Par Inventory Supply Counts

VANDERBILT VUNIVERSITY

MEDICAL CENTER

Learn how to complete a Par Inventory Supply Count and verify item adjustments.

1. On your Mobile device, Launch Supply Counts.



2. Scan or enter the Par location to be counted.

Supply Counts		
Location	OR.P3007.PAR	Q

- 3. Select Continue.
- 4. Scan the Item to be counted.
- 5. Perform the count and enter the quantity physically counted in the Input Quantity field.

Section		\odot
Location	OR.P3007.PAR	
Item	104272 4	Q
	GUIDEWIRE VASCULAR L260CM DIA0.035IN L4C	
Input Quantity	5 5	
UOM	EA	Q
	EA	

- 6. If required, enter the Lot information and Expiry Date of the items being counted.
- 7. Repeat steps 4, 5, and 6 until all items have been counted.
- 8. Select Submit Count.