

# Procedures



Internally, a procedure in HIS is treated like a service item in mSupply, so many of the same concepts apply - see [Items](#)

The **Special > Show procedures** menu item allows you to track surgical and other procedures performed on patients. It brings up the following window:

The 'Find procedure...' dialog box contains the following fields and controls:

- Item name**: A dropdown menu.
- starts with**: A dropdown menu.
- and**: A dropdown menu.
- category is**: A dropdown menu with 'Don't Care' selected.
- and**: A dropdown menu.
- department is**: A dropdown menu with 'Don't care' selected.
- Complex Find**: A button.
- Cancel**: A button.
- Find**: A button.

After setting the parameters, and clicking on OK, it will either show the list of procedures:

The 'Procedure list...' window displays a table of procedures. The table has the following columns: Item Code, Item name, User 1, and Flags. The first row shows 'abcdef' for Item Code and 'New Procedure' for Item name. Above the table is a toolbar with icons for New item, Report, Set flags, Find, Order by, Print, Modify, Duplicate, and Customise.

Item Code	Item name	User 1	Flags
abcdef	New Procedure		

in which case, you can double-click on a procedure to view/edit it or select *New item* to create a new one. Or, if there are no existing procedures, it will go straight to the *Add procedure* window:

The 'Add procedure...' dialog box contains the following fields and controls:

- Type**: A dropdown menu with 'service' selected.
- Item code**: A text input field.
- Item name**: A text input field.
- Item price**: A text input field with '0' entered.
- Price list**: A checkbox.

The type of a procedure is fixed as "service". As for items, once a procedure has been added, there are extra fields and tabs available. However, only a subset of the normal item fields are available.

**Procedure details...**

**Item name New Procedure** Store: **Hospital Info System**

**General...**

Item code:

Category: **None**

Item flag:

Catalogue code:

Hide in this store: ☐

**Pricing**

Default margin:

Default price:

**Full description**

**Custom fields...**

user\_field\_1:

user\_field\_2:

user\_field\_3:

user\_field\_5:

user\_field\_6:

user\_field\_4: ☐

user\_field\_7: ☐

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