

# Procedures



Internally, a procedure in HIS is treated like a service item in mSupply, so many of the same concepts apply - see [Items](#)

The **Special > Show procedures** menu item allows you to track surgical and other procedures performed on patients. It brings up the following window:

The 'Find procedure...' dialog box contains the following fields and controls:

- Item name**: A dropdown menu.
- starts with**: A dropdown menu.
- and**: A dropdown menu.
- category is**: A dropdown menu with 'Don't Care' selected.
- and**: A dropdown menu.
- department is**: A dropdown menu with 'Don't care' selected.
- Buttons**: 'Complex Find', 'Cancel', and 'Find'.

After setting the parameters, and clicking on OK, it will either show the list of procedures:

The 'Procedure list...' window displays a list of procedures with the following columns: Item Code, Item name, User 1, and Flags. The first row shows 'abcdef' for Item Code and 'New Procedure' for Item name. Above the list is a toolbar with icons for: New item, Report, Set flags, Find, Order by, Print, Modify, Duplicate, and Customise.

Item Code	Item name	User 1	Flags
abcdef	New Procedure		

in which case, you can double-click on a procedure to view/edit it or select *New item* to create a new one. Or, if there are no existing procedures, it will go straight to the *Add procedure* window:

The 'Add procedure...' dialog box contains the following fields and controls:

- Type**: A dropdown menu with 'service' selected.
- Item code**: A text input field.
- Item name**: A text input field.
- Item price**: A text input field with '0' entered.
- Price list**: A checkbox.

The type of a procedure is fixed as "service". As for items, once a procedure has been added, there are extra fields and tabs available. However, only a subset of the normal item fields are available.

Procedure details...

General  
Usage  
Ledger  
Notes  
Misc  
Misc 2

Item name

New Procedure

Store: Hospital Info System

General...

Item code

abcdef

Category

None

Item flag

Catalogue code

Hide in this store

☐

Pricing

Default margin

0

Default price

2,000.00

Full description

Custom fields...

user\_field\_1

user\_field\_2

user\_field\_3

user\_field\_5

user\_field\_6

user\_field\_4

☐

user\_field\_7


☐

Previous: [ICD10 disease codes](#) Next: [Other lists](#)

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