

HOW TO ADD DRUGS TO CON SIS

STEP 1.

Click the **Create product** tab at the bottom of the Navigator screen to access the stock card.



STEP 2.

- Scan the barcode of the new product.
- Click **Yes** to add.

1) Create or edit product using the following options:
 ▶ Select product from the Open Tasks list
 ▶ Enter product code
 ▶ Enter product name
 2) Continue with button 1

Are you sure you want to create this product in the CON SIS data base?

Product code: 1 OK

Product name:

Code: 1 Yes

2

3 Create shelf list

4 Delete task

5 Cancel

2

3

4

5 No

STEP 3.

- The product details will self populate (name, code)
- Enter in the length of the product. Other dimensions are not needed.
- Use the Willach measuring tool to measure the package dimensions.
- Click **Save** OR **Add Channel** to assign drugs to available channels (see the next section 'How to add/assign channels').
- Click **Save**.
- Refer to the next guide **How to Add/Assign Channel**

1) Edit master data or channel allocation
 ▶ Product is not allocated to any channel
 ▶ Attention: add or delete robot flag in pharmacy software, if required

Product name: PERINDOPRIL (APO) 4mg

Product code: APOP4

P. length (mm):

P. width (mm):

P. height (mm):

Barcodes:

Excess stock:

Round package:

Dosage form: TAB

Package unit: 30

Minimum stock: 50% (0)

Maximum stock: Capacity (0)

Channel Stock Capacity

1 Save

2 Edit barcodes

3 Add channel

4 Delete product

5 Cancel

STEP 4.

The medications have now been added to the CON SIS system. They still need to be given a physical home or channel inside the robot.

Please refer to the next guide **How to Add/Assign Channels**

Hint: Add medication to Dispense software

- Remember to add new CON SIS drugs to the dispense software.
- Add the drug in the **Robotic list**, update the **Scheduler** or **Sync** the software with the machine.