Chapter 23
In-Transit Store Model

This chapter—

- Explains how the system can be used to manage an in-transit store

What Is an In-Transit Store?

An in-transit store is one that buys only on behalf of the demanders by combining the requisitions into a purchase order, receiving the stock, and issuing it to the demanders. The facility or store *does not* have its own budget and is expected only to manage what is requisitioned by the demanders. In the in-transit store model, a purchase order is generated *only* from demander requisitions.

Using RxSolution in the In-Transit Store Model

How Do I Define My Store as an In-Transit Store?

1. In the RxSolution main menu, click on **Tools**, then **System Settings**.
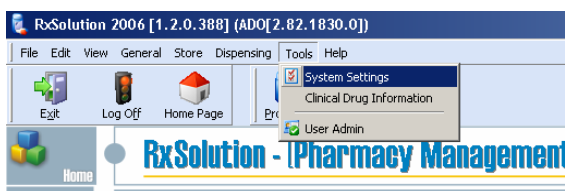
2. In the top portion of the resulting **System Information** screen, click on the **In-Transit Store** option under **Management Model**.

3. Save the setting by clicking on the check icon ![check icon] on the right side of the screen, and then close this screen.

How Do I Create a Purchase Order from a Requisition?

A store functioning as an in-transit store creates purchase orders only as a result of receiving requisitions from demanders. You can create a purchase order from one requisition or by combining several requisitions. Follow the steps below to create a purchase order from a requisition.

1. When the demander sends you a requisition, enter it in RxSolution. You must enter both the requested quantity and the approved quantity for each item. (See chapter 10, "Requisitions," for details.)

2. On the **Requisition** screen, enter the demander's purchase order reference in the **Purchase Order Reference** field.

3. Exit the requisition, but *do not post the requisition*.

4. Go to the **Purchase Order** screen, and create a new purchase order. (See chapter 6, "Purchase Orders," for details.) The following screen will appear—
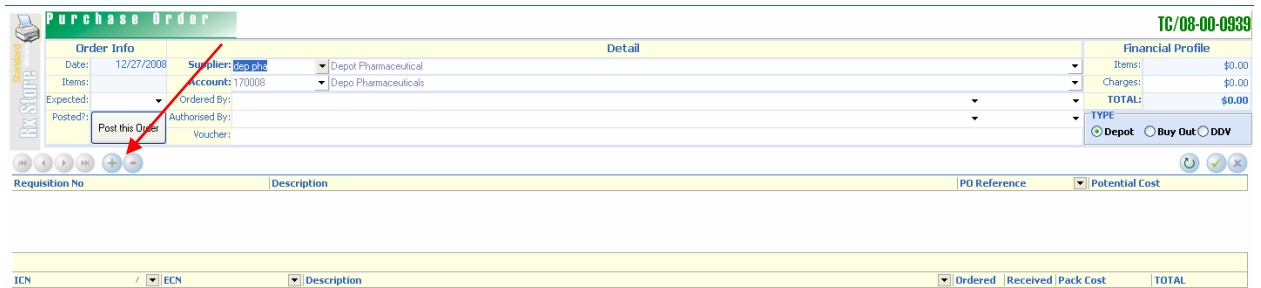
5. Click on the plus sign ⊕ under the **Post this Order** button to see a list of the requisitions that you can use to create this purchase order.
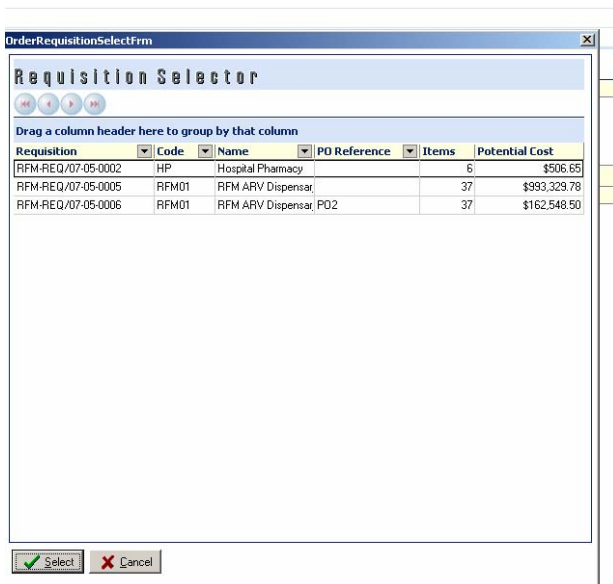

6. The **Requisition Selector** window will appear—

7. Choose the appropriate requisition from the list to pull it into the purchase order.

> *Note:* You can select more than one requisition at a time.

8. The items and approved quantities from the requisition will now appear on the purchase order. The requisition information also appears on the screen, as shown in the following—

9. Complete the purchase order with the necessary information on the supplier and other details, post it, and print it.

10. When the products arrive, create a receipt in RxSolution and post it. If the products are delivered directly to the demander, the demander must send you a list (e.g., the invoice) of the items received. (See chapter 7, "Receipts," for details on how to create a receipt.)

11. Go back to the **Requisitions** screen and pull up the requisition from which this purchase order and receipt were created.

12. Enter the quantities issued to the demander in the **Issued** field, and then post the requisition.