
Procurement of Medical Products in the „AEMP“*

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* Processing Unit for Medical Devices

„Introduction“

- Procurement
 - Definition of the term „logistics“
 - The correct Goods
 - In the correct Quantity
 - In the correct Quality
 - At the right Time
 - In the right Place

„Legal basis“

- **Austria: Purchase Contract Awards Act 2006**
 - Purchase contract awards act
 - Pharmacy Law
 - Medical Products Law
 - Standards
 - Guidelines
 - Purchase Contract Awards Act / Award of Contract

„Legal basis“

- Contract placing
 - Conformity / Medical Device Act
 - Testing of Products
 - Direct Awards of Contract
 - Purpose

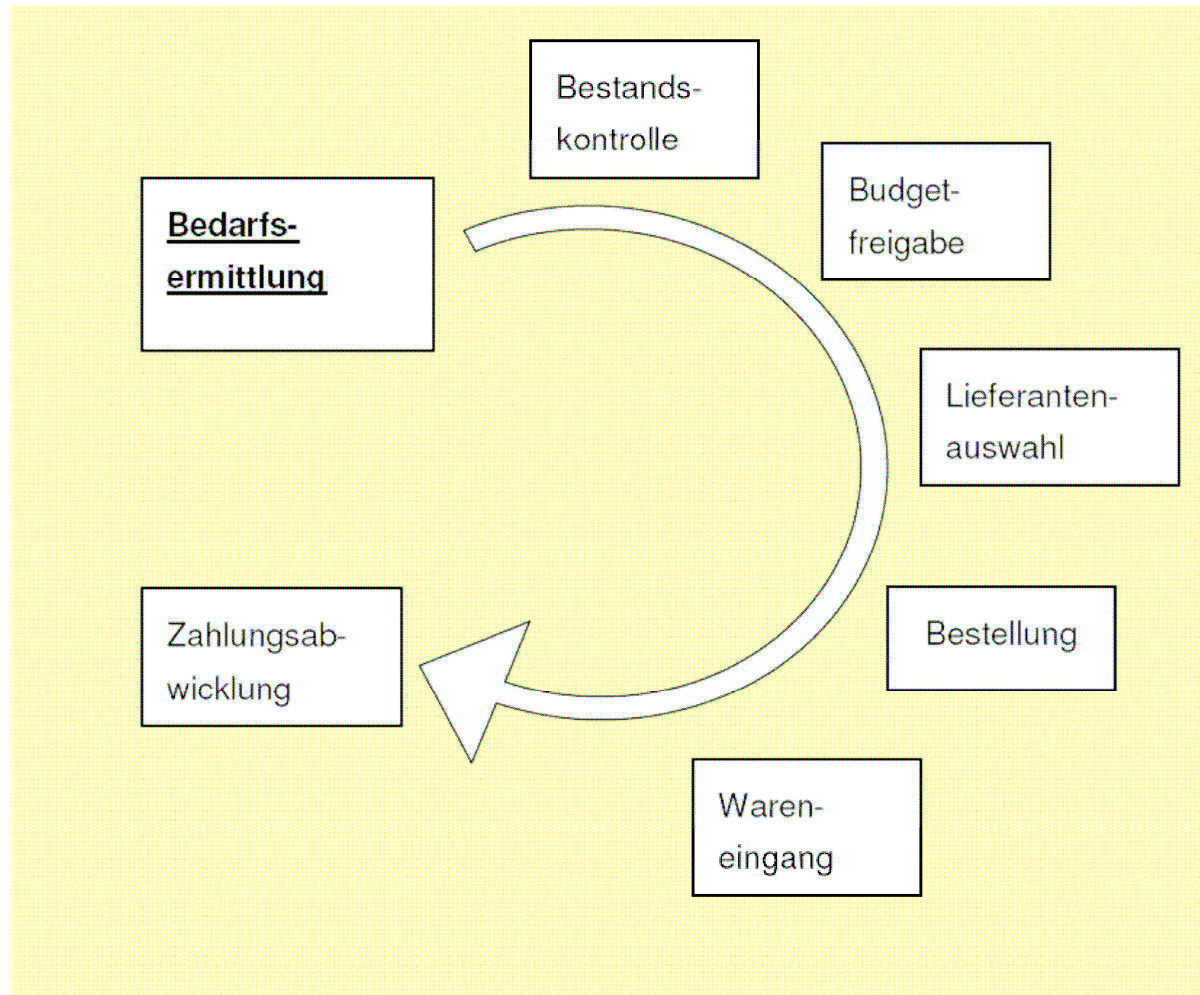
„Procurement types“

- Operational Procurement
- Strategic Procurement
- Inventory Procurement
- Individual Procurement in case of Need
- Disposal- or fabrication synchronal Procurement „just in time“

„Quality Management“

- Procurement Processes
- Forms, Checklists, Clearing of Complaints
- Minimum Stock / Maximum Stock
- Prozess Description of the Controls
- Ecological View / Waste Management

„ Procurement Process“



„ Analysis of Needs “

- Procurement of Equipment
 - Laws and Standards
 - Communication
 - Team of the Processing Unit for Medical Products
 - Hygiene team
 - Technician etc.
- Reprocessable MP
 - Instruments

„ Analysis of Needs “

- Packing Material
 - EN ISO 11607
- Cleaners, Disinfectants
 - ÖGHMP
 - VAH (formerly DGHM)
- Agents for Instrument Care
 - Provided for Steam Sterilisation
 - Penetrable for Steam

„ Analysis of Needs “

- Textiles
 - Chemical- proof
 - Heat- proof
- Documentation
- Analysis of Training Requirements
 - Austria: Medical Products Law § 94

„Budget“

- Investments – Budget planning
 - Planned Strategic Changings
 - Effects
 - Analysis of Needs in Time
 - Specific Equipment

„Choice/Evaluation of Suppliers“

- Accurate Analysis of Needs
 - Detailed Specification
 - Which Criteria
- Strategic choices
- Professional consultation
- Service
- Handling of complaints

„Order“

- Article, Amount, Date, Location
- Frame contract
 - Handling of Complaints
 - Which Form
 - Which Way
 - Authority to sign

„Stock Receipt“

- Definition of the Authorized Person for the Receipt
- Receiving Controls
 - Completeness / Damage
 - Accordance with the Order
 - Goods which must be stored cool
 - Delivery of Machines
 - Control of Documents
 - Acceptance by an Independent Testing Laboratory
 - Training of Employees etc.

„Payment execution“

- Goal should be:
 - In Time
 - Accurate Execution
- Definition of Further Treatment
 - Accompanying Papers
- Procedure in case of damages

Danke für Ihre Aufmerksamkeit!

Thanks for your attention!

Merci pour votre attention!

Grazie per la vostra attenzione!