

Summary of Ticket Number and Requests for Inventory Module – Budget Adjustment(PKD)

No.	Ticket #	Description	Requests	Solution
1.	2000023 55E	Add journal voucher i.e. allow to utilize amount from 1 vote to another vote		<p><u>New Function:</u></p> <ul style="list-style-type: none"> • Add Budget Adjustment Listing Screen • Add Budget Adjustment transaction screen to create and maintain budget adjustment if wrongly charge the vote during PO process • Require authorization for every Budget adjustment transaction • 1 budget adjustment transaction for 1PO and 1 item only • Allow to create budget adjustment for PO had paid <p>The function must available for both PhIS & IWP</p>

Function Flow	Budget Adjustment(PKD) new Version 2.3																	
1.	<div data-bbox="674 260 1043 639" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> Home eP Enquiry Notification PKD Authorization Contract Special Approval Medicine Budget <ul style="list-style-type: none"> Allocation/Deduction/Virement (PKD) <li style="border: 2px solid orange; padding: 2px;">Budget Adjustment Payment/Credit Note(PKD) Penalty </div> <p style="text-align: center;">Figure 1.0-1 Budget Adjustment Menu</p> <div data-bbox="277 699 1442 1157" style="border: 1px solid black; padding: 5px;"> <p>INTEGRATION WEB PORTAL</p> <p>PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM</p> <p>BUDGET ADJUSTMENT</p> <p>Year: 2020 Transaction No.:</p> <p>Clinic Name: Status: All</p> <p>Vote Description From: Vote Code From:</p> <p>Ministry / Department: LPO No.:</p> <p style="text-align: right;">Search</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Clinic Name</th> <th>Transaction No.</th> <th>Budget Type</th> <th>Vote Code/Description From</th> <th>Ministry / Department</th> <th>LPO No.</th> <th>Created Date</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Klinik Kesihatan Greentown</td> <td>BJ20000001</td> <td>Operating</td> <td>05220103050027401/99/Pembelian Ubat</td> <td>B4242 - KEMENTERIAN KESIHATAN</td> <td>00200000000201181</td> <td>24/11/2020</td> <td>Approved</td> </tr> </tbody> </table> </div> <p style="text-align: center;">Figure 1.0-2 Budget Adjustment Listing Screen</p>	Clinic Name	Transaction No.	Budget Type	Vote Code/Description From	Ministry / Department	LPO No.	Created Date	Status	Klinik Kesihatan Greentown	BJ20000001	Operating	05220103050027401/99/Pembelian Ubat	B4242 - KEMENTERIAN KESIHATAN	00200000000201181	24/11/2020	Approved	<p>Notes: Budget Adjustment record will adjust the amount specified from one vote to another vote and will update the budget balance, utilized amount and create budget movement record for both vote codes.</p> <p>1. To open Budget Adjustment screen Click on 'Budget' menu and then click on 'Budget Adjustment' as shown in Figure 1.0-1</p> <p>2. Budget Adjustment Listing screen details (Figure 1.0-2)</p> <p>a) Listing will display list of Budget Adjustment record created. It will display</p> <ol style="list-style-type: none"> i. Clinic Name ii. Transaction No. iii. Budget Type iv. Vote Code/Description From v. Ministry/Department vi. LPO No vii. Created Date viii. Status <p>b) User should able to filter the list by the following criteria:</p> <ol style="list-style-type: none"> i. Year ii. Transaction No. iii. Clinic Name iv. Vote Description From v. Ministry/Department vi. LPO No.
Clinic Name	Transaction No.	Budget Type	Vote Code/Description From	Ministry / Department	LPO No.	Created Date	Status											
Klinik Kesihatan Greentown	BJ20000001	Operating	05220103050027401/99/Pembelian Ubat	B4242 - KEMENTERIAN KESIHATAN	00200000000201181	24/11/2020	Approved											

Budget Adjustment(PKD) new Version 2.3

Function Flow

Item Code	Item Description	Packaging Description	PKU	Unit Price(RM)	eP Approved Quantity	Received Quantity	Paid Amount(RM)
01.3663.03	Albendazole 200 mg / 5 ml Suspension	bottle of 10 millilitre	bottle	5.45	300	300	1,635.00
02.0010.03	Amloride HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	50	50	551.00
02.0011.02	Amlodipine 10 mg Tablet	pack of 100 tablet	pack	3.71	1,050	1,050	3,895.50
07.0005.14	Amoxicillin 500 mg Clavulanate 125 mg Tablet	Pack of 70 tabs (Blister)	pack	262.28	2	2	524.56
02.0012.01	Atorvastatin 20 mg Tablet	pack of 100 tablet	pack	12.99	84	84	1,091.16

Figure 1.0-3 Budget Adjustment New Transaction

- vii. Status
 - c) Click on the 'Add' (+) button to create new records. New Budget Adjustment screen will be displayed as Figure 1.0-3
- 3. Create new Budget Adjustment record**
- User need to fill in all required details
- a) Clinic Name
 - Field will list active facilities and belongs to the same PTJ Code with user’s login facility as per in Maintenance > General > External Facility screen.
 - User able to search the clinic name based on the Facility Name or/and Facility Code.
 - b) LPO No.
 - Field will list all LPO had completed the “Payment” by financial year.
 - User able to search and select the LPO based on LPO No and Item Purchase Type
 - c) Budget Adjustment Type
 - 2 option for adjustment type(Voucher/Others)
 - d) Voucher/Reference No.
 - User to enter free text value with maximum 20 characters.
 - e) Adjustment From Vote Information
 - From Vote Description
 - Field will list all vote description/codes used in selected LPO No
 - Current Balance (RM)
 - Current balance of the selected Vote Code. The value will be retrieved from

Function Flow	Budget Adjustment(PKD) new Version 2.3	
		<p>the Current Budget Master.</p> <ul style="list-style-type: none"> • Adjustment Amount (RM) <ul style="list-style-type: none"> - Adjustment amount will be auto calculated after LPO No and Vote Code is selected - Adjustment amount will sum all Paid Amount of items for selected LPO No and Vote code - Adjustment amount will be recalculated and refreshed if: <ul style="list-style-type: none"> ○ Change of vote code within same LPO No before send for approval, i.e. item list will refresh and adjustment amount will calculate based on item list of selected vote code ○ Tick or untick of item in Item Details list • New Balance (RM) <ul style="list-style-type: none"> - New expected balance of the Vote Code. Auto calculated based on 'Current Balance' + 'Adjustment Amount'. <p>f) Adjustment To Vote Information</p> <ul style="list-style-type: none"> • To Vote Description <ul style="list-style-type: none"> - Field will list all active vote codes as per in Vote Code master screen. - User able to search and select the vote code based on the Vote Description or/and Vote Code. • Current Balance (RM) <ul style="list-style-type: none"> - Current balance of the selected Vote Code. The value will be retrieved from

Function Flow **Budget Adjustment(PKD) new Version 2.3**

Item Code	Item Description	Packaging Description	PKU	Unit Price(RM)	eP Approved Quantity	Received Quantity	Paid Amount(RM)
01.3663.03	Albendazole 200 mg / 5 ml Suspension	bottle of 10 millilitre	bottle	5.45	300	300	1,635.00
02.0010.03	Amloride HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	50	50	551.00
02.0011.02	Amlodipine 10 mg Tablet	pack of 100 tablet	pack	3.71	1,050	1,050	3,895.50
07.0006.14	Amoxicillin 500 mg Clavulanate 125 mg Tablet	Pack of 70 tabs (Blister)	pack	262.28	2	2	524.56
02.0012.01	Atorvastatin 20 mg Tablet	pack of 100 tablet	pack	12.99	84	84	1,091.16
02.0203.02	Baclofen 10mg Tab	Pack of 50 tabs (Blister)	pack	44.08	100	100	4,408.00
02.0204.01	Benzhexol 2 mg Tablet	pack of 1000 tablet	pack	41.18	10	10	411.80
01.0401.07	Calamine Cream	tube of 30 gram	tube	5.80	500	500	2,900.00
02.0428.08	Captopril 25mg Tab	Pack of 100 tabs (Blister)	pack	4.18	400	400	1,672.00
07.0409.02	Cephalexin Monohyd 250mg Cap BPI/USP	Pack of 500 caps (Blister)	pack	93.38	5	5	466.90

Figure 1.0-4 Item Details

the Current Budget Master.

- Adjustment Amount (RM)
 - Displayed based on 'Adjustment Amount' in **Budget Adjustment from Vote Information**
- New Balance (RM)
 - New expected balance of the Vote description.
 - Auto calculated based on 'Current Balance' - 'Adjustment Amount'.

4. Item Details information (Figure 2.0-4)

- a) Auto display item detail after Clinic name, LPO No and Vote description is selected
- b) Will display all items for selected Clinic name, LPO No and Vote description
- c) Will display the following information in item detail list:
 - i. Item Code
 - ii. Item Description
 - iii. Packaging Description
 - iv. PKU description
 - v. Unit Price (RM)
 - vi. eP Approved Quantity
 - vii. Total Received Quantity (by item and LPO)
 - viii. Paid Amount (refer to Payment table)

Function Flow **Budget Adjustment(PKD) new Version 2.3**

BUDGET ADJUSTMENT NEW TRANSACTION

Transaction No. BJ20000002 Date & Time 27/11/2020 04:57:30 PM
 Year 2020 Created By AhXXX XXXXXX
 Clinic Name Klinik Kesihatan Greentown Voucher/ Reference No REF56477373
 LPO No. CO20000000038476 Status Open
 Budget Adjustment Type Others Remarks
 Reject Reason
 Adjustment From Vote Information Adjustment To Vote Information
 Budget Type Operating Budget Type Operating
 From Vote Description Pembelian Ubat To Vote Description Pembelian Bukan Ubat
 From Vote Code 0522010305002740199 To Vote Code 0522010305002749999
 Ministry/Department B4242 - KEMENTERIAN KESIHATAN Ministry/Department B4242 - KEMENTERIAN KESIHATAN
 Current Balance(RM) 17,555.92 Current Balance(RM) 321,813.42
 Adjustment Amount(RM) 17,555.92 Adjustment Amount(RM) 17,555.92
 New Balance(RM) 35,111.84 New Balance(RM) 304,257.50

ITEM DETAILS

Item Code	Item Description	Packaging Description	PKU	Unit Price(RM)	eP Approved Quantity	Received Quantity	Paid Amount(RM)
01.3663.03	Albendazole 200 mg / 5 ml Suspension	bottle of 10 millilitre	bottle	5.45	300	300	1,635.00
02.0010.03	Amloride HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	50	50	551.00

Figure 1.0-5 Saved Budget Adjustment

BUDGET ADJUSTMENT NEW TRANSACTION

Transaction No. BJ20000002 Date & Time 27/11/2020 04:57:30 PM
 Year 2020 Created By AhXXX XXXXXX
 Clinic Name Klinik Kesihatan Greentown Voucher/ Reference No REF56477373
 LPO No. CO20000000038476 Status Cancelled
 Budget Adjustment Type Others Remarks
 Reject Reason
 Adjustment From Vote Information Adjustment To Vote Information
 Budget Type Operating Budget Type Operating
 From Vote Description Pembelian Ubat To Vote Description Pembelian Bukan Ubat
 From Vote Code 0522010305002740199 To Vote Code 0522010305002749999
 Ministry/Department B4242 - KEMENTERIAN KESIHATAN Ministry/Department B4242 - KEMENTERIAN KESIHATAN
 Current Balance(RM) 17,555.92 Current Balance(RM) 321,813.42
 Adjustment Amount(RM) 17,555.92 Adjustment Amount(RM) 17,555.92
 New Balance(RM) 35,111.84 New Balance(RM) 304,257.50

ITEM DETAILS

Item Code	Item Description	Packaging Description	PKU	Unit Price(RM)	eP Approved Quantity	Received Quantity	Paid Amount(RM)
01.3663.03	Albendazole 200 mg / 5 ml Suspension	bottle of 10 millilitre	bottle	5.45	300	300	1,635.00
02.0010.03	Amloride HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	50	50	551.00
02.0011.02	Amlodipine 10 mg Tablet	pack of 100 tablet	pack	3.71	1,050	1,050	3,895.50

Figure 1.0-6 Cancelled Budget Adjustment

5. **Save Budget Adjustment record**
 Click on the save button
 - a) All data will save to new Budget Adjustment transaction table
 - b) Record status remain as 'Open'
 - c) The following fields will allow to edit after saved:
 - i. To Vote Code/Description
 - ii. Budget Adjustment Type
 - iii. Voucher/Reference No
 - iv. Remarks
 - d) Button 'Send for Approval' will display
 - e) Button 'Cancel Request' will display

6. **Cancel Budget Adjustment record**
 - a) User able to 'Cancel Request' once already save record but before send for approval.
 - b) Status will update to 'Cancelled' after user cancel request.
 - c) All fields except 'Remark' field are displayed as read-only.

Function Flow **Budget Adjustment(PKD) new Version 2.3**

Item Code	Item Description	Packaging Description	PKU	Unit Price(RM)	eP Approved Quantity	Received Quantity	Paid Amount(RM)
01.3663.03	Albendazole 200 mg / 5 ml Suspension	bottle of 10 millilitre	bottle	5.45	300	300	1,635.00
02.0010.03	Amloride HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	50	50	551.00

Figure 1.0-7 Send For Approval Budget Adjustment

Item Code	Item Description	Packaging Description	PKU	Unit Price(RM)	eP Approved Quantity	Received Quantity	Paid Amount(RM)
07.0018.02	Acyclovir 200mg Tab	Pack of 25 tabs (Blister)	pack	17.40	10	10	174.00
02.0004.06	Allopurinol 300mg Tab	Pack of 100 tabs (Blister)	pack	14.04	20	20	280.80
02.0010.03	Amloride HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	30	30	330.60

Figure 1.0-8 Approved Budget Adjustment

7. **Send for approval Budget Adjustment record**
 - Click on the Send for Approval button
 - a) Record status updated to 'Pending for Approval'
 - b) Only 'Remark' and 'Reject Remark' is allowed to be edited, other fields display as read-only
 - c) Button 'Approve' will display
 - d) Button 'Reject' will display

8. **Approve Budget Adjustment record**
 - Click on the Approve button
 - a) Record status updated to 'Approved'
 - b) All fields will be read-only
 - c) Will create 2 new budget movement log (Transaction Type = Budget Adjustment From & Budget Adjustment To) for Budget Movement report (Report/Enquiry>Inventory>Finance).
 - i. Vote Code From (refer to budget movement log)
 - ii. Vote Code To (refer to budget movement log)
 - d) Will update budget balance and utilized amount for selected votes in Current Budget Master table
 - i. Budget Adjustment From (by vote)

Budget Adjustment(PKD) new Version 2.3

Function Flow

Item Code	Item Description	Packaging Description	PKU	Unit Price (RM)	eP Approved Quantity	Received Quantity	Paid Amount (RM)
07.0018.02	Acyclovir 200mg Tab	Pack of 25 tabs (Blister)	pack	17.40	10	10	174.00
02.0004.06	Atopurinol 300mg Tab	Pack of 100 tabs (Blister)	pack	14.04	20	20	280.80
02.0010.03	Amlonide HCl Hydrochlorothiazide Tab	Pack of 100 tabs (Blister)	pack	11.02	30	30	330.60

Figure 1.0-9 Rejected Budget Adjustment

- Current Balance = Current Balance + Adjustment amount
 - Utilized Amount = Utilized amount – Adjustment amount
 - ii. Budget Adjustment To (by Vote)
 - Current Balance = Current Balance – Adjustment amount
 - Utilized Amount = Utilized amount + Adjustment amount
- 9. Reject Budget Adjustment record**
- Click on the Reject button
- a) Record status updated to 'Rejected'
 - b) All fields will be read-only
 - c) No new transaction created for Budget Movement report
 - d) No updates on budget balance