

After Creating a Restock a new Edit button will show next to the Place Order button. Once an Order has been Placed (sent to the Vendor) it can no longer be edited. To Edit the Created Restock, **click the Edit button**.

0 Orthopedics				Edit Loca
Restock 2 Items	Stock by Item Incomplete Restocks			
Manual Restock	Search by Restock Number All	▼ Vendor Site	* Reset	
View All Restocks	73901			
View/Add Usage	Created on 12/01/2021 at 02:27 PM		Edit	Place Order
Inventory Counts	73878-RFJOHNSON 0/1 checked in DJO Global - DJO DIRECT		Check Status	Check In
Download Stock	© Ordered on 10/13/2021 at 10:17 AM			
	73879-ABC123 0/6 checked in McKesson - Ortho - McKesson - Ortho			Check In
entory Settings	O Ordered on 10/13/2021 at 10:17 AM			

The Edit page will open and indicate the Restock Number and the Vendor. To add additional items to the restock, search for them in the search box. **Note** – only items set to the vendor indicated will show up in the search box. After adding the item increase the quantity needed. **Note** – if the item added has a suggested quantity, it will automatically update the Quantity column. Once all items have been added to the Restock, **click the Save Restock button**.

DJO Global - DJO DIRECT								
RESTOCK SUFFIX								
roduct	Item #	UoM	On Hand + Outstanding (Stocking Units)	Quantity Needed (UoM)	Order Quantity (UoM)	Unit Price	Ext Price	
teaction Happy Don't Edit 10 - Donjoy - Color: Grey, Star: M/L.	11-0215-3	EA	15 of 15 ( 3 Outstanding ()	0	3	45.00	135.00	
Universal Arm Sling w/ Padded Strap 10 - ProCare -	79-92070	EA	4 of 4 (1 Outstanding ())	0	1	3.41	3.41	
Quick-Fit Wrist & Forearm JO - ProCare - Orientation: Left. Size: Universal	79-87510	EA	8 of 8	0	0	8.27	0.00	
SKU or Name Q								

Inventory items that were on the original Restock will have a notation underneath the On Hand + Outstanding quantity value with a tooltip. Upon hover the tooltip indicates this item was previously on the restock. This will assist as a visual cue for differentiating items previously added to the restock with those showing a 0 in the Quantity Needed column.

ltem #	UoM	On Hand + Outstanding (Stocking Units)	Quantity Needed (UoM)	Order Quantity (UoM)	Unit Price	Ext Price	
01EF-M	EA (1 Stocking Units)	7 of 7 (7 Outstanding ())	0	1	50.00	50.00	×
			The quantity outstand	ling will include any	order quantity prev	viously added to thi	is restock.