

Item Expiration Management

Learn how to report on items that are available, nearing expiry date, or are expired.

EXPIRY STATUS OF AN ITEM

The Expiration Management resource is used to manage item expiry. Managing expirations helps keep inventory stocked with new and available items.

Search for an Item's Status

1. Launch the **Expiration Management** resource.
2. Enter item details into the **Search Criteria** section such as Location, Status, Days to Expire, or Expiry Date.
3. Select **Search**.
4. View the different item statuses from the results.

Note: To utilize expiration management, expiry must be captured during receipt or putaway.

Status	
1 - Expired	
Location	Description 1 (Locations)
<input type="checkbox"/> RN_CL_CORE_P	RiseNow Cath Lab Core Perpetual
<input type="checkbox"/> RN_CL_R3	RiseNow Cath Lab Room 3
<input type="checkbox"/> RN_OR_CORE_P	RiseNow OR Core Perpetual
Status	
2 - Near Expiry	
Location	Description 1 (Locations)
<input type="checkbox"/> RN_CL_CORE_PT	RiseNow CL Core Perpetual Tracked

Change an Item's UDI

If there are any inaccurate statuses, the item can be updated. The UDI Change action is used to correct UDI information such as the lot, expiry date, and serial number.

1. Open an item to update by selecting the item's arrow icon.
2. Select the **More Actions** button.
3. Select **Change UDI**. The UDI Change pop-up window appears.
4. Update the UDI information.
5. Select **Submit**.
6. Ensure the item's information and status are updated.

