

# PROJECT : STOCK CONTROL

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## WHAT?

Implement better stock control to reduce over ordering, items going out of date, to reduce wastage and number of deliveries.

## WHY?

Stock is often over ordered as inconsistently checked, so additional orders were being placed as an urgency. Resulting in multiple deliveries, financial and environmental impacts.

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## HOW?

Implemented a visual ordering form to be used when ordering stock, so it can be easily viewed when items were last ordered.

Stock sheets added to stock cupboards after discussion how many items should be retained at once.

Agreed that ordering would only be done once monthly.

## WHO?

Nurses, Health care assistants, admin team

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## WHAT WENT WELL?

Introducing the process went well

## EVEN BETTER IF?

Time constraints - Lack of time really with it being end of year when implemented the action.

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## RESOURCES

General Practice Green Procurement Guide - coming soon

Doing what we do, but a bit greener