

We are currently updating the OP Help Center content for the release of OP 14.19 or OP 19. OP 19 is a member of the certified OP 14 family of products (official version is 14.19.1), which you may see in your software (such as in Help > About) and in the Help Center tabs labeled 14.19. You may also notice that the version number in content and videos may not match the version of your software, and some procedural content may not match the workflow in your software. We appreciate your patience and understanding as we make these enhancements.

Vaccine Inventory Management with Barcodes

Last Modified on 10/22/2019 4:04 pm EDT

Version 14.19

Tagging Existing Inventory

When you first acquire a barcode scanner, retrofit all existing Active and Inactive lots to include the NDCs and GTINs. Go to the Vaccine Inventory Form and click the Edit button on the first active lot. Find a box of this vaccine in your refrigerator and scan it. The NDC and GTIN fields populate automatically, but everything else remains the same. Click to save these values and close the form.

Repeat this process for each Active and Inactive Lot. Try to ensure that there is only one Active lot of each product for each VFC status. That way, when nurses choose inventory to administer, the system knows exactly which lot number they are working with.

Creating New Inventory

When you receive a new shipment of vaccines, go to the Vaccine Inventory Form. Click the New button. An empty Vaccine Inventory Details form is displayed. Scan the NDC code on the box of any item in the shipment. The system is pre-loaded to know which manufacturers and products are associated with a given NDC, so the top part of the form populates automatically. In addition, if you had previously tagged at least one older lot with the same NDC, the system populates the most recent VFC status and Cost. You only need to manually enter the Lot Number, Total doses in lot and Expiration Date, and confirm the VFC status and Cost, which may vary. If you already have plenty on hand from older shipments, assign Inactive status to this inventory. The system will know you own it, but will not show it to the nurses until the currently Active lot runs out of doses or gets retired.

Tagging Existing Inventory

When you first acquire a barcode scanner, retrofit all existing Active and Inactive lots to include the NDCs and GTINs. Go to the Vaccine Inventory Form and click the Edit button on the first active lot. Find a box of this vaccine in your refrigerator and scan it. The NDC and GTIN fields populate automatically, but everything else will remain the same. Click to save these values and close the form.

Repeat this process for each Active and Inactive Lot. Try to ensure that there is only one Active lot of each product for each VFC status. When nurses choose inventory to administer, the system knows exactly which lot number they are working with.

Creating New Inventory

When you receive a new shipment of vaccines, go to the Vaccine Inventory Form as you normally would. Click the New button to bring up an empty Vaccine Inventory Details form. Scan the NDC code on the box of any item in the shipment. The system is pre-loaded to know which manufacturers and products are associated with a given NDC, so the top part of the form populates automatically. In addition, if you had previously tagged at least one older lot with the same NDC, the system populates the most recent VFC status and Cost. You only need to manually enter the Lot Number, Total doses in lot and Expiration Date, and confirm the VFC status and Cost, which may vary. If you already have plenty on hand from older shipments, assign Inactive status to this inventory. The system will know you own it, but will not show it to the nurses until the currently Active lot runs out of doses or gets retired.
