4.05. Programs

There are a number of ways of modelling programs in mSupply:

- completely separate sets of virtual stores for each program (see section 22.08. Virtual stores)
- tag stock with different program labels in the same store (see section 7.06. Custom stock fields)
- use the donor field as the program label (see section 7.07. Managing donors)
- and probably a few more ways you can think of!

You can also manage requisitions by program. This involves using some special settings for master lists. In this method, a program is an extension to a master list. A program includes a standard list of items as well as:

- **Order Types:** defined categories setting the maximum number of orders and quantity of stock to be ordered per period.
- **Period Schedules:** defined time intervals when orders can be placed; schedules and periods must be set up before creating programs.
- **Regimen Data:** a defined list of additional information that may need to be provided by a customer when making a program requisition.

Examples of items commonly managed by programs include malaria, HIV and tuberculosis medicines and medical supplies.

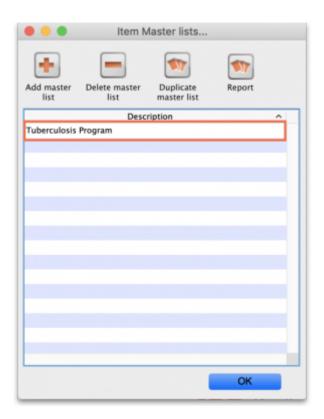
4.05.01. Creating a program

A program is defined by additional settings made to a master list:

1. Navigate to the Item tab and click the Master List icon:

Supply navigator ā +Ŀ Ad Hoc Iten inventory adjustments 9 Departments Item catego Locations Data File: mSupply.400 mSuppl **n** 00 21

2. Double-click on a master list to open it (or create a new master list):



3. The Master list details window opens. Click on the **Program Settings** tab:

escription	Tuberculosis Program					
Note						
- A	utomatically add new items to this mast	er list				
	Items	In use by	Tags Prog	ram Settings		
•	- 5	6	1		(.
Add item	Delete Item(s) Save Sort order	Copy t	o clipboard		Impo	ort item list
Code	item name	Unit	Item departm	Item category	Imprest Quan	Price
r1i7p4t	Rifamp 150mg, isyrazin 400mg tab	ea		6.6.1 Adicines	400	0
rli1p5t	Rifamp. 150mg,yrazin 500mg tab	ea		6.6.1 Adicines	250	0
ri1is1t	Rifampicin 150miazid 150mg tab	ea		6.6.1 Adicines	500	0
ri1is7t	Rifampicin 150mniazid 75mg tab	ea		6.6.1 Adicines	300	0
rif150t	Rifampicin 150mg tab/cap	ea		6.2.3 Adicines	200	0
ri3is1t	Rifampicin 300miazid 150mg tab	ea		6.6.1 Adicines	400	0
rif300t	Rifampicin 300mg tab/cap	ea		6.2.3 Adicines	500	0
is1et4t	Isoniazid 150mgol hcl 400mg tab	ea			600	0
iso300t	Isoniazid 300mg tab	ea			300	0
eth400t	Ethambutol hydrochloride 400mg tab	ea		6.6.1 Adicines	500	0
pyr400t	Pyrazinamide 400mg tab	ea			500	0
						_

4. This shows all the settings available for a program:

list cally add new ter list is a pat price list m		n use by Tags	Program Sett	ings	Created date: 17/10 Created by: mSupp	
ter list is a pat price list	ient list Items I	n use by Tags	Program Sett	ras	Created by: mSupp	sly Support
ter list is a pat price list	ient list Items I	n use by Tags	Program Sett	ras		
m		n use by Tags	Program Sett	ings		
	me program		Immunia	sation program		
				ation program		
						+ =
	0					
Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency	
						+
						_
			_			
Na	ame		Туре		Default	-
						+
			Type Max. orders per period Max MOS	Type Max. orders per period Max MOS Max. lines	Type Max. orders per period Max MOS Max. lines Threshold MOS	Type Max. orders per period Max MOS Max. lines Threshold MOS Emergency

5. Tick the **This master list is a program** checkbox to enable the program based features for this master list. Create a *Store tag* for the program by clicking on the 🛃 button just above the *Store tag* section. The **Tag** field will be automatically populated with a new tag. Edit this new tag name and click on the 🗹 button. The field then becomes a drop down list which will contain any existing name tags (and the tick button becomes a modify button 💽. If you click it you will be able to edit the tag name you just entered). and you can select one of those. When you click on the **OK** button any new tags you have created will be saved and will appear in the name tags list (see the 5.05. Name tags page for details). Note, you can edit the tags entered here **until** you close this window. After that, you cannot edit existing ones, you can only delete them and add new ones.

Any customers or stores that have a name tag matching the tag you set here will be able to use this program; those that don't have this tag assigned will not be able to use this program.

6. Name the store tag and click the tick icon.

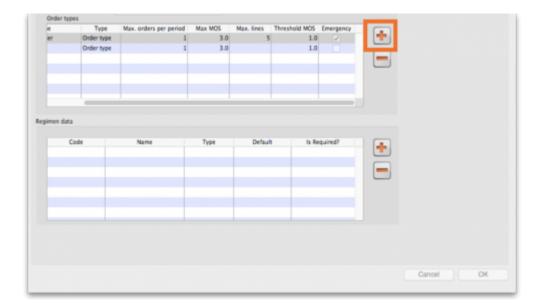
7. Select the **Period Schedule** from the dropdown list (you must have set the periods up first):

Description Tuberculosis	Program	
Note		
Automatically a	add new items to this master list	
	Items In use by Tags Program Settings	
✓ This master list is a g		
This master list is a p	program	
This master list is a p eLMIS integration co	program	
-	program	•
eLMIS integration co	de	+ =
eLMIS integration con Store tags	de	+ =

8. For each period schedule, one or more **Order Types** can be created - these set the parameters for program requisitions. Add order types by clicking the plus icon.

9. Give each order type a unique name and set its parameters:

- Emergency: check this box if the order type is for emergencies.
- Max orders per period: maximum number of orders that can be placed in a given period.
- Max MOS: maximum number of months' stock to be kept for each item. Used in the calculation of the suggested amount to order.
- **Threshold MOS:** items with a number of months' stock less than this value will appear in the order by default.
- **Max lines:** maximum number of items allowed to be ordered for an emergency order (default = 5); an alert will appear if the user tries to exceed the maximum number of items allowed.



4.05.02. Adding indicators to a program

Indicators are used for reporting on the performance of programs (drug regimens). Each indicator value provides data on a metric for a particular store and regimen over a given period. Indicator values are recorded while creating a program requisition.

Indicators allow an organisation to analyse regimen performance and determine what further data should be collected, stored and processed.

To add indicators to a program:

- Open the program via the **Master List** (Click on the **Master list** icon on the *Item* tab of the Navigator).
- Click on the **Program Settings** tab.
- In the **Regimen Data** table add fields for the data that should be provided to the supplier with each program requisition e.g. the number of patients treated.
- Check the **HIV program** checkbox if you want a fixed set of HIV-related indicators to be entered for this program.
- If the customer **must** provide this information for supply to occur, tick the **Is required?** box to make this a mandatory requirement.

			Add item ma	aster list			
Description Test master Note	list					Created date: 17/ Created by: mSk	
This may	ically add new ster list is a pat It price list						
This master list is a progr	am	HIV program	In use by Tags		ation program		
eLMIS integration code							+
Tag Period schedule Order types			E				
Name	Type	Max. orders per period	d Max MOS	Max. lines	Threshold MOS	Emergency	+
egimen data							
Code	N	ume		Туре		Default	+
				OK & Previou	OK & Next	Cancel	ОК

4.05.03 Connecting a program to a store

To allow a store to place program requisitions:

1. Navigate to the **Special** tab and click on the **Stores** icon:



- 2. Double click on the store.
- 3. In the **Tags** field, type in the Store Tag you set for the program above then press *Tab*.

• • •		Edit store				
General Warehouse						
	General Preference	es Logo Visibility	Custom fields	Master lists		
Store code GEN Name General Wa Organization name Address line 1 Address line 2 Address line 3 Address line 4	store	Responsib	Disable this s	itere		
Address line 5 Postal/Zip Code			View name associ this store			
Phone Tags 1	gram X					
					Cancel	OK

4. Click on the **Master Lists** tab, check the **Use master list** box next to the program master list to be used:

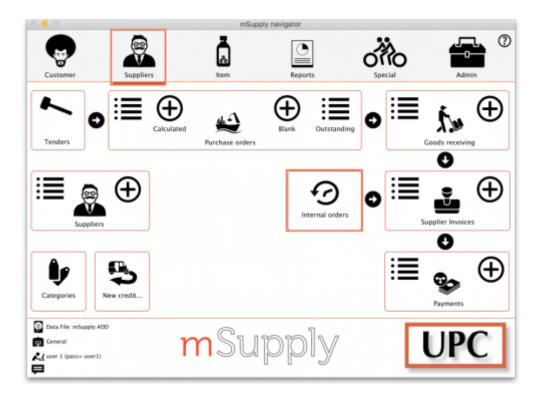
		ogo maonity	Custom fields	Second States		
	пате		U			
Tuberculosis Prop	pram					
				_		
				_		
				_		
		List	List	List name U	List name Use master list	List Use master last

5. All done - the store is now connected to the program you have created so click on the **OK** button to save all the settings.

4.05.04. Creating a program requisition

Once a store has been connected to a program, it can then place program requisitions:

1. In the customer store, navigate to the **Suppliers** tab and click on the **Internal Orders** icon:



2. Click **New Internal Order**. When a store uses programs, they will have the option to create a **Program** order or **General** (regular) order:

	New internal order
Order type	
Pro	ogram O General O
Order details	
Program	Tuberculosis Program 🗘
Requisition type	Normal order
Supplier	First, enter a supplying store name
Period	January 2020
	Start date 1/1/20
	End date 31/1/20
	Cancel

Check the **Program** button to create a program requisition.

3. In the **Order Details** section, select the **Program**, **Requisition Type** and **Period** from the dropdown lists. Enter the **Supplier** by typing the first few letters, pressing *Tab* and selecting the supplier from the list of those starting with what you typed. These details need to be entered sequentially as the program uses them to determine the requisition type, which in turn determines the period.

The **maximum number of program orders** that can be requested within a given period is set when the program is created (*Max. orders per period*).

If you try to create another order for the same period which **exceeds the maximum number**, an error message will appear and you will not be able to proceed.

4. Click **OK** to generate an internal order with all the items listed in the program master list. The details relating to the program order are in the top left. Review the data in the table, then enter the quantity of stock to be ordered in the **User requested quantity** column:

function					Edit req	uisition			
	V Central Medical Stores	CMS		Refere	nce				KD : 5
Order dat	1 22/10/19 Black			Comm	ent				Status sq
									Type : request
	11 Tuberculesis Program			Max N	IDS 3.0				Entry date : 22/10/19
	e Regular			Threshold N	05 1.0	Hide stoc	k over threshold		
	d January 2020								Externed by : user 1 (pass=
From	1/1/20 Tec 31/1/20	Filter	itens In	tr by item na	ne or code			Print	Store: General
				Data	erty Leg	Custom	fata .		
Item code	e item name	Unit	Our stock on hand	Average monthly consump	Manths of stock	Calculated quantity	User requested quantity	Comment	
3 11/2048	Rifump 150mg, isyrazin 400mg tab	ea.	-	0 0	0	0	20		
2 rtitest	Rifamp. 150mp, is pyrazin 500mg tab	44		0 0	0		30		
3 ribis1t	Rifampicin 150mgoniazid 150mg tab	44		0 0	0		40		
4 rillin7t	Rifumpicin 150msoniazid 75mg tab	44		0	0		100		
5 ef150t	Rifampicin 150mg tab/cap	ea		0 0	0		50		
6 431511	Rifampicin 300mgoniazid 150mg tab	44		0	0		60		
7 ef300t	Rifampicin 300mg tab/cap	44		0 0	0		100		
8 is1et4t	Isoniazid 150mg +tol hcl 400mg tab	44		0	0		100		
9 (se300)	Isoniazid 300mg tab	ea	1	0 0	0	0	80		
10 eth-400t	Ethambutol hydrochloride 400mg tab	44	1	0 0	0	0	50		
11 pyr400t	Pyrazinamide 400mg tab	44	4	0 0	0		70		

5. Click the **Indicators** tab to enter the additional data defined for the program:

Onder date (24/ Program HIN Onder type Ord Period OEC From : 1/1	er type XIMBRE 2018	Black 12/18	Comment Max MOS 1 Threshold MOS 1 Data entr		threshold		Status : n Type : n Entry date : 2 Entered by : A Stare: n	equest 4/01/20 Idmin
Name Regimen Data Name	Code Regimen Code1	Valeur 0			Commentaire			
Description Rigime A ère Ligne	Code AZT/3TC/NVP	Patients adultes repas	Patients enfants recus	Patient stable adulte ~	Patient stable enfant	Nouvelle inclusion ad.	Nouvelle inclusion en	
Régime A., ère Ligne		0	0		0	6	0	0
Régime A., ère Ligne	AZT/STC/TDF	0	0	0	0	0	0	0
Régime A., ère Ligne		0	0	0	0	0	0	0
Régime A., ère Ligne	TDF/3TC/EFV	0	0	0	0	0	0	0
Régime A., ère Ligne	TDF/3TC/LPV/r	0	0	0	0	0	0	0
Régime Aère Ligne	AZT/3TC/ABC	0	0	0	0	0	0	0
Régime A., ère Ligne	ABC/3TC/NVP	0	0	0	0	0	0	0
Régime A ère Ligne	ABC/STC/UPV/r	0	0	0	0	0	0	0
Régime A., ère Ligne	ABC/3TC/EPV	0	0	0	0	0	0	0
						Cancel	OK & Next	OK

This data will be sent to the supplier with the requisition when the requisition is finalised.

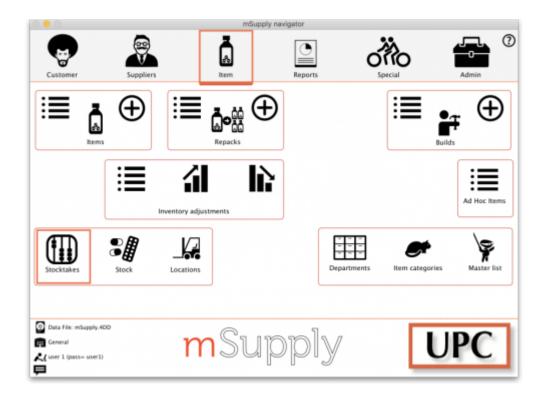
6. To send the program requisition to the supplier, return to the **Data Entry** tab, check the **Finalise** box and click **OK**.

Rabercalosis Program topular anarry 2020 /1/220 Te: \$1/3/20 Revs name		Rems 🖂	Threshold M		Hide stoc	k over threshold		Type : request Entry date : 22/10/19 Entered by : user 1 (passe
Bern name			that a s	erery Log	Custom	data	Print	Store: General
	Unit	Our stock on hand	Average monthly consump		Calculated quantity	User requested quantity	Comment	
Rifamp 150mg, is yrazin 400mg tab		0	0		0	20		
Rifamp. 150mg, ispyrazin 500mg tak	68	(0	0	0	30		
Rifampicin 150mgoniazid 150mg tab	68	(0	0	0	40		
Rifampicin 150msoniazid 75mg tab	**	(0	0	0	100		
Rifampicin 150mg tab/rap	68	(0	0	0	50		
Rifampicin 300mgoniazid 150mg tab		(0	0	0	60		
Rifampicin 300mg tab/cap	6.5	(0	0	0	300		
isoniazid 150mg +tol hcl 400mg tab	**	(0		0	300		
isoniazid 300mg tab	68	(0	0	0	80		
Ethambutol hydrochloride 400mg tab	68	(0	0	0	50		
Pyrazinamide 400mg tab	**	0	0	0	0	70		
***	Mampicin 158mg. onlasid 158mg tab Mampicin 158m, seniarid 75mg tab Mampicin 158mg tab/sag Mampicin 108mg tab/sag Mampicin 108mg tab/sag meniarid 158mg 4tsh 44.00mg tab ceniarid 150mg tab Mambutal hydrochloride 408mg tab	therspice 118emg, -onland 118emg tabl — easi therspice 118emg, -onland 118emg tabl — easi therspice 118emg, -onland 118emg tabl — easi therspice 108emg, -onland 118emg tabl — easi therspice 108emg tabl - easi contand 1180emg tabl — easi easi easi = easi easi = easi	thampicin 136mg, -oniand 136mg tab ea 0 thampicin 136m, .seniand 75mg tab ea 0 thampicin 136m, .seniand 75mg tab ea 0 thampicin 106mg, -oniand 136mg tab ea 0 thampicin 106mg, -oniand 136mg tab ea 0 tempicin 106mg tab ea 0 temiand 1360mg tab ea 0 temiand 3100mg tab ea 0	Itterpicie 136mg, -oniazel 136mg tab e.a. 0 0 Itterpicie 136m, -anniazid 736mg tab e.a. 0 0 Itterpicie 136mg, -anniazid 736mg tab e.a. 0 0 Itterpicie 136mg, -anniazid 736mg tab e.a. 0 0 Itterpicie 136mg, -anniazid 136mg tab e.a. 0 0 Interpicie 136mg -anniazid 136mg tab e.a. 0 0 central 335mg 4tell hel 406mg tab e.a. 0 0 central 330mg tab e.b. 0 0 0	Itterpicit 118mg, -oniand 118mg tab ex 0 0 0 Itterpicit 118m, -anniazid 75mg tab ex 0 0 0 Itterpicit 118m, -anniazid 75mg tab ex 0 0 0 Itterpicit 118mg, -anniazid 718mg tab ex 0 0 0 Itterpicit 108mg, -anniazid 118mg tab ex 0 0 0 Itterpicit 108mg, -anniazid 118mg tab ex 0 0 0 contact 118mg tab (200 mg tab ex 0 0 0 contact 118mg tab ex 0 0 0 0 contact 118mg tab ex 0 0 0 0	Itemplein 136mg, -oniand 136mg tab ea 0 0 0 Itemplein 136m, -anniazid 75mg tab ea 0 0 0 0 Itemplein 156m, -anniazid 75mg tab ea 0 0 0 0 0 Itemplein 150mg, -anniazid 150mg tab ea 0 <td>Itemplicit 158mg, onstand 158mg tab ea 0 0 0 40 Itemplicit 158mg, onstand 758mg tab ea 0 0 0 0 00 Itemplicit 158mg, onstand 758mg tab ea 0 0 0 0 0 0 10 Itemplicit 158mg, onstand 158mg tab ea 0 <td< td=""><td>Itempticin 158mg-onstand 158mg tab ea 0 0 0 40 Itempticin 158mg-onstand 758mg tab ea 0 0 0 0 00 Itempticin 158mg-onstand 758mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 300 50 50</td></td<></td>	Itemplicit 158mg, onstand 158mg tab ea 0 0 0 40 Itemplicit 158mg, onstand 758mg tab ea 0 0 0 0 00 Itemplicit 158mg, onstand 758mg tab ea 0 0 0 0 0 0 10 Itemplicit 158mg, onstand 158mg tab ea 0 <td< td=""><td>Itempticin 158mg-onstand 158mg tab ea 0 0 0 40 Itempticin 158mg-onstand 758mg tab ea 0 0 0 0 00 Itempticin 158mg-onstand 758mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 300 50 50</td></td<>	Itempticin 158mg-onstand 158mg tab ea 0 0 0 40 Itempticin 158mg-onstand 758mg tab ea 0 0 0 0 00 Itempticin 158mg-onstand 758mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 0 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 50 50 Itempticin 158mg-onstand 158mg tab ea 0 0 0 300 50 50

4.05.05. Creating a program stocktake

Creating a stocktake with items from a particular program is just the same as creating a normal stocktake. The only difference is that you select the program in the **Master list** (or **Program**) filter:

1. Navigate to the Item tab and click the Stocktakes icon:



2. The list of stocktakes window opens. Click the New Stocktake icon:

		Stocktake	list		
+	-				
New stock take	New blank stock take	Delete stock take		Show:	Current
ID	Description		Stock take date	Status	Program
					ок

3. Select the program from the **Program is** (or **Master list is**) dropdown menu and click the **OK** button to pre-populate your stocktake with items from the program:

Canada far	items whose				
Search for	items whose		_		
Item cod	e ᅌ	starts with	0		
and	0	Category 1 ᅌ	is		
and	0	VEN category is		Don't Care	
and	0	Department is		Don't Care	
And		Program is		Tuberculosis Prog	
And	Stock location	equals	0		
And	Expiry date	is on or before	٥	00/00/00	
	Randomly select	0 items fr	om retu	irned list.	
	Randomly select	0 items fr	om retu	irned list.	

Note: To further refine the selection of stock appearing in the stocktake you can also select other filter items at the same time.

For detailed information on how to complete the stocktake, refer to the **4.17**. Stocktakes section.

Tip: In your stocktakes list, you can easily identify program stocktakes by referring to the **Program** column:

v stock take	New blank stock take Delete sto	ock take	Show:	Current
D	Description	Stock take date	Status	Program
2 22/10/19 Stocktake		22/10/19	fn	Tuberculosis Program
3 22/10/19 Stocktake		22/10/19	fn	
_				

Previous: 4.04. Item master lists | | Next: 4.06. Stock locations and location types

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Last update: 2021/05/18 15:59

