

Replacing Borrowed Doses in MCIR

2/13/2009

I gave a private dose of DTaP Infanrix lot # 787878 to a VFC-eligible child (Seven Number, DOB 04/30/2004).

I recorded it in MCIR.

- This caused a "borrowed" transaction. I can see it by clicking in MCIR:
 - [Manage Inventory](#) link
 - Choose **Private Inventory**
 - Click on [DTaP Infanrix](#) lot # 787878
 - It shows up in the LWB (Lost Wasted Borrowed) column

The borrowed dose must be replaced.

Viewing the borrowed dose in MCIR

Lot Transactions - **Private**

[Home](#) [Exit](#)

Person	Reports	VIM	Rem/Rcl	Imp/Exp	My Site	Admin	Sch/CC	Other
Manage Inv	Inv Hist	Doses Admin	VIS	Create Reports	Access Reports			

[Manage Inventory](#)

Lot Information

Vaccine	DTaP	Expires	02/02/2010	Volume/Dose:	0.5
Mfr (Product)	Glaxo (INFANRIX)	Lot #	787878	On Hand:	8
NDC	00007-0840-01	Presentation	VIALSD (1)	Lot Status	Active

[Inactivate Lot](#)

Date	Transaction Log	Qty	LWB	Comments
Add New Transaction				
02/12/2009	Current Balance	8	1	
02/02/2009	VFC Administered Dose: VFC Medicaid Dose	-1	1	Seven Number (04/30/2004)
11/30/2008	Balance Forward	9	0	

Go to the fridge and look at the VFC/Public Inventory.

- Identify the replacement lot dose
- Move the replacement lot dose over to the Private Inventory in the fridge

Login to MCIR.

1. Click Manage Inventory link
2. Choose **VFC/Public Inventory**
3. Click on the replacement lot (in this example it is DTaP Infanrix lot # AC14B060AS)
 - Click Add New Transaction
 - Enter the **Date** and number of **Doses** to be moved
 - Action = **TRANSFERRED OUT**
Reason = **SUBTRACT FROM INVENTORY**
 - Enter **Comment**
 - Click **Submit**

Moving the replacement lot dose out of the VFC/Public side of MCIR

Add Vaccine Lot Transaction - VFC/Public [Home](#) [Exit](#)

Person **Reports** **VIM** **Rem/Rcl** **Imp/Exp** **My Site** **Admin** **Sch/CC** **Other**

[Manage Inv](#) [Inv Hist](#) [Doses Admin](#) [VIS](#) [Create Reports](#) [Access Reports](#)

[Lot Details](#)

Lot Information					
Vaccine	DTaP	Expires	12/14/2009	Volume/Dose:	0.5
Mfr (Product)	Glaxo (INFANRIX)	Lot #	AC14B060AS	On Hand:	10
NDC	58160-840-11	Presentation	VIALSD (1)		

Transaction Detail					
Date*	02/12/2009		Doses*	1	
Action*	Transferred Out		Reason*	Subtract from Inventory	
Inventory Effect:	<input checked="" type="radio"/> Subtract	<input type="radio"/> Add	<input type="radio"/> N/A	LWB Effect:	<input type="radio"/> Subtract <input type="radio"/> Add <input checked="" type="radio"/> N/A
Comment*	Replacing dose borrowed from Private Inventory for Number Seven				
Created By:		Date:	02/12/2009		

4. Click the Manage Inventory link

5. Choose **Private Inventory**

Add the replacement lot dose (in this example it is DTaP Infanrix lot # AC14B060AS) **to the Private Inventory.**

6. Does the lot already exist in the Private Inventory?

- If so, click on the lot
- If not, click Add New Lot (follow instructions in VIM Tip Sheet 2 Manage Inventory).

7. Click Add New Transaction

- Enter the **Date** and number of **Doses** being replaced
- Action = **TRANSFERRED IN**
Reason = **REPLACED BORROWED**
- Enter **Comment**
- Click **Submit**

Adding the replacement lot dose to the Private side of MCIR

[Print Help](#)
[Home](#) [Exit](#)

Add Vaccine Lot Transaction - Private

Person **Reports** **VIM** **Rem/Rcl** **Imp/Exp** **My Site** **Admin** **Sch/CC** **Other**

[Manage Inv](#) [Inv Hist](#) [Doses Admin](#) [VIS](#) [Create Reports](#) [Access Reports](#)

[Lot Details](#)

Lot Information					
Vaccine	DTaP	Expires	12/14/2009	Volume/Dose:	0.5
Mfr (Product)	Glaxo (INFANRIX)	Lot #	AC14B060AS	On Hand:	9
NDC	58160-840-11	Presentation	VIALSD (1)	Lot Status	Active

Transaction Detail			
Date*	02/12/2009	Doses*	1
Action*	Transferred In	Reason*	Replaced Borrowed
Inventory Effect:	<input type="radio"/> Subtract <input checked="" type="radio"/> Add <input type="radio"/> N/A	LWB Effect:	<input checked="" type="radio"/> Subtract <input type="radio"/> Add <input type="radio"/> N/A
Comment*	Replacing borrowed vaccine for a VFC patient Number Seven		
Created By:	Date:	02/12/2009	