

The Item Search Tile

- Allows Requesters to search for items and review stock status prior to creating a requisition
- Provides additional search options and information beyond the Item Master search within *eProcurement > Create Requisition*. The following are available only from the tile:
 - **Search Results** – see Show Open POs to view a list current of POs including the displayed Item ID
 - **ITEM Comments** – notes on replacements or substitutions
 - **Item Par Locations** – see additional available stock in area Par and Bluebin locations
- See the *Customizing PeopleSoft ePro MUHC Reference* to create an Item Search Tile

UM Item Search

Item Search

Item Search: equals 0400807

This field simultaneously searches in the Item ID, Mfg ID, and Charge Code fields and may increase search time. Multiple search terms may be entered, separated by commas. Example: 1584,001600,1234

Can enter multiple Item IDs (e.g. 0400807, 0050182, 1058003). Press <Enter> or **Item Search** to submit.

Narrow Search Scope

Item ID: equals

Item Description: contains

Mfg ID: equals

Mfg Item ID: equals

Vendor ID: equals

Vendor Name: begins with

Vendor Item ID: equals

Charge Code: equals

Business Unit: equals

Category: equals

Nurses Descr: contains

Alternately, enter keywords in the Description search.

Limit rows in the bottom three (3) results grids by Business Unit, if needed.

Click hyperlink to view page for this Item.

Select the Additional Information tab to view current orders ([Show Open POs](#))

Item Search

Search Results

Personalize | View All | First 1 of 1 Last

Item ID	Manufacturer ID	Manufacturer's Item ID	Full Item Description	Standard UOM	Standard Price	QDECK Billable
0400807	HALYARD HEALTH	21195	TISSUE FACIAL WHT 8.4X5.5IN	BX	0.25588	N

ITEM Comments

Comment Text

Updated from 3645021606 to 3645021195 per LR on 01/20/20... MFG# 21195-04 is on back order thru December. Subbing with MFG# NON... Back to original item MFG# 21195. Per Medline 02/18/20 AS WHEN A SUB IS NEEDED PLEASE USE ITEM ID 5032759 05-19-20 AS

View notes about discontinued, replaced, or temporarily substituted items here.

Valid Units of Measure

Personalize | Find | View All | First 1-2 of 2 Last

Valid Units of Measure Personalize | Find | View All | [icon]

Item ID	Unit of Measure	Package Quantity	Default Stocking UOM	Default Requisition
0400807	BX	1	Y	BX
0400807	CA	80	N	Y

View possible Units of Measure for this Item, as well as number of boxes in a case.

Item Par Locations Personalize | Find | View 100 | [icon] First 1-10 of 223 Last

Business Unit	Par Location ID	Description	Item ID	Compartment	Optimal Qty	Unit of Measure	Patient UOM
QDECK	PARCRH010	WCH 2168 RECOVERY PAR	0400807		4	BX	BX
QDECK	BBMOI007	MOI 2282 SPINE CENTER	0400807		4	BX	BX
QDECK	PARCRH025	WCH KMB303 UROL SPCLTS PAR	0400807		3	BX	BX
QDECK	BBUP0030	Boonville Family Medicine	0400807		10	BX	BX
QDECK	PARUHC029	3E61 OR SUPPLY	0400807		4	BX	BX
QDECK	PARUHC133	MUPC2336 2N ADULT UT2 SUPPLY	0400807				
QDECK	PARCRH005	WCH 1307 RESP THERAPY PAR	0400807				
QDECK	PARPCT015	6PT2219 EF OUTPAT CLINICS	0400807				

Preview current inventory before creating a requisition.

Stock Balances Personalize | Find | View All | [icon] First 1-9 of 9 Last

Business Unit	Item ID	Average Purchase Price	Quantity On Hand	Qty Available	Reorder Point	Par Qty	Transaction History
CRH02	0400807	0.7638				10	Transaction History
CRHOR	0400807	0.2595	2				Transaction History
MOPPE	0400807						Transaction History
MRCMM	0400807	0.7638			10	48	Transaction History
QDECK	0400807	0.2559	2021	1971	1440	2880	Transaction History
QDPPE	0400807						Transaction History
UHDST	0400807	0.2560	49	39	30	40	Transaction History
UHPPE	0400807						
WCPPE	0400807						

The Item Search page will only display items available through the MUHC Item Master. Items ordered as Non-catalog, or through Show-Me Shop, will not be included in these searches.

Default Storage Locations Personalize | Find | View All | [icon]

Business Unit	Item ID	Storage Location
CRHOR	0400807	MAIN