

RECEIVING TO DISPENSING WORKFLOW

Where the day actually breaks

Six of these seven steps are procedure — you do the same thing whatever's in the tote. Step five is a decision, and nothing moves until whoever's on shift makes it.

01
Receive
shipment

02
Receive data

03
Scan product

04
Match PO

05
Resolve
exceptions

06
Move to
inventory

07
Dispense to
patient

This is where Pharmacy Pro standardizes your procedure, walking whoever is on shift through the same four steps to resolve exceptions.

- 01 **Hold it.**
The product is held before it reaches a shelf or a patient, so nothing moves on an assumption.
- 02 **Check it.**
Against the supplier record and the data you were sent, in one place — not a phone call and a portal.
- 03 **Decide it.**
Accept it, return it, or report it. The decision is guided by your SOP, not by what somebody remembers.
- 04 **Record it.**
The product, the check, the decision and who made it are captured as you go — the record exists without anyone keeping a separate log.