Complaints', perform the steps below:

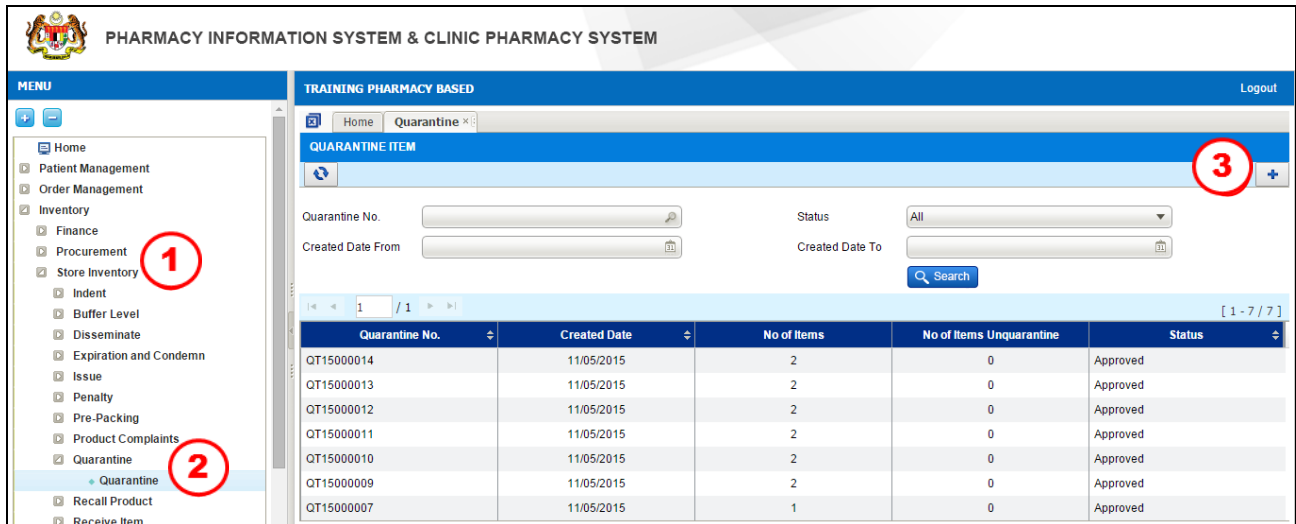


Figure 3.1.2-1 Create New Quarantine – Product Complaints

Note

Quarantine Reason: Product Complaints are available to users at the Pharmacy Store level and to the unit that submitted the 'Investigated – Valid' Product Complaints record.

STEP 1

Click on 'Inventory' menu, followed by 'Store Inventory' and click on the 'Quarantine' sub menu

STEP 2

Click on 'Quarantine'

STEP 3

Click on the  button and the 'Quarantine Item' screen will be displayed as shown in Figure 3.1.2-2

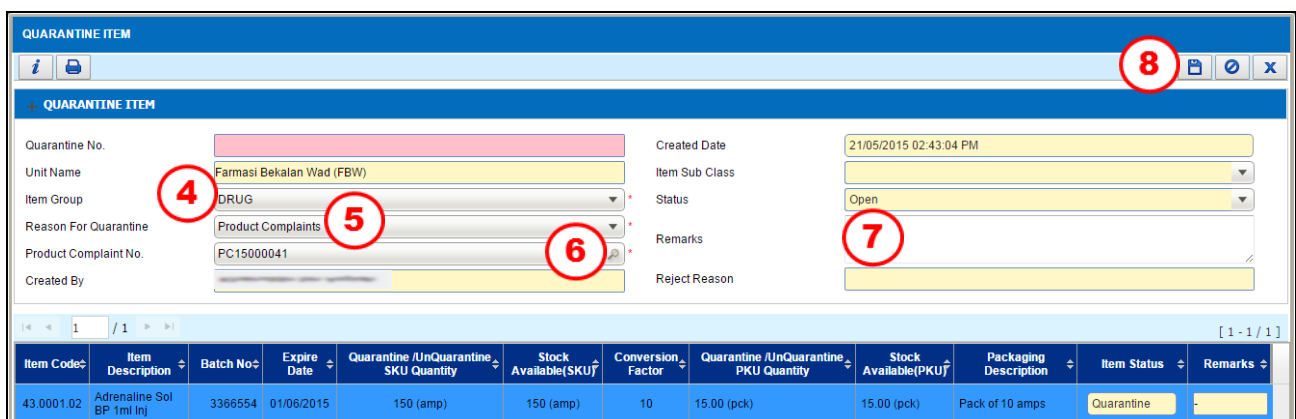


Figure 3.1.2-2 Quarantine Item

Note

- A new Quarantine transaction **Status** will be default to 'Open'.
- Unit Name** is defaulted to the user's login ID.

STEP 4

Select **Item Group** from the drop down box

- Drug
- Non Drug

STEP 5

Select **Reason for Quarantine** as 'Product Complaints'

Note

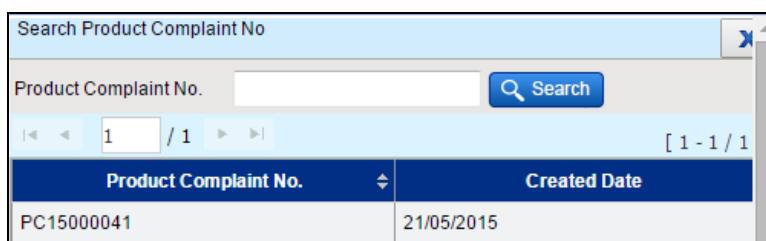
If the user selects the 'Reason for Quarantine' as 'Product Complaints', **Product Complaint No.** field will be displayed.

STEP 6

Search for **Product Complaint No.**

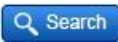
Note

- System will display the Search Product Complaint No. window as shown in Figure 3.1.2-3.



Product Complaint No.	Created Date
PC15000041	21/05/2015

Figure 3.1.2-3 Search Product Complaint No.

- This field allows the user to enter partial or full criteria for Product Complaints No. and click on the  button. Double-click to select a Product Complaint No. and the details of the item(s) will be displayed as shown in Figure 3.1.2-2.

STEP 7

Enter **Remarks** if applicable

STEP 8

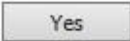
Click on the  button to save the Quarantine Item transaction

Note

- **Quarantine No.** will be generated for future reference. E.g. QT15000032

Character	Description	Value
1-2	Refers to 'Quarantine'	Letter 'QT'
3-4	Current year in YY format	15
5-10	Running No.	Starting from 0000001. This running number will be reset to 0000001 at the beginning of every calendar year.

Table 3.1.2-1

- Click on the  button in Figure 3.1.2-4.

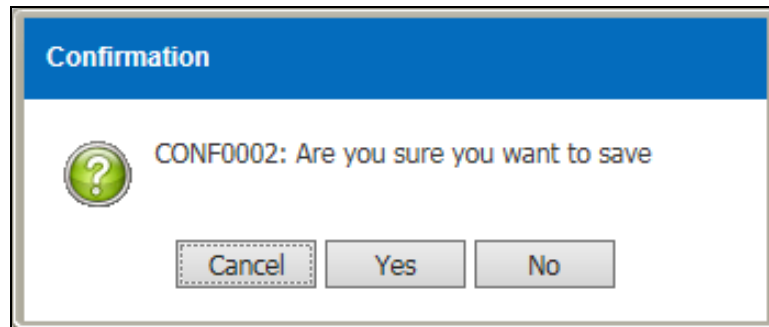
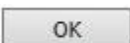


Figure 3.1.2-4 Save record

- Click on the  button in Figure 3.1.2-5.

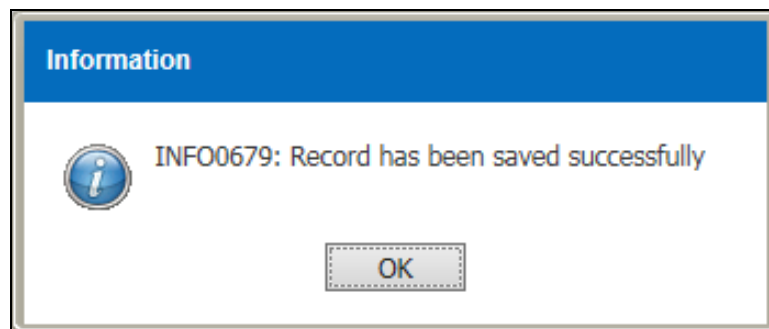
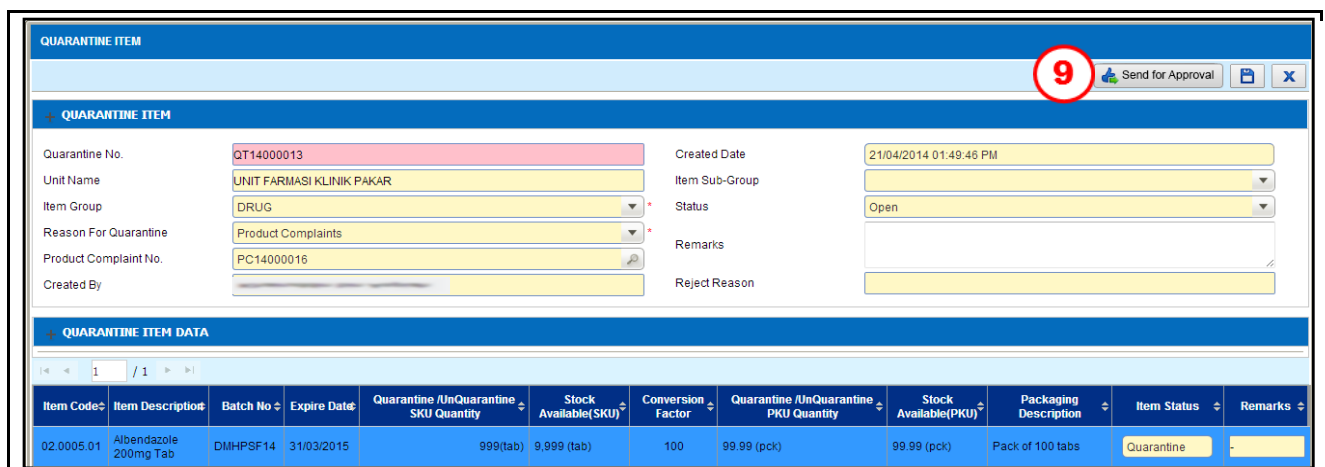


Figure 3.1.2-5 Record successfully saved

-  button will be enabled.
-  button will be enabled. Click on the button to cancel the transaction and the **Status** will change to 'Cancelled'.



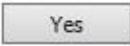
Item Codes	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
02.0005.01	Albendazole 200mg Tab	DMHPSF14	31/03/2015	999(tab)	9,999 (tab)	100	99.99 (pck)	99.99 (pck)	Pack of 100 tabs	Quarantine	

Figure 3.1.2-6 Send for Approval

STEP 9

Click on the  button to send the Quarantine record to the Pharmacist/HOD for approval

Note

- Click on the  button in Figure 3.1.2-7.

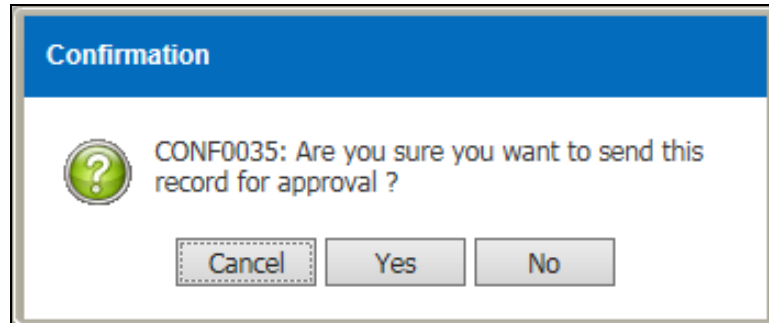
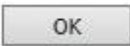


Figure 3.1.2-7 Alert Message Send for Approval

- Click on the  button in Figure 3.1.2-8.

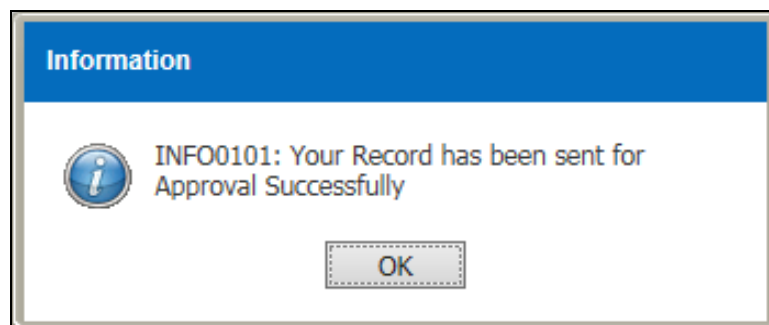
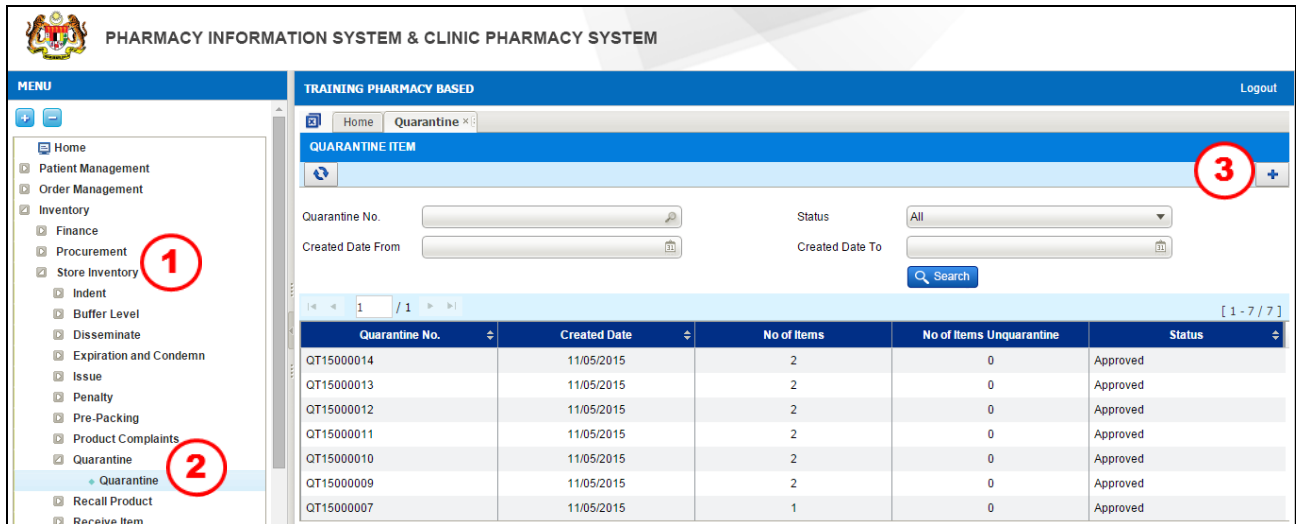


Figure 3.1.2-8 Confirmation message

- The **Status** will change automatically to 'Pending for Approval'.
- The Pharmacist/HOD will receive a 'Pending for Approval' Quarantine record in the Task List.

3.1.3. Create New Quarantine (Quarantine Reason: Recall Product)

To create a new Quarantine record with Quarantine Reason as 'Recall Product', perform the steps below:



PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

MENU

- Home
- Patient Management
- Order Management
- Inventory
 - Finance
 - Procurement
 - Store Inventory
 - Indent
 - Buffer Level
 - Disseminate
 - Expiration and Condemn
 - Issue
 - Penalty
 - Pre-Packaging
 - Product Complaints
 - Quarantine
 - Recall Product
 - Receive Item

TRAINING PHARMACY BASED

Home Quarantine

QUARANTINE ITEM

Quarantine No. Created Date From Status All Created Date To Search

Quarantine No.	Created Date	No of Items	No of Items Unquarantine	Status
QT15000014	11/05/2015	2	0	Approved
QT15000013	11/05/2015	2	0	Approved
QT15000012	11/05/2015	2	0	Approved
QT15000011	11/05/2015	2	0	Approved
QT15000010	11/05/2015	2	0	Approved
QT15000009	11/05/2015	2	0	Approved
QT15000007	11/05/2015	1	0	Approved

Figure 3.1.3-1 Quarantine Item

Note

Quarantine Reason: Recall Product is available at all levels in the facility for the user to Quarantine the affected Product Recall item as notified by the Pharmacy Store.

STEP 1

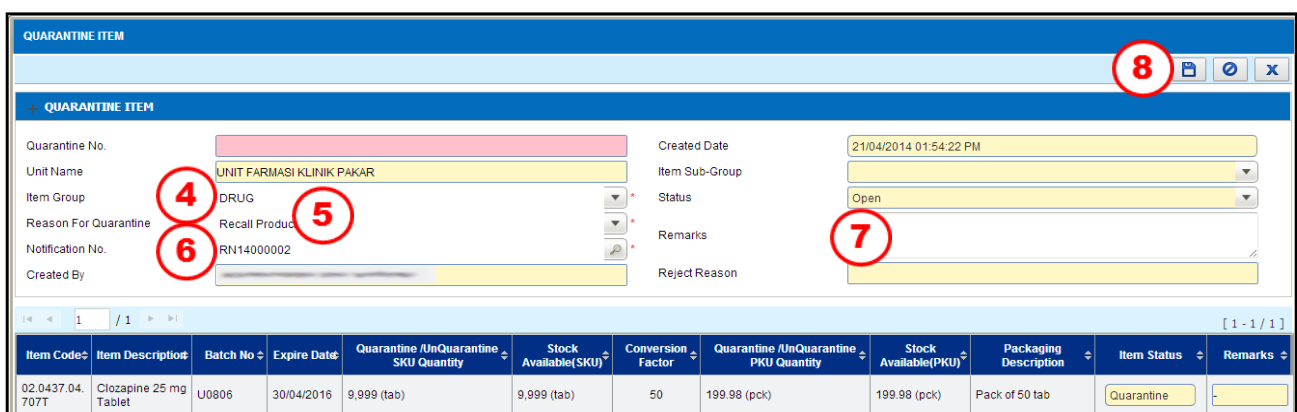
Click on 'Inventory' menu, followed by 'Store Inventory' and click on the 'Quarantine' sub menu

STEP 2

Click on 'Quarantine'

STEP 3

Click on the  button and the Quarantine Item screen will be displayed as shown in Figure 3.1.3-2



QUARANTINE ITEM

QUARANTINE ITEM

Quarantine No. Unit Name Unit FARMASI KLINIK PAKAR Item Group DRUG Reason For Quarantine Recall Product Notification No. RN14000002 Created By

Created Date 21/04/2014 01:54:22 PM Item Sub-Group Status Open Remarks Reject Reason

Item Code	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
02.0437.04.7077	Clozapine 25 mg Tablet	U0806	30/04/2016	9,999 (tab)	9,999 (tab)	50	199.98 (pck)	199.98 (pck)	Pack of 50 tab	Quarantine	

Figure 3.1.3-2 New Quarantine

Note

- A new Quarantine transaction **Status** will be default to 'Open'.
- Unit Name** is defaulted to the user's Login ID.

STEP 4

Select **Item Group** from the drop down box

- Drug
- Non Drug

STEP 5

Select **Reason for Quarantine** as Recall Product

Note

If the user selects the Reason for Quarantine as Recall Product, **Notification No.** field will be displayed.

STEP 6

Search for **Notification No.**

Note

- System will display the Search Notification No. window as shown in Figure 3.1.3-3

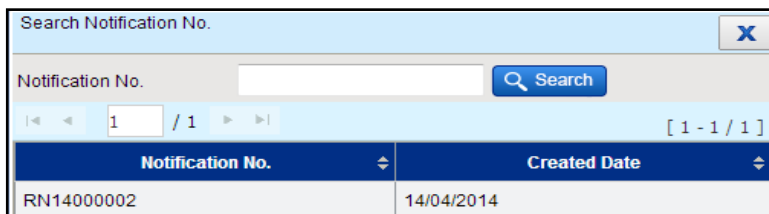


Figure 3.1.3-3 Search Notification No

- The Search Notification No. field allows the user to enter partial or full criteria for **Notification No.** and click on the  button. Double-click to select a Notification No. and the details of the item(s) will be displayed as shown in Figure 3.1.3-3.

STEP 7

Enter **Remarks** if applicable

STEP 8

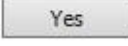
Click on the  button to save the transaction

Note

- **Quarantine No.** will be generated for future reference. E.g. QT15000021

Character	Description	Value
1-2	Refers to Quarantine	Letter 'QT'
3-4	Current year in YY format	13
5-10	Running No	Starting from 0000001. This running number will be reset to 0000001 at the beginning of every calendar year.

Table 3.1.3-1

- Click on the  button in Figure 3.1.3-4.

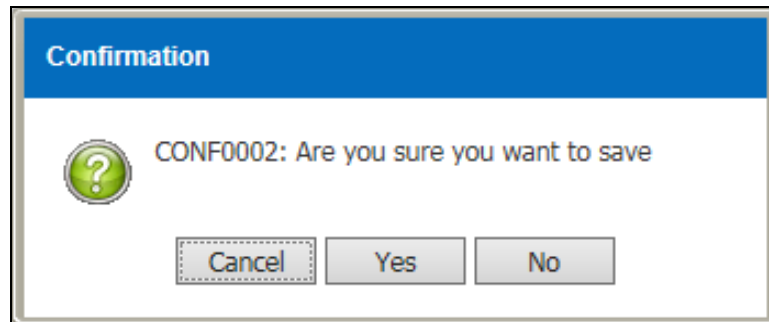
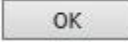


Figure 3.1.3-4 Save record

- Click on the  button in Figure 3.1.3-5.

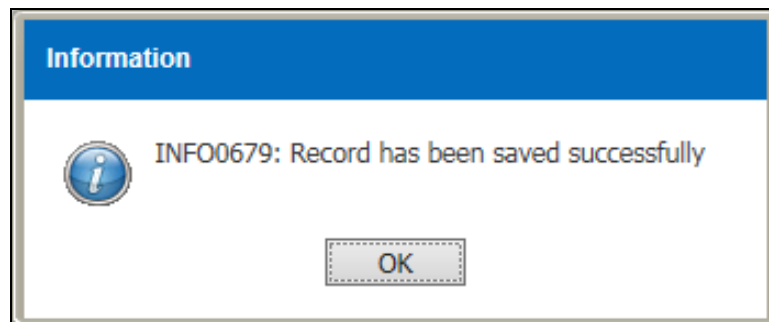
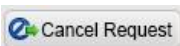
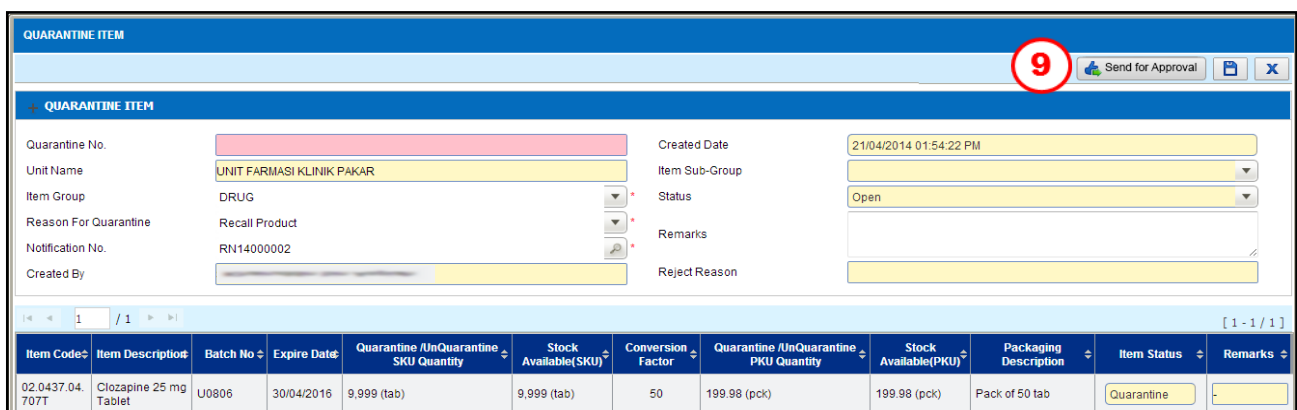


Figure 3.1.3-5 Message Information

-  button will be enabled.
-  button will be enabled. Click on the button to cancel the transaction and the **Status** will change to 'Cancelled'.



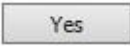
Item Code	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
02.0437.04.707T	Clozapine 25 mg Tablet	U0806	30/04/2016	9.999 (tab)	9.999 (tab)	50	199.98 (pck)	199.98 (pck)	Pack of 50 tab	Quarantine	

Figure 3.1.3-6 Quarantine Item

STEP 9

Click on the  button to send the Quarantine record to the Pharmacist/HOD for approval

Note

- Click on the  button in Figure 3.1.3-7.

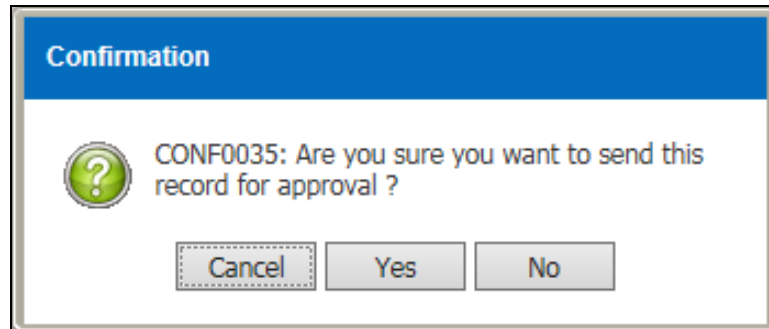
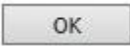


Figure 3.1.3-7 Message Information

- Click on the  button in Figure 3.1.3-8.

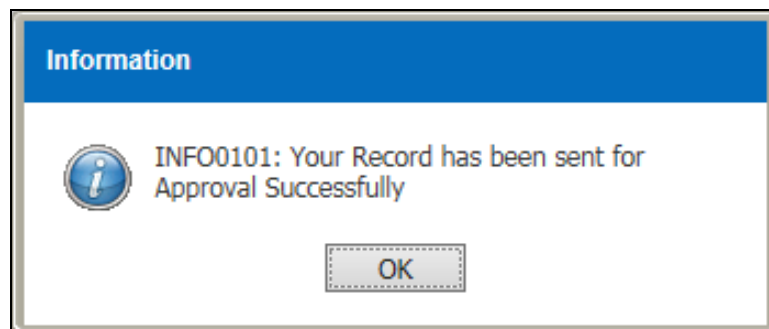
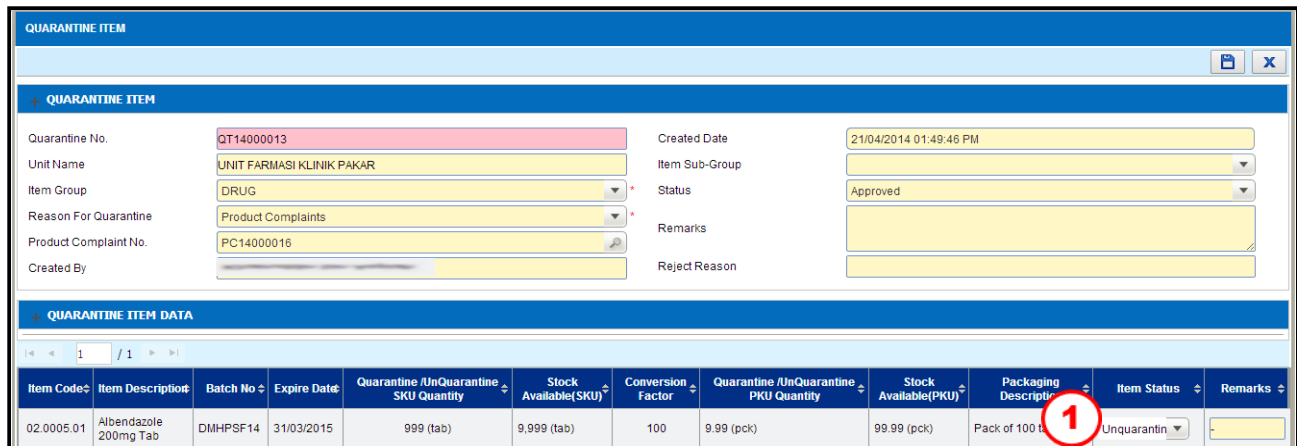


Figure 3.1.3-8 Save Record

- The **Status** will change automatically to 'Pending for Approval'.
- The Pharmacist/HOD will receive a Pending for Approval Quarantine record in the Task List

3.2 Release from Quarantine

To unquarantine item, perform the steps below:



QUARANTINE ITEM

Quarantine No. QT14000013 Created Date 21/04/2014 01:49:46 PM

Unit Name UNIT FARMASI KLINIK PAKAR Item Sub-Group

Item Group DRUG Status Approved

Reason For Quarantine Product Complaints

Product Complaint No. PC14000016 Remarks

Created By Reject Reason

QUARANTINE ITEM DATA

Item Code	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available(SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available(PKU)	Packaging Description	Item Status	Remarks
02.0005.01	Albendazole 200mg Tab	DMHPSF14	31/03/2015	999 (tab)	9,999 (tab)	100	9.99 (pck)	99.99 (pck)	Pack of 100 t	Unquarantin	

Figure 3.3-1 Release Quarantined Item

Note

Quarantined stock cannot be used/issued unless the product is released from quarantine.

If the quarantined item(s) is confirmed safe to be used, user can proceed to unblock the item from quarantine.

STEP 1

Change the **Item Status** from 'Quarantine' to 'Unquarantine' from the **Item Status** drop down menu

Note

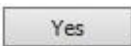


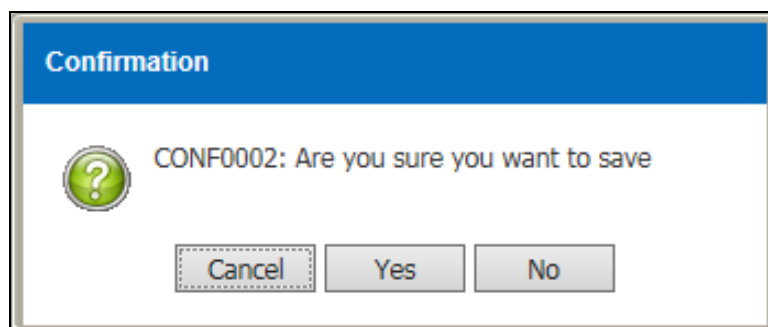
button will be enabled.

STEP 2

Click on the  button to confirm unblock the item from quarantine

Note

- Click on the  button in Figure 3.3-2.



Confirmation

CONF0002: Are you sure you want to save

Cancel Yes No

Figure 3.3-2 Save Confirmation

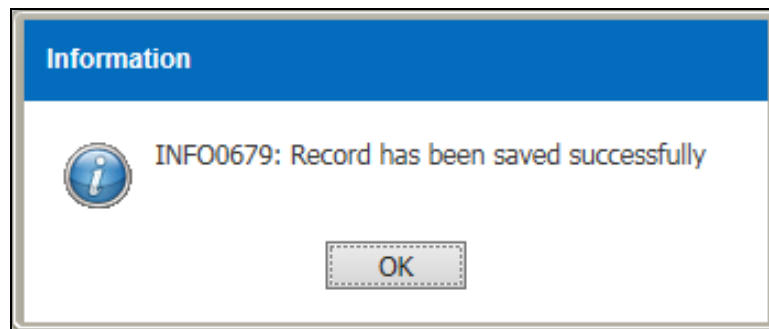
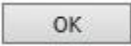
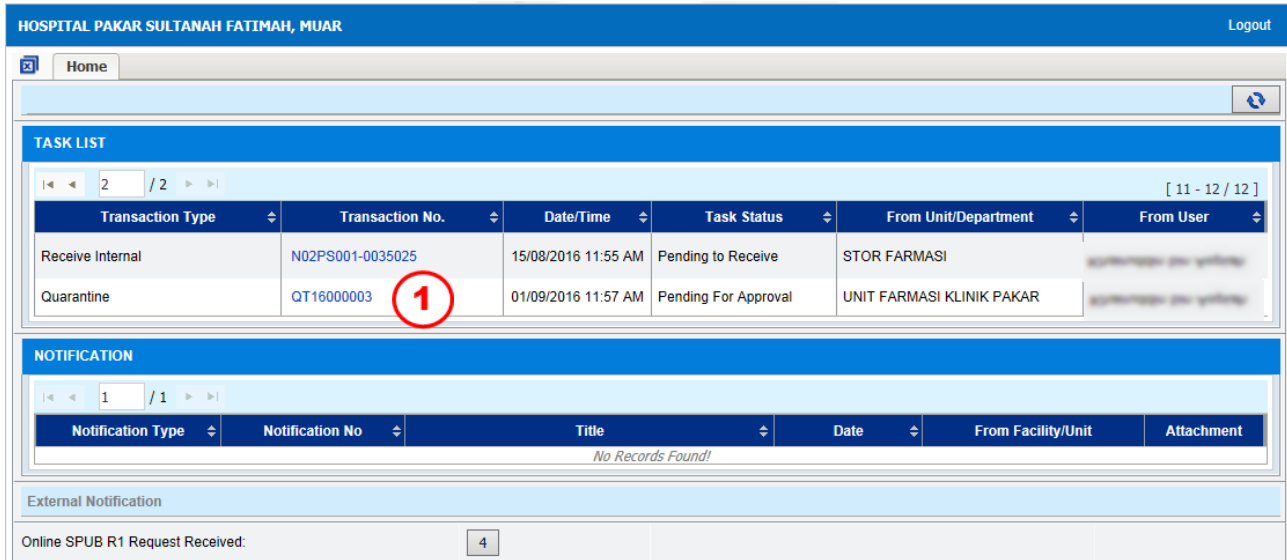


Figure 3.3-3 Message Information

- Click on the  button in Figure 3.3-3.
- No further editing can be done on the Quarantine transaction.
- The **Status** of the transaction will remain as 'Approved'

3.3 Quarantine Approval

The HOD/Pharmacist will receive notification for Pending for Approval Quarantine records for Manual, Product Complaint and Recall Product.



HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home

TASK LIST

2 / 2 [11 - 12 / 12]

Transaction Type	Transaction No.	Date/Time	Task Status	From Unit/Department	From User
Receive Internal	N02PS001-0035025	15/08/2016 11:55 AM	Pending to Receive	STOR FARMASI	
Quarantine	QT16000003 1	01/09/2016 11:57 AM	Pending For Approval	UNIT FARMASI KLINIK PAKAR	

NOTIFICATION

1 / 1

Notification Type	Notification No	Title	Date	From Facility/Unit	Attachment
No Records Found!					

External Notification

Online SPUB R1 Request Received: 4

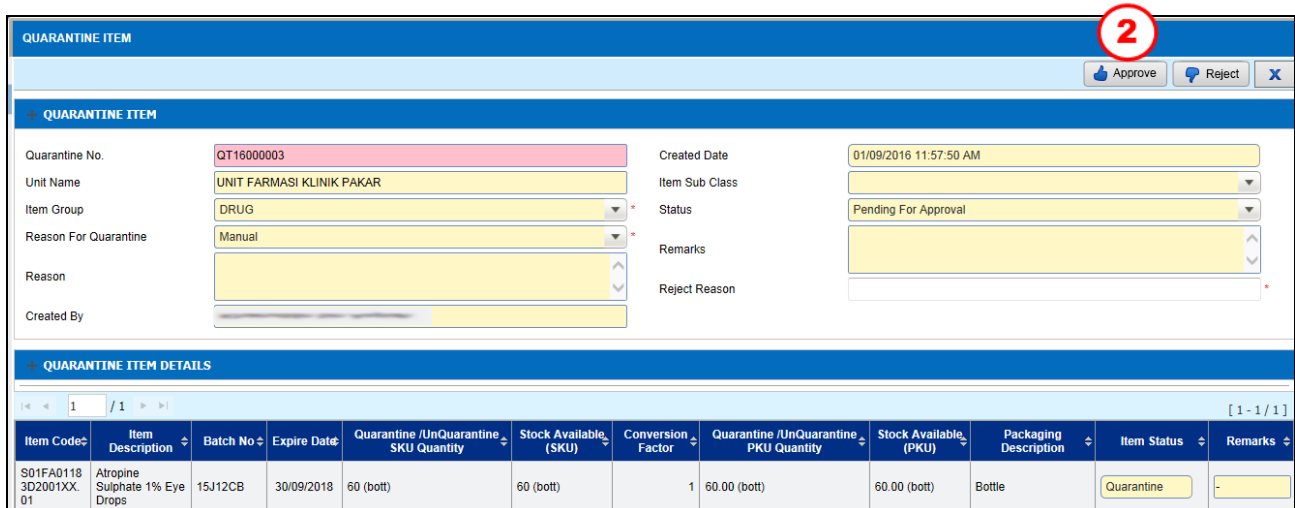
Figure 3.3-1 Task List Quarantine

STEP 1

Click on the Transaction No. hyperlink as per Figure 3.3-1.

Note

A new screen will be displayed as shown in Figure 3.3-2.



QUARANTINE ITEM Approve Reject X

QUARANTINE ITEM

Quarantine No. QT16000003 Created Date 01/09/2016 11:57:50 AM

Unit Name UNIT FARMASI KLINIK PAKAR Item Sub Class

Item Group DRUG Status Pending For Approval

Reason For Quarantine Manual Remarks

Reason Reject Reason

Created By

QUARANTINE ITEM DETAILS

1 / 1 [1 - 1 / 1]

Item Code	Item Description	Batch No	Expire Date	Quarantine /UnQuarantine SKU Quantity	Stock Available (SKU)	Conversion Factor	Quarantine /UnQuarantine PKU Quantity	Stock Available (PKU)	Packaging Description	Item Status	Remarks
S01FA0118 3D2001XX. 01	Atropine Sulphate 1% Eye Drops	15J12CB	30/09/2018	60 (bott)	60 (bott)	1	60.00 (bott)	60.00 (bott)	Bottle	Quarantine	

Figure 3.3-2 Quarantine Approval

STEP 2

- Click on the  button to approve the Quarantine transaction and the **Status** will automatically change to Approved as shown in Figure 3.3-5.

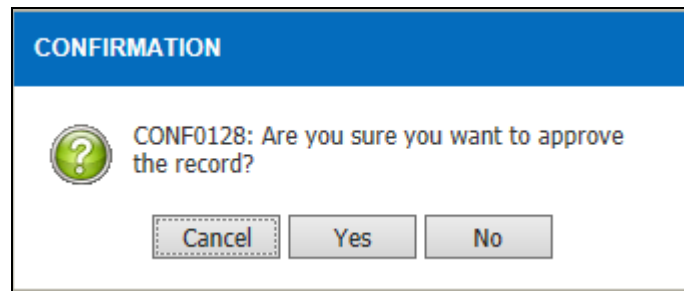


Figure 3.3-3 Confirmation Alert Message

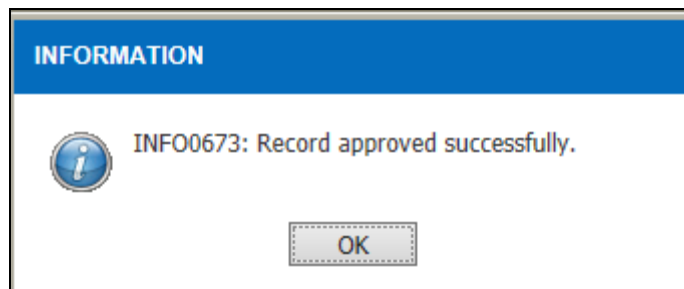
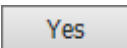
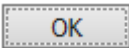


Figure 3.3-4 Information Alert Message

Note

- Click on the  button in Figure 3.3-3 and click  as shown in Figure 3.3-4.

QUARANTINE ITEM											
QUARANTINE ITEM Quarantine No. QT16000003 Unit Name UNIT FARMASI KLINIK PAKAR Item Group DRUG Reason For Quarantine Manual Reason Created By Created Date 01/09/2016 11:57:50 AM Item Sub Class Status Approved Remarks Reject Reason											

4.0 Acronyms

Abbreviation	Definition
MOH	Ministry of Health
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
SKU	Store Keeping Unit
PKU	Packaging Keeping Unit

5.0 Inventory Modules

No	Module	PDF Links	No	Module	PDF Links
1	Finance	Click Here	15	Internal Indent	Click Here
2	Procurement Standard APPL	Click Here	16	Issue	Click Here
3	Procurement standard LP	Click Here	17	Receive From Supplier	Click Here
4	Procurement Standard Contract	Click Here	18	Receive Inter Facility	Click Here
5	Procurement Standard Quotation	Click Here	19	Receive Intra Facility	Click Here
6	Procurement Standard (RFQ)	Click Here	20	Return to Supplier	Click Here
7	Procurement Non Standard (Requisition Order)	Click Here	21	Return to Supplying Unit	Click Here
8	Quarantine	Click Here	22	Slow Moving	Click Here
9	Product Complaint	Click Here	23	Stock Taking And Verification	Click Here
10	Recalculate Buffer Level	Click Here	24	Stock Transfer	Click Here
11	Expiration And Condemn	Click Here	25	Year End	Click Here
12	Recall Product	Click Here	26	Penalty	Click Here
13	Payment	Click Here	27	IWP Budget	Click Here
14	External Indent	Click Here	28	IWP Order Authorization	Click Here