

VM3COP20.25

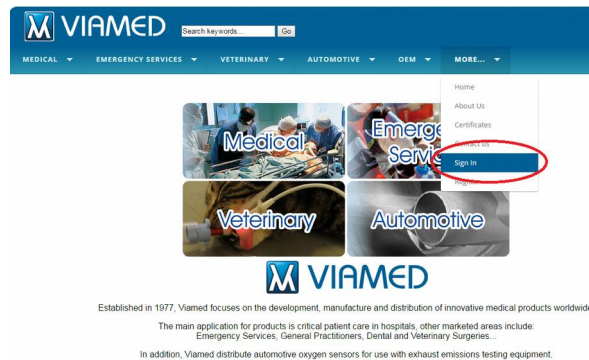
Yorkshire Ambulance Service Consignment Stock Orders.

Account No: 00008001

Make two copies of each purchase order.

To place the order you need one copy of the purchase order.

1. Navigate to www.viamed.co.uk, hover over “more...” and click sign in, enter your e-mail and password.



2. Hover over “more...” and click on “Consignment stock”.



3. Click on ‘Used Stock’ and print one copy. Highlight the ID numbers for each item on their order and attach one copy to one of the purchase orders for checking and filing. The other will be taken to Goods Out with a copy of the ORD.

The screenshot shows the 'Consignment Stock as at 30 / 03 / 2016' page. The 'Used Stock' tab is selected and highlighted with a red circle. The table below lists various medical equipment items with their reference numbers, descriptions, target, current, used, and remaining quantities.

Reference	Description	Target	Current	Used	Remaining
0012105	Finger Pulse Ox VM 2105	3	3	0	3
0014495	Masimo Red DCI-dc12	60	60	0	60
0014497	Masimo Red LNC-10	20	20	0	20
0014500	Masimo LNOP DCI	20	20	0	20
0014520	Masimo PC04 Cable	20	20	0	20
0014602	SpO2 Finger Sensor - Adult	5	5	0	5
0014762	SpO2 Silicone Sensor - Paediatric	2	2	0	2

The consignment stock stored at the Customer's premises remains the property of the Supplier. Ownership shall pass to the Customer when the Supplier has received payment in full for goods withdrawn from the consignment stock by the Customer.

Search Barcode / Serialnumber.

4. From Intrastats – Stock (brown box), “Print Barcodes” work list, click “WYA Used stock”, print barcodes and highlight the exact ID numbers as on the used stock sheet – please do not highlight the barcodes or they cannot be scanned.



5. Process purchase order as per VM3COP20.30 UK Order Processing procedure, attaching a copy of the highlighted ‘Used Stock’ sheet and the highlighted barcode sheet to Goods Out copy of the ORD order
6. Make a note on both copies of the ORD, “Please invoice only against attached I.D. numbers”

If more than one purchase order is received, add a chargeable carriage line on one purchase order/ORD and add a free of charge carriage line on any additional purchase orders/ORD’s. Make a note on all relevant ORDS, “Please ship ORDS: *ORD numbers* together”.

Goods Out	Filing
Unticked copy of ORD	Checked copy of ORD
Highlighted Used Stock sheet	Highlighted Used Stock sheet
Highlighted barcodes sheet	Highlighted barcodes sheet
	Purchase order

To **place the consignment stock order**, use the second copy of the purchase order.

1. Cross out Viamed part numbers on the second copy of the purchase order and replace with consignment stock product codes as below. Using the same purchase order number, enter consignment stock into Opera as per VM3COP20.30 UK Order Processing procedure, add a free of charge carriage line.

Viamed & Consignment Product Codes:

Viamed Part Number	Consignment Stock Part Number	Stock Target
0012105	0012197	3
0014497	0014557	20
0014602	0014692	5
0014762	0014570	2

Should you need to search the above consignment stock codes, enter the original Viamed part number via the magnifying glass, “Lookup” tab on IntraStats and it will show the consignment stock part number underneath, alternatively, search for “consigned stock” and match via the description.