![tecsys logo]

Tecsys Talk

Get to Know Tecsys

| [Tecsys Web Page](#) | [Training Hub](#) | [Report an Issue](#) |

Tecsys is here for you to manage medical supply inventory and costs with better supply-level tracking, as well as, clinical supply documentation throughout the health system. Teams are meeting daily to ensure issues are being resolved as quickly as possible. Your feedback is highly appreciated and continues to drive enhancements to the system.

Since the Tecsys implementation, the application has improved our visibility of supply movement and order efficiency. Read further to learn about the most recent updates, changes, and other information you need to know about Tecsys.

Latest Updates and Information

Scheduled Downtime — Sunday, March 24th, 2024

Please be aware that the following system will experience an outage due to downtime for service updates and maintenance. This system will be unavailable during the time frames specified below.

Tecsys will be down for 2 hours on March 24, 2024, starting from 3:00 AM (CT) until 5:00 AM (CT).

Please use Tecsys downtime procedures for business continuity.

Updates

- [A training plan has been created for managers and super users.](#)
  A collection of new training and resource materials from the on-site assessment are now available. The new training and resource materials are based on feedback from clinical users specific for the OR.

- [Simplified nursing access to Tecsys in-patient kiosks is here!](#)

Tecsys Support & Trainings

Online Training

- [Nursing Kiosk Demo](#)
- [Surgical Documentation Training](#) *new*

New and Updated Training Guides

- [NURSING KIOSK: PATIENT SUPPLY USAGES AND RETURNS - QRG](#)

- [Check reference guide for new and updated tip sheets.](#)

Tip

[Green Labels](#): Use the Kiosk to issue the green label items to the patient.

Implant Trays: Use Tray Helper to appropriately document and decrement inventory.

Updates

A Training Plan has been created for managers and super users

Its here! A collection of new training and resource materials from the on-site assessment are now available. The new training and resource materials are based on feedback from clinical users specific for the OR. A link to the collection of new training and resource materials can be found here.

In addition to the training and resource material, weekly office hours for surgical staff are being planned and will begin soon. Consultants will be available to answer questions and provide guidance around surgical case documentation. Look for this upcoming schedule of weekly office hours to appear on the Trainging Hub of the Tecsys website sometime over the next month.
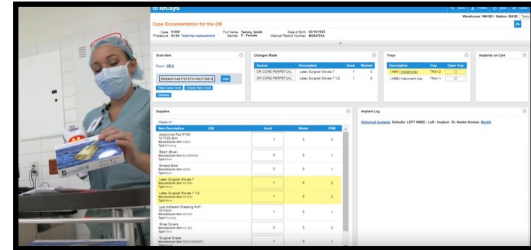
Quick Reference Guides	Tip Cards
	One or two-sided, index card-sized tip cards that can be printed and used as reference for the following common Tecsys activities.
Log In to Tecsys	Add an Item
Search Criteria	Add an Item on the Fly
Add On a Supply	Verify a Case
Add on the Fly Item	OR Room Change
Change Source Location	Review Case Shortages
Document an Implant	Picking Add-On Items with HandHeld
Waste a Supply	Resolve Item Scanning Issue
Additional QRGs	Supply Counts
	Case Validation
	Shortages Prior to Case Picking

Updates

Simplified Nursing Access to Tecsys In-patient Kiosk

Simplified Nursing Access to Tecsys In-patient kiosks are here. One scan of the log in barcode will automatically take you to your patient list.

All kiosks went live on January 26th, 2024. Work was performed in February to get the system up and running. There were some initial issues with scanners.

To address the issues, IT and Nursing Informatics were on-site rounding to all kiosk units to re-train scanners. While on-site, they spoke with staff, verified logins, troubleshot hardware issues, and ensured all kiosks were operational.

30 kiosks have been upgraded and are live with the new single scan login process.

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[1] in Medical Center North (MCN)	[3] in Vanderbilt Childrens Hospital (VCH)
[2] in The Vanderbilt Clinic (TVC)	[4] in Vanderbilt Wilson County Hospital (VWCH)
[3] in Medical Center East (MCE)	[17] in Vanderbilt University Adult Hospital (VUAH)

Additionally, other actions have also been taken to address the issues.

- 4th floor Round Wing was missing a kiosk machine. A request to replace the kiosk has been submitted.
- Several machines were found with missing/wrong barcodes and have been resolved.
- Reporting has been developed to assist with tracking kiosk usage compliance.
- A revised tipsheet has been distributed with instructions to resolve barcode scanning issues. These tipsheets have been hung on the kiosks.

Now that the kiosks are in place, take some time to familiarize yourself with the new process. Training on the kiosks remains in place, and you can find it on the Training Hub on the Tecsys website. Specifically, on the Training Hub, you'll find both a Demo video and a quick reference guide (QRG).
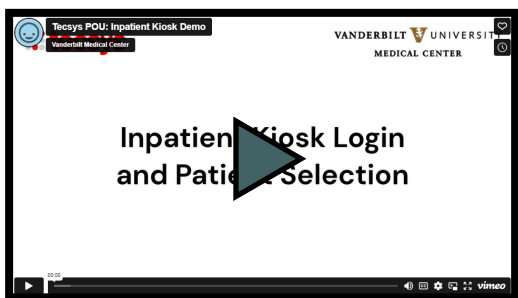
NURSING KIOSK DEMO VIDEO
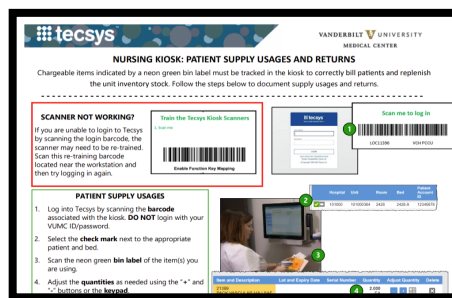
NURSING KIOSK: PATIENT SUPPLY USAGES AND RETURNS - QRG

If you are having problems logging into your kiosk machine, please submit a Pegasus ticket.