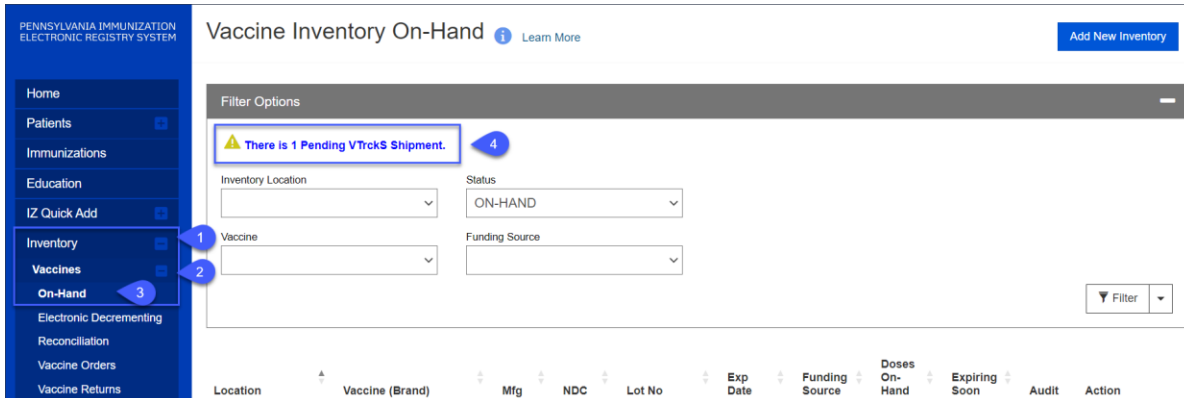
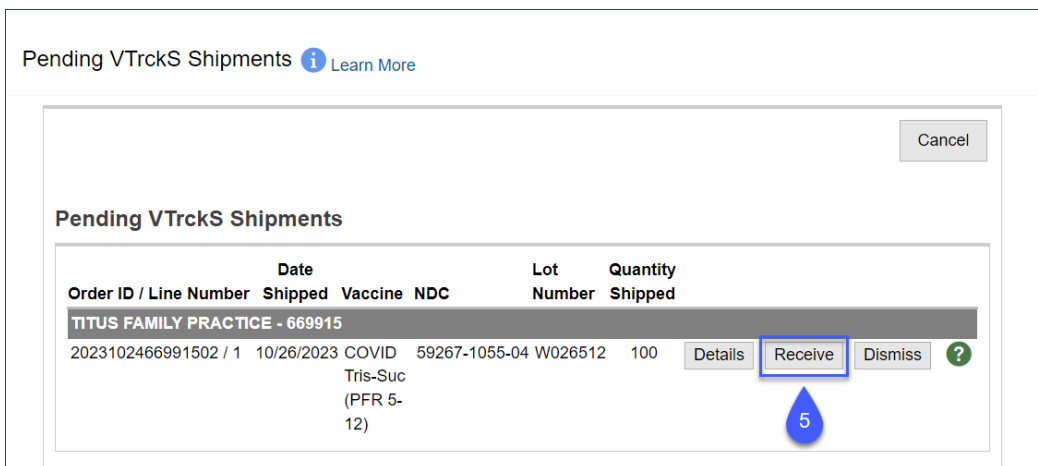


## Add New On-Hand Inventory Items – With a Shipment File

When vaccine orders are placed in PIERS, VFC Program staff submit approved vaccine orders to VTrckS. Once VTrckS has shipped vaccine to satisfy the orders, VFC Program staff upload the corresponding shipment data into PIERS. When the vaccine is delivered to the clinic, users should utilize this method to receive the shipment and add the vaccine to inventory on-hand.



1. Click **Inventory**.
2. Click **Vaccines**.
3. Click **On-Hand**.
4. Click the **Pending VTrckS Shipment** link.



Order ID / Line Number	Date Shipped	Vaccine	NDC	Lot Number	Quantity Shipped	
<b>TITUS FAMILY PRACTICE - 669915</b>						
2023102466991502 / 1	10/26/2023	COVID	59267-1055-04	W026512	100	<a href="#">Details</a> <a href="#">Receive</a> <a href="#">Dismiss</a> <span>?</span>
		Tris-Suc (PFR 5-12)				

The Pending VTrckS Shipments screen displays.

5. Click **Receive**.

Vaccine Inventory [Learn More](#) Cancel Links Create

View

6 8

Date/Time \* 11/07/2023 11:03 AM (HH:MM:AP)

Inventory Location \* TITUS FAMILY PRACTICE > TITUS FAMILY PRACTICE - MECHANICSBURG 7

Vaccine | Mfg | NDC | Brand \* COVID TRIS-SUC (PFR 5-12) | PFR | 59267-1055-04 | PFR COVID TRIS-SUCROSE (10 X 10 (0.2ML/DOSE) MDV)

Lot Number \* W026512

Expiration Date \* 08/22/2024

Funding Source \* VFC

Doses Adjusted \* 100

Container Id

Comments RECEIVED FROM SHIPMENT 0512891362 ON 10/27/2023 FOR VACCINE ORDER 2023102466991502, LINE ITEM 1, PED INTENT.

The View screen displays.

6. Enter the **Time**.
7. Select the appropriate **Inventory Location**.
8. Click **Create**.

✓ **Success** The Record Has Been Saved ✕

The Success message displays.