

Vaccine Management System Mobile App User Guides

For Private Clinics

Introduction

- VMS shall act as a platform that consolidates all the information gathered by multiple parties such as manufacturer (list of vaccines identifiers and quantities), the shipments or logistic movements (the checkpoints), storage and warehouse information (including the critical information such as temperature logs) and its destination. It shall cover the WHAT (vaccine identifier), WHEN (date and time), WHERE (destination or location of events), WHO (person-in-charge), HOW (activities involved).

Process Flow

LOCATION



Supplier / PSV / PPV



Private Clinic

ACTIVITY

COMMISSIONING
Product verification activity in the system by the supplier or PSV

SHIP OUT
PSV/PPV handed over the vaccine stock to the GP

CONFIRM RECEIVED
GP confirms receipt of vaccine stock supply from PSV/PPV

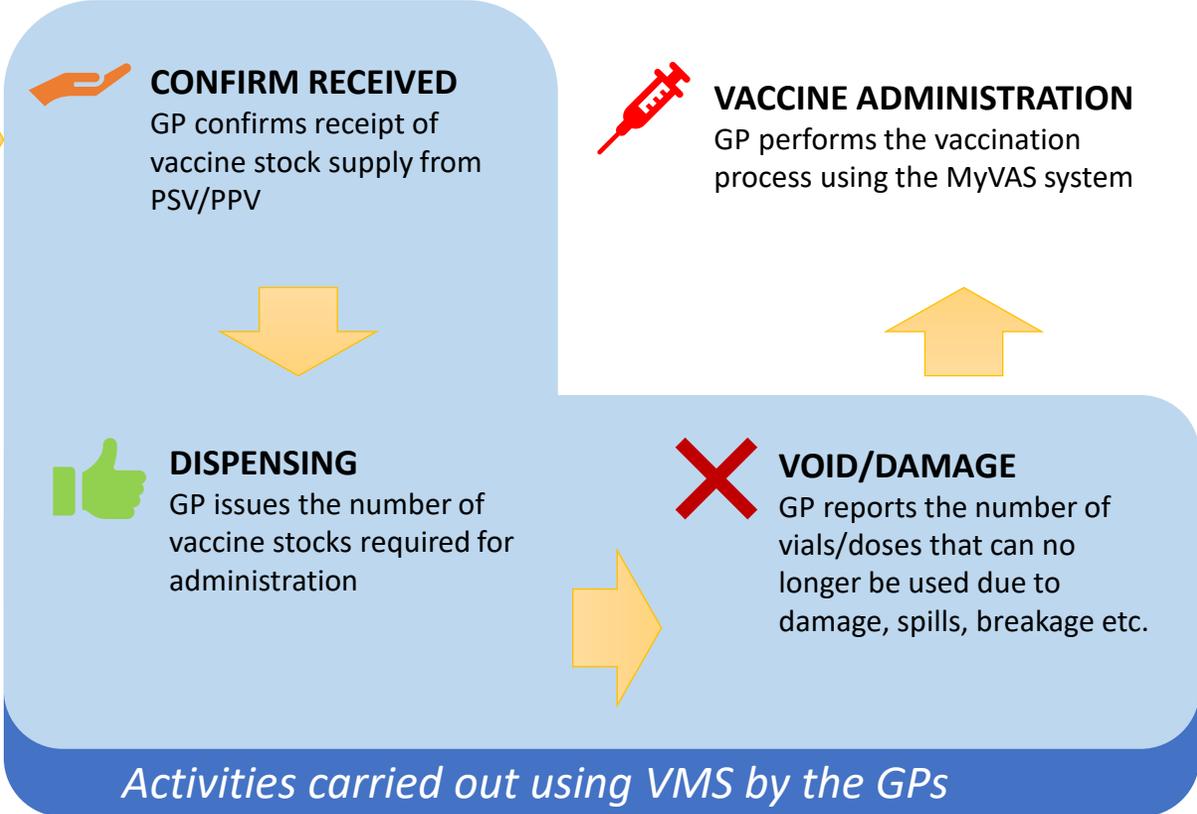
VACCINE ADMINISTRATION
GP performs the vaccination process using the MyVAS system

LOT RELEASE
Lot Release verification by NPRA is done at the supplier's warehouse or PSV

DISAGGREGATION
Breakdown of bulk packaging by supplier or PSV to PPV/GP in smaller quantities

DISPENSING
GP issues the number of vaccine stocks required for administration

VOID/DAMAGE
GP reports the number of vials/doses that can no longer be used due to damage, spills, breakage etc.



System requirements

Vaccine Management System (VMS) application is available for Android smartphone devices. There is currently no iOS version of the app available. The following are the minimum specifications for this application:

- Android version 9.0 and above
- Rear camera
- Internet connection (Mobile Data / WiFi)

Download

- The application can be downloaded via <https://www.pharmacy.gov.my/vms/>



Muat turun aplikasi terkini

Versi 1.0.2 untuk peranti Android (minimum Android 5.0 Lollipop)

**Versi beta digunakan untuk tujuan latihan. Data akan dipadamkan dari semasa ke semasa.*

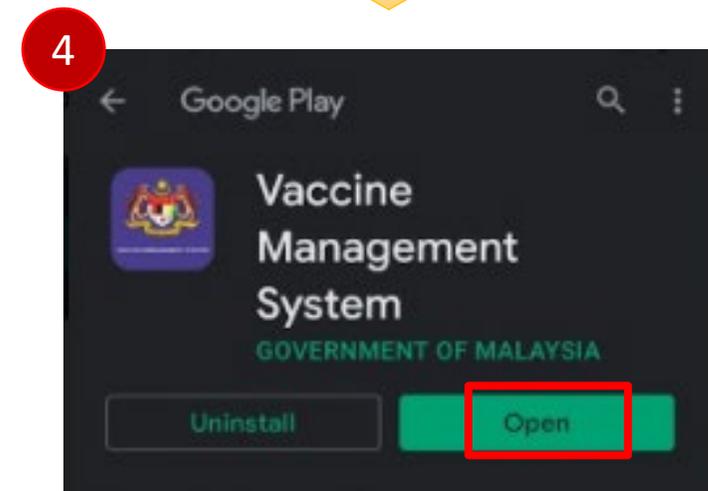
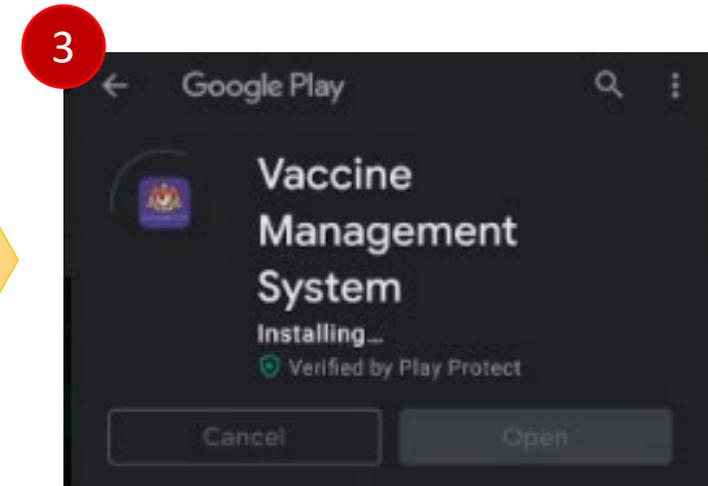
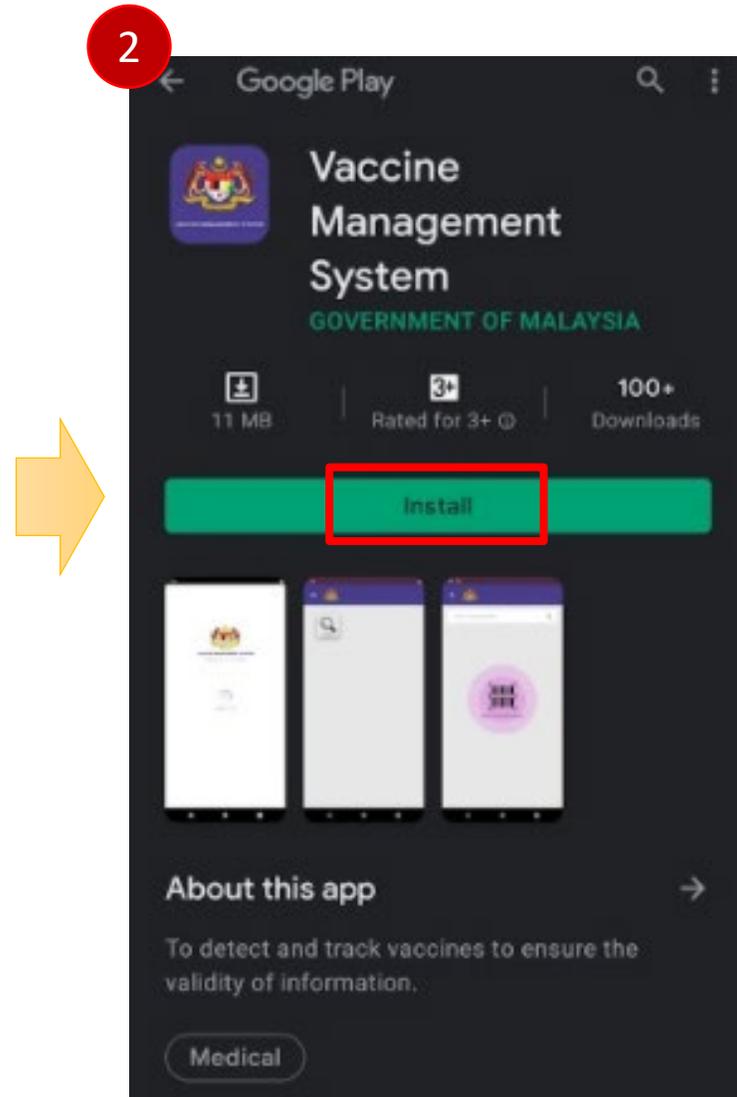
Perhatian: Kedua-dua versi ini tidak boleh dipasang pada peranti yang sama.

MUAT TURUN V1.0.2

Download & Installation



<https://www.pharmacy.gov.my/vms/>



Before using the application

To ensure the application can be used smoothly, please make sure

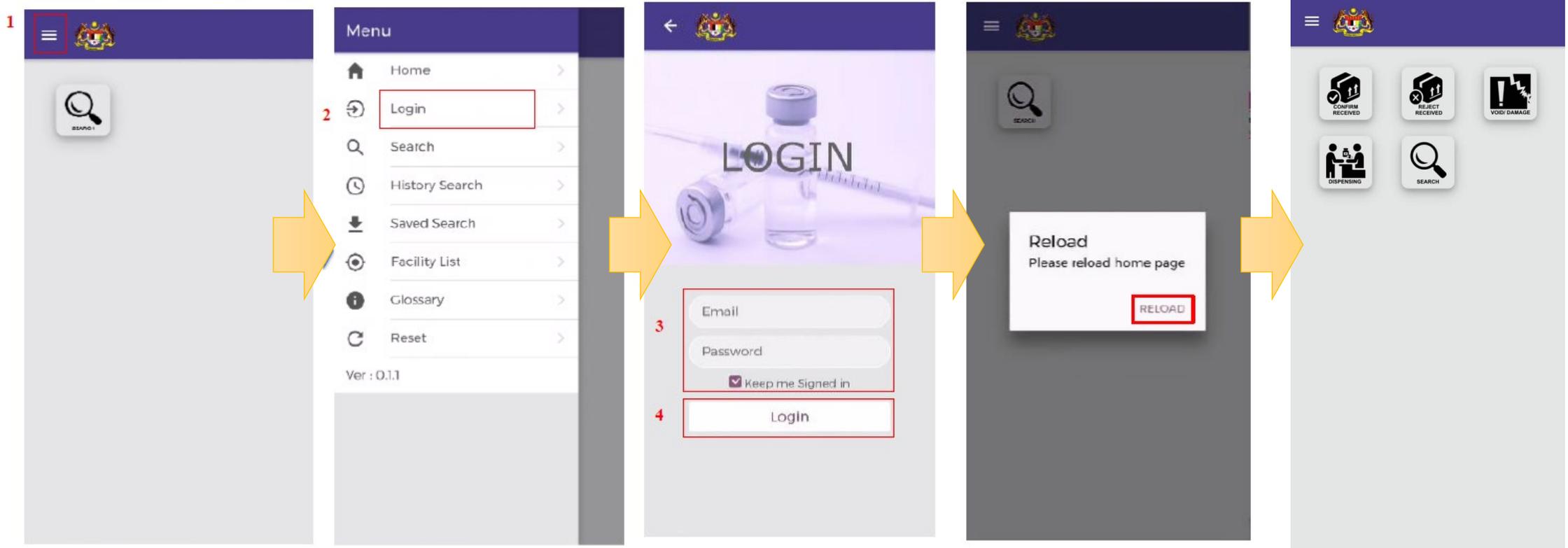


The phone having stable internet connection



The phone's date and time are set correctly (real-time synchronized)

Login



1

Click icon '≡' to open side menu

2

Click Login

3

Enter email and Password
Click login button

4

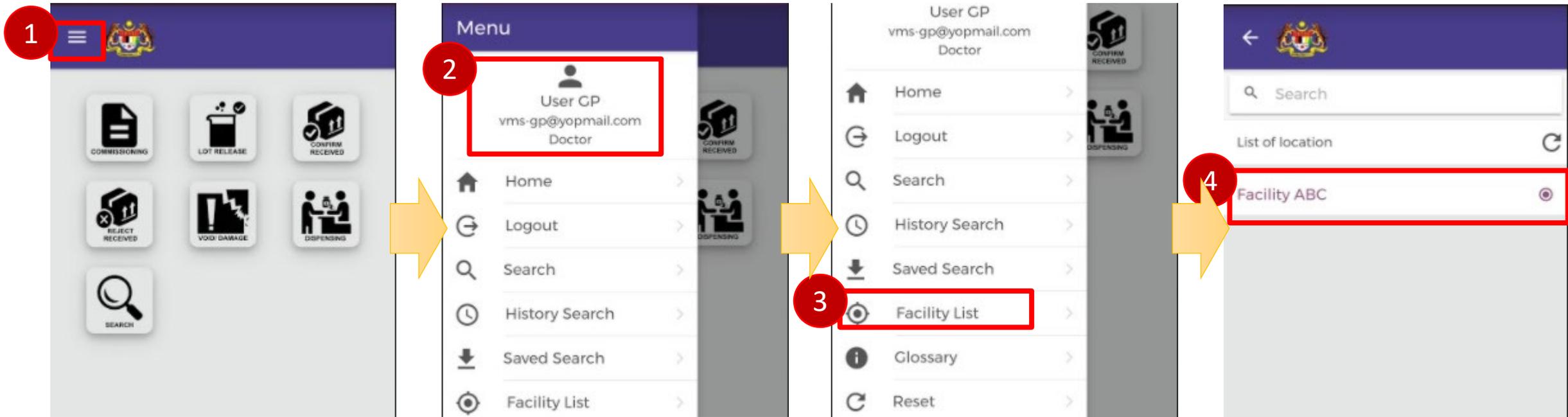
After user has successfully login, click Reload

5

User will be directed to the main menu page

Review the role and location

Make sure the role and location settings are checked periodically to make sure you're signed in with the correct account



1. Click icon '≡' to open side menu

2. Check and make sure username, email & role are correct. Logout and relogin if there is an error.

3. Click on **Facility List**

4. Check and make sure correct facility name. Report to helpdesk if there is an error.

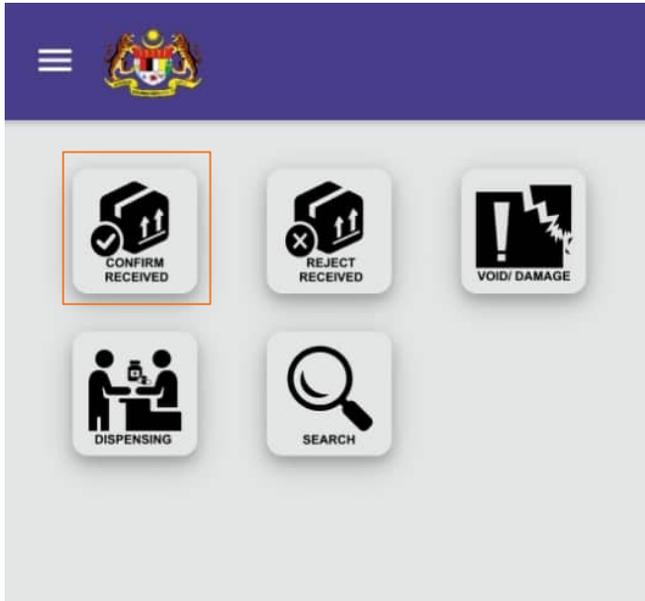
Main menu

Menu	Description
Confirm Received	Denotes a specific activity within a business process that indicates that the product is being received at a location and is added to the receiver's inventory.
Reject Received	Denotes a specific activity within a business process that indicates that the product is being rejected during receiving or delivery process, probably due to damages or due to any other reason
Dispensing	Denotes a specific activity within a business process where a product is made available in full or part to a consumer or to the last delivery point
Void/Damage	Denotes a process of declaring that one or more products were not in good or expected condition
Search	The feature to track or trace an identifier through out the system's supply chain

Confirm Received

- Denotes a specific activity that indicates that the item is being received at a location and is added to the receiver's inventory. All items that has been shipped out and received need to be scanned by the receiving party.

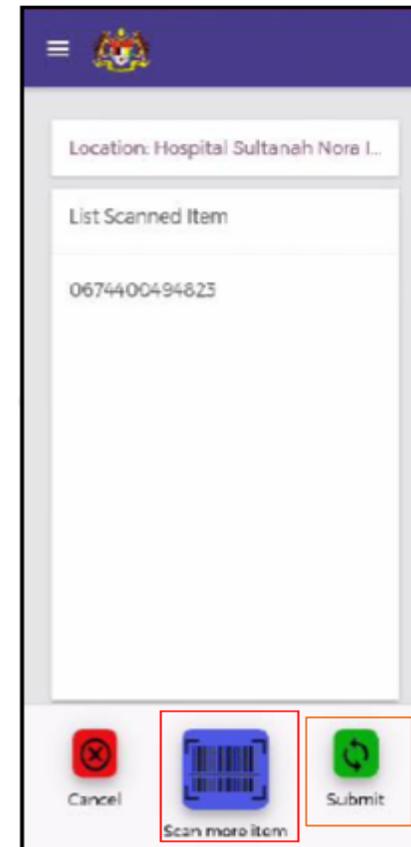
Confirm Received



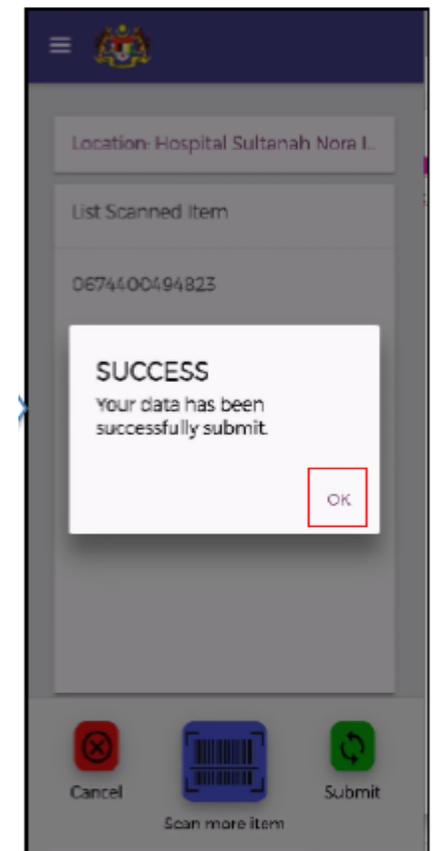
1. Select **Confirm received** from main menu



2. Press the pulsing icon and scan the barcode on the outer package of the vaccine



3. Select **Scan more item** for subsequent package and repeat **Step 2**. Select **Submit** after finished scanning



4. Select **OK** on the **Success** popup.

Reject Received

- Denotes a specific activity that indicates that the item is being rejected during receiving or delivery process, probably due to damages or any other reason. In these cases, the receiving party may use Reject Received function and the item should be returned to the sender.
- The user needs to confirm that the item issued out is the correct item as in the indent.

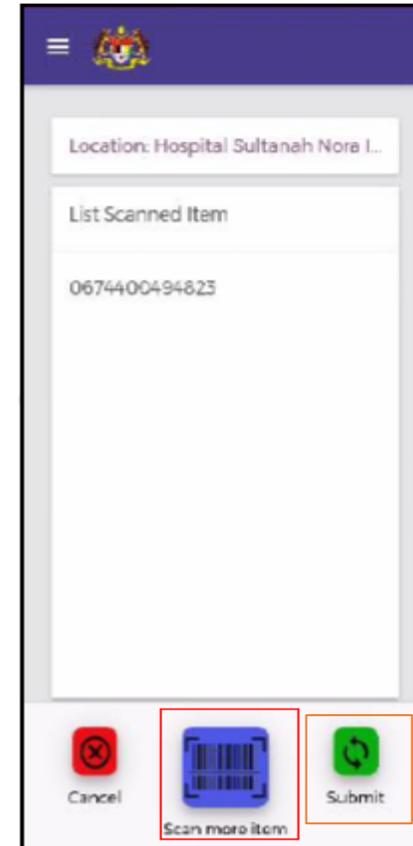
Reject Received



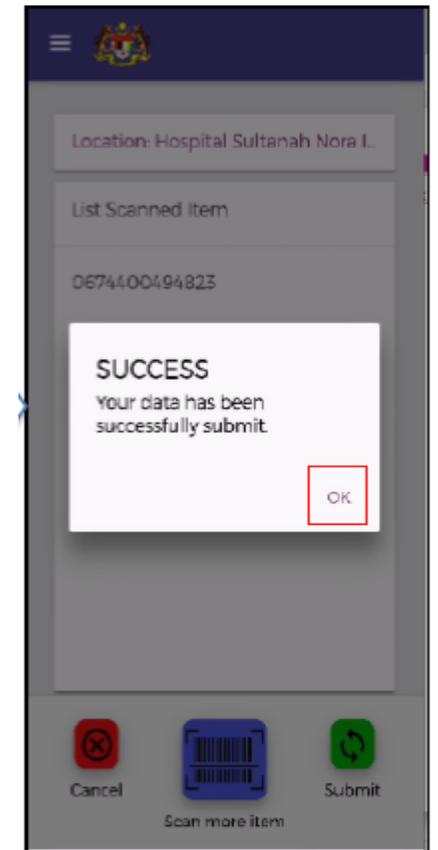
1. Select **Reject received** from main menu



2. Press the pulsing icon and scan the barcode on the outer package of the vaccine



3. Select **Scan more item** for subsequent package and repeat **Step 2**. Select **Submit** after finished scanning



4. Select **OK** on the **Success** popup.

Void/Damage

- Denotes a process of declaring that one or more products were not fit for use, for example expired, damaged, break, spilled etc.

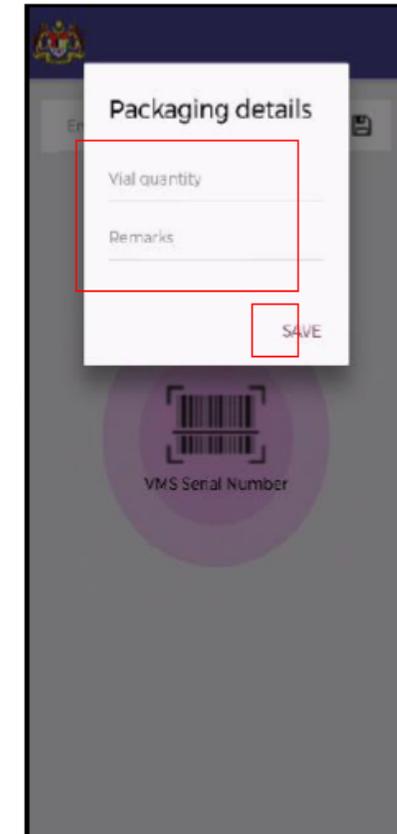
Void/Damage



1. Select **Void/Damage** from main menu



2. Press the pulsing icon and scan the barcode on the outer package of the vaccine

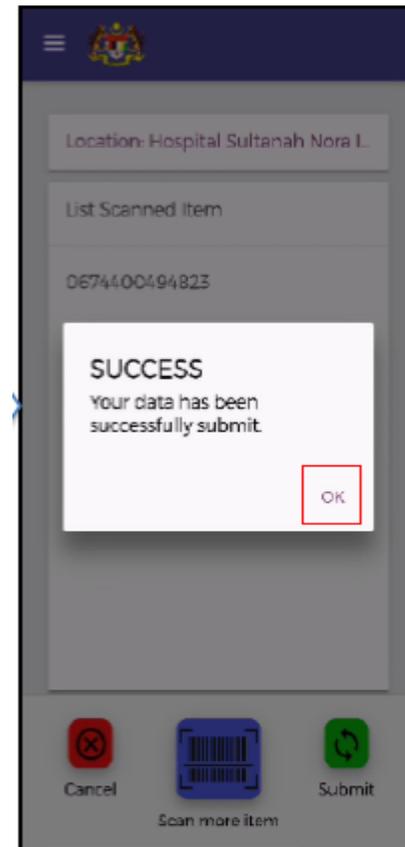


3. Enter **quantity** of affected items and brief **remarks** on the incident. Press **Save** to submit.

Void/Damage



4. Select **Scan more item** for subsequent package and repeat **Step 2**. Select **Submit** after finished scanning



5. Select **OK** on the **Success** popup.

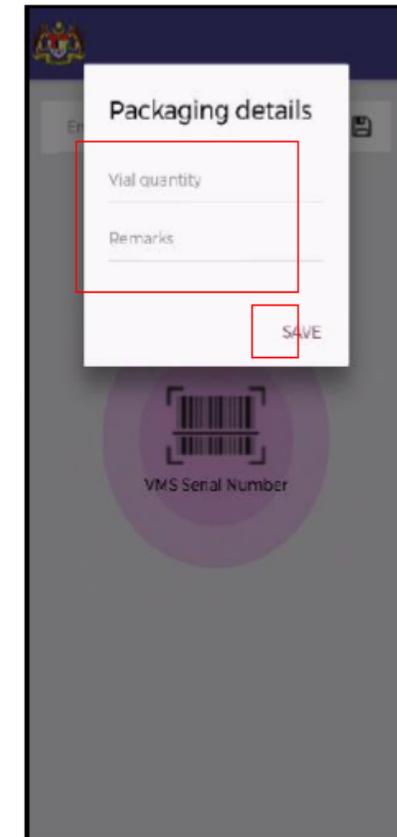
Dispensing

- Denotes a specific activity where a product is made available in full or part to vaccinees. The function is to record the number of vial taken out and sent off to vaccine administration counter at the facility to enable the tracking of vial usage in VMS. The inventory stock will be deducted accordingly.

Dispensing



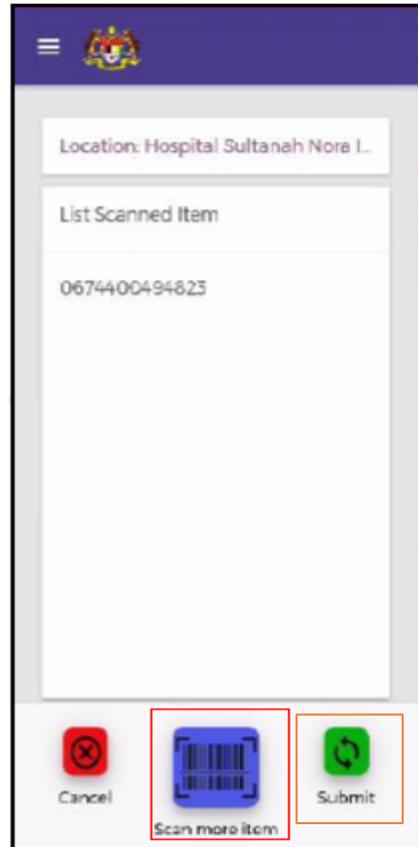
1. Select **Dispensing** from main menu



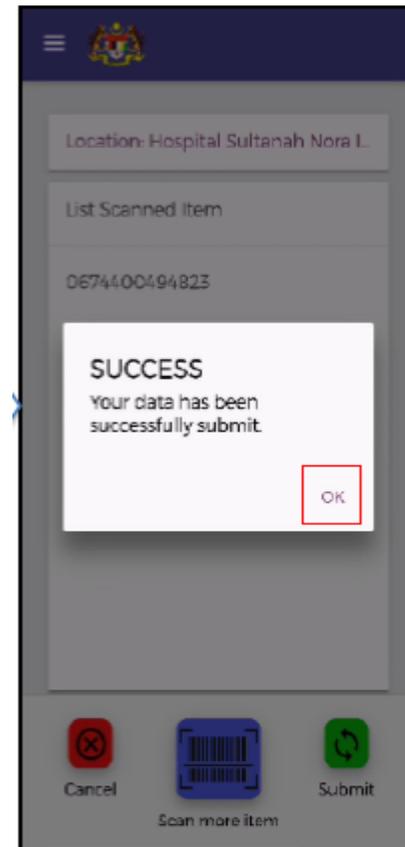
2. Press the pulsing icon and scan the barcode on the outer package of the vaccine

3. Enter **quantity** of items to be dispensed. Press **Save**.

Dispensing



4. Select **Scan more item** for subsequent package and repeat **Step 2**. Select **Submit** after finished scanning



5. Select **OK** on the **Success** popup.

Search

- The function is to check the audit trail or the track the record and status of each identifier (bar code) used throughout the system's supply chain

Search



1. Select **Search** from main menu



2. Press the pulsing icon and scan the barcode on the outer package of the vaccine



3. Click **Save** to save the item record for further use. Click arrow icon to go back to the previous screen.



Troubleshooting error

- In the event of the application displaying an error message, please refer to the following table for actions to be taken. If the problem fails to resolve, please report it to the helpdesk.

Error message

Event	Warning/Error Message	Description/Probable Cause	Solution
Login	Password is Required Email format is not valid	No password entered Email format is not valid	Login again with valid email format
Login	The Username or password you have entered is incorrect	Incorrect password	Login again with correct Password
Confirm Received Reject Received Dispensing Void/Damage	Invalid Serial Number Serial Number is not yet commissioned or released	Serial Number that was not commissioned Serial Number that is not in the system	Rescan the barcodes. If the problem persists, contact helpdesk for inquiries.
Confirm Received Reject Received	Vaccine has been rejected	Serial Number that underwent Lot Reject already, not fit for use	Rescan the barcodes. If the problem persists, contact helpdesk for inquiries
Dispensing Void/Damage	Quantity entered exceeds serial number quantity	Quantity that exceeds the limit for the scanned serial number	Ensure quantity entered and the serial number are correct. . If the problem persists, contact helpdesk for inquiries



Support

- For assistance related to VMS applications please contact VMS Helpdesk Support at **1-300-88-8030** or email **support.vms@mimos.my** using service code **3656**.