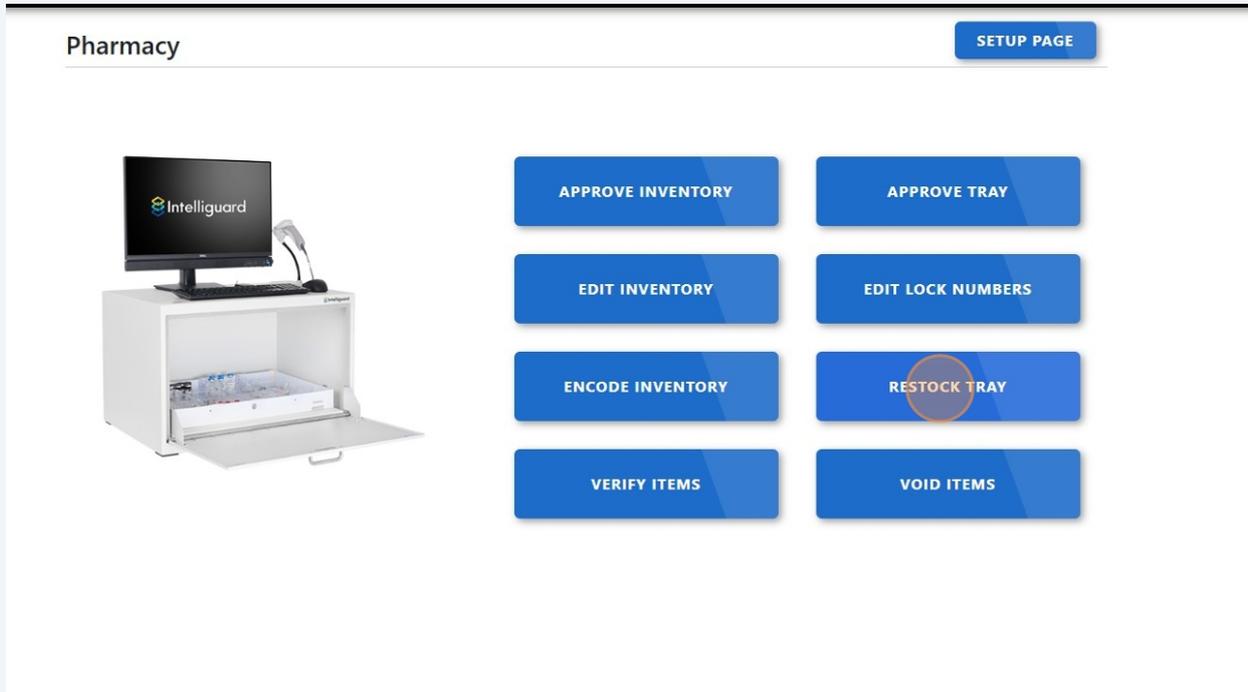
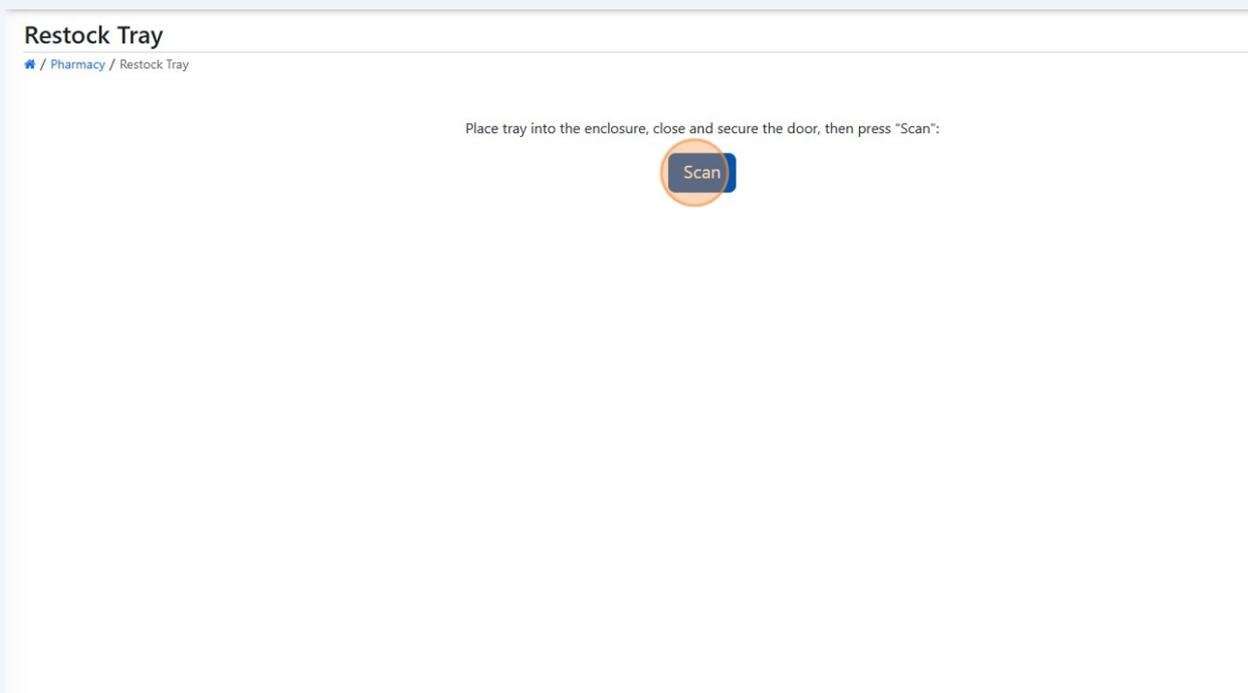


How to Work Through a PAR Quantity Override

1 Click "Restock Tray"



2 Click "Scan"



3

The first scan of this tray will show up with a negative number in the pick list. In order to get to override this click "Rescan Tray"

The screenshot shows the 'Restock Tray' interface. At the top, the scanned tray name is 'AAA Tray 001' and the cycle is '1'. A message says 'Please scan again to continue' with a 'Rescan Tray' button circled in orange. Below this is the 'Item Pick List' table:

Qty Needed	Item Name ↑	Package Type	Expand
-2	ceFAZolin 1 GM Inj	Vial	

There is a 'Print Pick List' button. Below the pick list is the 'RFID Items Expiring Soon' section with a filter for 'Expiring Within Days: 90'. It contains one item:

Quantity ↑	Item Name	Package Type	Expiring Date
1	ceFAZolin 1 GM Inj	Vial	05/31/2025

There are 'View Details' and 'Print Expiring List' buttons. The footer shows '© Copyright 2025 Intelliguard'.

4

The PAR Quantity Override will now populate and allow you to select a reason from the dropdown.

The screenshot shows the 'Restock Tray' interface with the 'PAR Quantity Override' section. It contains a table with the following data:

Item Name ↑	Type	Qty Needed	PAR Qty	Reason
ceFAZolin 1 GM Inj	Vial	-2	3	Select Reason

The 'Reason' dropdown menu is open, showing options: 'Backorder', 'Out of Stock', and 'Need Extra Medication'. The 'Need Extra Medication' option is circled in orange. Below the table, there is a 'Rescan Tray' button and a note: 'To restock some or all of the items above, place them into the tray, place the tray into the enclosure, close and secure the door, then press "Rescan Tray". You cannot co...'. The footer shows '© Copyright 2025 Intelliguard'.

5 Click "Approve"

Intelliguard IG02362 Contact Support Welcome Test -1 Log Out

Restock Tray

Pharmacy / Restock Tray

PAR Quantity Override

Item Name ↑	Type	Qty Needed	PAR Qty	Reason
ceFAZolin 1 GM Inj	Vial	-2	3	Need Extra Medication

To restock some or all of the items above, place them into the tray, place the tray into the enclosure, close and secure the door, then press "Rescan Tray". You cannot continue until you override the quantity of each item.

Rescan Tray Approve

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6 Once approved, this page will appear and you can view or print the Tray Detail Report, restock another tray or return to the home screen.

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Completed Tray Review

This tray is now approved.

Checklist:
pharmacist double check the sterile water

Tray Detail Report

Tray Name: AAA Tray 001
 Report Date: 05/07/2025 9:15 AM
 Cycle Number: 2
 Restocked By: Test -1 test
 Restock Date: 05/07/2025 9:15 AM
 Approved By: Test -1 test
 Approval Date: 05/07/2025 9:15 AM

* FIRST ITEM(S) TO EXPIRE:	
Item	Expiration Date
ceFAZolin 1 GM Inj Vial	05/31/2025

Medications	Max PAR Qty	Qty Stocked	Expiration Date
ceFAZolin 1 GM Inj Vial	3	5	05/31/2025
Ondansetron 2mg/mL 2mL Inj Vial	4	4	05/31/2030

Supplies	Max PAR Qty	Qty Stocked	Expiration Date
Post Note	1	1	

Restock Another Tray Print Tray Detail Report

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