**Scope Document for**

**Medical Trade Tracker Application**

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# Project Overview

This project is for a USA-based medical device distributor that delivers and collects medical equipment across various hospitals. Currently, all medical device movement is manually tracked using shared Google Spread Sheet, which is inefficient and error-prone.

To modernize this process, the client wants to build a Flutter-based mobile application for internal team to track each medical device’s current location, the person who handled it, and timestamps for drop-off and pickup — improving both accountability and operational efficiency.

# Purpose & Functionality

* **Track medical device trays and their current location**.
* **Inventory visibility:** Seller should clearly see available items, remaining stock, and out-of-stock items.
* **No barcode scanning required:** The system have no barcode scanning feature for tracking inventory, everything is managed manually through app.
* **If a tray is at the office, that implies it is available:** If the tray is physically in the office, it can be used immediately and is not allocated elsewhere.
* **Other locations indicate the tray is in use or pending pickup:** If the tray is outside the office, it means it’s either in use or waiting for pickup.
* **Need to add what’s out, where it is, and what’s available and who dropped it + date and time**

# Objectives

**→Business Goals**

* Digitize and streamline the medical device movement process.
* Improve visibility and traceability of medical device in the field.
* Reduce operational errors and medical device misplacement.

**→Problem to Solved**

* No centralized history of which staff handled which devices.
* Difficult to monitor pickups and overdue returns.
* Google Spreadsheets are not scalable or real-time.

# Project Requirement Scope for Mobile Application

# “Internal Operation Team”

## **Authentication**

* 1. Signup/Login (Email and password)
  2. Reset Password

## **Drop-Off Management**

* 1. **View List of drop-off assigned to them**
* Operational team can view a list of drop-off tasks assigned to them directly in the application.
* In the drop-off task they have their name, which medical device(e.g., serial number, category) is assigned to them, what is the quantity, where to drop and date/time.
* Upload photo, time and update device status like In-transit or delivered.

## **Pickup Management**

* 1. **View List of Pickups assigned to them**
* Operational team can view a list of pickup tasks assigned to them directly in the application.
* In the pickup task they have their name, which medical device(e.g., serial number, category) is assigned to them, what is the quantity, where to pickup and date/time.
* Upload photo and update device status like picked-up.

## **Real-Time Notifications**

* Receive notifications for upcoming scheduled pickups and drop-offs.

## **Activity History (Self)**

* 1. **View Past Complaints Raised by Tenants**
* Operational team can view their own activity logs and the movement history of devices they’ve handled.
* Logs can be filtered by date, specific device, or hospital.

## **Escalation or Issue Reporting**

* Operational team can raise an issue in case the device is unavailable or the address is incorrect by tagging the admin for quick support.

# “Admin Team”

## **Admin Authentication**

* Signup/Login (Email and password)
* Reset Password.

## **Medical Device Registry**

* Maintain a **centralized inventory** of all medical devices with unique identifiers like serial number, device type, and category.
* Admin can **add/edit medical devices**, update existing records (e.g., status, condition).

## **Location Registry**

* Maintain a **centralized registry of all locations**, including hospitals and city, where medical devices may be delivered or picked up.
* Admin can **add, edit, or remove locations**, along with key details like name, address, contact person.

## **Team Member Registry**

* Admin can maintain a **Team Member Registry** to add, edit, team members.

## **Assign Task**

* Admin assigns tasks to operational staff by selecting data from the Device Registry, Location Registry, and Team Member Registry — no need to enter manually.
* Admin specifies the date and time for the task and clicks the "Assign" button to immediately push the task to the selected team member by which team member get instant notification.
* **Drop off and pickup Task:**
* Select a medical device and its quantity from the medical registry.
* Choose hospital and receiving staff from registry.
* Log scheduled drop-off date and time.
* And track data by using dashboard.
* Log **pickup date & time**, pickup location, and staff responsible from registry and track by using dashboard.

Note: Selected member have to get instant notification for assigned work.

## **Tracking Dashboard**

* The dashboard displays each medical tray with current location (e.g., hospital or office), and movement status.
* Also logs both drop-off and pickup date & time for every tray to track the full lifecycle.
* The names of the staff responsible for dropping off and picking up the tray are recorded for clear accountability.
* Also track the data which is come by the operational team.
* Also track stock availability with filter and export

**7. Reports**

* Movement history report with filter and export feature
* Stock Available report with filter and export feature
* User activity report

# Questions

1. Do we need to submit an app to store or how they are planning to use the application? For ios also we will require an apple developer account in order to test in device at least.
2. We will require github account for handover code after development is done
3. Do you have branding logos or colors? We will require a basic logo for making app icons etc.
4. Report format if available?
5. Is issue reporting section required?

# Assumptions

1. Will be using firebase email password & reset password feature. No custom implementation on email template.

# Tech Stack

| **Department** | **Tools and Technologies** |
| --- | --- |
|  |  |
| **Tech** | Flutter |
| **Database** | Firebase FireStore |
| **Infra** | Firebase |
| **Analytics** | Firebase |
| **Crashlytics** | Firebase |
| **Notification** | One Signal |

Project Timeline

