

How to check inventory of Omnicell Cabinets (Real-time counts)



1. Log into Omnicell console using desktop icon.
This screen should appear:

The screenshot shows the 'Status Dashboard' in the Omnicell console. It features a table with columns for 'Omni ID', 'Area', 'Last Restock Generated', 'Last Restock Completed', and 'Omni Status'. The table lists various cabinets such as IH_5NTH_B, IH_1WST_A, IH_2WST_A, etc. The status for most is 'Connected', while some are 'Down'. A 'Log on' button is visible at the bottom right.

2. Click on the **Database** tab:

This screenshot is identical to the previous one, but a red box highlights the 'Database' icon in the left-hand navigation menu. The 'Database' icon is represented by a stack of three cylinders.

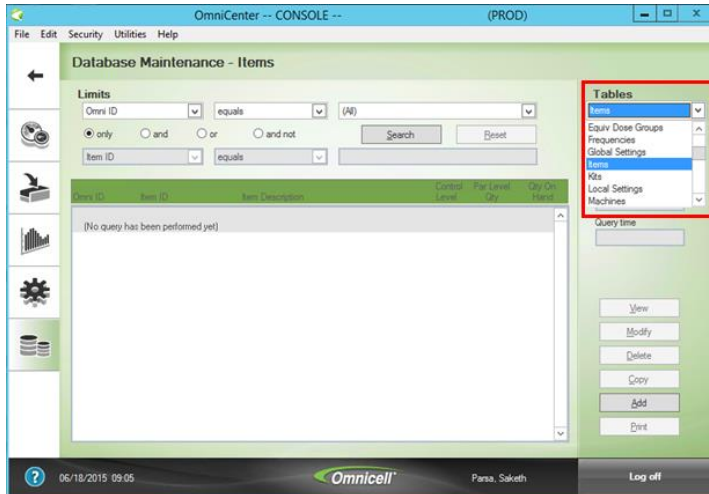
3. Login using your Omnicell credentials: **IHSxxxxx** (employee #) and password:

The screenshot shows the 'Status Dashboard' with a 'Log On' dialog box overlaid in the center. The dialog box has the Omnicell logo and fields for 'User ID' and 'Password'. 'OK' and 'Cancel' buttons are at the bottom. The background dashboard is dimmed.

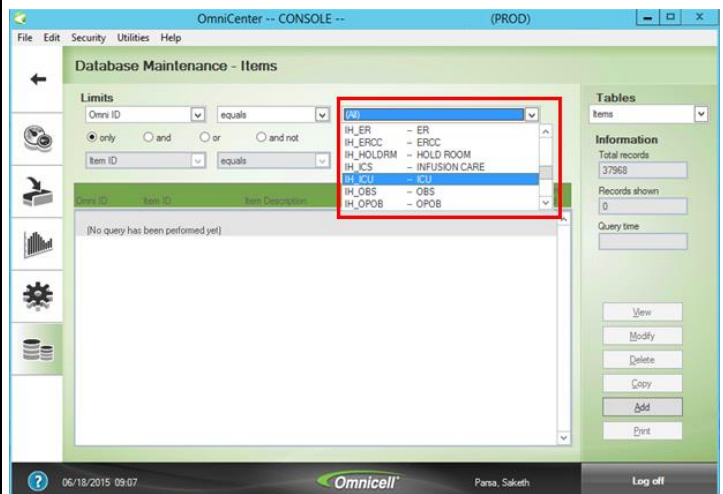
4. Resulting screen:

The screenshot shows the 'Database Maintenance - Allergies' screen. It includes a 'Limits' section with dropdowns for 'Allergy Type' and 'Allergy Code', and radio buttons for logical operators ('only', 'and', 'or', 'and not'). There are 'Refresh' and 'Reset' buttons. Below is a table with columns 'Allergy Code', 'Allergy Name', and 'Allergy Desc'. The table shows two entries: 'NKA' and 'UKA', both with 'No Known Allergies' and 'Unknown Allergies'. On the right, there is an 'Information' panel with 'Total records' (2), 'Records shown' (2), and 'Query time' (0:00 s). At the bottom, there are buttons for 'View', 'Modify', 'Delete', 'Copy', 'Add', and 'Print'. The user name 'Pansa, Saheth' and a 'Log off' button are visible at the bottom right.

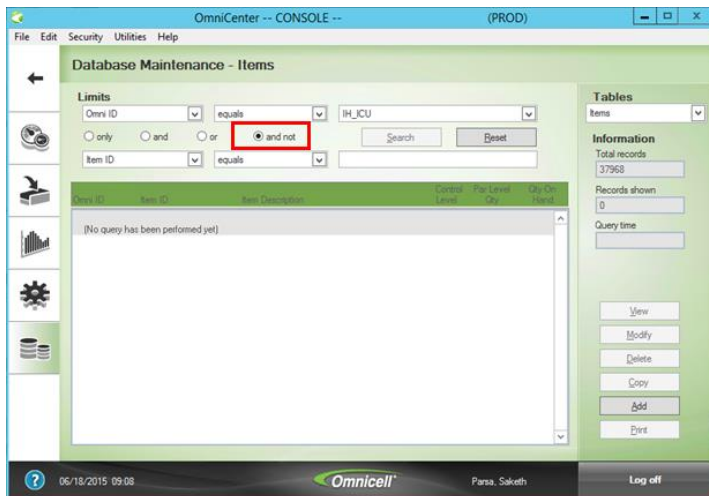
5. Click on the **Tables** drop down menu and click on **Items** to bring up the Items table:



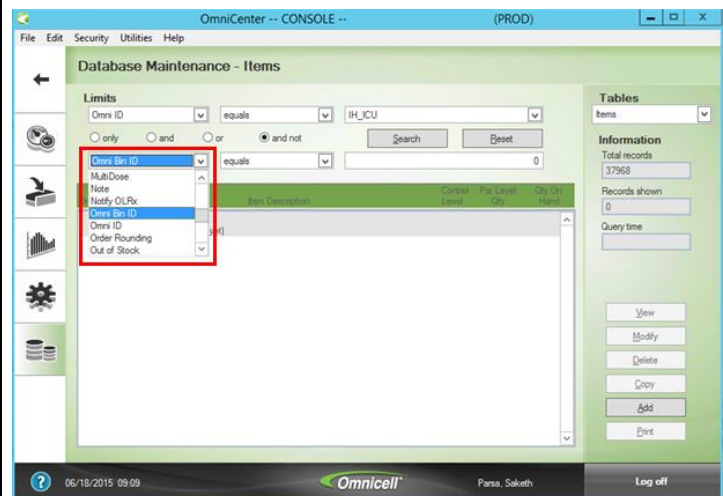
6. Click on the 3rd drop box in the top row and choose the desired Omnicell cabinet:



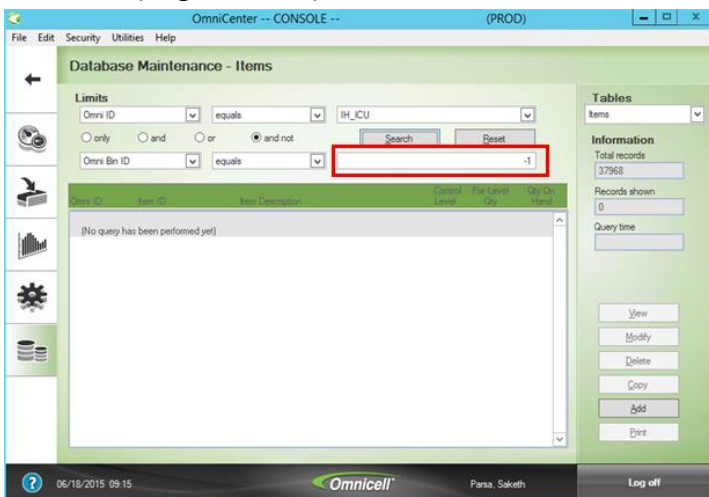
7. In the 2nd row, click **and not**:



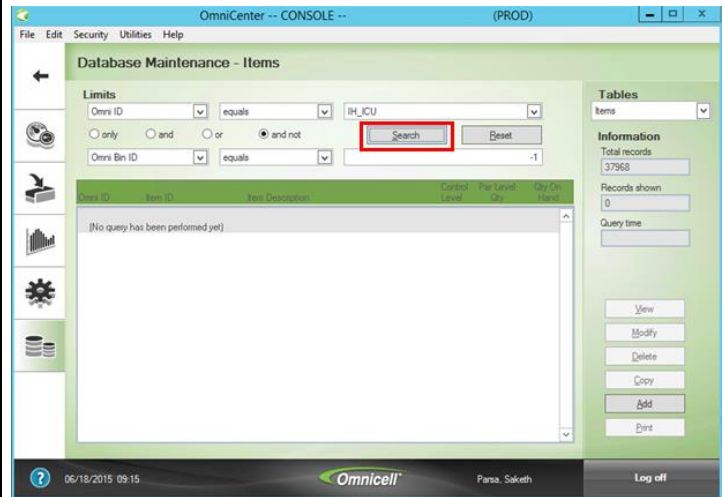
8. In the 3rd row, click the 1st drop down and select **Omni Bin ID**:



9. In the 3rd row, click in the 3rd box and change 0 to **-1** (negative one):



10. Click **search**:



11. Resulting screen:

Database Maintenance - Items

Limits: Omnis ID equals IH_ICU

Information: Total records 246, Records shown 246, Query time 0.08 s

Omnis ID	Item ID	Item Description	Control Level	Par Level Qty	Qty On Hand
IH_ICU	2003	Betam Sulfate 2.1% 450ML Susp-Or	6	6	7
IH_ICU	2205952	Ocular Lubricant 15ML Soln-Op	6	1	1
IH_ICU	2201473	Acetaminophen 650MG Supp	6	5	5
IH_ICU	2201606	Bisacodyl 10MG Supp	6	10	10
IH_ICU	2202300	Benzocaine Oint 20% 0.5ML Spray	6	4	4
IH_ICU	2202595	Phenol Topical 1.4% 180ML Spray	6	4	4
IH_ICU	2202700	Lidocaine HCl Viscous 2% 10ML Liquid	6	6	6
IH_ICU	2202709	Lidocaine 1% 200MG/20ML 20ML Inj	6	11	11
IH_ICU	2202836	Lidocaine Topical 2% 5ML Gel	6	2	2
IH_ICU	2203123	Oxymetazoline HCl 0.05% 15ML Spray-N	6	2	2
IH_ICU	2203153	atomoxetine 18MG/24ML 24ML Soln-In	0	6	6
IH_ICU	2203354	Sodium Chloride Nasal 0.65% 44ML Spray-N	6	2	2
IH_ICU	2205755	Povidone-Iodine 10% 30GM Oint	6	1	1
IH_ICU	2207009	Hydrogen Peroxide 3% 240ML Soln-To	6	4	4
IH_ICU	2207520	Nystatin 150M Powder	6	4	4
IH_ICU	2207720	Nitroglycerin 2% Top 1GM Oint	6	48	48
IH_ICU	2207876	Bacitracin-Polymyxin B Topical 15GM Oint	6	3	4
IH_ICU	2208551	Sodium Biphosphate-Sodium Phos 133ML Enema	6	4	4
IH_ICU	2209460	Levabuterol 0.63MG/3ML 3ML Soln-In	0	24	23

12. Click the column header entitled **Item Description** to sort alphabetically:

Database Maintenance - Items

Limits: Omnis ID equals IH_ICU

Information: Total records 37968, Records shown 246, Query time 0.08 s

Omnis ID	Item ID	Item Description	Control Level	Par Level Qty	Qty On Hand
IH_ICU	2003	Betam Sulfate 2.1% 450ML Susp-Or	6	6	7
IH_ICU	2202300	Benzocaine Oint 20% 0.5ML Spray	6	4	4
IH_ICU	2201606	Bisacodyl 10MG Supp	6	10	10
IH_ICU	2237881	Bisacodyl EC 5MG Tab	6	10	7
IH_ICU	2209908	Budesonide 0.25MG/2ML 2ML Soln-In	0	10	10
IH_ICU	2209909	Budesonide 0.5MG/2ML 2ML Soln-In	0	10	10
IH_ICU	2247975	Calcium Acetate 667MG Cap-Gel	6	10	10
IH_ICU	2254075	Calcium Carbonate Chewable 500MG Tab	6	10	10
IH_ICU	2211373	Calcium Chloride 1GM/10ML 10ML Syringe	6	2	2
IH_ICU	2211407	Calcium Gluconate 10% 1GM/10ML 10ML Inj	6	3	3
IH_ICU	2250728	Carbidopa-Levodopa 25 MG-100 M TEA Tab-ER	6	10	10
IH_ICU	2239304	Carvedilol 12.5MG Tab	6	20	15
IH_ICU	2235018	Carvedilol 3.125MG Tab	6	18	14
IH_ICU	2216690	Cefepime HCl 1GM Inj	6	10	10
IH_ICU	2225463	Cefepime HCl 2GM Inj	6	10	5
IH_ICU	2213245	Ceftriaxone Sodium 1GM Inj	6	10	10
IH_ICU	2294031	Chloridazepoxide HCl 25MG Cap	4	10	6
IH_ICU	2264505	Chlorhexidine Gluconate 0.12% 473ML Mouthwa	6	3	4
IH_ICU	2295063	Cholecalciferol 1000IU/In Tab	6	10	10

13. Scroll through list to find desired drug and note **quantity on hand**:

Database Maintenance - Items

Limits: Omnis ID equals IH_ICU

Information: Total records 37968, Records shown 246, Query time 0.08 s

Omnis ID	Item ID	Item Description	Control Level	Par Level Qty	Qty On Hand
IH_ICU	2264992	Potassium Chloride 20MED/15ML 15ML Liquid	6	8	9
IH_ICU	2242121	Potassium Chloride ER 20MED Tab-ER	6	20	19
IH_ICU	2205755	Povidone-Iodine 10% 30GM Oint	6	1	1
IH_ICU	2243186	Pramipexole 0.125MG Tab	6	10	10
IH_ICU	2243284	Prednisone 20MG Tab	6	10	9
IH_ICU	2247963	Promethazine 25MG Tab	6	10	10
IH_ICU	2213826	Propofol 100 MG/100ML 100ML Emuls	6	19	14
IH_ICU	2250397	Quetiapine 25MG Tab	6	10	10
IH_ICU	2209773	Racipropofol 2.25% 0.5ML Soln-In	0	4	4
IH_ICU	2245273	Renal Multivitamin 1EA Tab	6	4	4
IH_ICU	2272559	Rocuronium Bromide 50MG/5ML 5ML Inj	6	3	3
IH_ICU	2235362	Rosuvastatin 20MG Tab	6	10	9
IH_ICU	2255347	Sertaline HCl 50MG Tab	6	10	7
IH_ICU	2249690	Sevelamer (Renvela) 800MG Tab	6	10	10
IH_ICU	2259529	Simvastatin 20MG Tab	6	10	6
IH_ICU	2259552	Simvastatin 40MG Tab	6	10	9
IH_ICU	2219483	Sodium Bicarbonate 50MED/50ML 50ML Syringe	6	4	4