

# Choose a Vaccine Lot

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Version 20.15



This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.

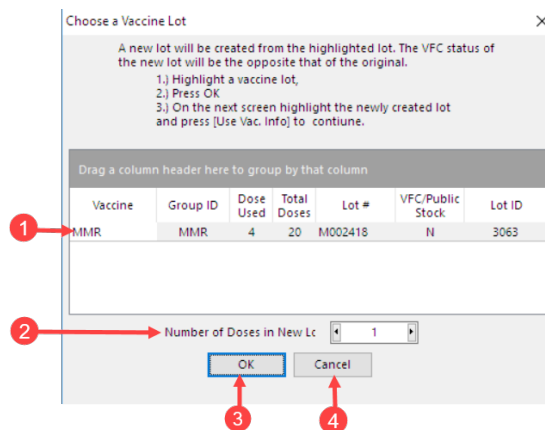
## About Choose a Vaccine Lot

**Path: Practice Management tab > Manage Vaccine Inventory button > Borrow or Payback button**

The borrow/payback function within the Vaccine Inventory acts as an accounting tool to be able to switch the vaccine to the opposite stock (VFC/Public or Private). Selecting this button opens the Choose a Vaccine Lot window. This window moves vaccines from one lot to another in order to help your staff document your patient's chart accordingly.



**Note:** If you notice ahead of time that you are out of a certain stock, you can borrow preemptively and create a new lot with additional doses available for any other patient coming in for that vaccine while you wait for your new vaccine shipment to arrive.



## Choose a Vaccine Lot Map

Number	Section	Description
1	Vaccine List	The Vaccine List displays the highlighted vaccine from the vaccine inventory. This is the vaccine that will have a specified number of doses moved from one lot to another. Keep track of the lot numbers.
2	Number of Doses in New Lot	Sets the available number of doses for the New Lot.
3	OK button	Saves the new lot. The new inventory is now available to use. Administer the vaccine as you normally would.
4	Cancel button	Cancels borrowing or paying back vaccines without saving.

Version 20.13



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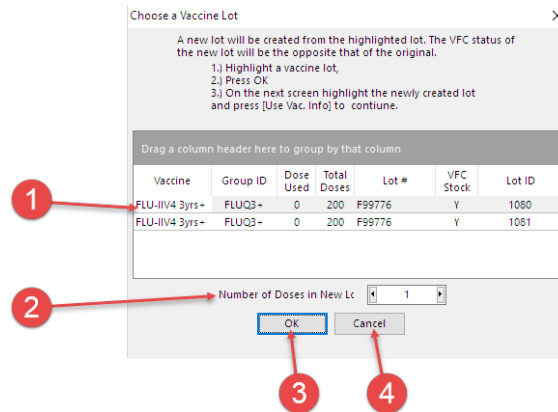
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