

Medication Receiving Process: ScanCast™ RR030090 with Verify on Receipt™

Standard Operating Procedure

Purpose: This procedure demonstrates how to use ScanCast RR030090 with ConsortiEX Verify on Receipt (VOR) using ConsortiEX's ScanCast to minimize redundant scanning.

Note: It is the user responsibility to monitor each integrated application during ScanCast enabled Scanning for correct operation, use at your own risk, warranty does not include correct operation but does include best effort to remedy what can be corrected.

Integrations are not verified by the integration company. Operation may change if integration application is updated, integrations are not verified by the integration company making the changes.

Procedure:

Setup (Upon daily delivery):

1. Sort all totes and boxes into separate areas by PO.
2. Login to the vendor portal
3. Login to ConsortiEX Verify on Receipt
 - a. Select Site
 - b. Select Receiving Tab

Process:

A. Totes (Repeat until all totes are processed)

1. Select a PO from the List on the vendor portal (may be multiple totes)
2. Scan 1D label on outside of tote, starting with (00)
3. Confirm Verify on Receipt screen shows container contents.
4. Separate all products into like items
5. Scan the 2D barcode on any product in the tote (if no 2D, then 1D UPC)
6. If you scanned the 2D first, next scan the 1D barcode on the outside of the product.
7. Repeat steps ii. – iv. for each additional product in the tote.
8. Once the tote is empty scan ConsortiEX "Accept Container"



B. Homogenous Containers – (Boxes with (1) 2D barcode and (2) 1D barcodes) (Repeat until all totes are processed)

1. Scan 1D label on outside of tote, starting with (00)
2. Confirm Verify on Receipt screen shows container contents;
3. Read ConsortiEX Screen for expected quantity
 - a. If the Quantity field is '1'; scan the (1) 2D barcode on the outside of the box
 - b. If the Quantity is any other number; scan each of the (2)1D barcodes

4. Scan the **Clear** barcode to remove any bad input from the vendor portal screen.



5. Scan ConsortiEX **'Accept Container'**

