

Completing a Return to Stock Episode

Purpose

This tip sheet explains how to complete a Return to Stock episode for a patient on Immunoglobulin (Ig) product in BloodNet. A Return to Stock episode may be required for one of the following reasons: a product type is dispensed by mistake, too much product is dispensed by mistake, or a patient does not present or is too unwell for their scheduled infusion and their product is returned to the dispenser.

Please note: you must always use the *Authorisation* tab when completing a Return to Stock episode, never use the Return to Stock option from the Fate tab.

How to complete a Return to Stock Episode

1. Login to BloodNet and move your cursor over the *Authorisation* tab and click on *Authorised Patients*.
2. The Authorised Patients page displays a list of all of the patients who have your facility listed as the dispensing facility in their authorisation request. Locate the patient you need to return stock for by scrolling through the list or by using the Search function at the top of the screen.

Authorised Patients at QML GCPH Lab

Search

Given Name:

Family Name:

Date of Birth:

UR Number:

Authorisation Number:

Administering Facility:

Clear Search

Patient	UR Number	Date of Birth	Authorisation	Condition	Administering Facility	End Date
PARK, Peter		01/01/2001	ZJ82737M	Acquired hypogammaglobulinaemia – haematological malignancy and post HSCT	Gold Coast University Hospital	17/08/2016

Page size: 10 1 items in 1 pages

3. Once the patient has been located click on the Authorisation number in the *Authorisation* column.

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Given Name:

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Support

phone: 13 000 BLOOD (13 000 25663)

email: support@blood.gov.au

fax: 02 6151 5210

- The *View Authorisation* page contains details of the patient's authorisation and their treatment plan. Scroll down to view the treatment plan and locate the dispensed product. Click on the *Return to Stock* link.

View Authorisation Session expires in 16:00

[Print Authorisation](#)

Patient Details

Patient: **Peter PARK**
 01/01/2001 15 year old, Male [Edit Patient Details](#)

Facility Identifiers:

Facility Identifiers	Edit
Gold Coast University Hospital -	Edit

1 items in 1 pages

Authorisation Details

Authorisation Number: **ZJ82737M**
 Approval Date: **12/07/2016**
 Condition: **Acquired hypogammaglobulinaemia — haematological malignancy and post HSCT**
 Indication: **Prevention of recurrent bacterial infections due to hypogammaglobulinaemia associated with haematological malignancies.**
 Treating Specialist: **Lashawn BOWERS**
 Specialist
 Gold Coast University Hospital

Regimen: **Loading Dose** INTRAGAM P 21.00 grams once only.(Intravenous)
Maintenance Dose INTRAGAM P 21.00 grams every 4 weeks.(Intravenous)

Authorisation End Date: **17/08/2016**
 Continuing supply is conditional on a review being conducted prior to this date.

Treating Facility: **Gold Coast University Hospital**
 Administering Facility: **Gold Coast University Hospital**
 Dispensing Facility: **QML Pathology - Gold Coast Private Hospital**
 Last Dispensed Date: **13/07/2016**
 Further doses should not be dispensed before 20/07/2016

Authorisation Status: **Active**

Treatment Plan

This treatment plan does not constitute a prescription for immunoglobulin product

	Planned Date	Dose Type	Dose	Status	Requested	Expected Infusion Date	Date Dispensed	Quantity Dispensed
View Dispense Return To Stock	19/07/2016	Loading Dose	INTRAGAM P - 21.00 g	Dispensed		19/07/2016	13/07/2016	21.00 g of 21.00 g
View Dispense	20/07/2016	Maintenance Dose	INTRAGAM P - 21.00 g	Planned				

[Print Authorisation](#)

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 For support, call 13 000 BLOOD (13 000 25663) or email support@blood.gov.au | BloodNet v4.3.1.22

<https://training.blood.gov.au/BloodNet/Web/Default.aspx>

- You will now be on the *New Return to Stock Episode* page. Scan the product's barcode and press the *Enter* key or click on the *Add Product* button in the green rectangle box under *Manufactured Products*. The product will appear at the bottom of the screen. You can adjust the quantity of products by clicking in the text box in the *Quantity* column and entering the number of products you are returning.

Ordering Receiving Authorisation **Fate** Fridges Reporting Administration Help
Feedback Change Facility

Session expires in 05:12

New Return To Stock Episode

Created Date: 13/07/2016 16:53 AEST
 Facility Name: QML GCPH Lab
 Return To Stock Date: *
 Return To Stock Time: *

Patient Details

First Name: Peter
 Last Name: PARK
 Date of Birth: 1/01/2001
 IHI:
 ABO Group Phenotype:
 RH Blood Phenotype:
 Gender: Male
 UR Number:

BloodStar Authorisation

Authorisation Number: ZJ82737M

Scan/Enter Lot Number:

Product	Lot Number	Quantity	Expiry Date	Price	Comments
37401 - INTRAGAM P 3G/50 ML	C3740501081C	<input type="text" value="7"/>	15/06/2017 00:00	\$189.07	<input type="text"/> Remove

- Finally click on the *Save Return To Stock Episode* button at the bottom of the screen to save the episode. You will be taken to the *View Return To Stock Episode* page where you can print a summary of the episode or edit it. This detail has now been updated against the patients BloodSTAR Treatment Plan.

View Return To Stock Episode Session expires in 16:45

TEST
BloodNet Return To Stock Episode
TEST

BloodNet Return To Stock Number: 15	Created By: Daniel MAMIC	Created Date: 13/07/2016 17:12 AEST
Facility Name: QML GCPH Lab	AHP: 41CALL	Date Return To Stock Occurred: 13/07/2016 16:53 AEST
Total Price: \$1,323.49		
Allocated Patient: PARK,Peter		

INTRAGAM P 3G/50 ML (37401)

Lot No: **C3740501081C**
 Expiry Date: **15/06/2017**
 Comments:

Quantity: **7** Unit Price: **\$189.07** Total Price: **\$1,323.49**

TEST Return To Stock 15 was viewed and printed for QML GCPH Lab by BloodNet User Daniel MAMIC

Print Return To Stock Episode Edit

[Return to Authorised Patients List](#) | [Return to Authorisation](#)