

4.05. Programs

There are a number of ways of modelling programs in mSupply:

- completely separate sets of virtual stores for each program (see section [22.08. Virtual stores](#))
- tag stock with different program labels in the same store (see section [7.06. Custom stock fields](#))
- use the donor field as the program label (see section [7.07. Managing donors](#))
- and probably a few more ways you can think of!

You can also manage requisitions by program. This involves using some special settings for master lists. In this method, a program is an extension to a [master list](#). A program includes a standard list of items as well as:

- **Order Types:** defined categories setting the maximum number of orders and quantity of stock to be ordered per period.
- **Period Schedules:** defined time intervals when orders can be placed; [schedules and periods](#) must be set up before creating programs.
- **Regimen Data:** a defined list of additional information that may need to be provided by a customer when making a program requisition.

Examples of items commonly managed by programs include malaria, HIV and tuberculosis medicines and medical supplies.

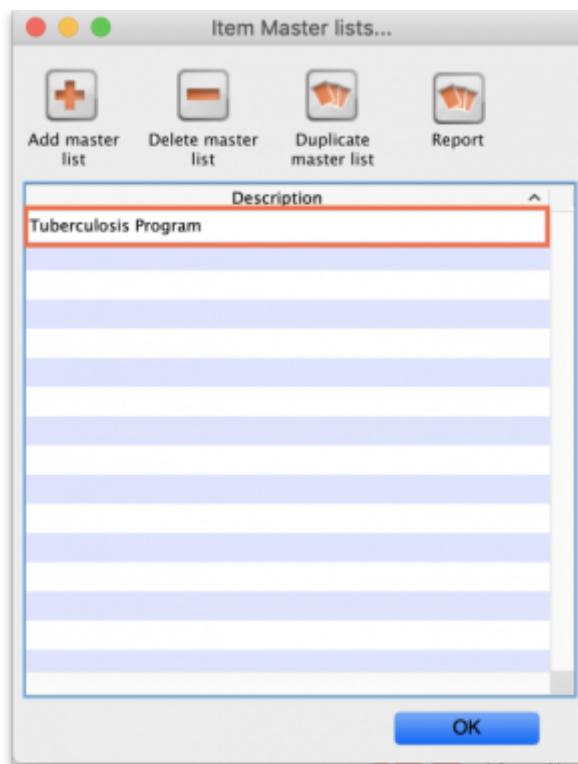
4.05.01. Creating a program

A program is defined by additional settings made to a master list:

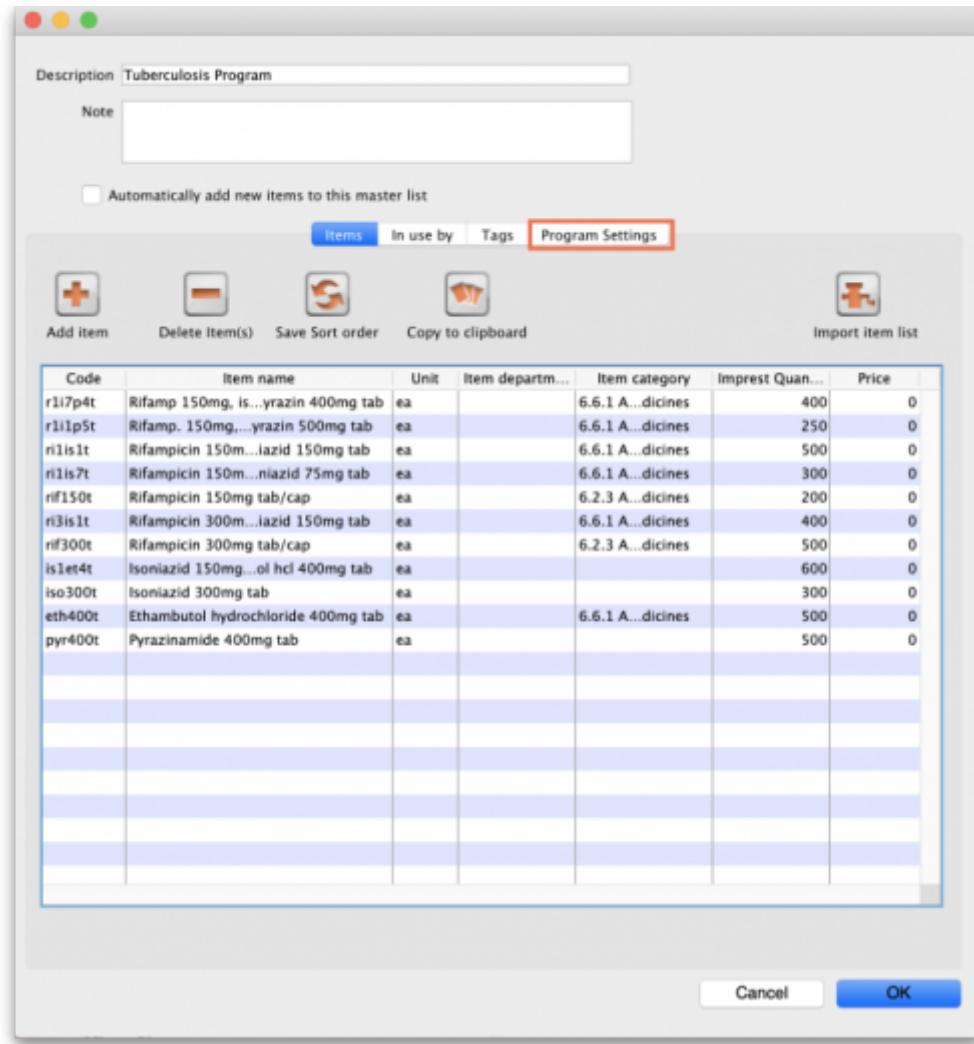
1. Navigate to the **Item** tab and click the **Master List** icon:



2. Double-click on a master list to open it (or [create a new master list](#)):



3. The Master list details window opens. Click on the **Program Settings** tab:



4. This shows all the settings available for a program:

Add item master list

Description: Test master list	Created date: 17/10/2024																																										
Note:	Created by: mSupply Support																																										
Discount %: 0																																											
<input type="checkbox"/> Automatically add new items to this master list <input type="checkbox"/> This master list is a patient list <input type="checkbox"/> Is default price list																																											
Items In use by Tags Program Settings																																											
<input checked="" type="checkbox"/> This master list is a program <input type="checkbox"/> HIV program <input type="checkbox"/> Immunisation program eLMIS integration code: <input type="text"/>																																											
Program tags Tag: <input type="text"/> <input type="button"/> Period schedule: <input type="text"/> <input type="button"/> Order types <table border="1"> <thead> <tr> <th>Name</th> <th>Type</th> <th>Max. orders per period</th> <th>Max MOS</th> <th>Max. lines</th> <th>Threshold MOS</th> <th>Emergency</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>		Name	Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency																																			
Name	Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency																																					
Regimen data <table border="1"> <thead> <tr> <th>Code</th> <th>Name</th> <th>Type</th> <th>Default</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td></tr> </tbody> </table>		Code	Name	Type	Default																																						
Code	Name	Type	Default																																								
OK & Previous OK & Next Cancel OK																																											

5. Tick the box **This master list is a program** to enable the program based features for this master list. Create a **Store Tag** for the program by clicking the plus icon (this is necessary to connect stores to the program later).

6. Name the store tag and click the tick icon.

7. Select the **Period Schedule** from the dropdown list (you must have set the periods up first):

Description: Tuberculosis Program

Note:																																										
<input type="checkbox"/> Automatically add new items to this master list																																										
<input checked="" type="checkbox"/> This master list is a program Program Settings																																										
eLMIS integration code: <input type="text"/>																																										
Store tags Tag: <input type="text"/> <input checked="" type="checkbox"/> Period schedule: <input type="text"/> <input type="button"/>																																										
Order types <table border="1"> <thead> <tr> <th>Name</th> <th>Type</th> <th>Max. orders per period</th> <th>Max MOS</th> <th>Max. lines</th> <th>Threshold MOS</th> <th>Emergency</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Name	Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency																																			
Name	Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency																																				

8. For each period schedule, one or more **Order Types** can be created - these set the parameters for program requisitions. Add order types by clicking the plus icon.

9. Give each order type a unique name and set its parameters:

- **Emergency:** check this box if the order type is for emergencies.
- **Max orders per period:** maximum number of orders that can be placed in a given period.
- **Max MOS:** maximum number of months' stock to be kept for each item. Used in the calculation of the suggested amount to order.
- **Threshold MOS:** items with a number of months' stock less than this value will appear in the order by default.
- **Max lines:** maximum number of items allowed to be ordered for an emergency order (default = 5); an alert will appear if the user tries to exceed the maximum number of items allowed.

Order types						
Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency	
Order type	1	3.0	5	1.0	<input checked="" type="checkbox"/>	
Order type	1	3.0		1.0	<input type="checkbox"/>	

Regimen data				
Code	Name	Type	Default	Is Required?

4.05.02. Adding indicators to a program

Indicators are used for reporting on the performance of programs (drug regimens). Each indicator value provides data on a metric for a particular store and regimen over a given period. Indicator values are recorded while creating a program requisition.

Indicators allow an organisation to analyse regimen performance and determine what further data should be collected, stored and processed.

To add indicators to a program:

- Open the program via the **Master List** (Click on the **Master list** icon on the *Item* tab of the Navigator).
- Click on the **Program Settings** tab.
- In the **Regimen Data** table add fields for the data that should be provided to the supplier with each program requisition e.g. the number of patients treated.
- Check the **HIV program** checkbox if you want a fixed set of HIV-related indicators to be entered for this program.
- If the customer **must** provide this information for supply to occur, tick the **Is required?** box to make this a mandatory requirement.

Add item master list

Description: Test master list	Created date: 17/10/2024
Note:	Created by: mSupply Support
Discount %: 0	
<input type="checkbox"/> Automatically add new items to this master list	
<input type="checkbox"/> This master list is a patient list	
<input type="checkbox"/> Is default price list	

Items In use by Tags Program Settings

This master list is a program HIV program Immunisation program

eLMIS integration code:

Program tags

Tag: <input type="text"/>	<input type="button" value="+"/>	<input type="button" value="-"/>				
Period schedule: <input type="text"/>	<input type="button" value="+"/>	<input type="button" value="-"/>				
Order types						
Name	Type	Max. orders per period	Max MOS	Max. lines	Threshold MOS	Emergency
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Regimen data

Code	Name	Type	Default
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

OK & Previous OK & Next Cancel OK

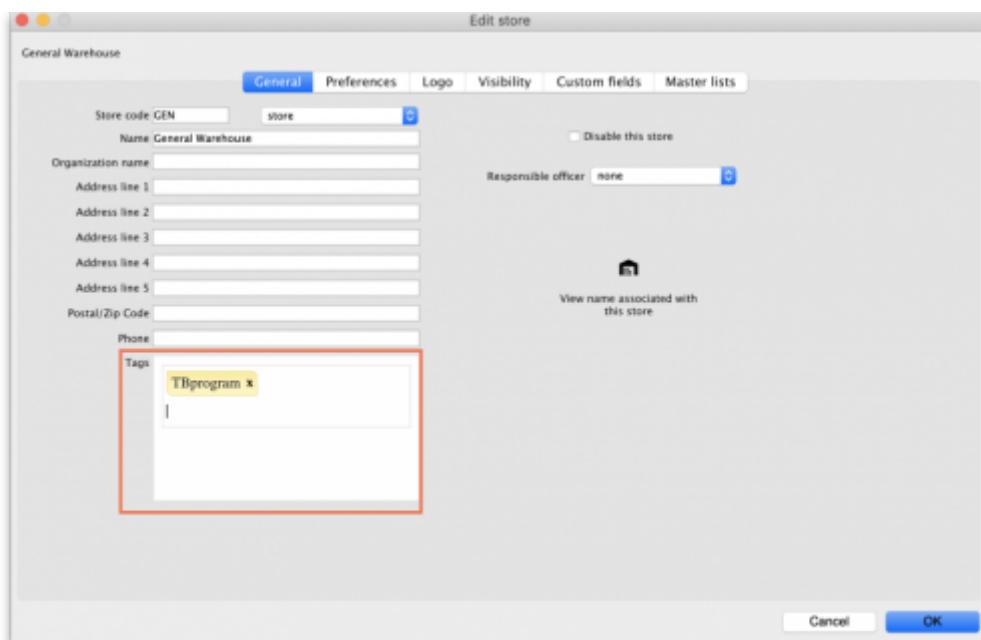
4.05.03 Connecting a program to a store

To allow a store to place program requisitions:

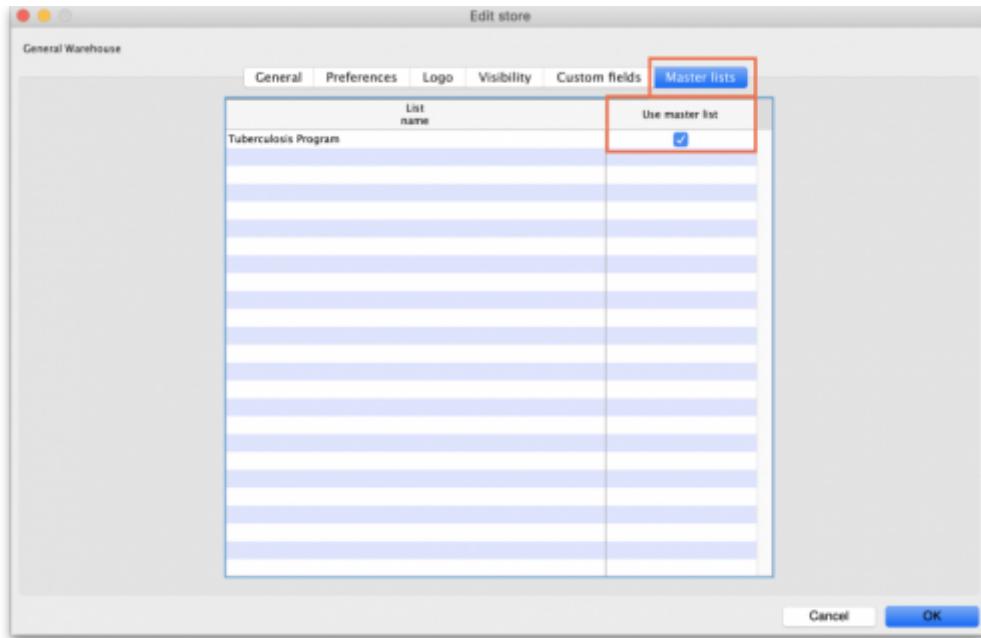
1. Navigate to the **Special** tab and click on the **Stores** icon:



2. Double click on the store.
3. In the **Tags** field, type in the Store Tag you set for the program above then press *Tab*.



4. Click on the **Master Lists** tab, check the **Use master list** box next to the program master list to be used:

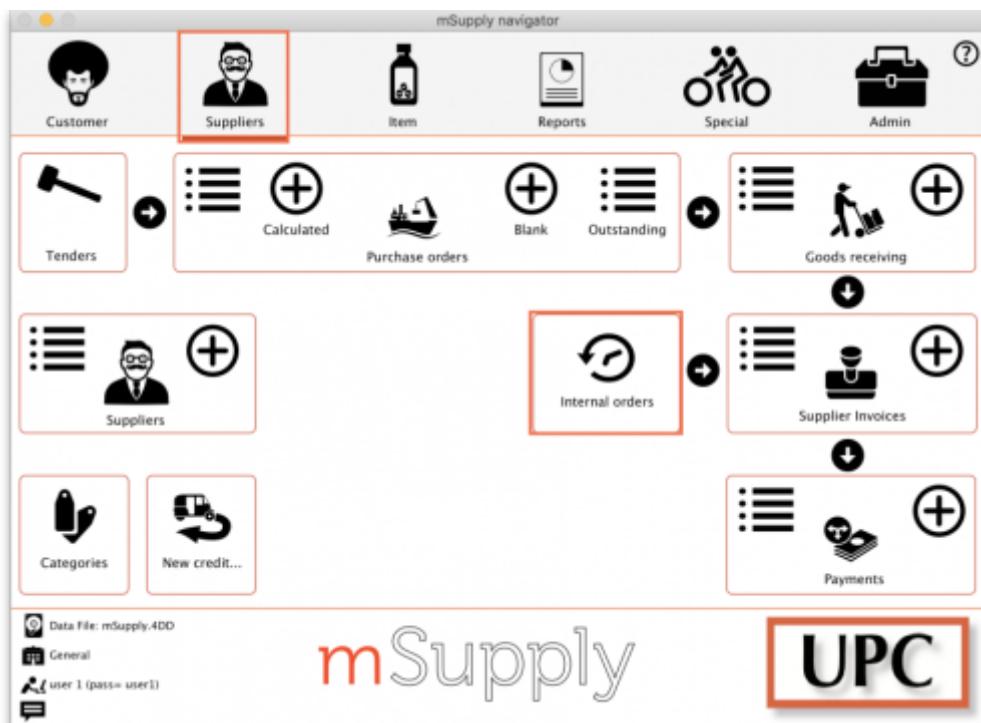


5. All done - the store is now connected to the program you have created so click on the **OK** button to save all the settings.

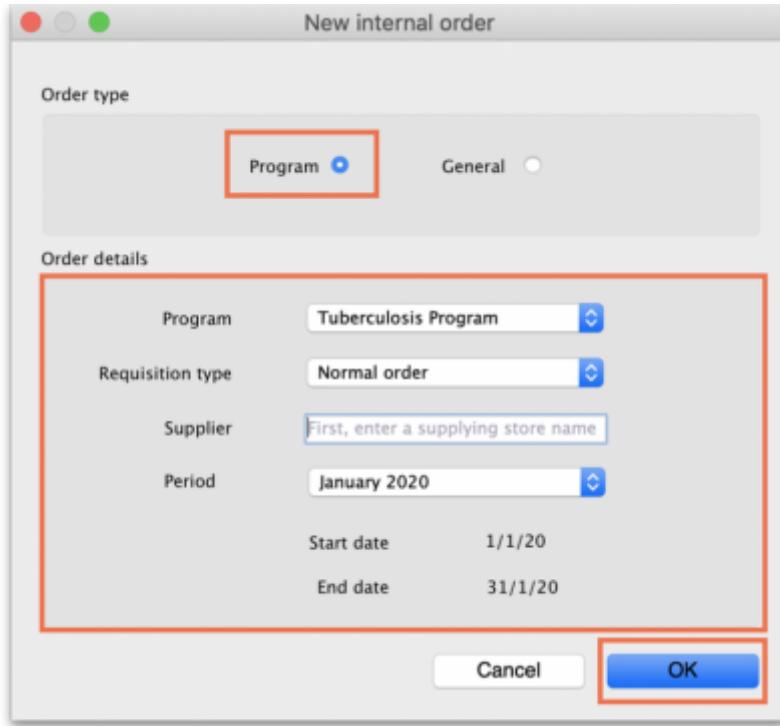
4.05.04. Creating a program requisition

Once a store has been connected to a program, it can then place program requisitions:

1. In the customer store, navigate to the **Suppliers** tab and click on the **Internal Orders** icon:



2. Click **New Internal Order**. When a store uses programs, they will have the option to create a **Program** order or **General** (regular) order:



Check the **Program** button to create a program requisition.

3. In the **Order Details** section, select the **Program**, **Requisition Type** and **Period** from the dropdown lists. Enter the **Supplier** by typing the first few letters, pressing *Tab* and selecting the supplier from the list of those starting with what you typed. These details need to be entered sequentially as the program uses them to determine the requisition type, which in turn determines the period.

 The **maximum number of program orders** that can be requested within a given period is set when the program is created (*Max. orders per period*).

If you try to create another order for the same period which **exceeds the maximum number**, an error message will appear and you will not be able to proceed.

4. Click **OK** to generate an internal order with all the items listed in the program master list. The details relating to the program order are in the top left. Review the data in the table, then enter the quantity of stock to be ordered in the **User requested quantity** column:

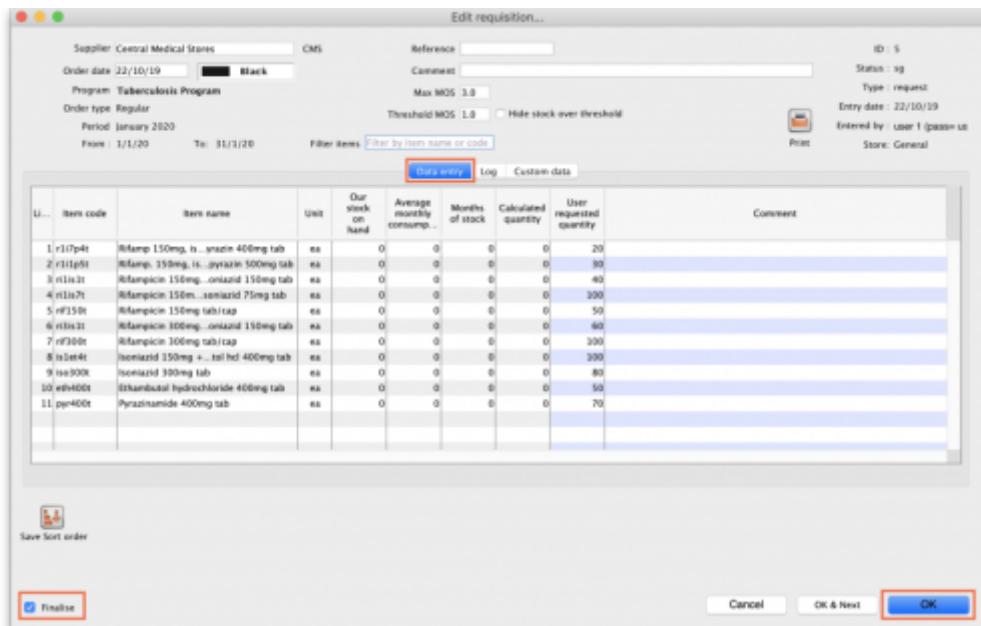
The screenshot shows a requisition entry window. At the top, it displays supplier information (Central Medical Stores, CMS), order date (22/01/19), program (Tuberculosis Program), and other details. The main area is a table of items with columns for Item code, Item name, Unit, Our stock on hand, Average monthly consumption, Months of stock, Calculated quantity, and User requested quantity. The 'User requested quantity' column is highlighted with a red box. The table contains 11 rows of items, including various forms of rifampicin, isoniazid, and pyrazinamide. At the bottom, there are buttons for 'Save Sent order', 'Finalise' (unchecked), 'Cancel', 'OK & Next', and 'OK'.

5. Click the **Indicators** tab to enter the additional data defined for the program:

The screenshot shows a requisition entry window with the 'Indicators' tab selected. The top section is identical to the previous screenshot. The 'Indicators' tab displays a table with columns for Name, Code, Valeur, and Commentaire. The 'Valeur' column is highlighted with a red box. Below this table is a larger table for regimen data, with columns for Description, Code, Patients adultes reçus, Patients enfants reçus, Patient stable adulte, Patient stable enfant, Nouvelle inclusion adulte, and Nouvelle inclusion enfant. The 'Valeur' column in this table is also highlighted with a red box. At the bottom, there are buttons for 'Cancel', 'OK & Next', and 'OK'.

This data will be sent to the supplier with the requisition when the requisition is finalised.

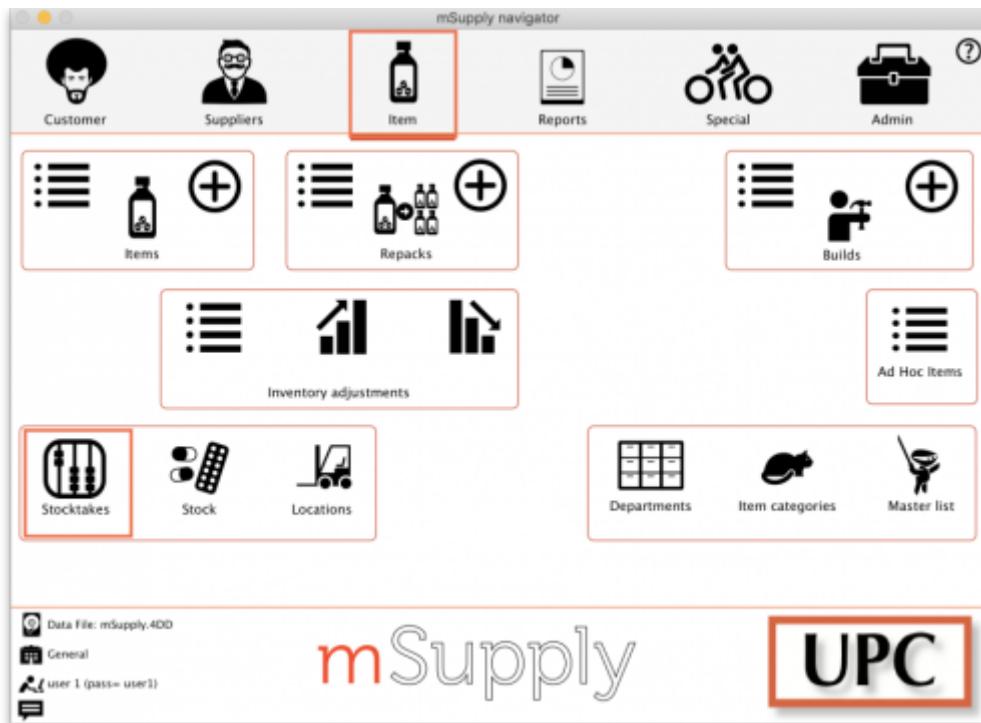
6. To send the program requisition to the supplier, return to the **Data Entry** tab, check the **Finalise** box and click **OK**.



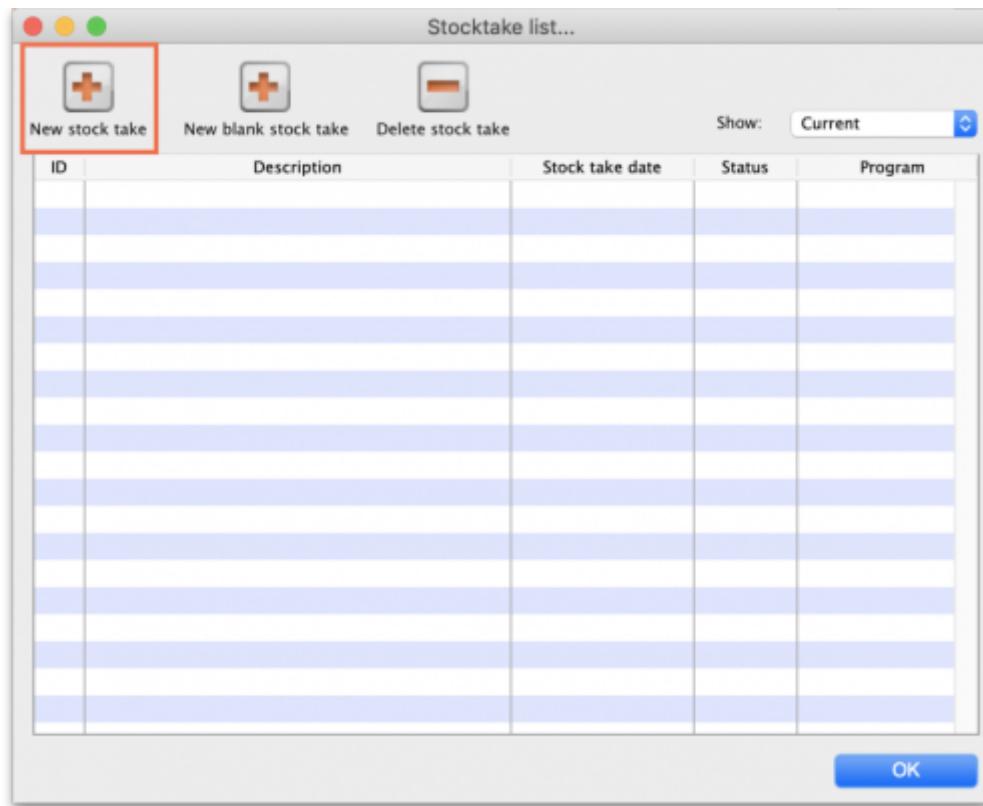
4.05.05. Creating a program stocktake

Creating a stocktake with items from a particular program is just the same as creating a normal stocktake. The only difference is that you select the program in the **Master list** (or **Program**) filter:

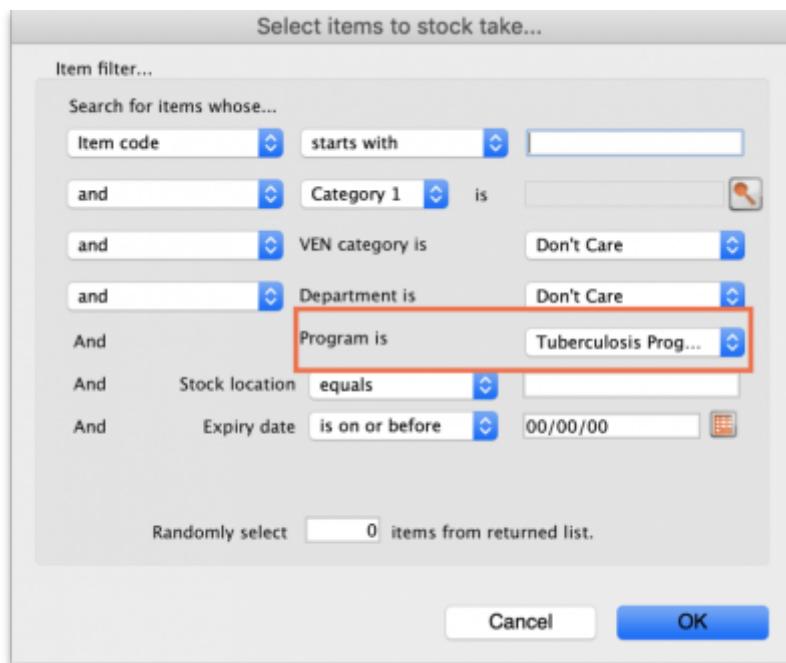
1. Navigate to the **Item** tab and click the **Stocktakes** icon:



2. The list of stocktakes window opens. Click the **New Stocktake** icon:



3. Select the program from the **Program is** (or **Master list is**) dropdown menu and click the **OK** button to pre-populate your stocktake with items from the program:



Note: To further refine the selection of stock appearing in the stocktake you can also select other filter items at the same time.

For detailed information on how to complete the stocktake, refer to the [4.17. Stocktakes section](#).

Tip: In your stocktakes list, you can easily identify program stocktakes by referring to the **Program** column:

Previous: [4.04. Item master lists](#) || Next: [4.06. Stock locations and location types](#)

From: <https://docs.msupply.org.nz> - **mSupply documentation wiki**

Permanent link:
<https://docs.msupply.org.nz/items:programs?rev=1589386057>

Last update: **2020/05/13 16:07**

