

## 5 Hospital Management Techniques to Improve Supplies Management



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Balancing supply management with costs and space use requires careful planning and monitoring. The following 5 tips can help make the task more efficient and economical.

### 1. Be clear about responsibilities

Every staff member involved in the hospital supplies chain must be very clear about the parameters of their responsibilities and how they contribute to successful management of inventory.

### 2. Routinely Analyse Usage Against Order Frequency

Conducting a routine analysis on usage versus order frequency encourages best practice in order patterns.

Keep on top of the precise quantity ordered for on a weekly, monthly or quarterly basis compared to usage in the same timeframes will lead to effective adjustments.

### 3. Efficient Supplies Organisation

A messy hospital supplies unit is not solely a nuisance but can negatively impact hospital inventory management. It can lead to wasted revenue or simply not knowing how much of a supply is in stock. Keep the most frequently-used supplies and tools positioned so that they are easy to access.

Place products that will reach their expiry dates prominently so that they are used first.

### 4. Inventory Management Technology

Technology has the potential to improve efficiency in our lives but only if it is used properly otherwise it can simply cause complications.

If the supply management is not working as well as it could, sit down and ascertain what the key issues are and if your software is adequate for dealing with them. Learn how to use it so that it does or identify software that will offer a solution.

### 5. Improve Recordkeeping

A digital platform can assist in forecasting future supply and demand. Additionally, keeping accurate inventory records is essential in order to support good hospital supplies management.

Source:

Afflink Supply Chain Management

<http://blog.afflink.com/5-hospital-inventory-management-techniques-to-reduce-costs>

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