

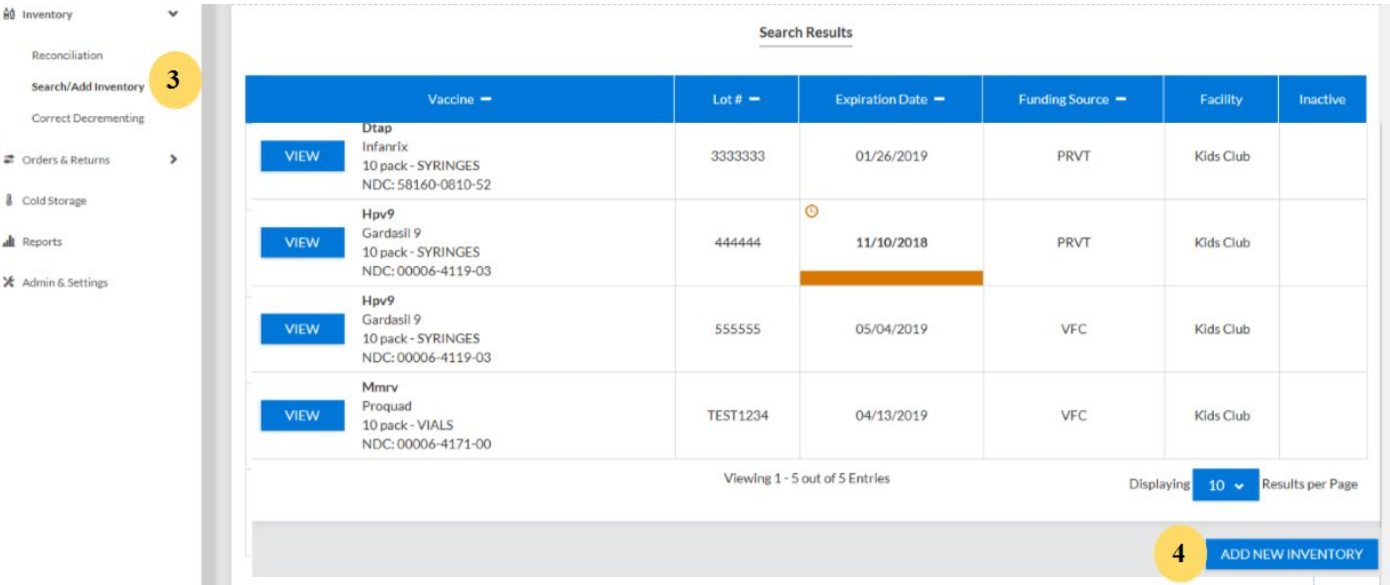
Add Private Inventory Quick Reference Guide

Steps to Follow:

1. Select **VOMS 2.0**, under the **Inventory Management** menu.

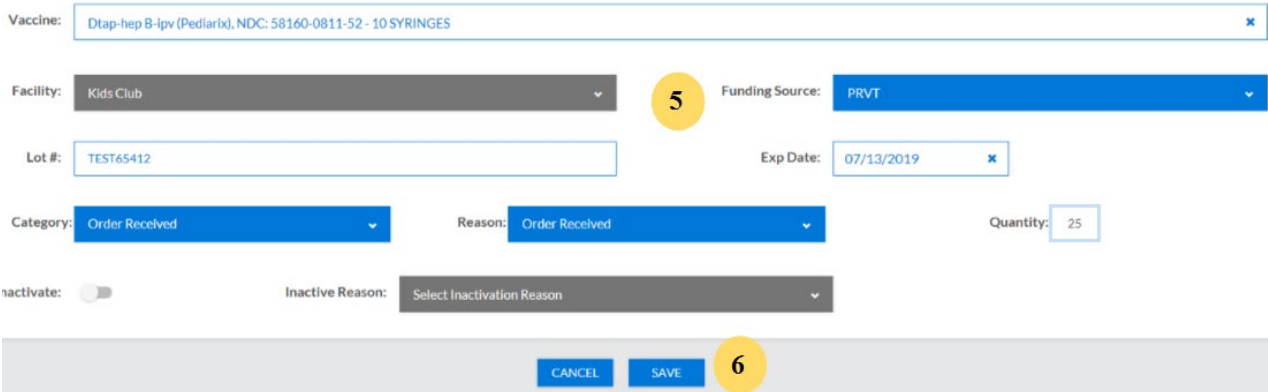


2. VOMS 2.0 application opens.
3. Select **Search/Add Inventory**, under the Inventory menu.
4. Select **Add New Inventory**.



Vaccine	Lot #	Expiration Date	Funding Source	Facility	Inactive
Dtap Infanrix 10 pack - SYRINGES NDC: 58160-0810-52	3333333	01/26/2019	PRVT	Kids Club	
Hpv9 Gardasil 9 10 pack - SYRINGES NDC: 00006-4119-03	4444444	11/10/2018	PRVT	Kids Club	
Hpv9 Gardasil 9 10 pack - SYRINGES NDC: 00006-4119-03	5555555	05/04/2019	VFC	Kids Club	
Mmriv Proquad 10 pack - VIALS NDC: 00006-4171-00	TEST1234	04/13/2019	VFC	Kids Club	

5. Complete the required fields (fields marked with a red box).
6. Select the **Save** button.
7. Select the **Back** button to check that the vaccine lot was added.



Vaccine: Dtap-hep B-ipv (Pediarb), NDC: 58160-0811-52 - 10 SYRINGES

Facility: Kids Club Funding Source: PRVT

Lot #: TEST65412 Exp Date: 07/13/2019

Category: Order Received Reason: Order Received Quantity: 25

Inactivate: Inactive Reason: Select Inactivation Reason

CANCEL SAVE