



Singapore Healthcare Management 2018

Integrating the Use of Spreadsheet Software and VBA in Store Issue Voucher (SIV) and Stock Transfer

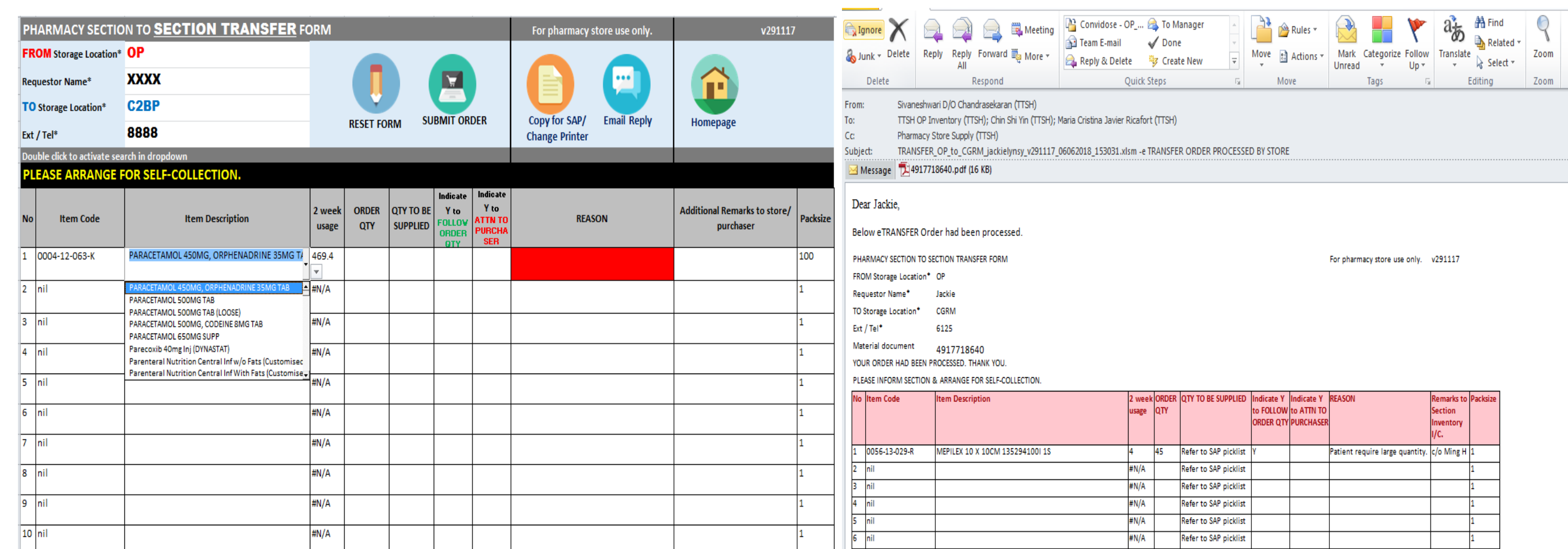
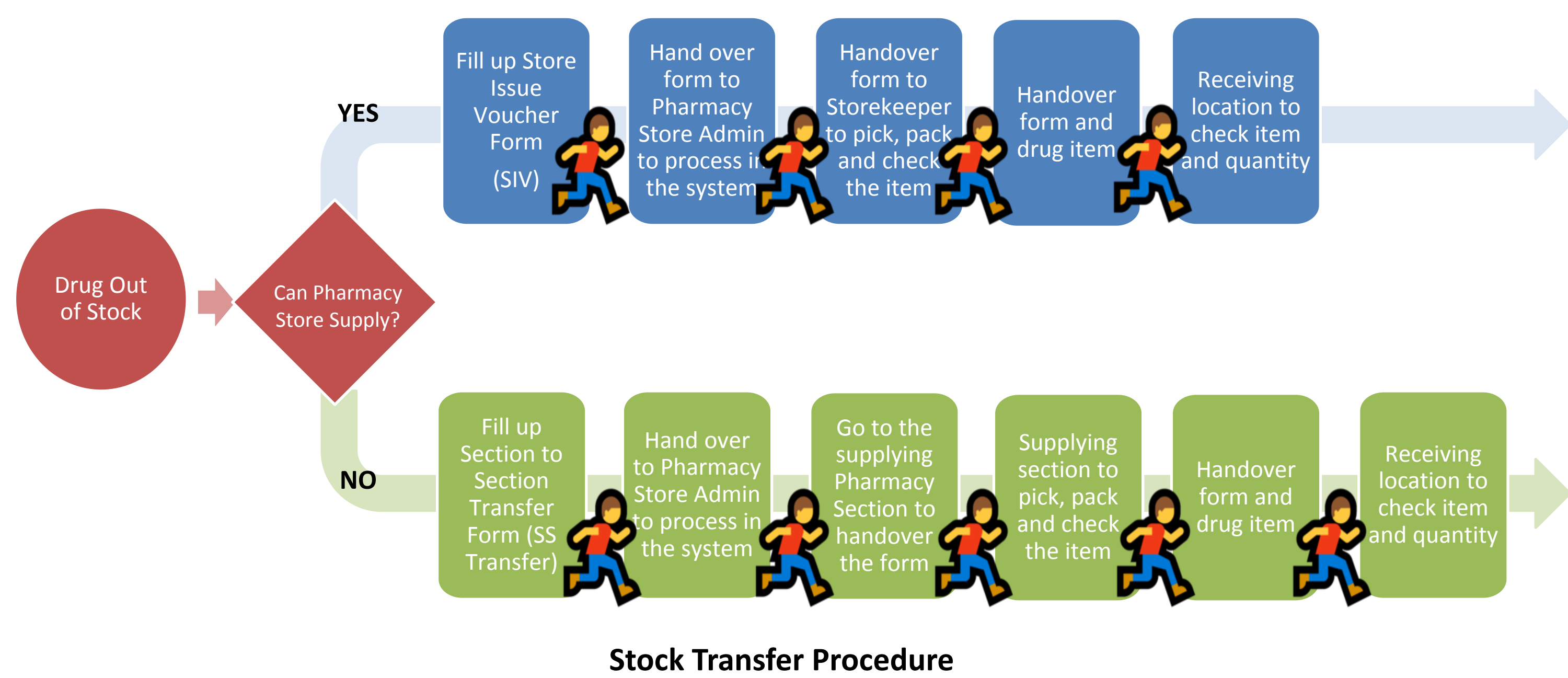
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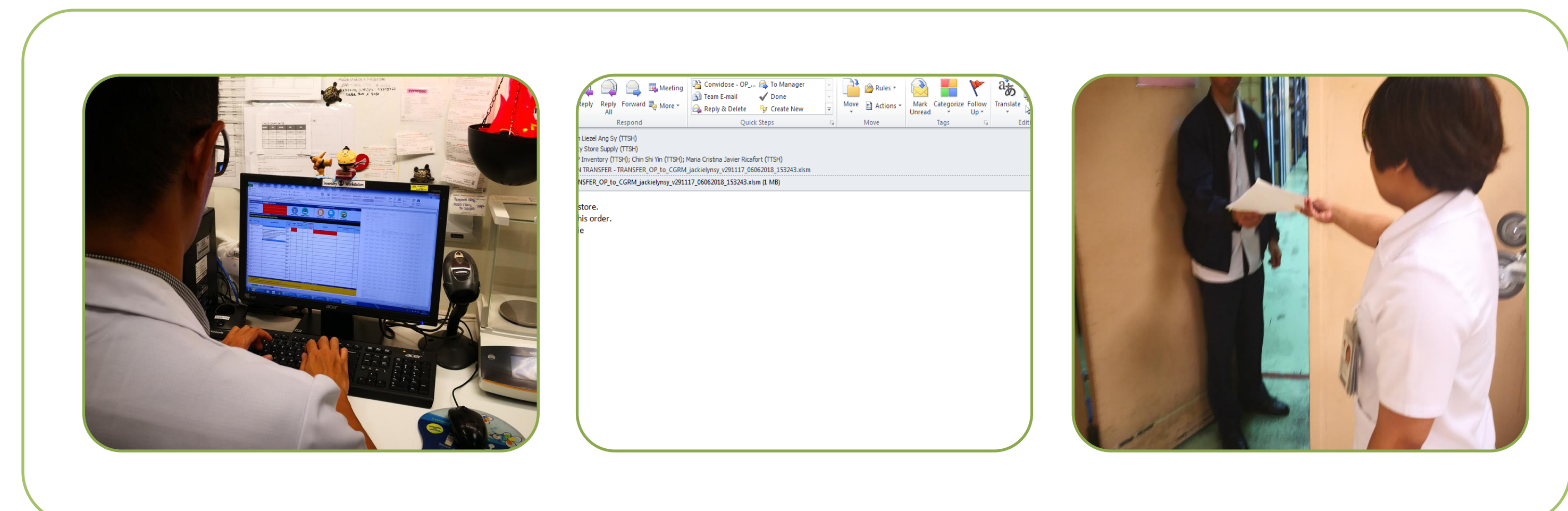
INTRODUCTION:

Inventory Staff at TTSH Outpatient Pharmacy Sections faces difficulties with the stock transfers of drugs when there is insufficient stock situation as the process is too manual and time consuming



End users are able to perform both SIV and Section Transfer by just selecting the drug, entering the quantity, checking estimated usage and submit request via email for store processing.

After:

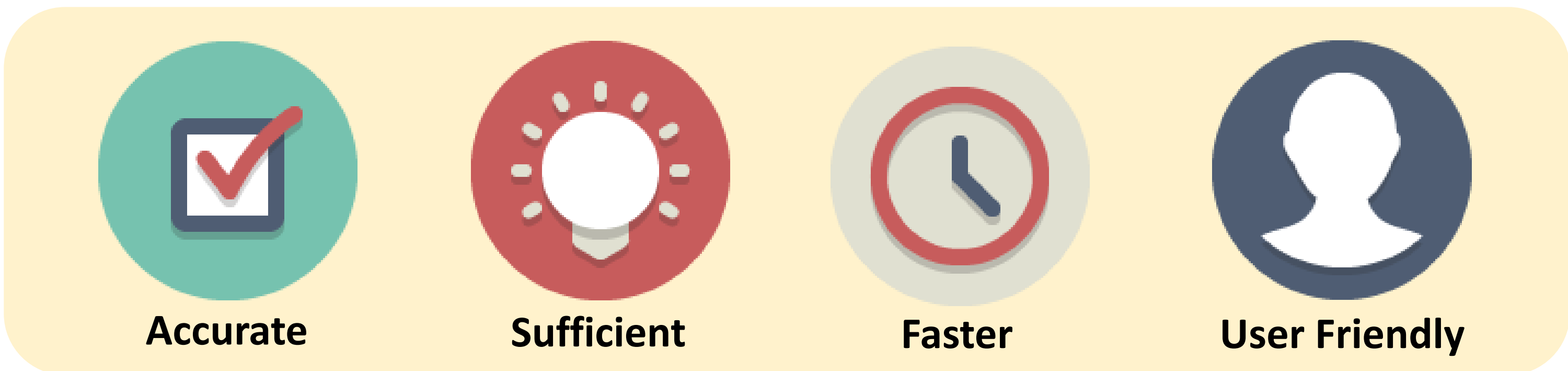


- ✓ More accurate data details. Easier for store admin to input in the system.
- ✓ Easy to order and ensures adequate quantity of order.
- ✓ Easy to use.

- ✓ Form is submitted electronically via email. Store admin can process immediately once received.
- ✓ Completed transfer process in < 10 minutes

- ✓ After store acknowledged the transfer via email directly proceed to Pharmacy store/Supplying location for collection of the item/s.

AIM:



METHODOLOGY:

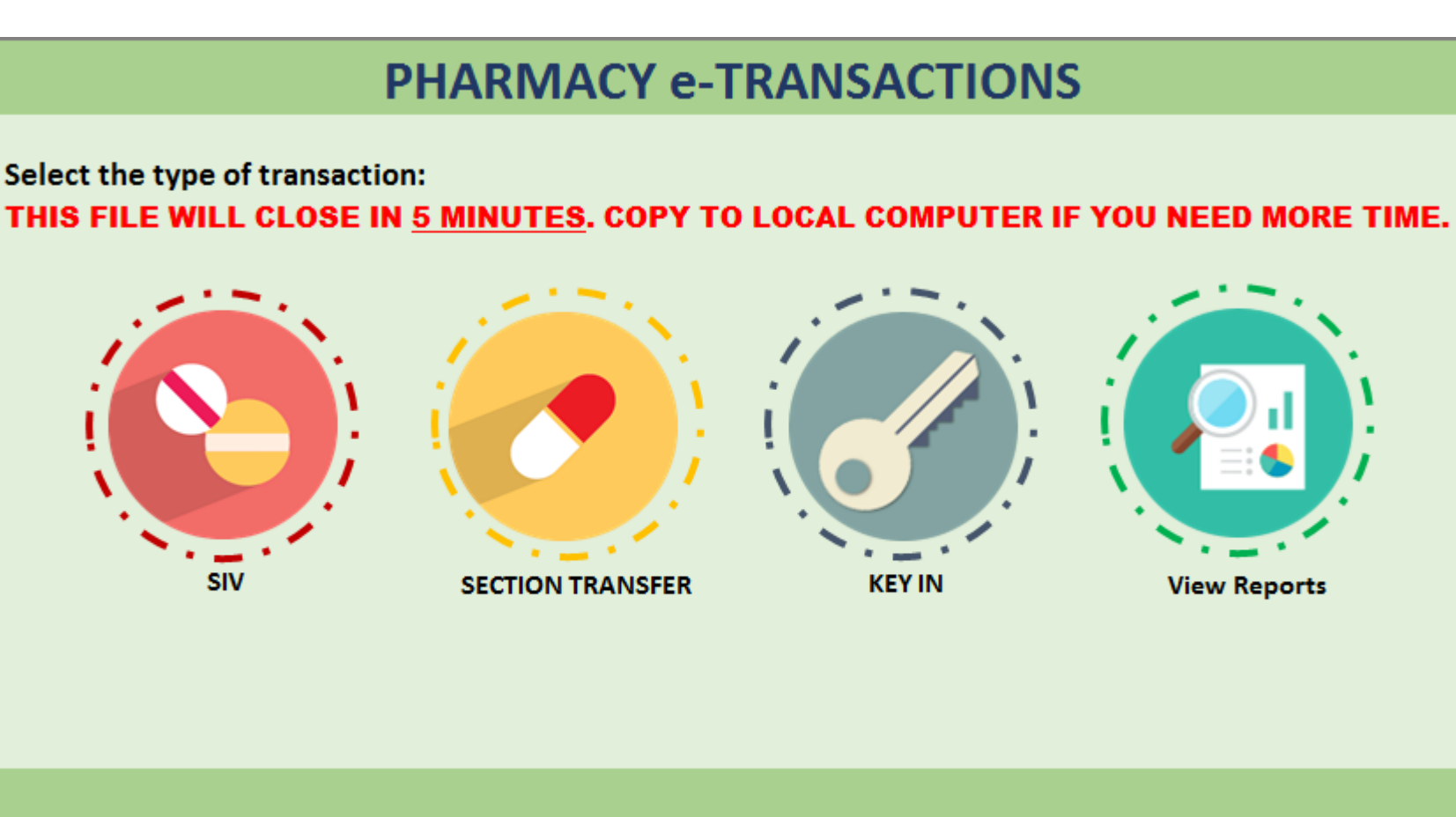
Before:

Staff had to search item code and description and input requested quantity
Usage is unknown – Staff cannot see actual 2 weeks consumption that can lead to over/under supply

Manually handwritten SIV and SS Transfer form
If content unreadable it might lead to wrong details being processed

Staff needs to handover the manual form to Store Admin to be able to process it in the system
Unnecessary time wasted handing over the form and waiting for processing before collecting the drug from Pharmacy Store/Supplying Section

Pharmacy e-Transactions (e-SIV/SS Transfer)



With a few buttons that runs a macro programmed in Microsoft Visual Basic for Applications (VBA), end users are able to perform both SIV and Section Transfer.

RESULTS:

Data Analysis

PHARMACY SECTION	Time Savings	Dec-17	Jan-18	Feb-18	Mar-18	Total No of Transfer	Total No of Time Savings
B2P, B2 Pharmacy (Basement 2)	00:02:57	89	133	131	124	477	23:27:09
L4P, Level 4 Pharmacy (Level 4)	00:08:04	78	90	44	64	276	13:06:24
C4BP, Clinic 4B Pharmacy, (Level 4)	00:08:43	24	24	12	11	71	10:18:53
L2P, Level 2 Pharmacy (Level 2)	00:06:25	45	56	37	46	184	19:40:40
C2BP, Clinic 2B Pharmacy (Level 2)	00:06:45	13	15	8	15	51	05:44:15
EP, Emergency Pharmacy (Basement 1)	00:06:55	31	44	51	77	203	23:24:05
EAP, Eye Atrium Pharmacy (Level 1)	00:06:09	14	22	20	17	73	07:28:57
CB1B, Clinic B1B Pharmacy (Basement 1)	00:06:00	21	48	16	30	115	11:30:00
CGRM, Clinic Geriatric Medicine (Annex 2)	00:09:36	13	27	8	9	57	09:07:12

Form fill-up is reduced by **50%** from **53 seconds to 22 seconds**. The total time saved per week is **5 hours 17 minutes**.

CONCLUSIONS:

By removing a touch point, there are noticeable improvements on ground as the process is streamlined and quicker. Unnecessary time wasted can be utilized elsewhere in the pharmacy to enhance productivity.