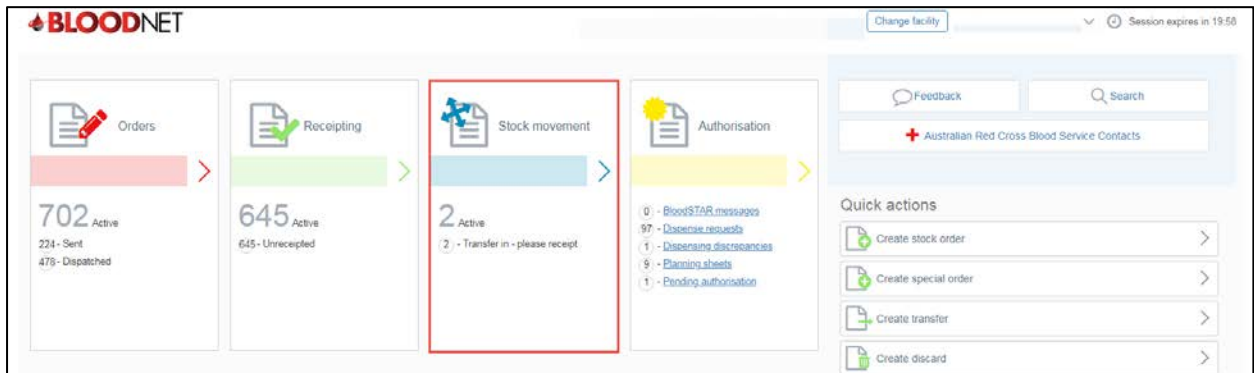


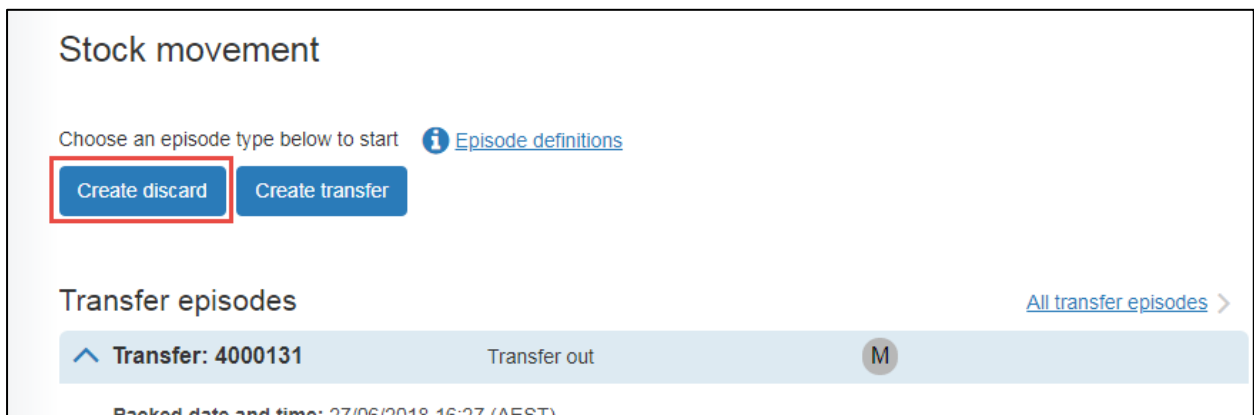
Create a Discard Episode

Discard episodes should be recorded in BloodNet when a product has been damaged or expired.

1. To access the discard module, click on the **Stock movement** tile from the home page.



2. From the **Stock movement** dashboard click on the **Create discard** button.



3. On the '**New discard episode**' screen scan/enter the donation or lot number into the Donation/Lot number field, specify the quantity and click on the **Add Item** button. You can add multiple products to a single discard episode.
4. Select the location and reason for the discard from the drop down menus.
5. Click the **Save discard episode** button to finalise the episode.

New discard episode

*Required field

Date of discard * dd/mm/yyyy

Time of discard * hh:mm (24 hour)

Location discard occurred * ?

Reason for discard *

Scan or enter Donation/Lot number and quantity

Donation/Lot number Quantity

[Add item](#)

[Definitions](#)

Items for discard

To remove an item from the episode click remove.

Items	Donation/Lot number	Qty	Expiry date	Price	Comments	Actions
<input checked="" type="checkbox"/> <input type="checkbox"/> Intragam 10 (2.5 g/25 mL)	C3790250016C	<input type="text" value="2"/>	02/08/2018 23:59	\$146.23	Add	Remove

[Cancel and return to stock movement dashboard](#) [Save discard episode](#)

6. You will be directed back to the **Stock Movement** dashboard where you will see a green dialogue box at the top of your screen with the **discard confirmation**. The discard episode will appear at the top of the **Recent discard episodes** list. You can view the details of the episode by clicking on the Discard number or edit it (add or remove items) by clicking on the **Edit button**. **Please note:** The Edit link is only visible for Facility Administrators.

BLOODNET

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✓ Discard episode 4000138 has been saved

The following have been awaiting receipt for greater than 72 hours. Please action

- issue note: 0000002240805
- issue note: 0000006514413
- issue note: 0000005842194
- transfer episode: 2892069
- transfer episode: 2892070

[What do the icons mean](#) [Page refresh in 02:11](#)

Check item status/movement history

Scan or enter Donation/Lot number [Check](#)

Stock movement

Choose an episode type below to start [Episode definitions](#)

[Create discard](#) [Create transfer](#)

Transfer episodes

[All transfer episodes >](#)

- Transfer: 2892098 Transfer out
- Transfer: 2892071 Transfer in - receipted

Recent discard episodes

[All discard episodes >](#)

Discard no	Discard date	Contents	Discard reason	Total price	Actions
4000138	28/06/2018 11:50 (AEST)	<input checked="" type="checkbox"/>	Damaged - Inter hospital / inter lab transit	\$146.23	Edit
2892131	22/06/2018 09:47 (AEST)	<input checked="" type="checkbox"/>	Damaged - In laboratory	\$146.23	Edit
2851390	24/05/2018 19:55 (AEST)	<input checked="" type="checkbox"/>	Storage - Out of temperature control	\$412.66	Edit