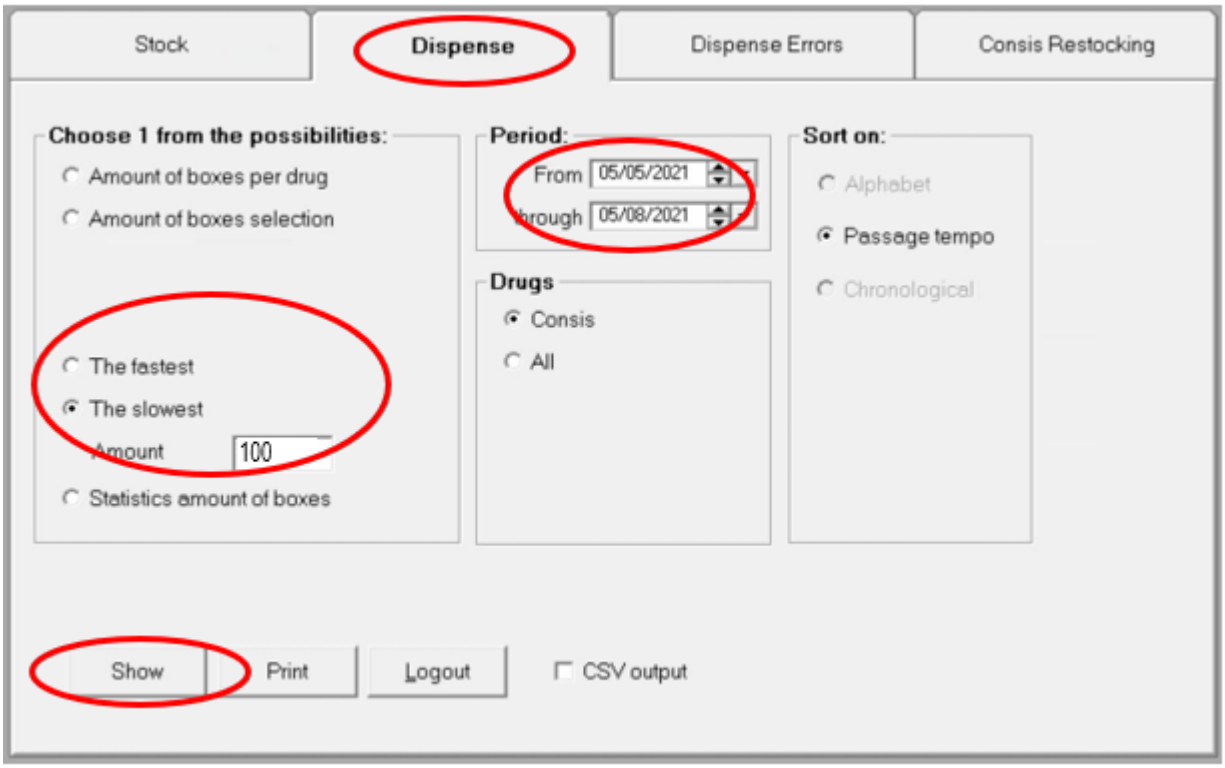
HOW TO FIND REPORTS

As part of the CONSIS and API Generic Transition training, we suggest a review of the drugs allocated to your CONSIS robot. Other reports will assist with the ongoing management of packages in your robot. Two reports stand out as especially helpful, and you will find instructions below on where to find these two reports.

The steps below outline how to generate the two reports on your CONSIS CTS user interface. Should you have any queries about generating either of these reports, please do not hesitate to contact your Willach support team on the **Service Hotline: 1800 94 55 22**

SLOWEST MOVER REPORT

Reports are found externally on your desktop in CTS Reports. The user and password will both be 'consis' unless you have changed it. When the program opens, it will display multiple reporting options accessed via each Tab.



Select roughly 3 months for the time Period. Select either Fastest or Slowest, and enter in from 20-50 for the amount, then click show to generate the report. For the purposes of freeing up space in the CONSIS select 'The slowest' and print this report.

For the **SLOWEST Mover Report**:

- → Select **DISPENSE tab** [top]
- → Select '**THE SLOWEST' tab**
- → Set 3 month **PERIOD**
- → Select **SHOW REPORT** and **PRINT**

This is what the report will look like:

The slowest

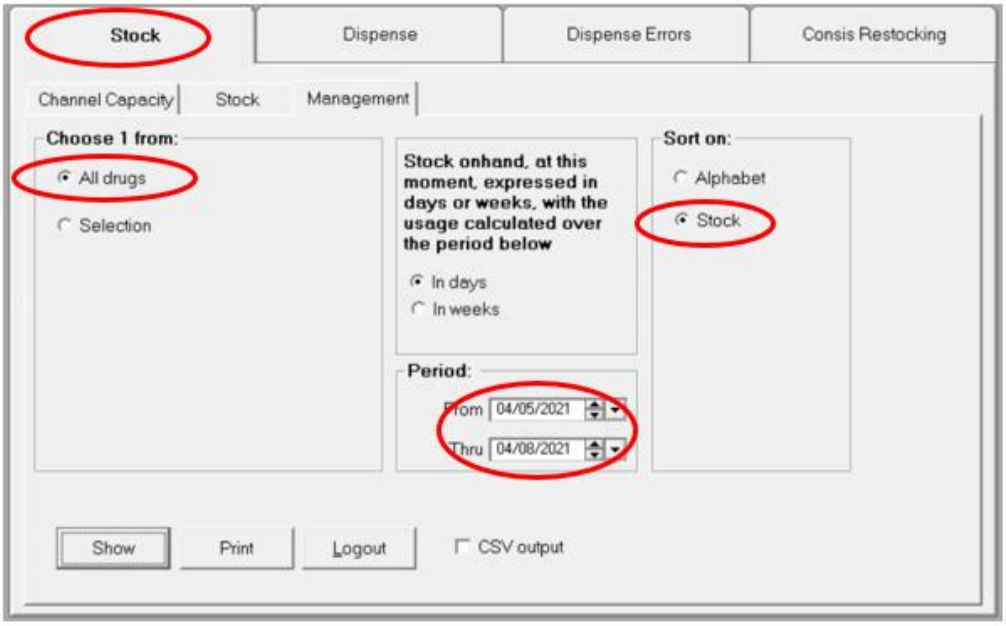
Date from 20/05/2021 Till 05/08/2021

Medicine Name DrugID	Dispensed
ASASANTIN 200mg/25mg ASAS1	0
AVAPRO AVAP3	0
DICLOFENAC (APO) 25mg APOD1	0
DUOCOVER DUOC1	0
ESOMEPRAZOLE (APOTEX) 20mg ESOM13	0
FLECAINIDE (APO) FLEC5	0
GABAPENTIN (APX) GABA61	0
OLMESARTAN/AMLOD/HCTZ (APO) OLAH24	0
QUETIAPINE XR (APO) QUET90	0
RAMIPRIL (APO) 1.25mg CAP RAMI57	0
SYSTANE 0.4%- 0.3%, 15mL SYST1	0
OLANZAPINE (APO) OLAN30	1
PERINDOPRIL (APO) APOP4	1
TOPIRAMATE (APO) APOT6	1
IRBESARTAN HCTZ (APO) IRBE20	2
CANDESARTAN (APO) CAND21	3
PRAVASTATIN (APO) PRAP1	3
SERETIDE 125/25 CFC FREE 120d SERE12	3

Review medications:

- Check whether the brand is still used in the pharmacy?
- Check if you stock this drug?
- Where there are long term supplier shortages, consider removing those lines to make space.
- Once slow moving medications have been emptied from channels, delete the allocation.
- Check expiry dates of removed medications, prioritise these for dispensing or credit, or rehome in your FAMA®.K

STOCK MANAGEMENT REPORT



→ Select **STOCK tab** [top]
→ Select **Management tab**
→ Select **All drugs**
→ Set 3 month **Period**
→ Sort by **Stock**
→ Select **SHOW REPORT** or **PRINT**

Stock Management Report

Onhand over period : 04/05/2021 - 04/08/2021

Date : 05/08/2021

Drug name DrugID	Days onhand 100%	Days onhand current	Number of channels	Channel(s) Capacity	Current Stock	Min Level	Max Level
ASASANTIN 200mg/25mg ASAS1	900.0	0.0	1	9	0	9	9
AVAPRO AVAP3	1,200.0	0.0	1	12	0	13	12
AVAPRO HCT 300mg/25mg AVAP6	59.8	0.0	1	9	0	9	9
CANDESARTAN (APO) CAND21	279.0	0.0	1	9	0	9	9
CLINDAMYCIN (APO) CLIN15	32.1	0.0	1	10	0	10	10
DICLOFENAC (APO) 25mg APOD1	1,200.0	0.0	1	12	0	12	12
DUOCOVER DUOC1	372.0	0.0	1	8	0	8	8
EFEXOR XR 75mg EFEX4	44.3	0.0	1	10	0	10	10
ESOMEPRAZOLE (APOTEX) 20mg ESOM13	2,100.0	0.0	3	21	0	24	21
FLECAINIDE (APO) FLEC5	1,000.0	0.0	1	10	0	10	10
FLUVOXAMINE (APO) APOF5	40.4	0.0	1	10	0	10	10
HYDROXO-B12 HYB1	25.4	0.0	1	12	0	12	12
JANUVIA 50mg JANU3	33.5	0.0	1	9	0	9	9
MELOXICAM (APX) MELO45	65.6	0.0	1	12	0	12	12
METOPROLOL (APO) 50mg METO33	6.0	0.0	1	12	0	12	12
OLMESARTAN/AMLOD/HCTZ (APO) OLAH24	1,000.0	0.0	1	10	0	10	10
OLMESARTAN/AMLODIPINE (APOTEX) OLAM7	232.5	0.0	1	10	0	10	10
PANAMAX 500mg PANX1	26.0	0.0	1	12	0	12	12
PANTOPRAZOLE (APOTEX TY) PANT42	5.6	0.0	1	11	0	11	11
POLYTEARS 15mL	217.0	0.0	1	14	0	14	14

FREE CHANNEL REPORT

For the Free Channel Report:

- → Select **CONSIS RESTOCKING tab** [top]
- → Select **Free Channels**
- → Sort by Channel or Colour based on preference
- → Select Display or **PRINT**

Shelve	Channel	Color
1-01	9	Yellow
1-02	4	Blue
1-02	11	Blue
1-04	13	Red
1-05	1	Red
1-10	7	Red
1-11	4	Red
1-12	5	Red
1-12	11	Red
1-12	16	Red
1-13	9	Red
1-18	10	Green
1-19	5	Green
1-21	6	Green
1-23	13	Blue
1-24	9	Blue
1-24	11	Blue
1-26	5	Blue
1-26	8	Blue
1-26	12	Blue
1-27	3	Blue