



	HOW TO TRANSFER VACCINES TO ANOTHER FACILITY					
1)	Under "Orders/Transfers" on the left toolbar, click	Logged In: COVID TEST SITE Organization/Facility: COVID TEST SITE (16	950) COVID TEST STE. December 11, 2020			
2)	"Create/View Orders." Click "Create Transfer."	Actily Display Name: COVO SITE TEST Arin Sector Content of the C	Der PN Submit Date Approval Date Status			
		Bethoand Select Order N Balboand Denied Orders Select Balboand Select Order Balboand Select Order Balboand Select Transfer Balboand Fransfer Select Balboand Transfer Transfer Balboand Transfer Transfer Balboand Transfer Transfer Balboand Select Transfer Balboand Select Transfer Balboand Rejected Transfers PIN Balboand Select Transfer Number	Interer PN submit Date Becklore Date r Number PIN Submit Date Denial Date PIN Submit Date Sending Organization/Facility Status PIN Submit Date Receiving Organization/Facility Status CV0606 12111/2020 TEST RMA: TEST SITE 1 Approved Submit Date Receiving Organization/Facility Reject Date Rejected By Status Create Order Create Transfer			
3) 4)	Select a Receiving Organization.	Logged in: COVID TEST SITE Organization/Facility: COVID TEST SITE (1) Facility Display Name: COVID SITE TEST	860) / COVID TEST SITE Deter Date: December 11, 2020			
5)	Enter a Transfer Quantity for the vaccine you would like to transfer.	Create Transfer Secting Organization and and and and and and and an	COVID TEST SITE COVID TEST SITE COVID TEST SITE COVID TEST SITE (COVIDTEST) TEST SITE (COVIDTEST) TEST SITE (COVIDTEST) Vacine Source Number Variable Data Transfer Reason Number Vacine Covid Vacine Co			
6) 7)	Enter a reason for the vaccine transfer. Click "Create Transfer."	Internations In	-18 mRNA, LIP-2, PF, 30 PUB C06666 \$750 6603/2021 COVID Vacotine mog/0.3 mL dose Covid Vacotine Cannes Create Transfer			
8)	The vaccines have now been transferred and are shown under "Outbound Transfers."	Loged in: COVD TEST SITE Correct Conduction CovD TEST SITE Correct Conduction CovD TEST SITE Correct Conduction CovD SITE SITE Selite CovD TEST SITE Selite	BAGY COVID TEST STE Detr: December 11, 2020 ther PIN Submit Date Approval Date Status Number PIN Submit Date Becknorder Date PIN Submit Date Becknorder Date PIN Submit Date Bending Organization Facility Status Overled 12/11/2020 TEST RNA / TEST STE 1 Approved Cveled Cveled 12/11/2020 TEST RNA / TEST STE 1 Approved Cveled 12/11/2020 TEST RNA / TEST STE 1 Approved Cveled Test Ste 1 Approved Cveled Cveled 12/11/2020 TEST RNA / TEST STE 1 Approved Cveled Cveled Test Ste 1 Approved Cveled Cveled Test Ste 1 Approved Cveled Cveled Ste 1 Approved Cveled Cveled Test Ste 1 Approved Cveled Cveled Test Ste 1 Approved Cveled Cveled Cveled Cveled Test Ste 1 Approved Cveled Cveled Cveled Cveled Cveled Cve			

Please contact la.links@la.gov with questions about this quick reference guide.





HOW TO RECEIVE A VACCINE TRANSFER				
1)	Under "Orders/Transfers" on the left toolbar, click "Create/View Orders."	Logged In: TEST SITE 1 OrgenizationPracting: Est (INIX (2002)) TEST SITE 1 Date: Date: <t< th=""></t<>		
2)	Click "Create Transfer."	Z Maint Procession Dission		
3)	Under "Inbound Transfers," select the transfer you would like to receive.	Logged In: TEST STE 1 OrganizationFacility: TEST IRBNS (2002) / TEST STE 1 Pacifity Display Name: Pacifity Display Name:		
		Zinnert Order/Transfer List Home Porter Home Select Current Order/Transfer List Select Transfer Number PIN Submit Date Approval Date Status Vision For Parentes Select Order Number PIN Submit Date Backorder Date Dashboard For Parentes Denied Orders Order Number PIN Submit Date Backorder Date Patent For Vision Control Denied Orders Order Number PIN Submit Date Denied Orders Patent For Vision Control Denied Orders Order Number PIN Submit Date Denied Orders Vision Control Patent For Control Denied Orders Order Number PIN Submit Date Denied Orders Vision Control Select Transfer Number PIN Submit Date Select Transfer Select Approve Adds Vision Cond Store Cond Store Cond Store Select Outbound Transfers PIN Submit Date Receiving Organization#Scilly Status Vision For Patentes Outbound Transfers PIN Submit Date Receiving Organization#Scilly Status Select Transfer Number PIN Submit Date Receiving Organization#Scilly		
4) 5)	Enter the "Receipt Quantity." Click "Receive."	Labourding Copyoid in: TEST SITE 1 Carbonic Application Copyoid State 1 Carbonic Application Copyoid State 1 Destineation Rescon for Rejecting Rescon for Rejecting Rescon for Rejecting Rescon for Rejecting </th		
6) 7)	To confirm that the inventory was correctly received, go to "Lot Numbers" on the left toolbar. Click "Reconciliation."	Logge In: TESTSTE1 Date: Logge In: TESTSTE1 Organization Facility: TEST STE1 Date:: Uncome Integration Integrati		
8)	The new inventory is shown under Quantity on Hand.	Heig PP, 30 Panhoad PP, 30 P Avoided Code Code Code Code Code Code Code C		

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