

QUDA FOR SPECIAL ORDERS

Welcome to Quda – the innovative solution transforming pharmacy special orders into a seamless process.

Quda streamlines communication (with automatic SMS), accountability, and efficiency in handling special orders, giving you more time to focus on patient care.

Here's the fundamental 4 steps of the process...



STEP 1



New Request

No stock? Head to your nearest computer, open Quda, and click on the New Request tile (or scan your dispense label into the Speed Scan window) to input the patient's information along with their requested item.

Order

Click on the Order tile to see all Requests that are yet to be ordered. After ordering the stock as you normally would, note the ETA and the name of the supplier and mark the Request as Ordered.

STEP 2



STEP 3



Receive

Click on the Receive tile to see all Orders that are yet to be received in from suppliers. Once stock for a special order arrives, note the location you'll be storing it in the pharmacy and mark the Order as Received.

Collect

Click on the Collect tile to see all of your Received Orders that are yet to be picked up. Once a patient picks up their Order, make sure you mark off the Order as Closed so it gets archived.

STEP 4



Now that you're an expert, have a go at processing a few dummy orders to get a feel for it!

Make sure "Contact Patient Now" is ticked to **ON** so your patient gets an SMS telling them their item is ready to collect!