

Appendix D – Definitions of transactions in an electronic drug register

Supply – The supply of a schedule 8 drug on prescription (by a pharmacy), resulting in a stock movement outward.

Receipt – The receipt of a schedule 8 drug by a pharmacy, resulting in a stock movement inward.

Adjustment – An entry made in the Register to explain a balance which is not in agreement with the Register balance, in order to bring the Register balance into agreement with the physical stock count, for example when stock is removed for destruction.

Credit – The return of stock to a supplier.

Transfer In/Out – Stock which has been moved, for example from one pharmacy to another without being purchased or dispensed.

Formulation – Stock used for the preparation of a compounded medicine.

Damage – Any loss of stock that renders the product unusable.

Loss – Loss of stock, for example due to theft.

Destruction – Stock that has been disposed of in the presence of an authorised Ministry of Health Officer/Inspector, a Police officer or other person authorised for this purpose under the Poisons and Therapeutic Goods Act 1966.

Error or reversal – An entry made to account for a supply or receipt that has been mistakenly made, for example where a Register entry made was for the wrong drug, form, strength or quantity or as a “supply” instead of a “receipt”.

Stock check or audit – Confirmation of a Register balance as part of an audit by an authorised Ministry of Health Officer/Inspector a Police officer or other person authorised for this purpose under the Poisons and Therapeutic Goods Act 1966, or as a result of a prescribed periodical inventory of stock of Schedule 8 drugs by a pharmacist.

Superseded by the
Framework for Use of an
Electronic Drug Register
Requiring Single Signature
(TG216/1)