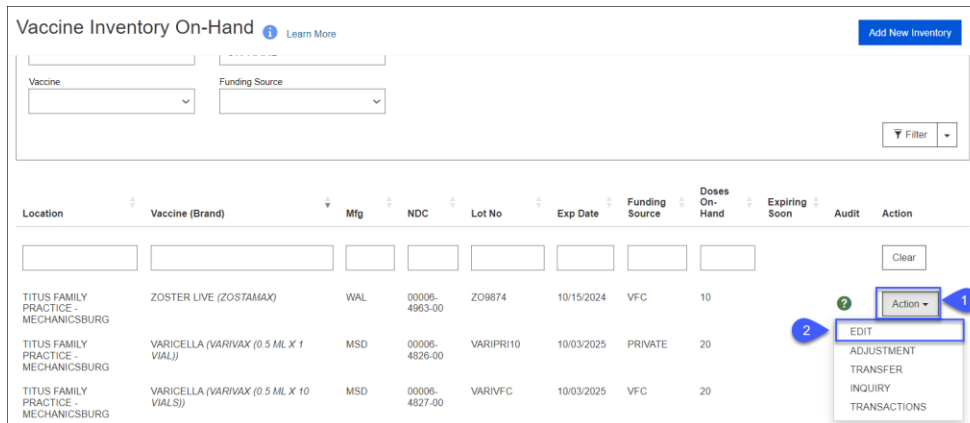


Edit On-Hand Inventory

When manually adding vaccine inventory incorrect information could be entered in error. The Edit option in the Action drop-down allows for certain edits to be made.

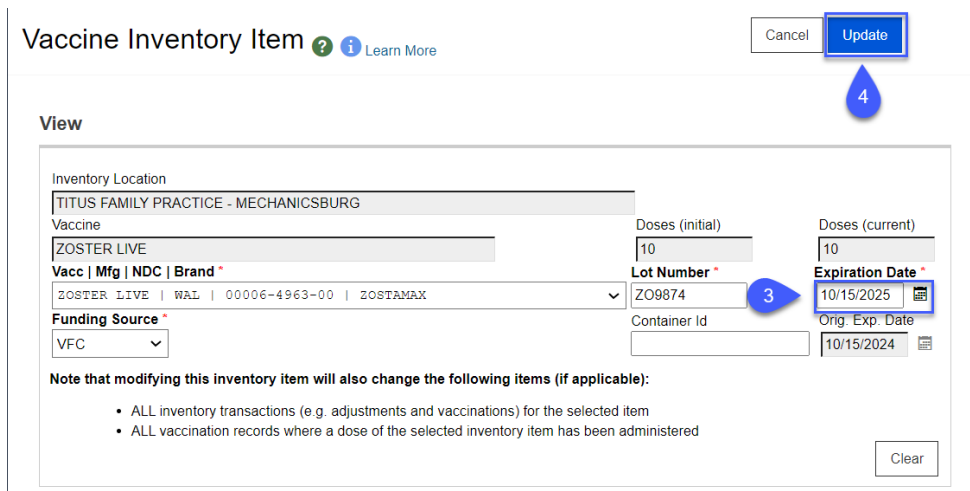


Vaccine Inventory On-Hand [Learn More](#) Add New Inventory

Vaccine: Funding Source: Filter

Location	Vaccine (Brand)	Mfg	NDC	Lot No	Exp Date	Funding Source	Doses On-Hand	Expiring Soon	Audit	Action
TITUS FAMILY PRACTICE - MECHANICSBURG	ZOSTER LIVE (ZOSTAMAX)	WAL	00006-4963-00	ZO9874	10/15/2024	VFC	10			<div style="border: 1px solid gray; padding: 2px;"> 1 Action 2 <ul style="list-style-type: none"> 2 EDIT ADJUSTMENT TRANSFER INQUIRY TRANSACTIONS </div>
TITUS FAMILY PRACTICE - MECHANICSBURG	VARICELLA (VARIVAX (0.5 ML X 1 VIAL))	MSD	00006-4826-00	VARIPRI10	10/03/2025	PRIVATE	20			
TITUS FAMILY PRACTICE - MECHANICSBURG	VARICELLA (VARIVAX (0.5 ML X 10 VIALS))	MSD	00006-4827-00	VARIVFC	10/03/2025	VFC	20			

1. Click the drop-down arrow beside **Action**.
2. Click **Edit**.



Vaccine Inventory Item [Learn More](#) Cancel Update

View

Inventory Location:

Vaccine:

Vacc | Mfg | NDC | Brand:

Funding Source:

Doses (initial): Doses (current):

Lot Number: 3

Expiration Date: 4

Container Id:

Orig. Exp. Date:

Note that modifying this inventory item will also change the following items (if applicable):

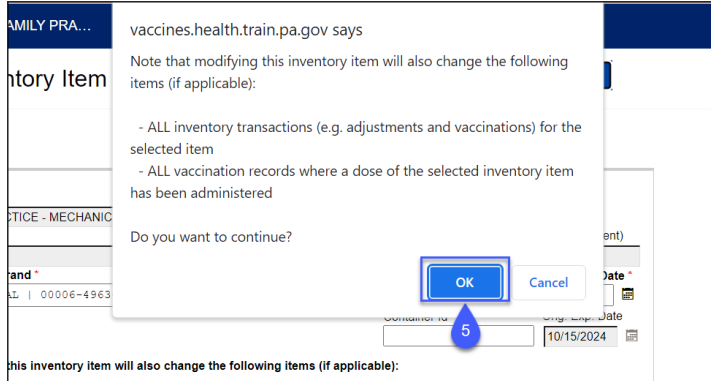
- ALL inventory transactions (e.g. adjustments and vaccinations) for the selected item
- ALL vaccination records where a dose of the selected inventory item has been administered

Clear

The **View** screen displays.

Any vaccine inventory item field that isn't grayed out can be updated. **NOTE:** Dose amounts are changed using the Adjustment option under Actions.

3. In this scenario, **Expiration Date** was edited.
4. Click **Update**.



A confirmation pop-up displays.

5. Click **Ok**.



The **Success** message displays.