

Manufacturer Item Recall

Learn how to create, search, or modify a recall.

Recalls can be created for manufacturer items with a specific lot, expiry date, and serial number. Recalls prevent movement and usage if items are not consumed.

CREATE A RECALL

1. Navigate to the **Manufacturer Item Recalls** resource.
2. Select the **Create** button.
3. Enter the **Manufacturer** and **Manufacturer Item** fields.
4. Select **Continue**.
5. Enter the **Serial Number** or **Lot** for the recall.
6. Enter the **Recall Date**.
7. Set **Active** drop-down menu to "Yes".
8. Select **Submit**.

The screenshot shows a form for creating a recall. It includes fields for Serial Number, Lot, Recall Date (with a date picker), and an Active status dropdown menu. A 'Submit' button is at the bottom. Red callout circles with numbers 5 through 8 point to the Serial Number field, Recall Date field, Active dropdown, and Submit button respectively.

SEARCH FOR AND MODIFY A RECALL

1. Navigate to the **Manufacturer Item Recalls** resource.
2. Enter the search criteria.
3. Select **Search**.
4. Select the **View Record Details** icon.
5. View the contents of the record and perform the action.
 - a. Modify the details of the recall and select **Submit**.
 - b. Delete the recall by selecting **Delete**.

The screenshot shows the 'Manufacturer Item Recalls' search interface. It features search criteria fields for Manufacturer (TECSYS), Manufacturer Item, Item, Lot, Serial Number, Recall Date, and Active (set to 1). Below the search fields is a table with one record. Red callout circles with numbers 2, 3, and 4 point to the search criteria fields, the 'Search' button, and the 'View Record Details' icon in the table header respectively.

Description 1 (Manufacturers)	Manufacturer Item	Item	Description 1 (Items)	Serial Number	Lot	Recall Date	Active
TECSYS Demo Items	BLUEBASIN	100136	Basin (Blue)	91210		03/08/2024 21:33	Yes